

BOARD OF TRUSTEES

Margaret Demmings	Member-at-large
Bernice Gammon	Member-at-large
Hayden Hatheway	Member-at-large
Isabel MacLaggan	Member-at-large
Don Nelson	Member-at-large
Peter Watling	Member-at-large

From the **six** names listed above, the following shall serve as

Peter Watling	Chairperson
Isabel MacLaggan	Secretary

Structure of Team:

There shall be six (6) members on the First United Board of Trustees. “A majority of the members ... shall be members of the United Church”. (Article 255 of the By-Laws of the United Church of Canada)

Duties and Responsibilities:

1. The Trustees shall hold property in trust for the use of the Pastoral Charge and for the purpose approved by the congregation of the Pastoral Council.
2. The Trustees shall acquire, sell, mortgage, exchange, lease or rent trust property only with the written consent of the Pastoral Council, and of the respective Congregation and Presbytery, when required. Funds from the sale of Congregational or Council property shall be used only as approved by Presbytery.
3. The Trustees shall hold in trust all cemetery property owned by the congregation or Council. They shall oversee the sale and maintenance of plots in their respective cemetery properties through the respective cemetery committees.
4. The Trustees must ensure that the congregation carries adequate property and liability insurance through the Property Management Team.
5. The Trustees must ensure that all monies held in trust for the congregation are properly invested and accounted for through the Financial Management Team.
6. By June 30th of each calendar year, in conjunction with staff or resource support, the Board of Trustees or its designate shall conduct an annual inspection of all buildings.
7. The Trustees must secure the approval of the Miramichi Presbytery for all major contracts or projects in excess of \$5000.00 each.
8. The Trustees shall secure two (2) cost estimates for major contracts or projects in excess of \$5000 each. This tendering process may be waived only at the discretion of the Pastoral Council. .

Reporting and Accountability:

The overall management of the property interests of the Pastoral Charge shall be entrusted to the Board of Trustees.