



Evergreen Christian Ministries
An Ontario Corporation Without Share Capital

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Board of Directors' Meeting
MINUTES

Meeting to be held at *Collaborative Structures Ltd offices in Cambridge Ontario* or via 'go-to-meeting'
On Monday, April 10, 2017 at 7:00 pm

Previous BoD meeting held at Collaborative Structures Ltd offices in Cambridge Ontario on Monday, February 27, 2017 at 7:00 pm

Present: Executive Director: Tim Loveday, Chair: David Timlock, Vice-Chair: Ralph Morby, , Treasurer: Darrell Sleep, Secretary: Sandra Sherk, Cal Knights, Lori Hotson, Andrew Sawatsky, Glenn Svarich, Richard Kinsman, Angela Shantz

Regrets: None

Via Conference Call: Steve Loback

Courtesy Minutes: Phil Delsaut (EMCC President), Gavin Wark (EMCC Communications)

1. Call to Order: Quorum David Timlock, Chair
2. Invocational Prayer: David Timlock, Chair
3. Declaration of Conflict of Interest: David Timlock, Chair
Cal and Glenn declared conflict of interest having relatives own cottages at Stayner Conference Grounds
4. Adoption of Agenda: David Timlock, Chair
Addition of Items 7 (i) and (ii)

Motion:

BoD 17.04.01

"Motion to adopt agenda as printed with additions."

MSC

5. Approval of February 27, 2017 minutes: David Timlock, Chair

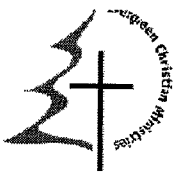
Motion:

BoD 17.04.02

"Move to approve the February 27, 2017 minutes as printed."

MSC

6. Financial report Darrell Sleep, Treasurer
About 10k behind but not unexpected, timing issue, fairly on track.
Reported that some Stayner bookings have outgrown facilities.
7. Follow-up of February 27, 2017 BoD meeting Action Items:
 - a. Membership Review Committee – report Ralph Morby, Vice-Chair
 - Ralph distributed revised document, reported that the membership policy 8.0 has been revised by committee,
 - Application form needs to be updated as some items are not current, Ralph to have ready for Board approval for next meeting,
 - Board members to review Ralph's document for board approval next meeting.
 - b. Update on Stayner Missions trip Rich Kinsman



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- Richard needs direction on projects to be done
- Dave suggested developing a team, people with skill-sets for significant projects for spring 2018 ie. kitchen floor. Team to be developed this summer during family camps.

c. Update on Mishewah Missions trip: May 29 to June 9

Andrew Sawatsky

- Andrew reported that a team met at Mishewah a number of weeks ago with representative from Ecco Electric with respect to proposed electrical projects. Ecco Electric is on-board and excited to be involved. *and Kenner*
- Cal was up at Mishewah last weekend. A group from Stouffville will be renovating motel deck, family camp washroom deck, kitchen deck using the 4k left over from the septic renovation. Estimate cost to complete three decks at \$4800.
- \$3600 available from Bethel, New Dundee and Stouffville to renovate the motel rooms ie. painting, supply curtains, fans, possibly flooring (if time and money). To be done week of May 22.

d. Update on Ecco Electric communication

David Timlock, Chair

They will communicate with Ontario Hydro

e. Cottager agreement update

Glenn Svarich and Cal Knights

Working through some of the drafts. Tabled to next meeting.

f. New board member update

David Timlock, Chair

- Roxanne – declined
- Esther Braun – Rich has asked Esther, she is considering and will have answer by end of week
- We have room on board for additional people

i. Stayner – Permanent site – non-believer

Tim spoke to this issue. Board comments were:

- background check required
- ministry is outreach
- seasonal camper additional commitment - committed Christian
- our camps are not to be cheap camping

Motion:

BoD 17.04.03

"The policy of the camp board is that all seasonal campers are to be members of the body of Christ of the evangelical faith with a record of regular attendance at a Christian church."

MSC

ii. Location of Board meetings – current location acceptable

8. Thank you to Louise – update

Sandra Sherk, Secretary

Flowers and a thank you letter prepared by Ralph were delivered to Louise mid-March.

9. Stayner: Leonard cottage transfer

Cal Knights

Comments/discussion:

1. Require some evidence that person to which cottage is being transferred fulfills the same criteria as previous owner ie. obligations, rules of conduct, signs statement of faith, etc.
2. We do not have a cottager agreement that has been signed, close to having an agreement
3. Possibly dis-allow transfers of any cottages until such time as we have a cottager agreement in place



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Motion:

BoD 17.04.04

"Move to add Dianne Leonard's name as joint tenant to the lease ownership of the cottage owned by Norma Leonard provided that Dianne Leonard signs the statement of faith and agrees to the terms and conditions of cottage lease ownership of Stayner Conference Grounds."
MSC, two abstained

10. ED update

Tim Loveday, ED

Theme adopted is Heb 6:19 hope that anchors our soul Psm 16:11 joy

We have the anchor of hope with Christ with us whatever we face, wherever we go!

Maintenance team lead at Mishewah – Allan McDougall and his wife Sue – Hanover - has a heart for ministry, wife bus driver willing to donate her time to do all youth camp bus runs

Rob Dilts and Allan McDougall to open up camp

Allan McDougall has a truck to be used for the summer

Dan Hamill will be on-site as a site director. His wife Shannon will be helping with scheduling. Agreed to be the office manager with the help of Sue. Dan will be starting at Mish 23rd of June.

Hired head lifeguard, second in command lifeguard. Seeking waterfront staff. Also have Mish kitchen staff coming together. Alisha Jennings as head cook, recruiting volunteers. Looking to put together two shifts of kitchen staff 7-1, 1-7. Interviews happening for other staff

Stayner – great team in place, Laurie Bates head cook and looking forward to taking over retreat bookings.

Church visits and promotions: interesting fact, Bethany put on fundraising dinner raised \$3400 – bravo!!!! Funds for sports equipment and upgrades at Stayner.

All EMCC churches have received email, link to information. Delivered a few hard copies. Saved cost in mailing.

Marketing – Faith Today will be putting out a camp edition later this month with an ad for our camps. Martha Heideman approached Tim to have ad put in Renfrew county paper.

Stayner Family Camp – conversations with evangelical groups from Toronto (Filipino) groups coming over the middle weekend.

Stayner retreats fairly booked – starting to have a non-refundable deposit on bookings. Seeing more groups booked but small numbers in each group. 35-38% of bookings from secular groups. Talked with CCCC, not to go over 40%. Need for discussion surrounding secular groups – potentially striking a sub-committee to discuss this issue

Stayner equipment purchases – gas dryer purchased for laundry room (to be hooked up), need to purchase used commercial convection oven, Tim to speak to Ray Houlding to scope out a good used convection oven.

Mishewah – oven needs to be serviced by Stinsons

Stayner – internet needs to be stable enough to offer guests for nominal fee. Running a residential service at this point. Rogers to replace Bell phone line. Waive 4k fee to run cable line to lodge. Give 10 times greater strength and service quality through grounds. Save over \$100/month, better service.

Spring clean-up – Wasaga Beach – youth group to hold a local missions event, sleep in cabin overnight and give a whole day's work as a mission.

Markham church coming up in May – focus on Tabernacle

Roger Braun and team – midst of building new picnic tables, will clean up old tables



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Call from Dan Chester – Wasaga tree service - quote to remove dead trees \$3600+tax. Dan to get other quotes and only remove trees that are an immediate risk.

Jeff Bowman has done some electrical work. Talked about upgrading some sites to 30amp. Identified 12 sites in section A which he could do upgrades for 2k. Do we have the power and capacity at the panels? Request Jeff identify the amperage.

Need a review of the property prior to season starting.

Family at Mishewah quite delinquent in paying winter storage fee, site renewal, seasonal site fees. Remaining balance (\$1100) will be paid by April 20th.

Finding money, saving money at Stayner! Waiting on summer student application grants. Loyalty gift card campaign. Growing in support. Mugs for sale.

11. New Business

- a. Tim's resignation, ED search and steps going forward David Timlock, Chair
Tim shared his journey in coming to his decision to resign from ECM as Executive Director. Tim is committed to stay to end of August to execute what he has put in place. Ralph prayed a blessing on Tim and Tim was excused from the meeting.

Comments/Response:

- Promotion, recruitment and management were first and foremost Tim's giftings and he executed them well
- Administrative component daunting
- Support Tim to execute what he has put in place for summer camping ministry 2017
- We need to act quickly in finding replacement
- Three names were put forth to be contacted to make application. Lori and Dave to make those contacts
- We will need to advertise and start the process over again

Steps going forward:

- Put out the word on Tim's resignation. Wordsmith an announcement about Tim leaving – to be put on website April 11 and email to members – Ralph and David to put together
- Define role and accelerate hiring process
- Darrell will talk to Louise about preparing administrative manual, directing her which manuals are of greatest benefit, potentially month-by-month, camp opening and closing
- Lori and Dave to make contact with potential candidates as set out above

12. AMM date and location update Sandra Sherk, Secretary
Sandra confirmed that Bethel, New Dundee will host the AMM – Nov4/17
13. Next meeting: Monday, June 19, 2017 – 7pm
14. Adjournment: Dave Timlock, Chair

Suggested Motion:
BoD 17.04.05
"Motion to adjourn".



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ACTION ITEMS

Agenda/Motion Number	Name	Action Item
7(a)	Ralph	Updated application form prepared for next meeting
7(a)	All board members	Review Ralph's membership document revisions for next meeting
7(b)	Rich	Develop projects and team with related skill-sets for team 2018
7 (e)	Glenn, Cal	Cottage agreement
7(f)	Rich	Esther Braun – response re board member
11(a)	Lori, Dave	Contact potential applicants
11(a)	Dave, Cal	Start hiring process
11(a)	Dave, Ralph	Announce Tim's resignation
11(a)	Darrell	Speak to Louise about manuals
	ALL BOARD MEMBERS	MARK YOUR CALENDAR FOR NEXT BOARD MEETING – JUNE 19, 2017

These minutes were approved at a meeting of the BoD, held June 19, 2017.

ECM Executive Secretary – Sandra Sherk

David Timlock, EMC Chair