



*Promoting Historic Baptist
Traditions and Freedoms*

**Minutes
CABF Special Council
Meeting
January 26, 2022
10:00 a.m.
(Via Zoom)**

Present: Marlene Knowles (Chair), David Allen, Joyce Allen, John Boyd, Rusty Edwards, Don Flowers, Dave Gibson, Hugh Kirkegaard, Lee Nicholas-Pattillo, Martin Roy, Sheila Stanley, Jeff White.

Regrets: Sue Colquhoun, Carol Anne Janzen

- 1. Open with Prayer:** President Marlene welcomed everyone and Martin Roy opened the meeting with prayer.
- 2. Approval of Agenda:** This was a special meeting of Council called to consider recommendations from the Executive Committee pertaining to potential amendments to the Fee for Services Contract with Sobaz Benjamin previously signed in May of 2021. Rather than formal reports from Standing Committees, President Marlene would be inviting Committee Chairs to provide short verbal updates if they so wished.
- 3. Approval of Minutes:**
The following amendments were noted – correction of spelling of Ryan Sato’s name, bi-lingual to bilingual, and correction of Doctor of Divinity to Doctor of Ministry. With these amendments, Martin moved and Don seconded that the minutes be approved.
Motion Carried
- 4. Business Arising**
Updates on the deliverables and the status of the contract with Sobaz Benjamin would be addressed as the primary item of business under ***Proclaiming: Telling Our Story.***
- 5. Correspondence**
There was no correspondence to report.
- 6. Standing Reports – brief updates**

a. Supporting one another as we live out the meaning of the Freedoms – Rusty Edwards

(Rusty reported first as he might have to leave the meeting early.) Rusty reported that, on February 22nd, he and John Churchill and Marlene – along with Ryan Sato – would be meeting with representatives of South Point Church in Surrey, BC as they explore joining the CABF.

b. Proclaiming: Telling Our Story

Website: John Boyd

John advised that he had updated the website to add a tab where a public list of those credentialed by CABF could now be found. John has received a few bios from members of Council to add to the website, and Marlene encouraged any members of Council who had not provided one to John to do so.

Action: Council Members

Support Committee: Hugh Kirkegaard

Hugh had hoped to have the final versions of the full-length and shorter videos ready to show today but was pleased to report that we are very close to being able to share the final product. At its last meeting on 05 January 2022, Council had requested Hugh and the Executive to bring forward recommendations on reconciling anticipated deliverables with financial realities concerning the fee for services contract between the CABF and Benjamin Sobaz. Hugh had met with the Executive Committee on 17 February 2022 and asked Sheila to read selected notes and the motion forthcoming from that meeting:

Summary Outcome of Discussion:

- Reduce the deliverables for the project to final version of the longer video and the trailer, and provision of all video footage and transcripts
- Keep the travel expense separate from the value of the contract
- Keep payment for hard drive separate from value of the contract.
- No additional payments made without approval of an amended contract by Council and receipt of all deliverables in the amended contract.

○ *Summary of financials:*

● Initial Value of Contract:		\$10,000.00
● Amount previously advanced:	\$7750.00	
● Reduced amount owing from original contract:	\$1550.00	
● Amount owing (adjusted invoice)	\$2610.50	
● TOTAL cost of revised contract		<u>\$11,910.50</u>
● Difference (overall increase)		\$1,910.50

The CABF Executive passed the following motion recommending that Council amend the original contract between the CABF and Sobaz Benjamin for “Telling the CABF Story” Materials to reflect:

- Limiting the deliverables to finalization of the video (approximately 5 minutes) last shared with Council on 05 January 2022 and to the finalization of the short ‘trailer’ version (approximately 90 seconds), such finalization to include additions to mirror essence of the longer video
- Additional deliverable that all video footage and transcripts gathered during the project be provided to CABF on a hard drive and that the cost of the hard drive be borne by the CABF
- Total value of contract not to exceed \$11, 910.50, exclusive of approved travel, meals, and accommodation costs.
- Release of balance of funds outstanding to occur upon receipt of deliverables by 31 January 2022 unless otherwise agreed by the parties to the contract.

Hugh moved, and Sheila moved the motion noted above.

Discussion:

- For most part, digital resources make more sense than hard copy materials
- David A re Financial Comments: Council previously approved up to \$10 thousand for strategic initiatives in 2021. For 2022, budget includes an additional expenditure of \$2,500 for a total of \$12,500 overall. With recommended amendment to the fee for services contract as well as anticipated additional expenses (travel/accommodation and cost of hard drive), we would still be within parameters of current allocations.
- The remaining edits to the videos are relatively few, and specifics had been provided by Hugh and Sheila to the contractor.
- Dave Gibson shared the content of the proposed amended contract.

President Marlene put the motion.

Motion Carried

Additional Comments:

- Funds will only be released from Treasurer upon notification from Hugh/Sheila/Dave. Due to \$2000 limit on e-transfer amounts in one day, amounts outstanding may have to be spread over more than one day.
- If video available shortly, Don noted that Port Williams Baptist would be pleased to preview it at their upcoming service at which Marlene will be offering the sermon.
- John Boyd noted that we still need a Chair of the Publications Committee. As CABF has a YouTube channel, the videos can be uploaded there.
- Martin offered to translate the videos into French if a transcription in English were available.
 - Sheila confirmed that this is possible.
- Hugh welcomed Martin’s offer and suggested that release of the videos with French sub-titles be part of a larger conversation about reaching out to churches/potential members whose first language is French. This needs to be

part of a bigger intentional conversation about how we reach out to other communities across Canada. He suggested that this be an agenda item at the next meeting of Council.

- Re: Process for Release of Videos:
 - Circulate videos to Council as soon as final versions are ready
 - Hold off on circulating broadly until discussion held about what that should look like.
 - Allow 'sneak peek' at short version at Port Williams on January 30th, if ready
 - Waiting until regular meeting of Council in March to discuss this seems too long.
 - Videos may be helpful in terms of discussions with other potential member churches across the country.
 - Previous discussion was to release this at the 50th anniversary celebrations
 - The music video for the Anniversary Hymn could be part of the celebrations in June.
 - Next meeting of the Anniversary Committee is scheduled for February 17.
 - Include topic on how to release video as part of a larger discussion on how we can become more geographically inclusive, in keeping with our 'Canadian' name. Registration of the CABF in each province is part of that.
 - Hugh suggested a meeting of a smaller group who had worked on the video project to make recommendations to Council on the process for releasing these.
 - Hugh noted that, once the video project is complete, he would be following up on his intention to have a gathering of chaplains to explore how CABF may support them in their work.

Considering all the discussion above, President Marlene suggested - and Council agreed - that there would be a special meeting of Council on Strategic Initiatives at 4:00 on Tuesday, February 22 via Zoom. This would include discussion on release of videos, key topics related to having CABF recognized in various provinces (Dave Gibson to outline steps) and any further topics related to Strategic Initiatives.

- 7. Next Meeting of Council:** In addition to the special meeting on Strategic Initiatives scheduled for Feb 22nd, the next regular meeting of Council will be held on Wednesday, 02 March 2022.
- 8. Adjournment:** The meeting adjourned at 11:28 a.m.