

## UNITARIAN CHURCH OF EDMONTON

### BOARD MEETING MINUTES – MARCH 9, 2016

**Present:** president Mike Keast; vice president Karen Mills; past president Lillias Cowper; treasurer Susan Ruttan; trustees David Rae, Lynne Wolff, Nonie Buski and Yvonne Mireau; minister Brian Kiely.

**Absent:** Lynne Turvey – secretary , substitute Lillias Cowper

**Call to Order:** 7:15

#### **Check-in round table**

**Adoption of Minutes:** Moved by Yvonne Mireau, seconded by Lynne Wolff, that the minutes of Feb 10, 2016 meeting be approved. Carried.

**Approval of Agenda:** Moved by Yvonne Mireau, seconded by Lynne Wolff, that the March 9, 2016 UCE Board meeting agenda be adopted, with the addition of the Review of Pet Policy under New Business. Carried.

#### **Old Business:**

1. PowerChurch Update
  - All Members are in the system. Next step is to hire an accountant.
  - Susan Ruttan moved that we allocate \$2,000.00 for accountant fees to help us with PowerChurch. Seconded by Nonie Buski. Carried.
  - PowerChurch requires an inventory of all items in the church. Andrew Mills suggested that we set aside a Saturday for a group to take inventory throughout the church. Date to be determined.
  - Summer Step Student would input inventory into Powerchurch and also organize Chorealis' music sheets as part of their duties.
2. Refugee Update.
  - File has been "settled". We do Not know what settled means but no other news.
3. Strategic Planning.
  - Karen requested more volunteers to be the Point Person for committees not filled during the Board Retreat.
  - Adult Programs – Nonie Buski
  - Children Programs – Lynne Wolff
  - Welcoming Program – Yvonne Mireau
  - AGM will be May 1, 2016
  - Congregational Meeting for the Strategic Planning Committee to present the new UCE Vision will be April 3<sup>rd</sup> or 17<sup>th</sup>. TBD by Karen.
4. UCE Website update

- Alex is co-ordinating the Social Justice Page update and also researching hosts to serve us the best.
5. UofA Chaplaincy update
- Brian and Mike are meeting with Westwood to have an exploration meeting regarding the joint chaplaincy for the UofA.

#### **New Business:**

**1. Compassionate Circle - Lillias**

Lillias presented the Westwood Model for Pastoral Care (Compassionate Circle) and Karen Mills will include this proposal at the AGM – Strategic Plan presentation. Lillias will pass along information provide by Westwood to Karen and Brian for their perusal.

**2. Don Avirom**

Don Avirom, a Therapist was approved to use the interim office for professional services with UCE receiving 15% of his gross income generated at UCE. A renter's contract will be required with a 3 month review.

**3. Laptop**

Yvonne moved and Lynne seconded a motion to purchase a PC Laptop at a cost of \$200.00 for Brian Kiely to use at the church so he can gain better access to the internet onsite.

**4. CUC Annual Program Contribution – Susan Ruttan**

Susan Ruttan moved and Yvonne Mireau seconded a motion that the UCE Board recommends our delegates at the CUC National Meeting to vote **against** the change of determining congregation funds to the CUC to be a % charge from operating costs to the CUC.

**5. Compensation**

No action required at this time.

**6. Alexander and Potter Awards.**

All agreed to Edwina Madhill be given the William Alexander Award and Julius Buski be given the Charles Potter Award at the Friendship Dinner on March 19, 2016.

**7. Letter of Volunteer Confidentiality and Conflict of Interest form.**

Karen moved the motion to accept the Volunteer Confidentiality as agreed amendment with Lynne Wolff seconding the motion. Carried. Effective Immediately.

Karen moved the motion to accept the Conflict of Interest Policy with Susan Ruttan seconding the motion. Carried. Effective June 15, 2016.

**8. Pet Policy Review**

This will be tabled until the next meeting.

#### **Reports:**

#### **Minister**

Brian provided a written report as attached to these minutes.

#### **Treasurer**

Susan provided the treasurer's report to Feb 29, 2016.

#### **Property Management**

Susan reported issue with Gimal and Mike will be forwarded future issues. Doors for closets in Classroom 1 should be installed to contain the UCE storage for Renters . PM will pick up second hand and install.

#### **Religious Education**

Strategic Planning will bring forward suggestions from the committee at our AGM.

#### **Social Justice**

Lillias mentioned the iHuman pulpit editorial and about 14 people have signed up for the tour after church.

**Suggestion Boxes** – none

**Correspondence** – none

**New Member/Resignations** – none

**Closing words** – David Rae

**Next Meeting:** April 13<sup>th</sup>, 2016

**Opening and Closing words** – Susan Ruttan

**Adjournment:** 9:15