

Minutes of SFUC Board Meeting

Monday December 2, 2019, 6:45 PM

Present: Sandy, Samaya, Linda, Dianne, Gwen

Apologies: Donnie

- 1) **Next Meeting** location: Samaya's, Monday January 6th, 2020, 5:30 PM
Our meetings will regularly fall on the first Monday of each month.
- 2) **Agenda** Accepted d
- 3) Voted to purchase the resource suggested by Linda entitled "**Serving as a Board Member.**"
- 4) **November 2019 Minutes**
Omit paragraph starting "minister's note"
Replace with "Discussion continues regarding Reverend Samaya's contract"
Moved to accept minutes as amended: SC, LP Carried
- 5) **Treasurer's Report**
Chequing account (from chequebook) – \$12,615.63
Savings account (no Nov. interest yet) – \$47,679.65
Term deposits (unchanged from October) – \$309,423.81
All as of Nov. 27/19

Regarding **budget**

- 1) Decided not to include summer services as a budget item
- 2) Whole Church budget to replace DRE; \$400 for supplies for calendar year, January to December, 4 stations; Josette has been doing this job; decided to keep Whole Church in Faith Formation organizational chart.
- 3) Discussion about an Administrative Assistant/Support
Moved: That we hire an admin assistant/support person. SC, DM Carried
Discussion about trying this out for 2 or 3 years.
Friendly amendment, add a term of up to 2 years to see how successful it is
Rescinded as long as position is evaluated annually
Move budgeted \$ from publicity to admin assistant
Erin is the only person on the personnel committee; she is happy to provide hiring and/or contract information but will not be directly involved in the actual hiring which is a board responsibility.

Linda will look into budgets for next year and will send out questions as they arise.

Budget meeting will be at the end of the service on January 26, 2020.

6) **30th Anniversary** January 12th, 2020; Reverend Samaya will be doing a 30th anniversary service then and afterwards there will be a simple celebration consisting of cake and tea with an approved budget of \$100 for cake and supplies.

7) No retreat this year

8) **BC Region gathering**; CUC Conference in Halifax, May long week-end; Samaya will be attending; ministers don't have a vote but can be a delegate

8) **Minister's Report** Accepted

9) **Reviewed Exit Interview with Daylene**

Dianne and Gwen will invite Daylene to the Solstice service later in December and the anniversary service in January 2020. Samaya's follow up was to reach out to Daylene to see what it would take to move into right relationship with her. Samaya has done that but has not heard back from her.

This is the pertinent clause from the Code of Professional Practices for UU Liberal Religious Educators Association brought to the attention of the board:

When leaving a position of religious education leadership for any reason, I will refrain from being involved in the process of selecting my successor. I will support my successor by leaving room for them to establish their own identity and leadership in the congregation. I will refrain from accepting positions on policy-making bodies in the congregation or community (such as the Board, Religious Education Committee, Finance Committee, or Personnel Committee) for two years after my professional leadership has been concluded in that congregation. For two years, I will not accept or volunteer for roles in the religious education program, and will encourage members of the congregation to speak to the current religious educator or other appropriate persons for answers to all current religious education issues or concerns. I will refrain from discussing any church/congregational matters on social media with congregants from a former church for a period of two years.

Samaya has already communicated with Daylene regarding clarification about returning to church.

10) **Update on Policies and Procedures**

Sandy will help put Dianne and Karin in touch with CUC office people regarding guidelines for policies and procedures.

The language around the minimum donation over what period of time needs to be clarified, as well as naming the point when people are no longer members.

Non-members are called friends.

11) **Winter Solstice service**

It will be like a regular Sunday and regular practices will be maintained; Labyrinth Walk December 22, 4PM walk; 5PM service; 6PM members and friend potluck.

12) Linda reported on **6 outstanding pledges**

13) **Building safety**

These days facilities have a safety plan; Gwen talked to Ryan who may be interested in doing at least some of the planning. He suggested a discussion at the end of the budget meeting to get buy-in from the congregation; Bryan Carpenter's name also came up; Gwen and Sandy will have more conversations.

14) Board Resource Manual and Organizational Chart both tabled to January meeting

15) "Fulfilling the Call" publication will be used for **Reverend Samaya's annual evaluation**. Sandy would like us all to complete the duty pages by the end of December. Samaya will put a chart on google doc by the end of this week so we can check off our assessments using the publication to refer to for describing competency guidelines. Sandy, Linda and Dianne each have a copy but Gwen will need a copy to refer to. After completing the google doc, we will pick out 3 strong areas and 3 areas that require attention. For Samaya's previous goals, we need to look in past board minutes.

16) Discussion about the **Mission Statement** being tweaked for the web. It was decided to make no changes in the mission statement for the website and to put it on the carousel of pictures on the homepage.

17) **Chairs and Committees**; discussion about fleshing out the organizational chart but deferred to a later date for a more in-depth discussion.

Adjournment 9:30 PM