

Kincardine United Church Trustee Committee Meeting February 16th. 2018

Present: Ron Harris, Ron Elliot, Gord Dunbar, and Jack Nancekivell

Opening Prayer was provided by Gord Dunbar.

Minutes of the last meeting held on June 4th. 2015 were approved by a motion from Ron Elliot and seconded by Jack Nancekivell.

Gord Dunbar commented on the minutes of the last meeting by expressing his support of having requested the Insurance Broker to obtain a quotation from HUB.

Insurance Policy:

The Property Insurance Renewal includes the following highlights:

- 1.0 Church Building value increased by \$127,308 or 3% to a value of \$4,370,908.
- 2.0 Church contents are valued at \$175,000
- 3.0 Pipe Organ value held at \$350,000
- 4.0 Crime Coverage set at \$20,000
- 5.0 General Liability is \$2.0 M per occurrence with a Aggregate limit of \$5.0 M.
- 6.0 Liability does not presently cover outside groups that do not carry their own Insurance. The Insurer pointed out that coverage of a third party concert held at the Kincardine United Church would not be included under the Liability Policy. Moreover, it is mandatory that Third Parties must possess Liability Insurance coverage.
- 7.0 The Renewal Policy value is \$7,032.00 plus tax for a total of \$7594.56.

Discussion ensued concerning the property value and everyone was comfortable given the 90% rule of claim.

The major concern was the Liability coverage.

Ron Harris informed the group that additional coverage is available at the corresponding cost:

- a) 2.0 M per occurrence with a 10.0 M aggregate costing an additional \$250 per annum
- b) 5.0 M per occurrence with a 5.0 M aggregate costing an additional \$200 per annum
- c) 5.0 M per occurrence with a 10.0 M aggregate costing an additional \$450 per annum.

Comparable insurance rates were provided by the Insurance agency, which indicated that the rate extended to the Kincardine United church was favourable, even with the annual increase over 2017 of 8.82%.

Also proposed by the Insurance Agent was to extend liability insurance to outside groups using the Church that did not have insurance coverage, for the amount of cost of \$30.00 per group.

This proposal was well received by the Trustees.

After a discussion about the various groups using the church facility, either on a regular schedule or an occasional use, we identified two main groups:

- 1.0 The groups that are under the umbrella of the Kincardine United Church such as the Questers, quilting group, KUCIE and others.
- 2.0 The groups that either carry on operation as a business or a non-profit organization that are not directly affiliated with the Church.

A motion was made to refer this matter to the Administration Committee. Thereby asking the Administration committee to revisit the contractual agreement used to rent the Church facility to the second category of groups not affiliated with the Church and to include in the agreement the option of obtaining insurance through the Trustees if they do not have their own coverage.

The motion was made by Ron Elliot, seconded by Jack Nancekivell and approved.

Also discussed was the limit of responsibility assigned to the Church office Coordinator. It was clearly understood by the Trustees that the Coordinator's responsibilities must be limited to administration only.

Statement of Trust and Manse Funds:

The "Statement of Trust and Manse Fund" report that will be submitted for the Annual Congregation Report was presented by Ron Harris. In consequence of the sale of \$25,000 from the investment funds to supplement the Church expenses, the remaining capital invested is \$166,919.00.

This amount is reconciled on the report with the source of the funds which initially was \$175,000.00

The report also states that the "Margin Account" loan in the amount of \$25,000 has been paid.

Detail of the insurance coverage is also included.

Investment Performance Summary:

Ron Harris presented the report on the financial earnings performance of the funds entrusted to the Trustees.

Although the annual return has varied over the years, it is still very good given the conservation nature of the investments. The current rate of return is 6.07% with the total funds stated at \$167,234.70 on December 31st. 2017.

Trustee Committee:

A general concern was raised by those present, to address the need to replenish the Trustee Committee with new members.

Several names of those members of the congregation who would be excellent candidates were brought forward for consideration.

This matter must be given further thought and action prior to the annual meeting.

Memorial Donations and Endowment Fund Policy:

Gord Dunbar introduced three donation scenarios that had been developed by Port Nelson United Church.

- a) Memorial Donations Policy and Procedure
- b) Facilities Sustainability Fund Policy and Procedure

c) Endowment Fund Policy and Procedure

The three Policies were discussed and constructively received.

However, it will be the responsibility of the Administration Committee to further review the policies and provide recommendations to Council.

Adjournment:

By a motion from Jack Nancekivell and seconded by Ron Elliot the meeting was adjourned by unanimous approval.