

First Unitarian Church of Victoria
DRAFT MINUTES OF A BOARD MEETING on THURSDAY, JULY 13, 2023
by Zoom 5:00 PM – 7:00 PM

Trustees: Jim Willis, Adriane Matheson-Smith, Kristina Stevens, Audrey Taylor, Katherine Maas, Evelyn Peters, Al Hoffman, Jeri Dause

Ministers:

Regrets: Barry Wiebe

Guests: John Worton, Marion Pape

1. **Call to order** Meeting called to order at 5:02pm by Jim Willis.
2. **Selection of Timekeeper and Process Observer** Al Hoffman was selected as time keeper, Jeri Dause was selected as the process observer
3. **Chalice Lighting** – Jim Willis provided the Chalice lighting.
4. **Check-in: Joys and Concerns** - Joys and concerns were shared.
5. **Approval of Agenda** Jeri Dause moved to approve the agenda. Audrey Taylor seconded.
6. **Approval of Minutes (Not applicable this time – minutes from AGM approved)**
7. **Unfinished Business**
8. **Minister's Reports (Not applicable this time)**
9. **Reports**
 - 9.1. Treasurer's Report – Kristina Stevens.

Kristina Stevens shared the year-to-date corrections to the budget vs. actuals report. A summary was provided of the expected vs. actual income and expenditures as June is half way through the year. It appears the deficit will not be as large as initially thought, suspects we may only have a 28k deficit instead of 49k deficit.

- 9.2. Admin Council Report – Audrey Taylor

Audrey Taylor stated that a small error occurred on the report. Met with Anna on June 9th – not the date listed in the report.

10. Process Observer Report

Jeri Dause felt the meeting went well and everyone had an opportunity to speak when they wanted to.

11. New Business

11.1. Nomination for Bert McBain to be granted Member Emeritus status – Katherine Maas

Katherine Maas shared the request of Nancy Dobbs to grant Bert McBain member emeritus status to recognize her as a long-term member of the church who is no longer able to actively participate in church activity.

Moved by Katherine Maas, seconded by Audrey Taylor. **Carried**

Action: Katherine will pass on the approval to Nancy Dobbs to inform Bert McBain as Nancy knows Bert personally.

11.2. Request for FUCV to provide a Montessori Board Member – Jim Willis

Jim Willis and John Worton presented the offer from the Montessori school to have a church member on the board. After discussion, there are concerns that a church member on the school board would be considered a voice of the church's opinion to the school and would not be able to fully participate as a board member of the school as a result. John Worton recommended to not support putting a church member of the Montessori board. Kristina Stevens agreed but, in the response, suggested to ensure that our reply includes a thankful acknowledgement of the olive branch and that the church would be open to alternative means of better communication.

Action: John Worton will draft a response to the school. Jim Willis to send the email

Al Hoffman stated that the locks to the RE wing have been rekeyed. Since a key is necessary for the BMOD, it was decided that all board members and Niki should get a copy of the key.

11.3. Proceed with Mural in Family Wing Stairwell – Jeri Dause

Jeri Dause presented a proposal from Anna Issacs to work with the Montessori school principal, Katie to paint a mural in the stairwell of the school.

Approval of concept but with the request of the budget being presented and that arts and ascetics group will be consulted. Jeri Dause moves that board approve in principle the painting of a mural in the family wing stairwell. Kristina seconds. **Carried.**

11.4. Communications Strategy – Jim Willis and Marion Pape

Marion Pape went over the communications strategy document as well as the bubble chart showing the proposed organizational structure. The Board agreed with the general structure but decided some amendments were likely required.

Audrey Taylor moved that we approve the communications strategy so the staff can proceed. This approval also includes the creation of a communications committee composed of Anna, one minister, Kathleen Zimmerman, Gary Teale, and Lise. Evelyn seconded. **Carried.**

Action Marion is going to go back into the communications strategy document and ensure the entire board is shared with the document as commentors and Jim as an editor.

Action: Marion is to come back with finances for file management.

Action: Jeri Dause, Jim Willis, Rev. Melora, and Audrey Taylor to communicate and reconsider the chart and church policy.

11.5. Discussion on mentoring of new group – Jim Willis

We have been requested to mentor a new UU fellowship of the lower mainland who has split off from another Unitarian group. Ryan Gunther is going to be the treasurer for this new church. Our lay chaplains are going to welcome another lay chaplain from the new group as an FUCV chaplain as part of the mentoring.

Kristina Stevens requested if we can add a clause stating what will happen to any contributions received if the new society ceases to exist. Suggests it could be used for any acceptable uses by the UU church. John thinks our bylaws cover that but we can add it in this document to drive home the point. Al Hoffman requested communication to the congregation first before agreeing due to the concerns over the church finances.

Action: Jim Willis to put together newsletter article explaining the mentorship, and to try to recruit some people to be on the mentorship committee.

Kristina Stevens moved that we agree to mentor the new U fellowship. Katherine Maas seconded.
Carried

11.6. Lay Chaplain Fees and Policy – Evelyn Peters

Liz Graham is proposing a new fee schedule for lay chaplain fees. Weddings and funerals will now be \$450 instead of \$300. Other services will now be \$300 instead of \$200. Fees have not been increased since 2009. These increases are in line with what is being charged by other nearby UU congregations.

Evelyn Peters moved Audrey Taylor seconded that we approve the new fee schedule. **Carried**

Evelyn Peters moved that when no minister is available to conduct a service, that the church will pay for services for church members but not for friends. Audrey Taylor seconded. **Carried.**

11.7. GVAT News – Evelyn Peters

Evelyn Peters provided updates on GVAT – it has rejoined the Industrial areas Foundation (IAF) and the Metro Vancouver Alliance has started up again.

11.8. Church Rental Deposit Proposal – Kristina Stevens

Kristina Stevens moved that a Coast Capital card be obtained for the church office so Niki can make deposits of rental cheques. This would take a task off Kristina's plate, Niki and Astrid are already the primary coordinators with the renters. Audrey Taylor seconded. **Carried**

Action: Kristina Stevens to obtain a deposit card for Niki from Coast Capital Credit Union.

12. Membership Changes – Adriane Matheson-Smith

In the last 12 months – 83 newcomer forms were filled out, 23 new members joined

In the last month – 8 newcomer forms were filled out

- **New Members: 6** (Ian Warrender, Donn Warrender, Gordon Levin, Gela Stach, Janine Gliener, Derek Trogi);
- **Resigning Members: 2** (Caroline-Tashish Rentz – moved, Samantha Magnus – Changed to Friend);
- **Deceased Members: 3** (Mel Johnston May 21, Doreen Burgess June 2, David Jordon June 23);
- **New Friends: 0**;
- **Deceased Friends: 2** (Margaret Mills April 2, Margot Garmsen May 29);

13. Announcements

13.1. Next Board Meeting:

Scheduled for August 10, 2023 at 5:30p.m. Meeting will take place if something comes up that requires the board to meet. If nothing does, Jim Willis will cancel the meeting. Once the Ministers are back from sabbatical the time and date of the meetings going forward will be decided.

Board Retreat is scheduled for August 18, 2023 in the Sanctuary from 2:00-4:00 p.m.

14. **Questions from FUCV Members** – Adraine Matheson-Smith reported that no questions were received.

15. **Adjournment** The meeting was adjourned at 6:49pm.

BOARD MEMBER ON DUTY ROSTER (*please check your dates for any conflicts)

Please e-mail Adriane if you switch BMOD dates with someone - she will update the list and notify the office.

Date	Board Member on Duty
June 25, 2023	Katherine Maas (for Jeri Dause)
July 2, 2023	Al Hoffman
July 9, 2023	Jim Willis
July 16, 2023	Adriane Matheson-Smith
August 13, 2023	Barry Wiebe (For Evelyn Peters)
August 20, 2023	Audrey Taylor
August 27, 2023	Evelyn Peters (For Barry Wiebe)
September 3, 2023	Jeri Dause
September 10, 2023	Adriane Matheson-Smith
September 17, 2023	Al Hoffman

WORSHIP SERVICE ATTENDANCE

Date	Topic/Minister	Attendance (#Devices + # People in Sanctuary/Lion Hall)
May 7, 2023	Revising our UU Principles? / Rev. Melora Lynngood	52 + 125
May 14, 2023	Bittersweet Creativity (mother's day) / Rev. Shana Lynngood	49 + 78
May 21, 2023	CUC Service from National Symposium / Online Yeo	N/A + 20
May 28, 2023	The Creative Process of Life / Rev. Shana Lynngood	50 + 112
June 4, 2023	Transition Service / Reilly Yeo	50 + 81
June 11, 2023	Calm Breath, Calm Mind / Geshe (GesheLa) Yongdong Losar, Tibetan Bön Lama	31 + 82
June 18, 2023	Leaving the World a Better Place / Jacqueline MacAdam	35 + 66
June 25, 2023	Inclusivity in Action / Asiyah Robinson	32 + 52