

Administration Committee Minutes Mar. 17, 2016

Present Jack Nancekivell, Gerry Stephens, Gregg McClelland, Ralph Knowles, Ron Smith (chair and secretary)

Regrets

Liz Dillman , Bill MacTavish, Bev Jennings, Ron Elliott

Correspondence;

None

Finance Report-Liz

Givings slightly better than 2015 but costs continue to increase.

Envelope Steward Report- Rod Coates

- 1) Monthly Envelope Steward report
- 2) Financial Report for Congregation- Graph of givings and Dollars required for budget.
- 3) New PAR card- Suggestions for putting one in each pew

Property Report

Volunteers needed.

1. One electrical job in sanctuary- receptical eeded behind organ- make it 4 outlets
2. Plumbing job in Kitchen – new O ring needed-on cold water tap next to stove.
3. For immigrants- large coat rack needed- parts in balcony- Jackie Clements is the contact. Sample in Quilter's room
4. Elevator floor. Delay till we have some money & also a lot of fumes so do when doors can be left open.

Bring down tomb and stone for Easter Second, for the Easter 10:30 service can you bring down the tomb and stone from the storage room behind the balcony. Request from Don Harry

Trustees Report

Jack/ Ron Harris

Old Business

New Business

1. Need a Property contact while I am away all of April. Ralph Knowles
2. Should all Property and Admin meetings be combined now., to be decided.
3. Donna should be back for April meeting.

Meeting adjourned.

