

First Baptist Church

Meeting of the Trustees
First Baptist Church, Ltd.
December 14, 2013

Present: Annabel Robinson (Chair), Mark McKim (Senior Pastor), Heather Holtlander (Secretary), Esther Wiens, Mavis Olesen, Derrick Bellows (Treasurer), Murray Wolfe (Vice-Chair), Joel Russell-MacLean
Regrets: Martha Pauls, John Hillmer

1. Prayer

Kelly DuMont passed away this morning (Stacey, wife; Curtis, Kyle, Meagan, children). Stacey has MS and needs assistance. The children are grown.

Erin Angus's sister-in-law passed away in the cold

Barry Lyons's sister passed away, and now Barry needs a new living situation. His extended family is very good to him, so he's not overly worried.

Reid's step-mother is in hospital.

Action: Heather, as secretary to send sympathy card to Erin.

2. Adoption of the Agenda

Under 7: Directors and Officers clarification

Under 4: Mavis would like to table it until Spring 2014

Under 9: Mavis has checked into criminal record check best practices.

Motion: To adopt the agenda as amended.

*Moved by Mavis, seconded by Murray
Carried*

3. Approval of minutes, November 16, 2013

Motion: To approve the minutes as circulated.

*Moved by Mavis, seconded by Murray
Carried*

4. *Moved to table this item.*

*Moved by Mavis, seconded by Esther
Carried*

5. Report of the chair

DULF meeting December 4

Motion: In order to facilitate communications and because these committees are dealing money matters, Trustees ask the DULF Committee, the Planned Giving Committee and the Finance and Audit Committee to keep minutes of all meetings, and regularly to submit these to the Trustees.

*Moved by Derrick, seconded by Murray
Carried*

By consensus, we add “*that these committees also submit reports for the Annual Report.*”

Action: Derrick will communicate this motion to the chairs of the committees.

Motion: Whereas: Trustees considered at length the minimum \$1000 donation limit to the DULF pot (as opposed to projects).

And Whereas: The Trustees continue to have concerns that removing this limit might impact operating revenue.

And Whereas: We recognize the concerns expressed about the limit and about planned precautions to avoid impacting operating revenue by means of a donor form.

Therefore: The trustees ask for Terms of Reference from DULF in order that we may reconsider this issue.

*Moved by Esther, seconded by Murray
Carried*

Action: Derrick will communicate this motion to the chairs of the committees.

(That the Terms of Reference are vitally important, and after that is settled, especially about how DULF is advertised, probably the \$1000 limit won't matter anymore)

7. Derrick

Line of credit

It is appropriate for us to get rid of the capital line of credit that we don't use.

Motion: That we cancel the capital line of credit and the Treasurer will send a letter of thanks to the Baptist Union.

*Moved by Derrick, seconded by Mavis
Carried*

Reducing operating line of credit after year end.

We raised \$30,000 in our fundraising effort to reduce this line of credit, so I will be assessing after year-end and will introduce a motion about reducing the operating line of credit.

The Directors of the church are the Deacons and the Treasurer: the Trustees.

There are four Officers: Chair of Deacons, Vice-Chair of Deacons, Secretary of Deacons, and the Treasurer.

I'd like the Governance Advisory Committee to look at that because right now if the church collapses and there is outstanding debt, the Officers are personally liable. We need to make sure we have insurance.

Action: Derrick will check.

Derrick wonders if Maureen Jickling would sit on the Governance Advisory Committee.

Action: Heather should always send Deacons/Trustees minutes to Kevin Rich.

Interest rates.

Motion: That we maintain the same interest (3.65%) on the bonds in 2014 as in 2013.

Moved by Derrick, seconded by Mavis

Carried

9. Other Business

Criminal record checks best practices

There's no set rule. Small churches with little turnover are going to getting new criminal record checks every five years.

Child Advocate, Federal and Provincial governments all said it's us up to us.

Liability insurance is the only thing that may change things.

Action: Mavis will check with Bill Barlow about whether our insurance specifies anything.

8. Discussion of Values Document

Action: Esther will work on revising the Creativity and the Arts

10. Date of next meeting January 18, 2014 at 10:00 am

11. Adjournment

Motion to adjourn.

Respectfully Submitted,

Heather Holtslander, Secretary