

**Annual General Meeting (AGM) of the First Unitarian Church of Victoria
Sunday, May 28, 2023 – FUCV Sanctuary**

MINUTES

- 1.** Audrey Taylor, Acting Chair, called the meeting to order at 12:30 pm, and gave the welcome and territorial acknowledgement.
- 2.** John Worton was appointed as Parliamentarian.
- 3.** Pat Kinrade confirmed that the quorum of 40 was met, with a total of 56 in attendance.
- 4.** A Chalice Lighting and Invocation, and a slide show depicting the Remembrance of Departed Beloveds for 12 members/friends who have passed away in the last year, was provided by Rev. Melora Lynngood. They included: Edwin Daniel, Gladys Porcher, Dorothy Jones, Robert Brooke Taylor, Suellen Guenther, Johanna Billung-Meyer, Marya Nijland, Steve Sharlow, Allen Milne, Ruth Ralston, Margaret Mills, and Mel Johnston.
- 5.** Moved by Karen Furnes, seconded by Jeri Dause that the agenda be approved as circulated. **Carried.**
- 6.** Minute reviewers. Karen Furnes and Shirley Travis volunteered to review the minutes of this meeting, and respond within two weeks.
- 7.** Minutes of the previous meeting. Moved by Molly Twidale, seconded by Pat Kinrade that the minutes of the January 29, 2023 Budget Meeting be approved. **Carried.**
- 8.** UUA delegates. Rebecca Mellett and Molly Twidale volunteered to be delegates to the UUA General Assembly in Pittsburgh in June, 2023.
- 9.** Annual Report. Moved by Marion Pape, and seconded by Liz Graham that the Annual Report be received. **Carried.**
- 10.** Moved by Pat Kinrade, seconded by Kathy Vinton that the following who are candidates for the Nominating Committee for 2023/2024 are approved: Roberta Clair (Chair), Louise de Lugt, Astrid Firley-Eaton, Lynn Hunter, and Jan Thomson. **Carried.** (It was noted that Pat Kinrade and Margaret McKelvie are stepping down from the Committee.)
- 11.** A ritual of transition acknowledging the outgoing Board was provided by Rev. Melora Lynngood.
- 12.** Nominations for the 2023/2024 Board of Trustees. Pat Kinrade read out the following candidates' names: Jim Willis (President); Vacant (Vice-President); Kristina Stevens (Treasurer), Adriane Matheson-Smith (Secretary); and the following nominations for Trustees: Al Hoffman, Jeri Dause, Katherine Maas, Evelyn Peters, Audrey Taylor and Barry Wiebe. There were no further nominations from the Floor. Moved by Shirley Travis, seconded by Karen Furnes that the slate for the Board of Trustees be approved as presented. **Carried.**
- 13.** A ritual of transition acknowledging the incoming Board was provided by Rev. Melora Lynngood.
- 14.** Insurance Report. Bruce Nicol reviewed how FUCV's insurance costs have increased dramatically from approximately \$16,000 in 2021/2022 to approximately \$37,000 in 2022/2023. In 2023/2024 the premium was just over \$37,000, with a deductible of \$10,000. Moved by Jan Thomson, and seconded by Gloria Turner that the insurance report be received. **Carried.**
- 15.** Annual Financial Report for fiscal year 2022. Kristina Stevens noted that we had a \$47,764 deficit in 2022 in the operating budget, which was within the range predicted at the 2022 budget meeting. Total income was \$481,853 with the majority from fundraising and

donations. Total expenses were \$529,616 with personnel and property maintenance being the majority of costs. About \$450,000 in bequests have been received since 2017. The current Endowment Fund balance is \$580,000, which has exceeded the minimum threshold of one year's worth of operating expenses. Moved by Kristina Stevens, seconded by Jeri Dause that the financial report be received. **Carried.**

- 16.** Financial Review Committee report for 2022. Moved by Molly Twidale, seconded by Lynn Hunter that the Financial Review Committee report be received. **Carried.**
- 17.** Election of Financial Review Committee for 2023. Moved by Marion Pape, seconded by Astrid Firley-Eaton that the following candidates for the FUCV Financial Review Committee are approved: Pat Conroy, Stephen Lentz, and Bob Rintoul. **Carried.**
- 18.** 2022 Financial Statements from Dusanj + Wirk. Bruce Nicol outlined the review engagement report provided by Dusanj + Wirk, CPA. Our balance sheet is in good shape, with a total of \$2,080,318 in assets and total liabilities of \$147,874. He noted that FUCV income peaked in 2017/2018, and has dropped since then. We need to repay \$40,000 in federal government COVID-related grants before December, 2023. The Zoie Gardner Fund paid just over \$7,000 in administration fees to FUCV. Moved by Peter Hancock, seconded by Kristina Stevens that the Dusanj + Wirk Financial Statements be received. **Carried.**
- 19.** Update on the Engagement Strategy and the Stewardship Consultant's Report. Reilly Yeo, Ministerial Intern, reviewed the five recommendations from the consultant's report, which was received on April 26: 1. Give yourselves and each other grace; 2. Create a five-year strategic financial plan; 3. Develop a marketing plan; 4. Make a plan for membership development; and 5. Simplify your financial procedures and structures. Using her previous work experience, Reilly compiled three of the recommendations from the consultant's report (#1, #3 and #4), the recommendations from the Communications Strategy, the results of the November 2022 board retreat, and the 2019 Strategic Plan, and organized an engagement strategy workshop on May 12. Using the Pyramid of Engagement model, the 22 workshop participants developed priorities, including revitalizing our online presence. The full action plan will be in the next Eweekly. The Board will be following up on recommendations #2 and #5 from the consultant's report. Reverends Melora and Shana Lynngood gave a special thank you gift to Reilly, as she is nearing the end of her intern minister position.
- 20.** Special Resolution Amending the Bylaws. Moved by Jeri Dause, seconded by Mollie Twidale that the following bylaw amendments be approved to Article IV, section 1 and Article IV, section 5. **Carried.**
Article IV, section 1: The Board shall consist of up to 12 Trustees, who are registered members of the church, elected at an Annual General Meeting, plus the Past President. The Minister(s) is/are ex-officio. The elected Trustees shall include a President, a Vice President, a Secretary, and a Treasurer who shall form the Executive.
Article IV, Section 5. -- A Non-Executive Trustee may serve four consecutive two-year terms on the Board. The President, Vice- President, Secretary, or Treasurer may serve up to two consecutive two-year terms on the Board.
- 21.** There were no further questions from the membership.
- 22.** Audrey Taylor provided a few words of appreciation for our Ministers.
- 23.** Closing words and extinguishing the Chalice were provided by Rev. Shana Lyngood.
- 24.** Audrey Taylor adjourned the meeting at 1:49 pm.