

Present: Donna Chapman, chair
Michel Belzile, Heather Rumball, Robert Denhoed, Janice Charko, Christopher Lu, Birgid MacCallum, Bob McCarty, Janet McKenzie, Steve Sparks, Erika Abele, Evelin Wharram, Steve Barker, Craig Rumble

Regrets: Murray Kohler, Frank Fedyk

Staff: Tim McCoy, Peris Kamotho, Phoebe McPeak

1	Opening Devotion and Prayer		Bob led a devotional and prayer.
2	Consent Agenda		
	2.1	Approval of Agenda and Declarations of Conflict of Interest	The President added item 6.7 Port Elgin Community Church Closure; changed item 7.4 to Board Evaluation and added item 7.6 Board Meeting Review to the agenda. President: Agenda is declared approved. Reflect and Direct are the GEM principles for today. There were no declarations of conflict of interest.
	2.2	Approval of Minutes	
	2.2.1	Board – September 21-22, 2015	MSC 112415-01 to approve the Board minutes of September 21-22, 2015. Moved - Michel Seconded – Janice
	2.2.2	Executive Committee – November 5, 2015	MSC 112415-02 to ratify actions of the Executive Committee contained in the minutes of November 5, 2015 with the noted typo in Item 1, 5 th paragraph. It should say 2016 instead of 2015 and in Item 7, 2 nd line, it should say 2016 instead of 2015. Moved – Michel Seconded – Heather
	2.3	Committee Minutes	
	2.3.1	FOC – November 13, 2015	MSC 112415-03 to receive for information the FOC minutes of November 13, 2015. Moved - Janice Seconded - Steve B
	2.3.2	Grants – November 17, 2015	MSC 112415-04 to receive for information the Grants minutes of November 17, 2015. Moved - Steve S. Seconded – Janet
3	Business Arising from the Minutes		
	3.1	Lynde Creek Manor Expansion	Christopher did not give additional update from the written report that he has submitted. MSC 112415-05 to receive the Lynde Creek Manor Expansion update. Moved – Craig Seconded – Steve S
4	Executive Minister’s Report		
	Tim was pleased to report that the highlight of the EM Report was his experience at the Fellowship of		

	<p>Evangelical Baptist Churches National Gathering. There was warmth and acceptance as he was received by the FEB leaders in Gatineau on November 9. There was also an expectation to continue evangelical dialogue among member churches and leadership. He felt honoured and privileged to represent CBOQ as he stood there 89 years after the conflict that split our Baptist family. It was such a humbling experience.</p> <p>The move to our new office space has been delayed and pushed into February. Tim will update the board when a final move date is established. The reasons for delay involve permit issues. Peris is negotiating with DREAM management (our current landlord) regarding our payment for an extra month's rental. New Office Space Budget is expected to be higher than originally planned with a target total of \$549,000.</p> <p>MSC 112415-06 to receive Executive Minister's report. Moved – Heather Seconded – Janice</p> <p>Tim reported on the new Communications project "Refocus." The objective is to develop a greater understanding of and stronger ties to CBOQ with leaders and congregants of all ages. In order to complete the project, \$40,000 has been budgeted in the 2016 fiscal year. Tim requested that the board consider allocating some of the monies that may come in for recent church sales, to this budget item for 2016.</p>
<p>5 Treasurer's Report</p>	<p>Peris gave highlights to her report. As at September 30, 2015, income is 57.2% as compared to 58.8% same period last year. We believe that a letter sent to churches by the Director of Membership is helping to remind churches to send in their contributions. Overall expenditure is about 67.9% of the full year expense.</p> <p>The annual Church Administration November newsletter has been sent to Church Treasurers. Included in this newsletter is an update on recent government legislations, certificate loan information and church mortgage opportunities, 2016 pastoral salary guide, church treasurer transition checklist and other information.</p> <p>MSC 112415-07 to receive Treasurer's report. Moved – Rob Seconded – Janice</p>

5.1	Vittoria Baptist Church Sale of Property	<p>MSC 112415-08 <i>Whereas</i>, the Baptist Convention of Ontario and Quebec (“the Convention”) has received a report from the real estate agent which shows the repair cost, liabilities and the unknowns ; and, <i>Whereas</i>, the real estate agent suggests the Convention to lower the listing price of the property located at 13 Lamport Street, Vittoria, Ontario The CBOQ Financial Oversight Committee recommends that the CBOQ Board hereby resolves to amend the minimum offer on the Sale of the property located at 13 Lamport Street, Vittoria, Ontario; <i>and hereby</i>, instructs the Director of Finance and Administration/Treasurer to accept any offer with limited conditions greater than \$140,000.00. Moved –Steve B Seconded – Janice</p>
6 New Business		
6.1	Calvary Baptist Church, Sudbury	<p>MSC 112415-09 to recognize, with regret, the closure of Calvary Baptist, Sudbury, effective October 31, 2015. Moved – Bob Seconded – Janet</p>
6.1.1	Calvary Baptist Church Sale of Property	<p>MSC 112415-10 <i>Whereas</i>, the Canadian Baptists of Ontario and Quebec (“the Convention”) owns property located at 493 Ontario Street, Sudbury, Ontario (“the property”) consisting of a church building, the entire land area of the site is approximately 6,848 square feet; and, <i>Whereas</i>, the property was acquired after the closure of Calvary Baptist Church, Sudbury in October 2015; and, <i>Whereas</i>, the Convention has been unsuccessful in finding an alternate use of the property; <i>Now therefore</i>, that the Board of the Canadian Baptists of Ontario and Quebec hereby resolves to list the property for sale and instructs the Executive Committee to accept any offer with limited conditions greater of \$150,000. Moved – Heather Seconded – Evelin</p>
6.2	Cornerstone Asian Church, Mississauga	<p>MSC 112415-11 <i>Whereas</i> Cornerstone Asian Church has met the requirements for Membership with Canadian Baptists of Ontario and Quebec, <i>And on the recommendation</i> of and the Toronto Area Baptist Association, <i>Therefore be it resolved</i> that we receive Cornerstone Asian Church as a Member of Canadian Baptists of Ontario and Quebec with all of the applicable rights of Membership as stated in our General Operating By-law, effective November 24, 2015. Moved – Bob Seconded – Janice</p>

6.3	Holidays Policy Proposal	MSC 112415-12 to approve increase the number of holidays observed from 12 to 13 and to officially close the offices on December 24 & 31. Moved – Bob Seconded – Rob Opposed – Steve S
6.4	Nominating Committee Update	Michel gave an update on the nominating committee process. A conference call with the members and Association Representatives will take place on Dec. 9. He asked the Board’s input to invite people who have the skill set that will best provide a gender balance, a reflection of our denomination and geographic location for the Board and committees. Specifically, someone who has skills on legal matters would be welcome. Nominations can be submitted to Phoebe.
6.5	State of Compliance	MSC 112415-13 to accept the compliance report from the Policy Compliance Officer. Moved – Erika Seconded – Craig Michel recommended to appoint a Policy Review Officer whose task is to review the policies once a year, at the Board’s November meeting. Frank is currently serving as the Policy Officer to the Board preparing an annual “State of Policy Compliance Report.” MSC 112415-14 to re-appoint Frank as the Policy Review Officer. Moved – Bob Seconded – Rob Note: Frank Fedyk has agreed to serve.
	6.5.1 Board Policy on Correspondence	MSC 112415-15 to accept policy with its revisions. Moved – Steve S Seconded – Bob
	6.5.2 Succession Planning	MSC 112415-16 to accept policy with its revisions. Moved – Craig Seconded – Rob
	6.5.3 Use of the Fellowship Fund	MSC 112415-17 to accept policy with its revisions. Moved – Janice Seconded – Steve S
	6.5.4 Basic Group Benefits Subsidy	MSC 112415-18 to accept policy with its revisions. Moved – Steve B Seconded – Rob
	6.5.5 Group Benefits Plan Admin On Handling Unpaid Premiums	MSC 112415-19 to accept policy with its revisions. Moved – Janice Seconded – Evelin
6.6	Lynde Creek – Proposal for Risk Audit	MSC 112415-20 for the Board to direct Tim and Stephen to contact Grant Thornton and proceed risk management assessment for Lynde Creek, Housing Corporation and CBOQ Foundation, with the expenditure budget of \$25,500. Moved – Steve S Seconded – Bob
6.7	Port Elgin Community Baptist Church	MSC 112415- 21 to recognize, with regret, the closure of Port Elgin Community Baptist Church, effective December 31, 2015. Moved – Janet Seconded – Janice

7	Board Business	
7.1	In Camera	
7.2	Board Correspondence	No correspondence received.
7.3	Board Annual Calendar	The 2016-2017 Board schedule of meetings was received.
7.4	Board Meeting Evaluation	Everyone found the summarization of the evaluation helpful. We will continue to use this format for annual board evaluation.
7.5	CBOQ Foundation Membership	No information received.
7.6	Board Meeting Review	Reflect and Direct were the GEM principles the board focused on today. Comments were made regarding the board's attention to reflecting on our past with Lynde Creek and using that to inform our decision today. Comments were also provided regarding the direction given to the Executive Minister with regards to the newly adopted holidays and to the action required regarding the Lynde Creek Risk Assessment.
8	Adjournment	Bob McCarty adjourned the meeting with prayer.

President

Secretary

Date

Date