

Unitarian Church of Edmonton

Board Meeting Minutes - March 16, 2022

Present: President Mike Keast, Vice-President Brandie Moller-Reid, Past President Karen Bilida, Secretary Gloria Krenbrenk, Treasurer Andrew Mills, Rev. Rosemary Morrison, Trustees Marilyn Gaa and Susan Ruttan.

Regrets: Jennifer Askey and David Hagel

Visitors: Audrey Brooks

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

Opening Words: Mike Keast

Approval of Minutes: Email motion by Gloria Krenbrenk on February 18, 2022, that the minutes of the February 16, 2022, UCE Board meeting be approved. Seconded by David Hagel with YES votes from Andrew Mills, Brandie Moller-Reid, Susan Ruttan, Marilyn Gaa, Jennifer Askey and Karen Bilida. **CARRIED**

Approval of Agenda: Moved Brandie Moller-Reid, seconded by Susan Ruttan, that the Agenda be approved as amended. **CARRIED**

OLD BUSINESS / TASK LIST

Copyright Issue – Settlement Finalized

See attached email from Lawrence Veregin of Aird & Berlis LLP, indicating the matter is concluded.

NEW BUSINESS

Westwood Unitarian Congregation

Minister Anne Barker has resigned her post at Westwood as of the end of June 2022. Westwood will not begin the search process at this time, but will carry on with lay led services. Ilara Stefaniuk-Gaudet has resigned her position as DRE at Westwood.

Moved by Susan Ruttan, **seconded** by Gloria Krenbrenk, that UCE send an email of support to Westwood. **CARRIED**. A copy of the email dated March 17, 2022, sent by Susan Ruttan on behalf of UCE, is attached.

Unitarian Church of Edmonton

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Draft 2022/2023 Budget

Treasurer Andrew Mills thanked the Budget Team of Susan Ruttan, Lynn Turvey, David Rae and Ruth Merriott for their contributions. He presented the draft budget based on the assumption that UCE will be fully open in the coming year.

UCE has \$5,000 which was received as a grant for a summer camp. The camp did not proceed in 2019 and that seed money is still available. Oksana Atwood and Ilara Stefaniuk-Gaudet are working together on a camp proposal. Andrew Mills suggested that a camp would be run on a separate budget, with any profit or loss then being transferred to the operating budget.

Moved by Andrew Mills, **seconded** by Brandie Moller-Reid, that the Treasurer prepare an operating budget with a deficit of approximately \$22,000 for presentation to the congregation at the upcoming Annual General Meeting. **CARRIED.**

There are some details remaining to be finalized. A special board meeting is tentatively scheduled for Wednesday, April 6, 2022 for the purpose of finalizing the budget. If we are able to finalize the budget via email, the April 6 meeting will not be necessary.

REPORTS

Finance – Attached

Minister – Attached

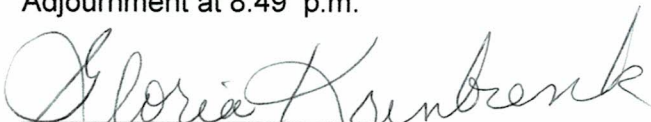
Director of Religious Exploration – Attached

New Members / Resignations: None

Closing Words: Rev. Rosemary Morrison

Next Meeting: Wednesday, **April 6**, 2022 via Zoom at 7:15 p.m., if necessary to finalize the budget.
Wednesday, **April 20**, 2022 via Zoom at 7:15 p.m.
Opening and closing words to be provided by Rev. Rosemary Morrison.

Adjournment at 8:49 p.m.


Gloria Krenbrenk, Secretary

This message is CONFIDENTIAL and PRIVILEGED

From: Lawrence Veregin <lveregin@airdberlis.com>

Sent: March 9, 2022 11:54 AM

To: Nathan Woodruff <nathan@twpatent.ca>

Subject: RE: Infringement Allegation against Unitarian Church of Edmonton (Refs: 2763-8649-3253; 4189-2)

Hello Nathan,

I am writing to confirm that we have received the cheque. These matters are now resolved, and no further action is required.

Yours truly,

Lawrence Veregin
Aird & Berlis LLP

T 416.865.3073

E lveregin@airdberlis.com

This email is intended only for the individual or entity named in the message. Please let us know if you have received this email in error.
If you did receive this email in error, the information in this email may be confidential and must not be disclosed to anyone.

From: Lawrence Veregin

Sent: February 14, 2022 11:12 AM

To: 'Nathan Woodruff' <nathan@twpatent.ca>

Subject: RE: Infringement Allegation against Unitarian Church of Edmonton (Refs: 2763-8649-3253; 4189-2)

Dear Nathan,

1. Our clients confirm that they have the right to enforce copyright in their respective photos. While they are usually the copyright owners, as there are a variety of different types of relationships with photographers (e.g. staff photographer, freelance, stringer, etc.), in some rare circumstances the photographer may retain ownership of the copyright while AP/AFP has the right to enforce the copyright.
2. Our clients confirm that they have authority to settle these matters.
3. Our clients are not aware of any other infringements other than those identified in our letters. Our clients confirm that these releases would include all of their respective works up to the date of settlement.

Yours truly,

Lawrence Veregin
Aird & Berlis LLP

T 416.865.3073

E lveregin@airdberlis.com

This email is intended only for the individual or entity named in the message. Please let us know if you have received this email in error.



Gloria Krenbrenk <gkrenbrenk@gmail.com>

FW: hi from UCE

ruttans@shaw.ca <ruttans@shaw.ca>
To: gkrenbrenk@gmail.com

Thu, Mar 17, 2022 at 8:46 AM

Gloria,

Here is what I sent.

Susan

From: ruttans@shaw.ca <ruttans@shaw.ca>
Sent: March 17, 2022 8:46 AM
To: 'Board@westwoodunitarian.ca' <Board@westwoodunitarian.ca>
Subject: hi from UCE

Hello Westwoodians,

I write on behalf of the board of the Unitarian Church of Edmonton. We have heard that Westwood is losing its minister, Rev. Anne Barker, this summer. We have just gone through this experience, and know how much work is involved. And we are now running hybrid Sunday services, which I believe you are going to do.

We recently had a congregational workshop led by CUC staffer Joan Carolyn. One of the things people told us is how important Westwood is to us as we look to the future.

We want you to know, as you work on these big changes, that we are just across the river. We would like to work more closely with Westwood, in some way. Let us know if we can help.

Susan Ruttan

For the UCE board



Virus-free. www.avast.com

Treasurer's Summary Report

March 5, 2022

For the month of February

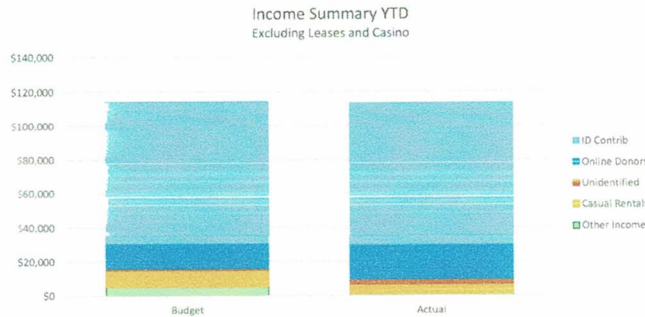
2021/2022

Bank Balances

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Chequing	\$67,927	\$70,262	\$56,075	\$157,537	\$40,265	\$23,290	\$27,637	\$21,610				
Casino	\$70,989	\$70,989	\$70,989	\$70,989	\$70,989	\$60,104	\$60,104	\$60,104				
Restricted	\$49,518	\$49,518	\$49,562	\$49,574	\$49,584	\$49,595	\$49,605	\$49,615				
Reserves	\$139,637	\$139,637	\$139,593	\$139,581	\$139,571	\$39,698	\$39,707	\$39,714				
Reserves Invested					\$100,000	\$99,663	\$98,482	\$96,056				
Payables	\$4,521	\$7,760	\$2,163	\$6,467	\$2,097	\$6,787	\$2,189	\$2,100				

Income

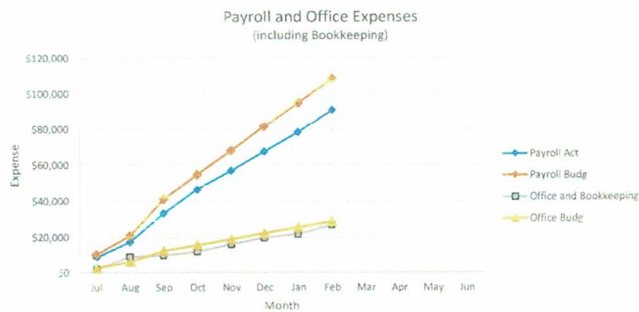
Month of February



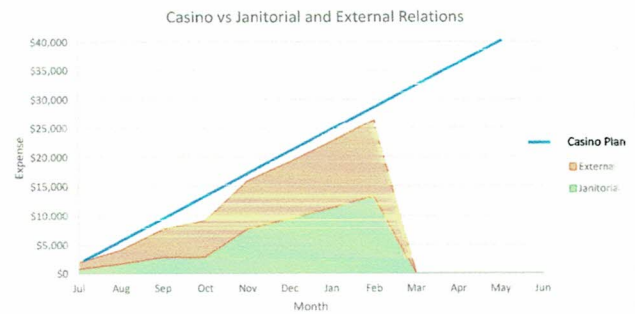
Income Tracking



Payroll and Office Expenses Tracking



Casino vs External and Janitorial Trendline



Operations Summary

as of the Month of February



Operations Income vs Expenses YTD



Current Operating Deficit/Surplus

-\$3,543 Deficit YTD

Report for the Board
Unitarian Church of Edmonton

Rev. Rosemary Morrison
For the month of February 2022

1. Worship and Rites of Passage

- Designed and led four services in February. Three regular Sunday morning services and a candlelight vigil for Ukraine.

2. Pastoral Care and Presence

- I had three pastoral care sessions this month.

3. Spiritual Development for Self and Others

- I continue with my own spiritual practice and I had a session with my spiritual director on February 15th
- Participating in a 'Circles of Trust' group with other UU ministers. This is a time of deep sharing, sacred listening, and learning to ask open, honest questions of one another. This is based on Parker Palmer's work and is being led by a minister trained and certified by Parker Palmer's Center of Courage and Renewal
- I led a candlelight vigil to give people a venue and opportunity to process the Russian invasion of Ukraine.

4. Social Justice in the Public Square

- The food bank depot is up and running. We have partnered with Ali Hammington's initiative and all of our left over perishable food goes to her group to help with the Thursday dinner put on in the Norwood community.

5. Administration

- Working with Oksana Atwood to bring her up to speed and to get some goals set for the short term.
- Janet and I meet regularly and work collaboratively and well together.
- I will now be monthly staff meetings with all four of us, and I check in weekly with all the staff. The three of us are starting to gel as a team. We feel good about being the staff that supports UCE
- I'm working with a congregant to develop a system for membership.
- Attended five committee/team meetings

6. Serves the Larger Unitarian Universalist Faith

- I meet monthly with my Preliminary Fellowship mentor (Joanne Giannino)
- I met with my cohort created after taking the Foundations of Transitional Leadership: The work of the congregation. I presented my proposal to my cohort. They had a lot of great feedback for me. I will incorporate their feedback and complete a revised edition

to UCE. My plan is to facilitate a mission and vision workshop with the congregation in May.

- I continue with the course online (zoom) called: Serving Congregations with a History of Misconduct. This is for UU ministers and is being taught by Rev. Dr. Deborah Pope-Lance. It started this month and has seven sessions. The last one will be on March 9th. To date, I have found the course very helpful as it has instructed me on how to move the congregation through some of the markers of a congregation that has experienced ministerial misconduct.
- I am on the planning committee for the next Interim Ministry Network Conference. I am learning a lot from my colleagues of different faiths. (Ongoing)
- Attended the Wood Buffalo UU ministerial cluster on February 24th

7. Leads the Faith into the Future

- The start-up workshop took place on February 12th and 19th. While it was a success, it leaves us with lots of questions. A follow up conversation with Joan is happening in March.
- Thank you very much to Andrew Mills and whomever else that got the screen and projector working in the sanctuary. It is a wonderful tool to aid in our worship services, and to augment many other types of activities we can have in the sanctuary.

General Comments for January 2022

February was a very busy month with the start-up workshops. As COVID restrictions are eased, it will be very interesting to see how it will effect attendance and engagement.



Office of Religious Exploration- March

The office will focus on organising events that welcome all ages back to the church now that Covid restrictions have been lifted. This will allow relationships to be built that will turn into increased engagements with our programs. The Director of Religious Exploration (DRE) will ensure work aligns with the church's themes of Searching, Learning, Connecting and Serving.

Searching

- Cleaning the classrooms and storage closet to begin organising inventory
- Looking through memberships via MailChimp and Power Church
- Assessing the best methods to communicate via social media and current communication platforms

Learning

- Learn the structure of worship/Sunday agenda
- Begin to fill in as service leader and a time for all ages during the service.
- Professional Development: Widening the Circle and incorporating the 8th principle into programming
- Reviewing the 2022/2023 budget

Connecting

- Connect with all ages of church members by having a question on Sunday related to the monthly theme
- Actively welcoming back teens and parents with children during church on Sundays, and through March events.
- E-mailed parents with children and teens and asked them how they have been coping, what their covid protocol comfort levels are, and what kind of programs would support them.
- Organised the vigil for Ukraine with Reverend Rosemary on February 27th
- Meeting with Karen Bilida re: social media and how I can assist on March 17th
- Organised a film festival with youth volunteers for March 19th as an intergenerational activity

Serving

- Continue working with teens and youth advisor to assess and develop leadership skills to determine how they can be more confident in taking on roles in church
- Identify the skills and resources we have in our children, teens and our adults.
- Support the youth advisor and youth who have fundraised money and want to attend the May youth conference.

Board Support

- A big thank you to Andrew Mills for getting the passwords to Power Church setup for me,
- I invite everyone to attend our film festival this Saturday, March 19th from 6:30-9:00pm
- The new email for the DRE is dre@uce.ca
- Thank you all for your positive feedback, and for your answers to my questions on my sunday board.