

Unitarian Church of Edmonton

Board Meeting Minutes - January 13, 2021

Present: President Karen Bilida, Vice-President Brandie Moller-Reid, Past President Karen Mills, secretary Gloria Krenbrenk, treasurer Doug Eastwell, Rev. Lee Washington, trustee Gerard Hayduk.

Regrets: Jennifer Askey, Robert Begg

Visitors: N/A

Call to Order: 7:16 p.m. Meeting conducted via Zoom

Opening Words: Karen Mills

Approval of Minutes: Moved by Karen Mills, seconded by Gerard Hayduk, that the minutes of the December 9, 2020, UCE Board meeting be approved. **CARRIED**

Approval of Agenda: Moved by Brandie Moller-Reid, seconded by Doug Eastwell, that the Agenda be approved. **CARRIED**

NEW BUSINESS

Resignation of UCE Board Members

The board accepts with regret the resignations of trustees Robert Begg and Gerard Hayduk, both for personal reasons.

Bylaws were reviewed regarding how to proceed with three board positions vacant. The bylaws indicate that the board may appoint up to 2 members to serve until the next AGM. It was noted that a number of people are now serving on various committees and therefore not available for a board position. No indication could be found as to any minimum requirement for the number of board positions. No action at this time.

Conflict of Interest / Confidentiality Form

The form was reviewed and revised. **Moved** by Brandie Moller-Reid, **seconded** by Karen Mills, that the Conflict of Interest / Confidentiality form as revised be approved for use. **CARRIED.**

Karen Bilida will finalize the form in PDF format and provide it to board members for signing. Board Liaisons will ensure that committee chairs obtain signed copies from committee members. Rev. Lee Anne will deal with staff.

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Administrator Janet Polkovsky will be asked to retain the signed forms and to keep a list of those who have provided a signed form. When expense claims are submitted, it should be confirmed that the individual has submitted a signed form prior to reimbursement.

Information will be included in the newsletter and/or the Friday email about the new form and requirements.

Compassion Central

Gloria Krenbrenk is interested in working on an initiative modelled after Westwood's Compassion Bank. **Moved** by Karen Mills, **seconded** by Brandie Moller-Reid, that Gloria proceed with a working group on this matter. **CARRIED**

Charabanc Theatre

Susan Lynch advised that she and David Haas are planning to carry on with their theatre via play readings on Zoom. The first play is a 25 minute comedy by David Haas entitled "Shining Way" to be presented in mid February. The event will be offered free of charge, unless UCE wishes to use it as a fundraiser.

The board agreed that the Zoom link for the play event may be included in UCE's newsletter and/or Friday emails, and that UCE is not interested in the fundraising aspect.

Tea Times

Rev. Lee Anne reminded us to sign up for one of the Tea Time Zoom sessions with the ITT committee. *Subsequent to the meeting, Rev. Lee Anne advised via email that due to poor response, the Tea Times are cancelled.*

OLD BUSINESS

FOH Pro Lease

Following up on the motion from the December 9, 2020, board meeting, Susan Ruttan confirmed that FOH Pro has paid the December and January rent, however no other progress has been made with respect to equipment or back rent. FOH Pro will likely move out when the lease expires, and it is hoped that the Learning Centre may take over that space.

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Social Media Report

The report commissioned by board motion at the November 4, 2020 meeting has been completed. The report recommends, among other things, that a Social Media Coordinator be contracted for 3 days per month (24 hours). Further work on this matter is in progress.

Zoom Service Operator

An appropriate honorarium was determined to be \$500 per month starting December 1, 2020, to be reviewed when UCE is back open for in person services. Karen Bilida has accepted this position. Karen gave a brief report on her activities.

Reporting Structures

Rev. Lee Anne noted that UCE's reporting structures are due for review and revision. Over time we have developed a hybrid mixture of systems which can result in irregularities.

REPORTS

Administrator – Attached

Karen Bilida contacted Alberta Health Services and confirmed that Janet is fine to work in the office under the present health orders.

Moved by Brandie Moller-Reid, **seconded** by Gloria Krenbrenk, that MailChimp be purchased at the \$13/month rate to start. **CARRIED** It was noted that this motion is unnecessary if the amount requested is already available in the office administration budget. Rev. Lee Anne requested assistance in locating that information.

Finance – Attached

Insurance Renewal – **Moved** by Doug Eatwell, **seconded** by Gerard Hayduk, that UCE renew the insurance policy with Northbridge Insurance through Rogers Insurance Agency. The intent is to bind insurance on the building without interruption. The values and terms will be reviewed in early 2021 to consider valuations, indemnity period and other alternatives. The invoiced amount is \$6,735.00. **CARRIED** by email vote (5 yes and one abstention) in December 2020, prior to the insurance renewal deadline of December 31, 2020.

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Doug discussed deficiencies in the insurance policy as noted in his report. In order to obtain an accurate quote by a new insurer, an on site inspection will be required. Doug and Susan Ruttan will work on this matter with a view to having an inspection done in the spring

Closing Servus Accounts – Doug recommends closing two accounts at Servus Credit Union to eliminate services charges. These accounts were created long ago for various purposes and are no longer necessary, with the applicable transactions redirected into other existing Servus accounts. **Moved** by Doug Eastwell, **seconded** by Brandie Moller-Reid, that Servus Accounts identified as “wages – Community Plan #1” and “card payments – Business Plan 15 #5” be closed effective immediately. **CARRIED** by email vote (6 yes) in January 2021 prior the January 13 meeting.

Signing Authority – **Moved** by Karen Mills, **seconded** by Brandie Moller-Reid, that signing authorities for the upcoming year will be Doug Eastwell, Rose Tindill, Karen Bilida and Gloria Krenbrenk. **CARRIED**. Kathy Stanley, Robert Begg and Yvonne Mireau, no longer board members, will be removed as signing authorities. Doug will inquire as to the procedure during COVID.

Post Dated Cheques for Rev. Lee Anne Washington – Due to abominable mail service, Rev. Lee Anne is waiting far too long for her pay cheque. Rose Tindill has proposed providing post dated cheques in order to circumvent this delay. **Moved** by Gloria Krenbrenk, **seconded** by Doug Eastwell, that Rev. Lee Anne Washington be provided with post dated cheques for her monthly salary. **CARRIED**

DRE - Attached

We would like to see more detail with specific numbers as to how many children and youth are participating. Is Will doing research on new ways to interact with youth during COVID? Rev. Lee Anne will follow up.

Minister - Attached

The Committee on Ministry and the ITT Committee are both down one member and have not been successful in recruiting replacements. As well, we also need a Search Committee to be formed in the spring. Volunteer fatigue is significant.

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Options for Next Year

Rev. Lee Anne described three possibilities for 2021-2022 church year:

1. Continue with the interim process presently in place and consider an extension of time to 3 years instead of 2.
2. Developmental Ministry which is similar to the interim process but more in depth and for a 3 to 5 year period. The Developmental Minister may not become the Settled Minister.
3. Contract Ministry which would involve setting aside the interim process for the time being and concentrating on one aspect of ministry, for example, connection.

It may be useful for the Board and the ITT Committee to meet to discuss these options.

New Members / Resignations: The board acknowledges with regret the death of Mary Ayers. Mary was not a church member, but a dedicated volunteer nonetheless.

Closing Words: by Karen Mills

Next Meeting: Wednesday, **February 10**, 2021 via Zoom at 7:15 p.m.
Opening and closing words to be provided by Brandie Moller-Reid

Adjournment moved by Gerard Hayduk at 9:59 p.m.


Gloria Krenbrenk, Secretary

TREASURER'S AMENDED REPORT – JANUARY, 2021

1. December, 2020 Financials:

- 1.1. Tindill & Co have released the December financials. The Treasurer's Report is amended to incorporate this data.
- 1.2. Actual YTD Revenue from Identified Contributions is under Budget by \$11.9K (-16%).
- 1.3. Actual YTD Revenue from Unidentified Contributions is under Budget by \$4,000 (-100%).
- 1.4. Actual YTD Revenue from Long Term Rentals is under Budget by \$440 (-1%).

N.B. This item is somewhat misleading because the system is using the accrual method and the rent amount is due and is posted as an asset. Tindill will make the appropriate adjustments when the arrangement with FohPro is finalized.

- 1.5. Actual YTD Revenue from Casual Rentals is under Budget by \$8,265 (-90%).
- 1.6. Total YTD Revenue is \$3.0K under budget
The note for 1.4 is applicable here as well
- 1.7. Actual YTD Total Expenses are \$13.6K (-16.5%) under Budget.

2. Servus Balances:

- 2.1. Current cash balance at Servus is \$72,578.93 including a Casino Fund amount of \$3,396.60.
- 2.2. Current GIC's total face value is \$199,994.90. Note that some are redeemable and some are not.
- 2.3. UCE share value is \$1,003.79 and accrued interest is \$1,716.39.

- 2.4. The Community Plan #1 (Wages) & Business Plan #5 (Card payments) will be consolidated into Community Plan #3 (Operating) once any pre-authorized payments are cleared. This will save Service fees of \$10/month on #5 & \$25/month on #1.

3. 2020/2021 Budget:

- 3.1. The practice of deferring non-critical items will continue until the financial situation becomes better defined.
- 3.2. Several government grants have been received for wage subsidies & COVID responses. More applications are pending.

4. Operational Updates:

- 4.1. The UCE insurance policy has been renewed with Northbridge. It is recommended that consideration be given to an early renegotiation & possible cancellation of the current policy and placing with a different agency and/or company. Considering the feedback from several sources in the industry, there are concerns about many of the aspects in the current policy:
- Replacement value on Building is too low.
 - Consider increasing deductible values to reduce premiums.
 - Consider increasing the duration of the business interruption period to at least 24 months.
- 4.2. Coordinate with Nominating Committee to find my replacement as Treasurer for 2021/2022. It is suggested that they attend Board & Finance Committee meetings as guest. This should produce a smooth transition.

- 4.3. Tindill & Co continue to watch for applicable grants due to COVID restrictions.

5. Finance Committee:

- 5.1. Preliminary 2021/2022 budget preparation has been started. Due to uncertainty vis-à-vis Covid 19, both the revenue and expense side will be a challenge.

6. Endowment Committee:

- 6.1. The Endowment Committee members have been notified of the Board's confirmation of their membership. They will advise how they want to organize themselves soon. The members are: Dorothy Keeler, Marg Roche & Ruth Merriott.
- 6.2. Tindill & Co are preparing a summary of the funds (both cash & GIC's) that are under the Endowment Committee. The first of the GIC's are up for renewal in April, 2021.

7. Treasurer's Work Plan for 2020/2021:

The following items are issues to address in the upcoming year:

- 7.1. Continue monitoring the 2020/2021 budget very closely. The selection of an interim minister and the uncertainty surrounding the current Covid-19 situation may produce some unexpected expenses as well as cost reductions during the fiscal year.

Respectfully submitted

Doug Eastwell, Treasurer



Gloria Krenbrenk <gkrenbrenk@gmail.com>

(Unitarian Church of Edmonton Board) 2021 01 DRE report

Karen Bilida (Basecamp) <notifications@3.basecamp.com>
Reply-To: karen-bilida-gYkz7654iE3y@replies.3.basecamp.com
To: gkrenbrenk@gmail.com

Mon, Jan 11, 2021 at 1:42 PM

RE Board Report for January 2021

Hello Board,

This past month:

1. Zoom youth Sundays have continued unfortunately the number of participants has started to drop.
2. Zoom Family gatherings have had little to no attendance. I will continue to try for this month and if no response I will discontinue in January and try something new.
3. Posted a couple of Storytime Videos this past month and work
4. January mailout was mailed on Jan 4th. The mailouts seem to have been received well and will continue for the rest of the year.

Special thing for this month

1. With the youth

· We will be having games nights for the youth on January 12th & 26th @ 7pm. We will be using en.boardgamearena.com

2. For the children and families

· Zoom Family gathering will be on Jan 10th & 24th @ 2pm

Thank you for your time,

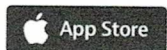
William

You can reply to this email or [respond in Basecamp](#).

This message was sent to Brandie Moller-Reid, Doug Eastwell, Gerard Hayduk, Gloria Krenbrenk, Gordon Ritchie, Jennifer Askey, Karen Bilida, Karen Mills, Lee Anne Washington, and Robert W. Begg.

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DRE

Church Administrators Report January 2021

1. **Introduction:** After working at home over the holidays, I have returned to the Church Office so that I can be more effective. During the spring lockdown, I moved my whole desktop computer, phone, printer, scanner, etc. to my home to work. The downside of that was having unreliable email contact (which was not due to human error because the issue was at the server level). This December I took the laptop (the one which was previously used by the UCE board president), my desktop printer and the scanner. I used the free version of TeamViewer to have portal access to my office computer which was recommended by Mike Keast.

- a. Issue 1: I could not print cheques because I was going through two portals to get to UCE's accounts on Tindill & Co's QuickBooks software. The printer would have worked only if it stayed at the Church Office but then I wouldn't be there to feed cheques into the printer, etc.
- b. Issue 2: Using TeamViewer with an older laptop made for a much slower response time than working directly with the Church Office computer in addition to my screen freezing and TeamViewer crashing.

Although Rev Washington cautions against moving back to the Church, I believe the restrictions by the Alberta Government do accommodate for people who need to stay at the office "Working from home is mandatory unless the employer requires a physical presence for operational effectiveness." <https://www.alberta.ca/enhanced-public-health-measures>. It would be helpful to have the Board's Decision for that and I will abide by it. I would like to mention that in order for me to be effective working at home may cost the Church more as equipment may need purchasing.

2. Facility Rentals

- a. Opera Nuova's rather large prop is still in the Sanctuary and will be moved out at some point. Opera Nuova has applied their credit from a cancelled booking to cover the storage fee.

3. Communications and Public Relations

I look forward to reading Chandra Smith's social media consulting report and realize that there would be recommendations that would impact this area of my responsibilities. Until that happens,

- a. **MailChimp:** I would recommend buying a MailChimp subscription. A subscription would cost in Canadian Dollars, \$13/month for Basic or \$20/month for Standard. We can apply for a 15% discount for nonprofits after we choose a plan. With Basic you can have up to 3 collaborators/users and 5 with Standard. I have completed the Udemy course which was helpful (but quite basic) and now there are new features that were just added which wasn't covered in the course. If we had a paid subscription to MailChimp they would include "MailChimp Academy" in the price. MailChimp was more successful in reaching members than sending emails through uce.ca using a WordPress Plugin. MailChimp also lets a user pause their subscription fees and we can always downgrade to a free account.
- b. Fiber Optic: waiting until early March to begin contacting Telus again.

Administrator

4. Membership Management

- a. CUC APC has been emailed to the CUC
 - i. The membership count that was provided in the form by the Treasurer was less than last year's count. It would be helpful to have a copy of the membership list that was decided on and guidance as to whether these changes would be needed to update PowerChurch.
 - ii. If members have been removed from the CUC count, does the Board need to make a motion of that in a meeting? *Yes should be listed in minutes*
- b. UCE Member's Directory – I still do not have draft as I am waiting for more membership information from the Board and other stakeholders.
 - i. Previously the Directory was named the *UCE Directory* and membership would be indicated with an *. I would like to remove the * and not indicate whether or not a person holds a membership.

5. **Bookkeeping** As mentioned above, I need to come into the office to print cheques.

6. **Recordkeeping and Reporting** Nothing to report at this time.

7. Facility Maintenance

- a. The Security Panel and system will need to be replaced, the keypad at the main entrance has become less responsive and Telsco no longer supports that model, it is my understanding that the hardware has been discontinued. Mike Keast is looking at options to update the system.
- b. Larry Charach has begun looking at options for both gas and electric providers to find the best pricing options for the church.

8. **General Support** nothing to report at this time

9. Other, Assignments and Priorities

Respectfully,

Janet Polkovsky

Church Administrator, Unitarian Church of Edmonton

**Interim Minister's Report
On Activities in December 2020
2020.01.13**

OFFICE HOURS AND CONTACT INFORMATION

I am available for meetings by appointment Sunday - Thursday. Friday is reserved for sermon preparation and Saturday is my sabbath -- so do not expect a response on Saturday.

On Wednesday from 12:00MT to 2:00MT I am providing drop-in Lunch and Learn opportunities, which will be a guided conversation tying the monthly theme or our principles or both to current events.

You may reach me as follows:

Email: uce.interim.minister@gmail.com

Phone: (780) 454-9797

Emergency Cell: (804) 436-5929

WORSHIP SERVICES

The worship theme for the month of December was "stillness." I provided the following services:

December 6 *Stillness as Resistance*

Our culture values productivity and profit above all else. And, to achieve those ends we must be constantly moving . . . somewhere . . . and doing. . . something. In all this moving and doing our peace of mind is constantly being interrupted by the distracting sounds of people's voices, the low hum of machinery, and the beeps of electronic devices. And the guilt associated with not fulfilling others' expectations of what we should be able to achieve is exhausting. Rev. Lee Anne will explore stillness as an act of resistance to these dehumanizing forces.

(Second Advent Candle: Peace) **Rev Lee Anne**

December 13 -- *Celebrating the Joy of Community . . . Let's Sing, and Laugh, and Share our Decorated Mitten Trees!*

Join us as we virtually celebrate the season in real community. We'll sing some songs, tell some stories, and share pictures of our mitten trees! Let's not let our inability to decorate a mitten tree at church dampen our enthusiasm for providing the much needed warmth that our donations of mittens, scarves, and socks provide. You can still participate and bring joy to your friends at UCE by sharing up to 3 still pictures of you and yours including some mittens, scarves, and socks as you decorate your Christmas tree, or as you deliver them to a donation box. Feel free to wear your ugly Christmas sweater and "ham" it up! (Third Advent Candle: Joy)

December 23 -- *Blue Christmas -- Leaning into the Stillness*

Rev. Lee Anne continues the time honored tradition of recognizing that the Christmas Season isn't a joyous occasion for everyone. Many of us are grieving lost loved ones, lost relationships, lost financial security, lost health and vitality and lost meaning in our lives. If you are not having a very merry Christmas, you and those who support you are invited to participate in a worship and comfort service. Our

Minister 1 of 5

Blue Christmas service acknowledges your pain, comforts your soul, and affirms that love is stronger than fear, life is stronger than death, and hope is stronger than despair. Together, we will lean on each other and on the interdependent web of all existence of which we are a part.

December 27 -- -- *Desperately Seeking Stillness (Stillness Meditation)*

What comes after the fear of not having enough; after the frenzy of buying, wrapping, and sending holiday cards and gifts; and after the disappointment of a small self-contained Christmas? Rev. Lee Anne suggests "stillness." She will explore the power of being still and introduce several different methods of achieving this ancient and restorative state of being.

The Worship Committee provided two worship services:

December 20 -- A Solstice Celebration -

In the bleak and cold winter, we gather ourselves in, to light the fire to warm our spirits, to kindle the flame of love and hope. (*Fourth Advent Candle: Love*) Karen Mills, Yvonne Mireau and Gordon Ritchie, service leaders

December 24 -- *Christmas Eve - Kindness can make any journey a bit easier.*

In the story of Jesus' birth there is a blessing: a possibility of a better world. This possibility arises when we remember that we are all connected; when we choose kindness and generosity; when we remember that each one of us matters; when we allow our hearts to be changed by love and wonder.

Gordon Ritchie, service leader

INTERIM TRANSITION TEAM

Charach, Louise	(780) 451-0623	louisecharach@gmail.com
MacFarlane, Graham	(780) 903-4992	graham.macfarlane@shaw.ca
Mireau, Yvonne	(780) 217-3246	shaktioya@yahoo.ca
Pater, John	(780) 619-6843	johncpater@gmail.com
Patrick, Ruth,	(780) 436-3108	mruth.patrick@shaw.ca
Turvey, Lynne	(780) 935-9777	jlurvey@telus.net

2020.12.06 Meeting

At the December meeting it was decided that the ITT would meet twice a month on the second and fourth Wednesdays of each month. The role of chairperson will rotate every few months. Louise Charach will be the recorder. The ITT will also be reading and discussing *In the Interim*, a book written by Keith Kron and Barabara Child, both UU ministers. The committee also agreed to attend a two-part training workshop, as follows:

2020.12.19 Training Part I 2020.12.19 from 10:00MT to 12:30MT

Chalice Lighting -- Rev. Lee Anne	(10:00-10:30 min)
Reading the ITT Covenant -- Round Robin Style	
Guided Check-In -- Rev. Lee Anne	
Nine Types of Team Roles -- Jennifer Askey	(10:30 - 11:15)
Tasks of the Congregation and the Interim Minister -- Rev. Lee Anne	(11:25-11:55)
Ways to Communicate with the Congregation -- Rev. Lee Anne	(12:00-12:15)
Examples of Interim Minister's Report -- Rev. Lee Anne	(12:15-12:30)

2020.12.20 Training Part II 2020.12.20 from 1:30MT to 3:30MT

Chalice Lighting -- Rev. Lee Anne	(1:30-2:00)
Reading the ITT Covenant -- Round Robin Style	
Guided Check-In -- Rev. Lee Anne	
Congregations as Family Systems -- Rev. Lee Anne	(2:00-2:40)
Congregations as Emotional Systems -- Rev. Lee Anne	(2:45-3:15)
About Interim Start Up Workshop -- Rev. Lee Anne	(3:20-3:30)
Choose Officers & Prepare Draft Timeline of Major Events -- Rev. Lee Anne	(3:30-4:00)

At least one ITT member will be present for each of the Tea Times that will be taking place in January & February.

INTERIM TASKS

The primary interim tasks accomplished in December are (1) the training of the ITT; and (2) organization of the Tea Time meetings. Also discussed was how to reinvigorate the congregation's sense of identity and history using the work that has already been done by the congregation to capture its history through word and image.

Heritage: Reviewing how the Congregation has been shaped and formed; encouraging and hearing all of the stories about the Congregation's past, as the foundation upon which the present rests; and embracing the rich variety that makes up the Congregation.

Leadership: Reviewing the membership needs and its ways of organizing and developing new and effective leadership; providing opportunity for individuals and the Congregational organization to examine the types of leadership needed for new leaders to emerge, and for seasoned leaders to recommit or to refocus their gifts.

Mission: Defining and redefining sense of purpose and direction; clarifying the faith community's identity and core values; working to develop, update, and revitalize mission and vision statements; and reviewing strategic and tactical plans including stewardship and the financial health of the congregation.

Connections: Discovering and revitalizing all the association, interfaith, and community relationships a congregation builds outside of itself; and re-assessing old links and considering new ones.

Future: Developing congregational and pastoral profiles that position the congregation for its next ministry, including a healthy and honest assessment of the other focus points so that the congregation can turn its energy toward proactive decision-making for the future.

COMMITTEE ON MINISTRY:

Brooks, Audrey	(780) 489-8842	audbrook@telusplanet.net
Mills, Andrew	(780) 918-3288	andrew@misc.ca

2020.12.29 Meeting:

The COM had its third meeting on the 29th. Andrew Mills and Audrey Brooks have made several attempts to find an additional person to serve on the committee, without success. The COM continues to learn more about what its role is and how it may be asked to participate in some of the interim tasks, in coordination with the ITT. No training workshop is scheduled yet. The COM is learning its role in bits and pieces because I am reluctant to hold a 5-6 hour training until the COM has a full complement of members.

The COM has not yet chosen a chairperson as it has not yet been fully formed. Andrew Mills has been temporarily acting as recorder. The COM's next task is preparing its terms of reference and reviewing sample congregational assessments.

CHURCH SERVICES COMMITTEE

Chairperson: Gordon Ritchie	(780) 420-9018	gritchie@telus.net
Bilida, Karen,	(780) 807-6380)	unitarian.edmonton@yahoo.ca
Jenkins, Beth	(780) 452-6167	jenkibeth@shaw.ca
Mireau, Yvonne	(780) 430-1019	ysmireau@gmail.com
Ruttan, Susan	(780) 477-3663	ruttans@shaw.ca

2020.12.29 Meeting:

The CSC met to plan the several services held in December, including the Winter Solstice, Christmas Eve, and Blue Christmas services. It also planned the services to be held in January. The January theme is "Imagination." The schedule for January is:

2020.01.03 -- *Reflections* by John Pater

2020.01.10 -- *Entrances and Exits* by Rev. Lee Anne

2020.01.17 -- *World Religion Day* by Rev. Lee Anne

2020.01.24 -- *Laughter is the Best Medicine -- Belly Laugh Day* by Rev. Lee Anne

2020.01.31 -- *Poetry Sunday* by Rev. Lee Anne

PROFESSIONAL MEETINGS & PROFESSIONAL DEVELOPMENT

I have participated in the following professional development courses and workshops:

June 2020 -- 2020 Virtual Ministry Days Programs/Faith Empowering Resilience

June 2020 -- Healthy Boundaries 101 (CUC)

July 2020 -- Fostering Healthy Congregations (CUC)

August 2020 -- Transitional Ministry Orientation (UUA)

September 2020 -- Interim Ministry Transition Team (IMN)

October 2020 -- Congregational Conflict Levels & Intervention Strategies (CUC)

October 2020 -- Resilient Leadership Workshop (CUC)

October 2020 -- What's Going on Here? (Re: people's intense emotional reactions) (CUC)

November 2020 -- Speaking by Heart Webinar

January 2020 -- UUMA Interim Support Group

PERSONAL & PROFESSIONAL SELF-CARE MEETINGS

2020.09.15 -- Meeting with VACUUM	2020.11.20 -- Meeting with Wood Buffalo Cluster
2020.09.04 -- Meeting with MFC Mentor	2020.12.04 -- Meeting with MFC Mentor
2020.09.18 -- Meeting with Wood Buffalo Cluster	2020.12.15 -- Meeting with VACUUM
2020.10.02 -- Meeting with MFC Mentor	2020.12.17 -- Meeting with Ministerial Advisor
2020.10.20 -- Meeting with VACUUM	2020.12.18 -- Meeting with Spiritual Director
2020.11.16 -- Meeting with Wood Buffalo Cluster	2020.12.18 -- Meeting with Wood Buffalo Cluster
2020.11.06 -- Meeting with MFC Mentor	2020.12.18 -- Meeting with Interim Ministry Mentor
2020.11.17 -- Meeting with VACUUM	2020.12.09 -- UUMA Blue Christmas
2020.11.20 -- Meeting with Spiritual Director	

CUC = Canadian Unitarian Council; UUA = Unitarian Universalist Association; IMN = Interim Ministry Network; VACUUM = Virginia Cluster of UU Ministers; UUMA = Unitarian Universalist Ministers Association

LOOKING FORWARD

We have scheduled the Tea Time with Rev. Lee Anne & the ITT. Each week, there are three meeting times from which to choose: (1) immediately following worship service, (2) from 2:00 to 3:30 on Wednesdays, and (3) 7:00 to 8:30 on Thursday evenings. You will find the Tea Time with Rev. Lee Anne & the ITT signup here: <https://www.signupgenius.com/go/10C0D4FAFAA22A0F9CE9-teatime>.

If you are unable to access signup genius, you may email your choice to uce.interim.minister@gmail.com.

1/10 -- immediately after worship service	1/27 -- 2:00-3:30 pm
1/13 -- 2:00-3:30 pm	1/28 -- 7:00-8:30 pm
1/14 -- 7:00-8:30 pm	1/31 -- immediately after worship service
1/17 -- immediately after worship service	2/03 -- 2:00-3:30 pm
1/20 -- 2:00-3:30 pm	2/04 -- 7:00-8:30 pm
1/21 -- 7:00-8:30 pm	2/07 -- immediately after worship service
1/24 -- immediately after worship service	2/10 -- 2:00-3:30 pm
	2/11 -- 7:00-8:30 pm

From the Interim Ministerial Contract:

1.4 Start-Up: As soon as feasible, the Minister, the Board, the Transitions Team, and other appropriate congregational leaders and staff will set aside time to explore the history, culture, and norms of the Congregation, discuss the sharing of power, authority, and responsibilities, finalize reasonable goals for this period of ministry, and begin planning for the periodic review and renewal of the ministry of the Congregation. ---- **When Joan Carolyn returns from her vacation, she will provide us with a list of possible dates for this start-up retreat.**

February's theme is "Beloved Community"