

## **Administration Committee Meeting Jan 22, 2015**

**Present:** Ron Smith, Wendy Williams, Wayne Hartwick.

**Regrets:** Donna Mowry, Gregg McClelland, Jack Nancekivell, Liz Dillman

**Minutes of Nov:** Not approved as attending members not present at this meeting.

### **Correspondence;**

None

### **Finance Report-Liz**

Submitted by Liz to Dec. 31, 2014.

### **Envelope Steward Report- Wendy**

Submitted by Wendy. To Dec.31 .2014.

Tax Receipts will be sent out the middle of Feb.

Cheques were deposited on Dec. 31.

### **Property Report**

Projects completed : dishwasher, ramp construction and Nursery floor.

Emergency light installed in south washroom on 2<sup>nd</sup> floor.

### **Trustees Report**

No report - No Change.

### **Old Business**

Wording for TV broadcast?

Donations to support this ministry can be sent to:

Kincardine United Church

721 Princes St.,

7N2Z 2A3

Wording to be taken to Council.

### **New Business**

Wendy and Liz to sign cheque for asbestos analysis in London, Ont.

### **Adjournment**

Prepared by:

Ron Smith