

FirstU Board Meeting Minutes

Our mission is to “Kindle the light within and inspire courage to nurture the web of life and to create a just and compassionate world.”

Date: Wednesday 2024/10/16
Time: 7pm-9pm
Location: Zoom <https://us02web.zoom.us/j/83573961097?pwd=MnhuVkhJQVg1ZzBpb0V3alhvMmg0UT09>
Attendees: Chuck, Rev Eric, Brent, Phil, Carmen, Amy, Guy, Mary Ella, Jen Brennan
Regrets: Michelle, Nancy
Timekeeper: Phil
Process Monitor: Brent

Minutes

Item
1. Call to Order - o Check-in - o Opening Reading [Chuck] - o Assignment of Timekeeper [Phil] and Process Monitor [Brent]
2. Consent Agenda: - o Approval of this Agenda - o Approval of Board Minutes 2024/09/18 [Att. 1] - o Approval of Board Minutes 2024/10/02 [Att. 2] Moved by Carl, Seconded by Guy. Passed
3. Discussion of any items from Consent Agenda - o No discussion
4. Minister's Report [Rev Eric] - o Mary Ella reminded Rev. Eric of UHouse consultation/meetings starting next Wednesday. Chuck, Mary Ella, Brent to attend. Open to all Board members - o Reviewed last year's average service attendance 77.4. This year's average attendance is 87.x? - o 100 students from Carleton architectural school visited our congregation, which they do every year. - o Update on University of Ottawa students and marketing project on our behalf. We've provided basic information, but students seem mostly hands-off and are not in regular contact with FirstU.
5. President's Report [Note 1] - o 7 major items will be tracked, such as financial contributions, attendance, web page views and other online stats (Website, FB,

Instagram, X, etc.), rooms rented and/or used, narrative qualitative review of other items, such as technical review of ongoing issues, etc.
– initial review to be provided soon and then quarterly reviews and summaries going forward. All stats to be compared with prior year.

- Bob A. will oversee the Time and Talent auction for this year.

6. *(Goal: A Responsible, Mission-Oriented Campus Development)*

Campus development [Note 2]

- Update regarding the project - signing of FirstU legal docs completed yesterday
- Development of Odayanhaway-related FAQs – these are in development
- Work is on-going with OAHS to finalize the legal document we will sign with them
- Discuss information sharing session with UH
 - Sessions with FirstU to occur starting next Wednesday
- Discuss the charette scheduled for Nov. 4
 - Focusing on updated Site plans. Mostly outside grounds surrounding the buildings. To Include: FirstU, UHouse, River Parkway and others
- Cultural ground-breaking session by OAHS
 - Delayed until spring next year, when elders will be available
- A petition / appeal has been submitted to rescind our submission for land re-zoning changes. Theia say not to be concerned **(Subsequent information – The appeal has been denied.)**

7. *(Goal: Reliable, Structures and Resources)*

Review plans for the Fall Congregational Meeting [Att. 4 – to come]

- Brent has gratefully taken on this role and is collecting and reviewing all of the FCM package documents, including zoom registration link, which will be sent out by Jen before the deadline (10 days before meeting). Brent's summary FCM preparation notes are on our Google shared drive. Task assignments for the FCM are in the notes
- Phil to display all budget and all other slides (in-memorium, etc.) during the meeting

8. *(Goal: Reliable, Structures and Resources)*

Review and decide on board assignments to committees and teams [Att. 5]

- Board Assignments for active Committees and Teams is on our Google share – prepared with ongoing updates by Chuck
- Board members should model basket donations by making symbolic donations—in addition to pledging
- **Action Item:** Amy and Guy to review which Committees and Teams require Board presence and which are only nice to have. Report due for January Board meeting

9. *(Goal: Reliable, Structures and Resources)*

Discuss the board retreat, how it went and any adjustments for the future

- All board members enjoyed both the Friday (with staff) and Saturday Board planning sessions
- Having a full weekend away retreat would be hard to plan and place to

- much of a burden on everyone to be available for the whole weekend
- Have another board/staff combined meeting soon after the new Board is formed—not just once/year (i.e. Orientation in May?)
- Determination of whether staff are available for the pre-set annual events (Spring and Fall)
- Hold upcoming November meeting in-person
- Kudos and much appreciation to Chuck and Brent for offering their homes for the gatherings. Home owners shouldn't have to take on major roles in addition to offering their homes
- Potentially include part-time staff, as well as salaried staff to next retreat

10. (*Goal: Reliable, Structures and Resources*)

Consider adding confidentiality of board discussions to the board covenant [Note 3]

- Should Board meetings be open to any member, such as in the past?
- In-camera moments should not be included in the minutes—as these are available to the whole congregation.
- Non-Board members need to be excused from in-camera sessions
- Conservative note taking is preferable – non attribution of decision-making process—just note the final decision/vote
- Sometimes difficult to determine what is confidential and what should be fully transparent
- **Action Item:** Brent, Mary Ella, Rev. Eric and Carmen to prepare some notes for January Board meeting.
- Important not to over-do our involvement in the congregation to the point that it is burdensome and not appreciated

11. (*Goal: Reliable, Structures and Resources*)

Discuss holding the Nov. Board meeting in person [Note 4]

- See note for bullet 9 above

12. Closing

- Feedback from Process monitor [We listened and participated equitably]
- Closing reading [Carmen]
- Adjournment