

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

**Regrets:** Craig Rumble

**Staff:** Tim McCoy, Peris Kamotho, Phoebe McPeak

<b>1</b>	<b>Opening Devotion and Prayer</b>	Michel opened in prayer and Donna led a devotional.
<b>2</b>	<b>Consent Agenda</b>	
2.1	Approval of Agenda and Declarations of Conflict of Interest	President: Agenda is declared approved. Connect is the GEM principle for today. There were no declarations of conflict of interest.
2.2	Approval of Minutes	
2.2.1	Board – April 24-25, May 7, June 18 & July 23, 2015	<b>MSC 092115-01</b> to approve the Board minutes of April 24-25 May 7, June 18, & July 23, 2015 with a correction that Janice Charko was present in the April 24-25 & July 23, 2015 meetings.
2.2.2	Executive Committee – May 20, June 16 & August 20, 2015	<b>MSC 092115-02</b> to ratify actions of the Executive Committee contained in the minutes of May 20, June 16 & August 20, 2015 except for recommendations coming out of the minutes.
2.3	Committee Minutes	
2.3.1	FOC – May 21, 2015 conference call & September 11, 2015	<b>MSC 092115-03</b> to receive for information the FOC minutes of May 21 conference call & September 11, 2015.
2.3.2	Investment – May 26, 2015	<b>MSC 092115-04</b> to receive for information the Investment minutes of May 26, 2015.
2.3.3	MRC – February 10, 2015	<b>MSC 092115-05</b> to receive for information the MRC minutes of February 10, 2015.
2.3.4	Grants – May 19, 2015	<b>MSC 092115-06</b> to receive for information the Grants minutes of May 19, 2015.
<b>3</b>	<b>Business Arising from the Minutes</b>	
3.1	Lynde Creek Manor Expansion Project	Christopher Lu reported that the rental of units is constantly changing. 60 rooms were confirmed rented as of last week. Everyone is anticipating the grand opening which was scheduled for today.  <b>MSC 092115-07</b> to receive the Lynde Creek Manor Expansion Project update.  Christopher further reported on the CBOQ Foundation cash flow. There was a time of discussion regarding the clarity of the report to reflect the interest and principal associated to the loan that was granted to CBOQ Foundation. Who was tracking the interest? Janice asked if a mortgage statement should be sent on a regular basis. Peris agreed that this will be a good reminder to them.

		<p>Peris will send mortgage statement every month to the CBOQ Foundation Board.</p> <p><b>MSC 092115-08</b> to amend minutes of July 23, 2015 meeting to change annual interest to “simple interest rate” compounded “annually”, instead of monthly.</p>
3.2	Strengthening Relationships with Housing Corp.	<p>Tim &amp; Steve S. have been directed by the Board to pursue Grant Thornton risk management team in its operations and will bring the proposal to the November Board meeting.</p> <p><b>MSC 092115-09</b> to receive verbal report from the Strengthening Relationships Team (Tim &amp; Steve S.).</p>
4	<b>Executive Minister’s Report</b>	<p>Tim provided highlights of his written report:</p> <p>The appointment of Melody Currier as Director of Operations and Membership is the greatest step taken in strategic priority. Melody will be working closely with Dallas Friesen, the new Congregational Development Director, to ensure that we are finding ways to deliver resources and support regionally and digitally.</p> <p>Clint Mix continues to manage with his team the church planting initiatives for CBOQ.</p> <p>With Bill Norman on our staff, the strategic priority of Clergy Care has seen significant emphasis for providing support with regard to the pastors and leaders emotional, spiritual and physical health.</p> <p>Matt Wilkinson and the Youth &amp; Children’s Team are providing another Youth Pastor’s Summit at Camp Kwasind in October which provides encouragement, inspiration, ministry/professional coaching and resources.</p> <p>Youth, Family &amp; Children’s team spent planning for the fall and managing and directing the programs and operations at Camp Kwasind. We are seeing growth and opportunity for staff and campers alike at Camp Kwasind.</p> <p>Strengthening Relationships strategic priority has been on “summer holiday” as it involves CBOQ board members. Working with Steve Sparks on the Lynde Creek/CBOQ Foundation Partner conversation.</p> <p>Continue to enjoy collaboration with close and distant partners.</p> <p>We now have a full leadership team with the additions of Dallas, Melody &amp; Peris to the existing team of Brian, Clint and Matt.</p> <p><b>MSC 092115-10</b> to receive Executive Minister’s report.</p>

5	<b>Treasurer's Report</b>	<p>Peris provided highlights to her written report. Total income is about 41.2% of the full year budgeted income amount, which is about 9% lower than last year the same period. Total expenditures are about 51.6% of the full year expenses budgeted amount; which is 7% less than last year same period.</p> <p><b>MSC 092115-11</b> to approve the distribution of sales proceeds of \$160,000 from Chatham Baptist Church, located at 124 William Street Chatham, Ontario as follows:</p> <ul style="list-style-type: none"> <li>• \$2,000 be transferred to the operating fund as admin fee cost recovery (per board policy)</li> <li>• \$8,000(5% of net proceeds) be transferred to CBOQ Foundation for the Canadian Baptist Archive Endowment Fund</li> <li>• \$30,000 be transferred to Church Planting Fund</li> <li>• Balance of net proceeds be transferred to the Property Reserve Fund</li> </ul> <p><b>MSC 092115-12</b> to receive Treasurer's report.</p>
6	<b>New Business</b>	
6.1	Wismer Baptist Church, Markham	<p><b>MSC 092115-13</b> <i>Whereas</i> Wismer Baptist Church has met the requirements for membership with Canadian Baptists of Ontario and Quebec, <i>Therefore be it resolved</i> that on the recommendation of the Toronto Baptist Ministries, we receive Wismer Baptist Church as a Member of Canadian Baptists of Ontario and Quebec, effective September 21, 2015.</p>
6.2	Policy Review – Execution of Documents & Policy	<p><b>MSC 092115-14</b> to revise the wording on the Execution of Policies Document be revised to read in “b: Cheque Signing that - Any two of the following four (the Executive Minister, the Treasurer, and the two most senior directors as per date of employment as director,) one of whom must be either the Executive Minister or Treasurer.</p>
6.3	Revise Grant Application Guidelines	<p>Clint Mix, Director of Mission and Church Planting reports on behalf of the Grant Committee seeking for direction and protection from the Board. He asks the guiding principle for grant funding to grow. There was a time of prayer for the Grant Committee members.</p> <p><b>MSC 092115-15</b> to receive the guiding principles with revisions to be ratified at a future meeting of the board, and would recommend that the grant committee commence use of these immediately.</p>

6.4	Business Name Registration	<b>MSC 092115-16</b> to approve Peris Kamotho, Treasurer of the Corporation, to file the necessary business name registrations for the said names with the Ministry of Government Services as are required under the Business Names Act (Ontario) on behalf of the Corporation.
6.5	FOC Recommendation re: New Office Space Budget	<b>MSC 092115-17</b> to approve revision of the original budget amount of \$300K for Office Space renovation at 5 International Blvd. to an overall budget up to \$456,000 for renovation and retrofitting of the office space with no impact on the operating budget.
<b>7 Board Business</b>		
7.1	In Camera	
7.2	Board Correspondence	None has been received.
7.3	Board Annual Calendar	It was agreed to send the annual calendar to Board members.
7.4	Board Meeting Review	Connect was the GEM principle the board focused on today.
7.5	CBOQ Foundation Membership	
<b>8 Adjournment</b>		
		Janice adjourned the meeting. The next meeting is scheduled for Tuesday, November 24, 2015.

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President

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Secretary

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Date

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Date