

Combined Property/Administration Minutes Jan. 26, 2016

Property visitors will be voting members should a vote take place.

Present: Ron Smith, Gregg McClelland, Rod Coates, Bill MacTavish, Liz Dillman

Regrets: Donna Mowry, Jack Nancekivell, Ralph Knowles, Stu Grigg

Correspondence;

1. Thank you from Chesley/Bervie United for 2 children's tables.
2. Thank you email from Jackie Clements for help with Christmas decorations.

Finance Report-Liz

Finance books are being reviewed to year-end.
Liz stated that there are only 2 signing authorities available as Donna Mowry is away and Wendy Williams is no longer Envelope Steward. Council needs to review this with a thought to having additional signatories.

Envelope Steward Report-

Rod Coates gave a report on progress for Envelope Steward as it pertains to Income tax receipts
Rod and Lee Cox are using two different programs to make sure that both the new and old program will give the same tax results. The new program will have remote server backup. At present the new software is working OK. There are about 400 tax forms to be issued by the end of Feb..
There will be a request for a new Envelope Steward made at the annual meeting.

Property Report

1. Receptacle installed at back of sanctuary. Gerry Stevens/Ron Smith
2. Falling snow sign— To Be installed
3. Put sheet put in Fellowship Hall for sign up
4. Charger and cable for Hearing devices battery/receivers purchased. About \$30

Trustees Report

Nothing to report.

Old Business

New Business

1. Who will stay on Property and Admin for 2016? Ron Smith, Ralph Knowles -same as 2015

2.Worked on assessments for Dave Walker and Liz Dillman.

3.Advertise for vacancies and help needed.

A sign is to be posted in Fellowship Hall stating “we need help” so hopefully people considering volunteering at Annual Meeting will have some time to think it over or ask questions.

Adjournment

Prepared by: Ron Smith