**Unitarian Church of Edmonton
Board Meeting of 15 Feb.2023
MINUTES**

**Present:** President Mike Keast, vice-president Brandie Moller-Reid, Zoe Larsen, treasurer Andrew Mills, secretary Susan Ruttan, trustees Marilyn Gaa, Gerard Hayduk and Lynn Wolff. Plus Rev. Rosemary Morrison and DRE Oksana Atwood.

**Agenda**: Moved by Brandie, seconded by Zoe, that the agenda be approved with three additions -- garage sale, Ministerial Transition Team update, and membership update from Brandie CARRIED.

**January 2023 Minutes**: approved Jan.25 by email, moved by Lynn, seconded by Andrew Mills.

Motion approved by email:
**MOVED that a congregational meeting be held after the March 5 church service to decide whether to invite Rev. Morrison to be our settled minister.**

Moved by Susan, board secretary and member of the Ministerial Transition Team. Brandie seconded. Approved.

**TASK LIST:**
 1. Thank-you card, gift etc. for Jan McMillan for her years heading up the garage sale. No action yet by Susan and Lynn. Possible date, in April.
 2. Bylaws – Brandie and Susan have finished their work, as has the Finance Committee. Now final work is to be done by the Governance Implementation Team people.

**New Business**

1. Rental update – Susan reported that two commercial realtors will visit our southeast office space, now that AWWOA is moving out. One of these men will be picked to market our office space, which is 2,300 square feet and has provided $39,000 a year in revenue for the church. Mike will join Susan when realtor Scott Endres of Royal Park Realty visits on Feb. 17. Susan warned that there is a great deal of vacant office space available around Edmonton, which may make finding a tenant challenging.

2. Board budget discussion – Andrew outlined the current draft of the 2023-24 budget, with estimated spending of $327,000. He said our bookkeepers Tindall and Company expect to cost us $18,000 in the coming fiscal year; when they first started, the cost was $30,000. He said he plans to have a capital budget as well as the operating budget, in which building improvements will be financed by money from the casino that the church will work at the end of June.
 Board members agreed to add a $500 amount to the budget for volunteer appreciation.

3. Annual General Meeting Date – will be May 7.

4. Garage sale: Mike reported that Donna Hamar has offered to head the Garage Sale team, provided other volunteers join her in the work. Garage sale date will be May 5 and 6.

**Standing Items**

No new or resigned members**.**

* 1. **Reports**
	o Finance – report by Andrew
	2. o Minister’s report – report by Rev. Rosemary
	3. o Director of Religious Exploration report -- a written report by Oksana Atwood

 --Brandie reported on work of a membership team – herself, administrator Janet Polkovsky, Rev. Rosemary Morrison, Maida Zederayko and Sue Lynch – which is preparing a document that will guide the work of a membership committee into the future.

-- Board president Mike is considering including a short questionnaire in one of his monthly reports to the congregation in the newsletter.

-- The board adjourned its regular meeting, then met briefly for an in-camera discussion.

Next Board Meeting: Wednesday Mar 15, 2022 7:15 pm