

**First Unitarian Church of Victoria
Annual General Meeting Minutes
May 29, 2022**

1. The meeting was called to order at 12:36 pm by Jim Willis. Jim gave the Welcome and Territorial Acknowledgement.
2. John Worton was appointed as Parliamentarian, to help with questions on parliamentary procedure and the debate process.
3. Pat Kinrade confirmed that the meeting had reached quorum with at least 48 delegates, exceeding the 40 minimum delegates required.
4. Rev. Shana Lynngood provided the Chalice Lighting and Invocation.
5. Moved by Jane Wilson, seconded by Mollie Twidale, that the agenda be approved as circulated. **Carried.**
6. Moved by Karen Furnes seconded by Margot Lods, to accept Audrey Taylor and Kent Haden to review the minutes of this meeting within two weeks. **Carried.**
7. Moved by Frances Hancock, seconded by Pat Conroy, that the minutes of the January 30, 2022 Congregational Budgeting Meeting be approved. **Carried.**
8. Jim Willis read out the names of the Departed Beloveds (Members and Friends) since May, 2021, accompanied by a slide show of photos of each person.
9. Moved by Philip Symons, seconded by Suellen Guenther, to received the Annual Report. **Carried.**
10. Moved by Andrea Pite, seconded by Marion Pape, that the Nominating Committee (Pat Kinrade and Roberta Clair, Co-Chairs, Margaret McKelvie, Astrid Firley-Eaton, and Louise de Lugt) be re-appointed. Marion Pape has completed her term as Past President. **Carried.**
11. Pat Kinrade called for nominations from the floor, as there were two vacancies on the Board of Trustees. There were no further nominations. Moved by Pat Kinrade, seconded by Roberta Clair, that the Board of Trustees, listed below, be approved. **Carried.** (President, Jim Willis; Vice-President, Karen Sharlow; Treasurer, Kristina Stevens; Secretary, Kathleen Zimmerman; Trustees: Jeri Dause, Kent Haden, Evelyn Peters, Katherine Maas, Audrey Taylor, Peter Hancock.)
12. Marion Pape submitted the Amplify UU Report in the AGM package. There was one question from the floor. Amplify UU was not part of the current operating budget, but was funded through a special capital fundraising campaign. In future years we will need a line item in the operating budget for annual maintenance of the AV equipment.
13. Andy Lee presented the Insurance Report. Due to three insurance claims in the last five years, our former insurer refused to renew FUCV's insurance. After making multiple applications to new insurance brokers, FUCV was offered coverage at a substantial increase in policy costs (\$37,000 in 2022 vs. \$16,000 in the previous year).
14. Bruce Nicol presented the 2021 Financial Statements from Dusanj+Wirk. Total assets were \$2,679,732, including just over \$1 million in investments. Total liabilities were \$186,599. Current assets of cash of \$504,959 includes about \$44,000 in Zoie Gardner Overseas Fund (ZGOF) assets, and some of the \$1 million investments are also part of ZGOF. Under Liabilities, "Mortgages payable" have increased due to the loan on the solar panels as well as the mortgage for the building (\$53,772 in 2021 vs \$29,044 in 2020). The \$40,000 owed for the CEBA loan includes the forgiven portion. The CEBA loan must be paid by December, 2023. Revenue in 2021 was \$502,019. Pledges decreased by about \$5,000, but we had a significant increase in property rental revenue and received \$37,000 in federal wage subsidies. Expenses increased to

\$446,282 in 2021, partly due to an increase in contractor and repair and maintenance costs. The solar roof project is generating savings in hydro, and the loan will be repaid in 10 years. There is about 6.5 years left on the sanctuary building mortgage. The Amplify UU project will ultimately cost a little over \$200,000.

15. Kristina Stevens presented the 2021 Financial Statement results versus the 2021 budget. In 2021 actual revenue was \$502,019 vs. the budget estimate of \$450,770, resulting in a difference of \$51,249. This extra revenue was due to increases in rental and fundraising income. In 2021, actual expenses were \$446,282 vs. the budget estimate of \$436,530 for a difference of just under \$10,000. Net operating income for 2021 was \$55,737, which was significantly higher than budgeted deficit of \$14,549. She also discussed the unforeseen expenses in the 2022 fiscal year, which to date have included a significant increase in insurance costs (\$18,000 over budget), removing an old oil tank (\$10,000 - which was not budgeted), replacing the perimeter drain around the Farmhouse (an estimated \$42,000), and replacing the broken glass panels over the Lion Hall entrance (no estimate yet). The 2022 budget had an approved \$13K deficit so the Board has decided to utilize up to \$30,000 from the General Fund (retained earnings) as a budget adjustment. Future operating budgets will work toward sustainability by: revising and updating the property plan; shopping around for insurance coverage at reasonable cost; aggressively pursuing rental income; and building membership. Building membership could be based on our social responsibility and outreach projects, such as: food banks; Lifeline Project; Share the Plate; Refugee Fund, and Ethel May Trust. (All of these projects had a total expenditure of \$51,287 in 2021). A congregant suggested developing a medium- to long-term capital plan for the buildings, especially the Farmhouse.
16. Moved by Pat Kinrade and Roberta Clair that the Financial Review Committee for 2022/2023 consists of Pat Conroy and Steven Lentz. **Carried.** Pat Kinrade commented that the Committee normally has three members, so the Nominating Committee is still seeking a third person to sit on the Financial Review Committee.
17. Pat Conroy submitted the Financial Review Committee report, concluding that the 2021 financial statements present fairly, in all material aspects, the financial position of the First Unitarian Church of Victoria. Moved by Kristina Stevens, seconded by Christine Johnstone, that the Financial Review Committee report for 2022 be received. **Carried.**
18. Rev. Shana expressed appreciation to the 2021/2022 Board of Directors, including Marion Pape as Past President, and Bruce Nicol who is stepping down after 4 years on the Board. Wally du Temple is also stepping down from the Board, and has been a steady presence.
19. Jim Willis expressed appreciation to our co-Ministers, Revs. Shana and Melora Lynngood, who have done an incredible job while balancing the demands of family.
20. Rev. Shana offered Closing Words and extinguished the chalice.
21. Jim Willis adjourned the meeting at 1:48 pm.