

Administration Committee Minutes – June 26, 2018

Present: Gregg McClelland (Chair), Donna Mowry (Secretary), Liz Dillman, Jack Nancekivell, John Phillips and Dotty McClelland.

Absent: Ron Smith, Gerry Stephens, Ralph Knowles and Gord Dunbar.

Guest: Judy Zarubick

Gregg McClelland opened the meeting with a prayer.

It was moved by Jack Nancekivell and seconded by John Phillips that **the minutes of the May 22 meeting be approved as circulated.** Motion carried.

Treasurer’s Report – presented by Liz Dillman

Revenue to June 23, 2018.....	\$110,598
Expenses to June 23, 2018.....	<u>\$118,966</u>
Deficit to June 23, 2018.....	\$ 8,368
Reconciled balance as of June 23, 2018.....	\$8,922.36

We discussed whether to borrow money or cash in investments if we need to top up our bank balance. Donna will talk to Ron Harris about this.

We briefly discussed the new Treasurer’s Job Description prepared by Liz. We decided to give the members more time to examine this Job Description and vote on it at the next meeting.

Envelope Steward’s Report – presented by John Phillips

The “General Fund Givings” for May were \$13,327 which was about \$3000 higher than in May 2017.

We received a \$300 cheque from Boston Pizza.

Property Report – presented by Ron Smith

a) We would like to thank Dotty, Gregg and Gerry for purchasing and planting the flowers at the front bed. Thanks also to Dotty for setting up the watering schedule.

b) Members signed a Thank You card to be sent to Gord’s son, Ken, who assisted Gord and Gerry with some electrical work completed on June 16.

Old Business

a) Donna thanked Dotty, Gregg and Jack for assisting with the Hymn Sing. We had 22 sponsors (this was a correction from the total given last month) and raised \$1710.

b) We would like to thank Dotty for organizing a very successful Work Bee on May 24 and for providing the lunch. The church was given a very thorough spring cleaning.

New Business

a) We discussed whether to allow raffles at the church and decided we need to create a policy for this. Some of the things we need to consider are 1) what is being raffled 2) is there a fee or is it a free draw 3) who is receiving the proceeds – charity or private individuals. This will be discussed again at another meeting.

b) The new choir chairs have arrived. Thanks to Dotty for organizing their purchase.

c) Dotty asked to be removed from the Administration Committee but remain a member of the Property Ministry Team. Donna thanked Dotty for all her help in the past and reminded her that she is welcome to attend our meetings any time she wishes.

Jack Nancekivell moved the meeting be adjourned.

Next meeting will be on Tuesday, September 25 at 10 am.