

THE SALVATION ARMY WOODROFFE COMMUNITY CHURCH
Relocation Steering Committee
Minutes – June 1, 2009

FINAL

Present: Connie Woloschuk (Chair), Terilynn Anderson, Capt. Simon Downey, Winston Hetherington, Joan Humphreys, Carl Merkel, Bob Samways, Bill van Gulik, Gerry Merkel (recorder)

Regrets: Kathie Samways

AGENDA ITEM	DISCUSSION	DECISION	ACTION	PERSON/S RESPONSIBLE	TIME-LINE
1.	Joan opened the meeting with prayer.				
2.	Minutes of meeting May 11, 2009 were read and approved by e-mail.	Minutes approved	Posted on web site and bulletin board.	Bill	
3. Communi- cation	<ul style="list-style-type: none"> • The mandate of the RSC is to facilitate and stabilize relocation. • The communication and program aspect of the relocation process needs to be taken over by Mission Board. • The commitment of RSC was to initiate the communication within the community by introducing the arrival of the Salvation Army in Barrhaven. It is suggested by RSC that this be continued on a monthly basis. • The mandate of RSC is to continue to seek property and rental of office space and program space. The mandate also includes fundraising. • Communication is a very important aspect to keep the congregation and the community informed. • Website is up-to-date with all pertinent information. More development of the website will be forthcoming. 	<p>Agreed</p> <p>Agreed</p> <p>Agreed</p> <p>Agreed</p> <p>Agreed</p>	<p>Recommend to Mission Board that there appears to be a need for a communication coordinator for program/ministry plans and activities.</p> <p>Develop and maintain website. Recommend to Mission Board to appoint web-master.</p>	<p>Connie</p> <p>Simon/Bill</p>	<p>June 23/09</p> <p>On-going</p> <p>June 23/09</p>

AGENDA ITEM	DISCUSSION	DECISION	ACTION	PERSON/S RESPONSIBLE	TIME-LINE
	<ul style="list-style-type: none"> • Congregation will be given a relocation update on Sunday, June 7. An update on the fall program schedule will also be presented. 		Update congregation	Connie and Stephan	June 7/09
4. Property	<p>Office Space</p> <ul style="list-style-type: none"> • Recommendation to Mission Board to rent office space in Barrhaven was accepted and approved by Mission Board. • The cost of office space will be approximately \$12,500/year for 500 sq.ft for a 5-year term • Suggestions of space were brought forward and these sites will be investigated. • BIA will be approached to see if any space is available with current businesses. • A reminder to follow DHQ/THQ protocol was emphasized and paperwork is not to be signed without DHQ/THQ approval. <p>Land Purchase</p> <ul style="list-style-type: none"> • Terilynn distributed and explained two documents: (1) Elements of Vacant Land Purchase (2) Estimated Costs of Purchasing Vacant Land. • An amendment to the Relocation Proposal will be drawn up pending the results of what land is available. • There is a need to clarify the process, decision points and timelines with DHQ/THQ. • Communicate to congregation that property is being investigated. 	<p>To keep this moving forward as quickly as feasible.</p> <p>Agreed</p>	<p>Investigate sites</p>	<p>Terilynn</p> <p>Terilynn will draft for RSC to review; Simon to forward for responses.</p> <p>Connie</p>	<p>On-going</p> <p>Immediately hoping for response by June 30</p> <p>June 7/09</p>

AGENDA ITEM	DISCUSSION	DECISION	ACTION	PERSON/S RESPONSI- BLE	TIME- LINE
5. Property	<ul style="list-style-type: none"> • The recommendation to Mission Board on the disbursement of moveable property at 820 Woodroffe was agreed upon at the Mission Board meeting on May 25, 2009. • The suggestion of donating furniture and equipment to Lac l’Achigan Divisional Camp will be considered within this mandate. 				
6.Fund-raising	<ul style="list-style-type: none"> • Contact has been made for the appointment of the Chair of the Fundraising Committee. A decision will be forthcoming 				
7. Next Meeting : Monday, July 6, 2009 at 6 :30 p.m. (alternate date Monday, July 13) To be determined.					
8. Closing Prayer : Winston closed the meeting in prayer.					