

**Brunswick Street United Church
Special Meeting of Church Council
7pm, Monday, January 3rd, 2005**



**Draft Minutes
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as called by the Chair of the Support Team and Chair of Council

Location: Brunswick Street United Church, 2107 Brunswick St., Halifax, Nova Scotia

Chair: Rev. David Hart acting Chair for this meeting

Recording Secretary: Lucinda Montizambert

Members: Doris McGrath, Ron Briggs, Lucinda Montizambert, Keith Allison, Scott Barber, Jim Sykes, Hazel Andrews

Guests: Arlene Shaw, Hugh Creighton, David Hart, Don Farmer, David Inkpen

Regrets: Tyler Morton, Lindley Johnston, Sandra Oakley Andrews

Quorum: yes

Meeting began: 7:05 pm

Welcome and Prayers

- *Hugh Creighton* offered the opening prayer on our behalf.

Discussion: Finance

- *David Hart*: would like to clarify how things are operating financially.
- *Ron Briggs*: need to figure out how we are going to operate the controls with no one on site other than volunteers.
- *David Inkpen*: have the budget, but there stills needs to be a way of tracking expenses.
- *Scott Barber*: still need a policy ... we're clear on mission and building costs but not about any other programs- eg. Christian Life and Growth...
- *Jim Sykes*: approving the budget does mean the cash is there... no over-draft..
- *David Hart*: said we should have that...
- *Hugh Creighton*: has put in an application
- *Don Farmer*: normally the treasurer and Chair of Finance get together and put together a budget based on expected revenues and requested budgets from the Chairs of Committees - brings draft budget to Council and Council approves it- then if less than expected comes in, then cuts/freezes
- *David Inkpen*: if there is an unusual expense, or above your normal budget, it would have to come to Council.
- *Ron Briggs*: the problem is money is coming from somewhere- overdraft without an overdraft...
- *David Hart*: is the issue that you need an overdraft?
- *Hugh Creighton*: recommends bank overdraft
- *David Hart*: we need to authorise Ron to put an overdraft in place.



Motion #050103-1

It is moved that Brunswick Street United Church authorize Ron Briggs to acquire for Brunswick Street United Church a line of credit in the amount of fifteen thousand dollars (\$15,000).

Moved by Jim Sykes, seconded by Arlene Shaw

Motion passed. 6-0

- *David Inkpen*: how much are you putting in to DMC? You are getting 58,000 this year, can ask for more money.
- For annual meeting will need a budget by then, so Ron Briggs will need budgets from chairs of committees
- *Hazel Andrews*: note there may be moving expenses for a new minister.
- *David Hart*: do we authorize an interim budget/guideline until the new budget?

Motion #050103-2

It is moved that monthly budget requirements as presented by the Outreach committee be approved until the 2005 budget to be approved in February, 2005.

Moved by Ron Briggs, seconded by Hazel Andrews

Motion passed. (4-1 with one abstained)

Motion #050103-3

It is moved that Brunswick Street United Church formally extend thanks to Chaplain Terry Choyce for her support in leading Sunday worship, and for her help in the mission leading up to and during the Christmas season.

moved by Keith Allison, seconded by Hazel Andrews

Motion passed. Council Chair will have a note/card available for

- *David Hart*: Is there a process in place for tracking expenses?
- *Scott Barber*: at the end of January... the 24th to pass budget to bring to AGM around February 14th...
- *David Hart*: one thing that still needs to be clarified- we still need to establish policy about personal expenditures....
- Camp expenses: 6 months heat and taxes for the budget.

Discussion: Interim Ministry

- *David Hart*: Bill Fraser, Dale Chilsom, and Allan Darby are unavailable. Marlyne Myles is available. She worked for Presbytery for awhile and has done interim ministry before. **David Hart will contact her and get her to contact Hazel Andrews**
- *Jim Sykes*: thanks extended- a letter to Gus and Lorna Pendleton extending our congratulations (re: Pendleton Place Shelter) and signed by the church council. This was agreed upon by consensus of members present, and **Council Chair Scott Barber will write this letter on behalf of council and congregation.**

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Information/Announcements

- Next regular meeting of Brunswick Street United Church council is at 7 pm on Monday, January 24th, 2005

Adjourned: 9:30pm

Prayers

Appendix:

- Monthly (December 2004) report from the Chairperson of the Mission and Outreach Committee
- Financial statements up to November 30th, 2004 from accountant Hugh Creighton

Signed: _____ (Secretary) _____ (Chair)