



*Promoting Historic Baptist
Traditions and Freedoms*

Minutes
CABF Council Meeting
January 4, 2023
9:30 a.m.
(Via Zoom)

Present: Marlene Knowles (President); David Allen, Joyce Allen, John Boyd, Ed Colquhoun, Dave Gibson, Daniel Green, Lee Nicholas-Pattillo, Sheila Stanley, Jeff White, Scott Kindred-Barnes, Rusty Edwards, Sharon White

Regrets: Martin Roy, Carol Anne Janzen

- 1. Open with Prayer:** Marlene welcomed and opened the meeting with prayer.
- 2. Approval of Agenda:** Scott moved, and John seconded, the approval of the agenda that had been circulated before the meeting.

Motion Carried

- 3. Approval of Minutes:**
The previous council meeting minutes from November 5th, 2022 were viewed on screen. Lee moved acceptance of the minutes. Ed seconded the motion.

Motion Carried

4. Business Arising

A. Support Committee

An initial draft of parameters for the support committee had been emailed to the executive and feedback was given. David asked whether this committee was to become a standing committee, stating if that was the case, then, it should have terms of reference made up and added to the CABF's policies and procedures. Marlene responded that this had not yet been clarified.

Action: Hugh and Marlene will apply the feedback to modify the document

B. Letters to Members

A detailed letter will be drafted, screened, and edited before going out to the council.

5. Correspondence –

A. *Letter of Resignation* – Marlene Knowles

Marlene received Rev. Dr. Carol Anne Janzen’s letter of resignation from the Council on January 3rd, 2023. A thank you letter for Carol Anne will be sent out.

Action: Lee will write a thank you letter outlining Carol Anne’s work with the CABF Council.

B. *Application from SouthPoint Baptist, Surrey BC* – to be discussed under new business

C. *Publication Committee* - Scott Kindred-Barnes

Scott had written to the publication Committee asking for a time to meet to decide on a committee chair. No response had been received by this time.

6. **Treasurer’s Report** – David Allen

Present Financial Situation

David had circulated two documents in advance of the meeting – a Banking Summary showing the balance in the CABF Bank Account and a Cash Flow Comparison document showing the financial picture at this point. David has reconciled the books for 2022. Expenses have far exceeded income for the 10 months ending October 31. There have been no significant changes in the financial picture since November of 2022 except that \$4,300.00 has been received from Church donations. CABF has a surplus at this time.

David gave a 10-year financial summary for information only. The 2 investments (Grant, and Rushton) were a result of donations before the 10-year summary. An Endowment Fund had also been gifted before David Allen’s time with the CABF.

Action: As requested by Dave Gibson, David Allen will provide a write-up of this 10-year summary.

John asked where these investments were held, and David replied that all were held with the C.B.A.C.’s Atlantic Baptist Foundation where interest is given twice a year and deposited into C.A.B.F.’s general account. C.A.B.F. only spends the interest and does not touch any of the principal amounts.

Dave Gibson requested information on the investments and the philosophy of the policies and procedures around them. David replied that this should come from the Finance Committee

Jeff thanked David for his work and asked if these could be formatted and printed in “The Bulletin”.

David moved, and Lee seconded, approval of the Treasurer’s Report.

Motion Carried

7. Standing Reports

a. *Proclaiming: Telling Our Story*

i. **The Bulletin:** Scott Kindred-Barnes

An oral report was given by Scott. The Winter publication has gone to the printer. Rusty's statement from Arla's Ordination Examination had been included, and the following people had been asked to write Bulletin articles: Andy Crowell, Mary Norton, Jennifer Longley, and Mary Radford. The next theme for the Bulletin would be around the future of the C.A.B.F.

ii. **Website Committee:** John Boyd

John's report had been circulated before the meeting. The website maintenance fee of \$159.00 had been paid to Kevin Estey. There have been no additions to our YouTube library, also there is now a more succinct email address in the YouTube link. Also brought up during discussions was the availability of the video footage done for the C.A.B.F. 50th anniversary.

John moved, and Lee seconded, acceptance of his report.

Motion Carried

Officer emails were discussed, and David stated that his CABFtreasurer@gmail.com was the safest email to use for him.

iii. **Facebook:**

John stated that Sarah Scott has agreed to help start the private Facebook group, (not a page).

b. *Convening: for the purpose of fellowship and growth in the Freedoms*

i. **Program Committee:** Jeff White

The committee has not met since October; a meeting request has been sent out to the committee members.

Jeff moved, and John seconded, acceptance of his verbal report.

Motion Carried

ii. **Partners (Representative Reports)**

(1) **C.C.C.** No report.

Marlene stated that Hugh Kirkegaard is on the committee for the C.C.C.

(2) **Alliance of Baptists** – Rusty Edwards

No report.

iii. **President's Report** – Marlene Knowles

The President's Report had been circulated before the meeting.

c. Supporting one another as we live out our vision and mission

i. Financial/Budget: Dan Green

Dan thanked David for all the work he has done over the past 10-plus years. Dan reminded us that we are now into a new budget period (January 1 – July 31), the next period would run from August 1st, 2023 – July 31st, 2024. Dan also stated that any financial questions be deferred to David Allen.

Dan moved, and Sheila seconded, acceptance of the verbal report from the Finance Committee.

Motion Carried

ii. Membership: Joyce Allen

The membership report had been circulated before the meeting.

Joyce moved, and Jeff seconded, acceptance of her report.

Motion Carried

David reminded all present that we are in the first year under the new member protocols of the 12-month membership.

iii. Credentials Committee: Rusty Edwards

The credentials committee report had been circulated before the meeting. Rusty stated that the holidays had slowed down the work of the credentials committee. Discussions were had around requirements as different provinces have different credentialing rules for the organizations that we are connected with. The committee will look at the policies and procedures with the Nominating Committee.

Candidate Sue Hunter will be interviewed next month.

Marilyn Peers resigned last month from the Credentials Committee after many years of service. Marlene has sent Marilyn a card of thanks. The council agreed to send a thank you card to her from the CABF Council. It was suggested that this thank you letter be presented to Marilyn at the Rushton Lecture. Council also discussed making her a lifetime member. Dan Gibson read to the Council the Lifetime Membership qualifications. It was decided that this decision would be put forth to the whole membership.

John suggested to Jeff (Program Committee chair) that the late Rev. Roger Prentice and Marilyn Peers be mentioned at the next Rushton Lecture.

Action: John and Lee will each write a paragraph about Marilyn's service with the C.A.B.F. and send those to Marlene who will send a thank you letter to Marilyn.

Rusty moved, and Lee seconded, acceptance of his report.

Motion Carried

- iv. **Constitution and Governance:** Dave Gibson
Dave suggested that each committee have a thorough review of their committee.
- v. **Chaplain Support:** Hugh Kirkegaard
No report.
- vi. **Nominating Committee: Lee Nicholas-Pattillo**
Lee stated that there are two positions empty within the Council. The nominating committee will scout out potential names for these positions.

Action: Lee will email out the position details to the council.

8. New Business

- 1. Ordination for Arla Johnson:
Marlene stated that Arla's ordination service would be on April 2, 2023, likely in the afternoon or evening at First Baptist Halifax.
- 2. Cloud Space for use by the Secretary and Credentials Committee:
John began the discussion around cloud storage for a filing platform to hold C.A.B.F. files as this would be a good practice going forward. This would also facilitate an easy handover for any new secretary. John mentioned the possibility of a cost to have an online filing platform. Rusty put forward that Gmail offers a Gmail Suite that is free to non-profit organizations. John had questioned Kevin about any such platform, of which we have none; John stated that it was worth looking into.

David moved, Joyce seconded that we look into a Gmail Suite for business.

Motion carried.

Action: Rusty will look into the Gmail suite with Jean from First Baptist Halifax.

9. Information Items:

- Rusty spoke on behalf of The Church at Southpoint; and brought forth the motion that the application review for The Church at Southpoint, Surrey, B.C. be reviewed

by the Council and not the Membership Committee otherwise the process will take a few months to proceed.

There followed a discussion around church membership, fees, and council participation as Dave Gibson stated that there was some confusion around these topics with member churches, and that clarification was needed. Rusty shared the church membership application online for the council to view and discuss.

Marlene moved, Rusty seconded the motion that
The Church at Southpoint be accepted in the C.A.B.F. membership.

Motion carried.

- David Allen stated he had received an email from Rev. Don Flowers stating things were going fine for them there and wished us all the best. Marlene asked that David send him a note stating that he was missed by us on the Council.

10. Next Meeting Date: March 8, 2023.

Upon motion from Jeff, the meeting adjourned at 11:20 a.m.

Respectfully submitted
Lic. Sharon White, Secretary

Supporting Documents: Agenda; Standing Committee Reports, Finance (Banking Summary, 10-Year Summary), Membership, Credentials, and President's Report