

SFUC Board Meeting, April 6, 2020

Present: The Reverend Samaya, Dianne Dilts, Sandy Chism, Donnie Rose, Gwen MacKinnon, Linda Pugh

Location: Zoom

Chalice lighting and opening words by Sandy at 6:10

Next Board Meeting: May 2, 1:00 – 4:30 Board Retreat welcoming new members **ACTION:** Gwen will deliberate on when to have the next regular Board Meeting.

**Approval of Minutes** with correction of one typo

Moved, Seconded and Passed

### **Treasurer's Report**

Agreement to charge Zoom subscription expenses from rental account

Moved, Seconded and Passed

### **Minister's Report**

Agreement to set Minister's goals aside as we deal with COVID 19 issues, to be reviewed as deemed necessary

Agreement to pay The Reverend Samaya for the extra service (#26) preached when the guest speaker was cancelled due to COVID 19

Clarification of the number of services The Reverend Samaya will preach until the end of December 2020 **ACTION:** Sandy will write an amendment to clarify The Reverend Samaya's contract.

Zoom crew is needed for Sunday services. Agreement to take this to Worship Arts Committee to work out options.

Thank you Reverend Samaya for getting the Zoom process started

### **Strategic Plan**

Congregation Profile Survey: Board Members will give feedback about the draft survey **ACTION:** Dianne and The Reverend Samaya will edit the survey and it will be sent out to the congregation. Feedback will come back to the Board and congregation from final draft

### **Update on Policies**

Discussion to clarify small fundraisers as internal congregation involvement which help congregants connect **ACTION:** Sandy will discuss with committee to come up with a name for these events

Section currently called Organization will be changed to Administration

Personnel Committee to remain and be cross referenced in Board Manual

### **AGM:**

To be conducted on Zoom **ACTION:** The Reverend Samaya will send a spreadsheet of current members to Donnie. Donnie will track votes at AGM

## Email Addresses

Discussion about the discrepancy of email addresses, southfraserunitarian or surreyunitarians. Board agreed to stay with [surreyunitarians.ca](http://surreyunitarians.ca) on the website. The decision reflects the history of a branding decision. The website name says more with fewest words and required less translation than [southfraserunitarians.ca](http://southfraserunitarians.ca) or [sfuc.ca](http://sfuc.ca) **ACTION:** Sandy will check to see if there is a more recent version of the logo

After every General Meeting email addresses need to be refreshed.

The generic email accounts should be:

[board@surreyunitarians.ca](mailto:board@surreyunitarians.ca) (links to all board members)

[minister@surreyunitarians.ca](mailto:minister@surreyunitarians.ca) (links to Minister's personal email)

[treasurer@surreyunitarians.ca](mailto:treasurer@surreyunitarians.ca) (links to Treasurer's personal email)

[admin@surreyunitarians.ca](mailto:admin@surreyunitarians.ca) (Admin Assistant, Minister, President, Secretary)

[personnel@surreyunitarians.ca](mailto:personnel@surreyunitarians.ca) (Chair of Personnel)

**ACTION:** Linda will explore online giving when email is set up

## Board Retreat

Will be online on May 2<sup>nd</sup> from 1:00 -4:30 welcoming new board. Dianne requested an updated organizational chart **ACTION:** The Reverend Samaya will send the updated chart to Board members.

## Vancouver Metro Church Meeting cancelled

## Admin Job

Two applicants have responded **ACTION:** Sandy and The Reverend Samaya will interview

## Lock Box

A lock box with keys to the storage cabinets has been installed on the side of the small storage cabinet. Outside keys, two sets, one with Reverend Samaya and one with Robert

**CUC Delegate** Sandy would like to attend

CUC requesting a congregational photo **ACTION:** Gwen will send a photo to Joan Carolyn

**Internet Safety** Discussion on how to reach out safely on the internet. How much security do we need? **ACTION:** Gwen will reach out to Chris to try to have information added to the Chalice Lighter by Wednesday

**Adjournment** 9:03 pm