

# **Unitarian Church of Edmonton**

## **Board Meeting Minutes - March 24, 2021**

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

**Call to Order:** 7:23 p.m. Meeting conducted via Zoom

**Opening Words:** Jennifer Askey

This extra board meeting was called to deal with planning for the Annual General Meeting and to finalize our collaborative answers for the Interim Ministry Appraisal questionnaire.

Granting the Honor of Minister Emerita to Rev. Audrey Brooks

Rev. Lee Anne researched the process and advised that the board should prepare a resolution to be presented for a vote of the congregation at the AGM. It was generally agreed that a monetary gift of \$5,000 is appropriate. Gloria Krenbrenk will prepare an initial draft of the resolution for review and revision by other board members, to be completed by April 1, 2021.

Robert's Rules / Democratic Rules of Order

No action will be taken prior to the AGM. Karen Mills will circulate the one page "Rules of Procedure 2020" which was used for the Zoom AGM last year. A bylaw amendment may be considered at a later time.

Remuneration for UCE Members

UCE bylaws state on page 11 at paragraph 15: "No member of the Board, or a committee, or an official representative of the Church may receive payment for their Church duties; however, such a person may be reimbursed for reasonable expenses incurred in performing approved duties."

At the March 10, 2021 meeting, Karen Mills clarified that past practice has been that no member is paid for board or committee duties, however may be paid for additional duties which would ordinarily be hired out, e.g., music leader, RE Director. In fact all employees of UCE, with the exception of Rev. Lee Anne, are also UCE members. It is generally impossible to find non-members to perform these tasks, as they are not invested in the church and have no interest in the jobs.

Gloria Krenbrenk will prepare a draft bylaw amendment to be completed by April 1, 2021.

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#### **Planning for Annual General Meeting**

AGM packages are to go out to the congregation 3 weeks prior to the AGM - by April 11, 2021.

Janet Polkovsky will ask that Committee Reports be provided to her by April 1, 2021.

Karen Bilida will contact the Leadership Committee to follow-up as to whether there are candidates for all positions.

Larry Charach is working on the Auditor's Report.

Rev. Lee Anne indicated she will provide her Interim Minister's report to the congregation for the AGM, however she will not have that completed by April 1. The ITT teams working on Governance and on Financial Best Practices may have reports, but may not have those available for distribution when the AGM packages go out. These reports are not required parts of the AGM package and may be delivered at a later time and/or in person at the AGM.

A draft agenda was reviewed and approved.

#### **Date Change for AGM**

Karen Bilida noted that the AGM seems to come early and we are always in a rush. Would it be useful to change the bylaws to have the AGM come a bit later, perhaps by the end of May? It was noted that one of the functions at the AGM is to confirm UCE's delegates for the CUC Annual Meeting which takes place in mid May, rendering it impractical to change our AGM date.

#### **Upcoming Training for Board and ITT**

Rev. Lee Anne indicated that the ITT team raised the question of whether it would be advisable to hold this training at a later date once the new board is in place. After some discussion, it was agreed that the training date will remain as April 17, and individuals who have agreed to put their name forward for a position will be invited to take part in the training.

#### **In Camera – Finalizing Responses for the Interim Ministry Appraisal Questionnaire**

Rev. Lee Anne left the meeting. Gloria Krenbrenk provided a document listing all the responses received from board members, the ITT Team, Rev. Audrey Brooks and Committee Chairs. Collaborative responses were agreed upon. Gloria Krenbrenk will submit our responses to the UUA Transitions Office.

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**Closing Words:** Jennifer Askey

**Next Meeting:** Thursday, **April 1**, 2021 via Zoom at 7:00 p.m. to review and finalize the budget to be presented to the congregation at the AGM.  
Opening and closing words NOT ASSIGNED.

Wednesday, **April 14**, 2021 via Zoom at 7:15 pm.

Adjourned at 9:16 p.m.

  
Gloria Krenbrenk, Secretary