

Minutes for the Fall Congregational Meeting
DRAF
First Unitarian Congregation of Ottawa
November, 21st 2021, 3pm
Via Zoom

1. Call to Order

Welcome everyone to the fall congregational meeting.

2. Scrutineer Report re: Quorum

Mary Ella Kebulsek reported that there were 84 members and 7 observers who were present at our meeting. Our Quorum, of 41, has been met.

3. Preliminary Motions

a. Motion to Approve Agenda

Moved by Amy; seconded by Andrew; Carried

b. Motion to Approve Minutes from Annual General Meeting in June 2021

Moved by Caycee; seconded by Carl; Carried

4. Opening Remarks

a. President Remarks - Lisa Sharp

Lisa spoke about visible minorities and the hopeful adoption of the 8th UU principle by the members of the Canadian Unitarian Council.

b. Minister Remarks - Reverend Eric Meter

Rev Eric spoke about his first months as the minister of our congregation and gave a heartfelt thanks for our warm welcome.

5. Financial Report - appendix 1

a. Presentation of 2021 Financial Projections

b. Presentation of 2022 Congregational Budget

The treasurer, Phil Nagy, gave a detailed account of the state of our current finances.

Discussion:

- Has there been any effect on investing in Green projects?

There have been instructions to our investment broker, those changes have been implemented and that those funds are doing better than average.

- Are there any funds put aside for the green retrofit of the church?

We are currently in the explorative phase of trying to make changes to our congregation's carbon footprint. There is not a current allocation for projects, once the best use of funds has been determined, we will allocate funds.

c. Motion to Accept the 2022 Congregational Budget

Moved by Phil; seconded by Andrew; Passed (yes: 72, no: 2, abstain: 4)

6. Strategic Plan

a. Presentation of Strategic Plan, Justine de Jaegher (can be obtained by request)

Discussion:

-How will we be tracking the progress and outcomes of the plan?

The board and COSM will determine who will be in charge of those processes. Both in a qualitative and quantitative way. Data is being collected and reports are being done.

-There was some discussion about postponing the approval of the strategic plan, as some people were unclear that the plan was being voted on today. The decision was made to vote on this plan as there was a lot of consultation from leaders of the congregation, moreover, the plan is always open for evolution or to make changes.

b. Motion to accept Strategic Plan

Moved by Brent; seconded by Caycee; Passed (yes: 63, no: 3, abstain: 9)

7. Volunteer Appreciation

Join us for a special presentation honoring: Margo Clarke, Anita Mclean and Ed Willer

8. Environmental Action Group - appendix 2

Update on Green Sanctuary, Mike Fletcher

BREAK

Enjoy Music and Lightning Trivia during the break with Andrew Drake

9. CUC - appendix 3

Report on 8th Principle, Ren Martin-Doike

10. Other business

a. Motion to Ratify Acts of the Board - appendix 4

Moved by Amy; Seconded by Carl; Passed (yes: 64, no: 1, abstain: 2)

b. Motion that the Board propose the following candidates for the Nominating Committee vacancies

- Sharmila Khare for a 1-year term to replace a 2020 vacancy
- Barb Ryan for a 1st 3-year term
- Mary Jackson for 1st 3-year term

Moved by Joe Connor, chair; Seconded by Andrew; carried

11. Recognition of Life Events

Ellen Bell extended a short goodbye to the six members of the congregation that passed away last year.

12. Other Matters

a. Update on Campus Planning activities, Terry Kimmel - appendix 5

b. Motion that within 90 days the campus planning committee holds a "special congregational meeting" to discuss the feasibility study findings. Then, at some time later within those 90 days, have a congregational vote as to whether to move to the next stage of the development process.

Moved by Terry Kimmel, chair; seconded by David; carried

Adjournment

Closing song

Next meeting on May 1, 2021

Appendix 1 - Financial budget projections

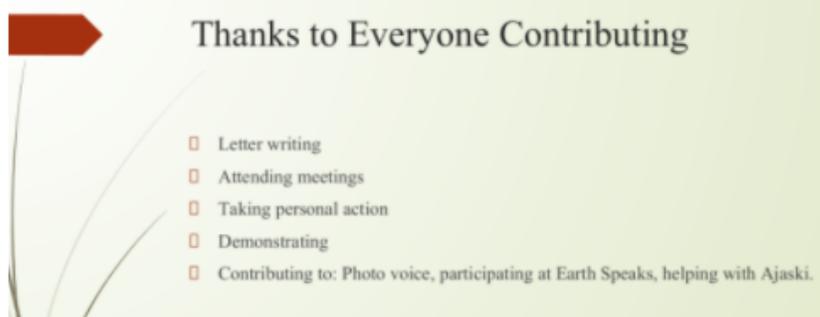
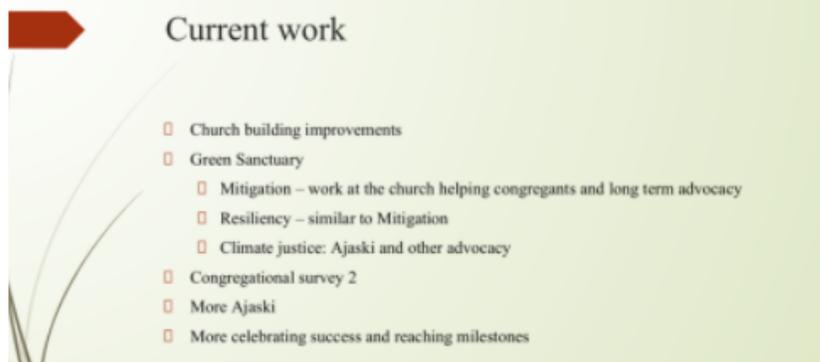
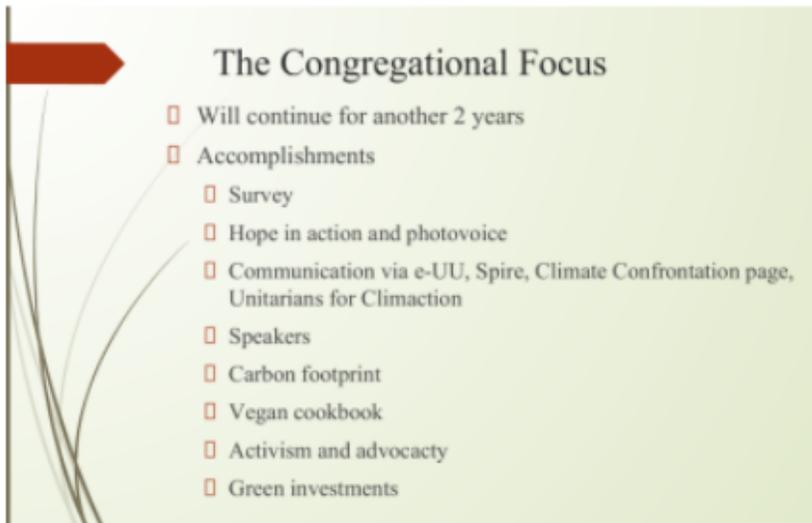
First Unitarian Congregation of Ottawa

Prepared by: Michelle Jackson FHRM Nov 8, 2021

Preliminary Operations Budget 2022	2021 Covid Budget	2021 Sept 29, 2021	2021 Projections	2022 Preliminary Budget
<u>Revenue to Operations</u>				
<u>Contributions</u>				
Total Contributions	385,700	257,028	367,700	380,500
Total Rental	69,500	53,773	66,000	79,600
Total Fundraising	23,000	18,193	19,500	58,700
Total Sales	150	0	700	200
TOTAL Operations REVENUE	478,350	328,994	453,900	519,000
<u>Operations Expense</u>				
Total HR Expense	442,697	295,038	419,900	450,700
Total Search Expense	33,450	17,645	17,500	3,500
Total Denomination Exp	27,750	19,599	27,800	28,200
Total Financial Admin	21,700	20,110	22,400	24,400
Total Office	15,050	8,029	16,800	22,500
Total Property Expense	77,050	50,626	110,800	98,000
Total Program Expenses	37,075	17,431	26,200	42,950
Total Committees	17,416	2,938	12,400	15,700
TOTAL Operations EXPENSE	672,188	431,415	653,800	685,950
TOTAL Operations REVENUE less	478,350	328,994	453,900	519,000
TOTAL Operations EXPENSE	672,188	431,415	653,800	685,950
Net Operations	-193,838	-102,422	-199,900	-166,950
Annual YE Legacy Transfer to Operations	23,000	23,000	23,000	42,000
Rainy day - Covid Challenges Transfer INV			20,000	20,000
Rainy day - Covid Challenges Transfer Early Gift			20,000	20,000
Net Operations With Legacy Transfer	-170,838	-79,422	-136,900	-84,950
CEWS (Canadian Emergency Wage Subsidy)		60,736	60,700	
Net Operations with CEWS		-18,686	-76,200	

Assets, Liabilities and Equity	End of 2020	Comments and changes	end of 2021
This must always be true: Assets - Liabilities = Equity			
2020 Check: \$2,233,682 - \$413,219 = \$1,820,463			
2021 check: \$2,634,090 - \$392,812 = \$2,241,078			
Assets			
Current Assets (chequing acct, cash on hand, etc)	\$168,864		\$142,500
Long term investments (restricted and non-)	\$1,196,490		\$1,649,490
Capital assets (cost of prop. & bldg - depreciation)	\$845,683	Depreciation	\$819,000
Long term assets (insurance bequest)	\$22,645	Increase in value	\$23,100
Total Assets	\$2,233,682		\$2,634,090
Liabilities (actual money "owed", deferred funds)			
Current Liabilities (accts payable etc)	\$60,826		\$50,000
Long-term Liabilities (Specific funds- internship & 7 others))	\$352,393	Intern cost and interest changes	\$342,812
Total liabilities	\$413,219		\$392,812
Equity (how we arrange our money)			
Congregational Funds ("savings" account)	\$698,154	Move old deficits to legacy, +\$67,361	\$765,515
Legacy Funds end of 2020 (restricted)	\$309,645		
Legacy Funds end of 2020 (unrestricted)	\$630,679		
Historical deficits to legacy from cong. Funds		-\$67,361	
Covid rainy day support for 2021 budget		-\$63,000	
Estimated 2021 deficit transfer		-\$76,200	
Add two bequests		\$530,000	
Add earnings (conservative estimate)		\$130,000	
Legacy Funds end of 2021 (restricted)			\$734,456
Legacy Funds end of 2021 (unrestricted)			\$659,307
Maintenance Funds (projects & reserve)	\$71,100	plus 20% of \$100K bequest = \$20,000	\$91,000
Special purpose funds (15 funds & 8 Social Justice)	\$124,710		\$110,000
Interfund transfers (used to move year-end amounts)	-\$31,700		-\$43,000
Retained earnings	\$17,875		-\$76,200
Total Equity	\$1,820,463		\$2,241,078

Appendix 2 - EAG updates



Appendix 3 - Details on the 8th Unitarian principle

Hello! My name is Ren Martin-Doike and I am one of the delegates representing us at the Canadian Unitarian Council's upcoming 8th Principle vote, which will be taking place this coming Saturday.

But don't worry, I'm not here to bore you with a long report about all of the activities my fellow delegates and I have been up to since September. What I would like to share with you today is a little more personal.

In my 2+ years here at First U Ottawa, I have lost count of how many times I have been asked variations of the same question – "how can we attract more (young/queer/ethnically diverse, etc) people like you to our congregation?" It wasn't the easiest of questions to answer then, but now, I think I finally have a good response.

As we all know, there has been an ongoing shift away from organized religion by younger people. Common reasons for leaving churches I often hear include churches' roles in systemic oppression and exclusion of Black, Indigenous, and People of Colour (BIPOC) and other marginalized groups. Before you think "not OUR faith/church!", I'd like to invite you to look at things through my eyes.

"We, the member congregations of the Canadian Unitarian Council, covenant to affirm and promote: Individual and communal action that accountability dismantles racism and systemic barriers to full inclusion in ourselves and our institutions" – this is the current wording of the 8th Principle as defined by the CUC. I would like to particularly underline the words "systemic barriers to full inclusion," which to me also applies to other historically left out or unfairly treated people/groups. To me, voting YES for the 8th Principle is a no brainer.

I would be lying if I said I haven't been saddened by the amount of resistance we have encountered while doing this work. *I have*. It just hits differently for me as a BIPOC person hearing those least likely to be personally affected by systemic racism being the loudest and longest speaking voices in conversations about it. Perhaps this is why the CUC created a separate Caucus for BIPOC UUs to discuss the 8th Principle. Upon comparing notes with my fellow delegates, I was disheartened to learn of the stark differences between our breakout room conversation topics – think debating semantics of the word "principle" versus discussing whether one might leave their chosen faith if the 8th Principle were not to be passed by this vote. (Guess which topic was from the BIPOC breakout group?)

I have noticed a similar contrast between the strong, unanimous support of the 8th Principle among CUC Young Adults, and the amount of resistance and room left for debate among our elders. Perhaps this contrast is because younger generations are more diverse, ethnically and otherwise, than those who came before us. Or maybe it's because today's young people are already tired of the status quo of systemic injustices of our lifetimes and are ready to change it for the better.

As younger generations rise increasingly into places of leadership, we often find ourselves in the uncomfortable position of trying to encourage current/past leaders to join us in this inevitable tidal wave forward. As a younger millennial and proud member of this congregation, I see the 8th Principle and all it stands for as a crucial opportunity not only to fight for the inherent worth and dignity of ALL my relations, but also, a way to pull up more chairs to welcome, and retain, more diverse future generations at our big UU table. My question for you is this – are you with me?

Appendix 4 - Acts of the Board of Directors

DATE	CATEGORY	DETAILS
16-06-21	Committee reports	That the board accepts the recommendations proposed by the covid task force. Note: Available as <i>appendix 2</i> as minutes of the meeting
18-08-21	Board appointments	-Motion to appoint Phil Nagy as a director on the board of directors. -Motion to appoint Phil Nagy to the role of treasurer on the board of directors - Motion to appoint Amy Berube to the role of co-secretary and co-director on the board of directors to be shared on an interim basis with Caycee Price.
18-08-21	Staffing	-Motion to make the Communication Coordinator position a permanent position, effective October 12, 2021; with option to renew for 6 month contract, if Allison prefers to remain contract employee. Funding for this position should be extended to December 2022.
18-08-21	Committee reports	-Motion: First U shall create a separate bank account for each new refugee that we commit to; and shall transfer the required funds from the SRC refugee designated funds account into the account for our current Ethiopian refugee.
22-09-21	Facilities	-Motion to update the Memorial Policy Note:available as <i>appendix 1</i> in the meeting minutes.
22-09-21	Board appointments	-Motion to appoint Amy Berube to replace Caycee Price as Interim Secretary. She will be interim secretary until approval at the next meeting of the congregation.
22-09-21	Committee reports	-Motion that the board formally adopt the recent recommendations of the COVID Task Force, notably including the resumption of in-person Sunday services for fully vaccinated congregants only, and the cancellation of this year's Fall Fair.

22-09-21	Committee Reports	<p>-Motion that First U shall work in partnership with Or Hanashamah to sponsor the Almasalmeh family, provided that the minimum required funds are available to submit the application.</p> <p>-Motion to move the \$10,000 bequest from Bob Stevenson's estate from operation funds to a separate refugee fund.</p> <p>-Motion for CPC to investigate development of First U site plan and bring proposal, including projected costs, to board for a future meeting.</p>
20-10-21	DAT	<p><i>-Motion to approve the 8th Principle Response as provided by Maury Prevost, Denominational Affairs</i> *to CUC</p>
20-10-21	Finance	<p>-Motion that the Board accept the proposed 2022 budget to be presented for the fall congregation meeting.</p>
20-10-21	DAT	<p><i>-Motion for the Board appoint the following members as delegates (plus 2 alternates) for the November 27th Special CUC Meeting on the Eighth Principle:</i></p> <ul style="list-style-type: none"> • Ren Martin-Doike • Jane Lindsey • Carl Sonnen • Guy Belleperche • Maury Prevost • Lisa Sharp • Margaret Linton (alternate) • Sharen Bowen (alternate)
20-10-21	Board committee appointments	<p><i>Motion that the Board appoint the following board members as board reps to the following Committees:</i></p> <ul style="list-style-type: none"> • Finance: Phil Nagy (chair); Andrew Drake • Nominating Committee: Andrew Drake • Personnel Committee: Amy Berube • Embracing Diversity: Carl Sonnen • Campus Planning: David Chernushenko • Committee on Shared Ministry: Caycee Price • Governance: Brent Nicolle • "Social Justice Action Network": Lisa Sharp
20-10-21	Committee reports	<p>Motion that the Board formally accept the recommendations of the COVID Task Force meeting</p>

		of September 30th. (Notably: choir practices, unvaccinated children and persons in sanctuary.
10-20-21		<i>-Motion that the Board accept the proposed 2022 budget to be presented for the fall congregation meeting.</i>
10-20-21	Nominating Committee	<p><i>Motion that the Board propose the following candidates for the Nominating Committee vacancies:</i></p> <ul style="list-style-type: none"> • Sharmila Khare for a 1-year term to replace a 2020 vacancy • Barb Ryan for a 1st 3-year term • Mary Jackson for 1st 3-year term

Appendix 5 - Campus Planning Presentation

Since the congregation approved the development of affordable housing on its campus, the Campus Planning Committee has been exploring ways that this might be implemented in the best interests of the congregation. Our congregation has long realized the seriousness of affordable housing shortages in Ottawa and first addressed this when it was the catalyst for Unitarian House over 35 years ago. In looking at the next stage of affordable housing we are taking our direction from the Goals and Guiding Principles that were approved by the congregation several years ago. Go to our website, click on the banner "About Us" and scroll to campus planning for that information. That web location will also lead you to Affordable Housing 101 and Affordable Housing Introduction developed by CAHDCO, the local non-profit affordable housing developer we are working with. Cahdco has helped us understand the ins and outs of affordable housing. The major realization was that in order for affordable housing to be affordable, you cannot charge anything for the land. The land is, in effect, given to the housing party, be it Multi-Faith Housing, Salus, Cornerstone Housing, Wigwamen, or others.

Several months back, we asked Cahdco to undertake a feasibility study to tell us what could be done on our campus to address our priorities. The priorities were quite obvious; build affordable housing, focus on locating the development on site C (which we describe as the parking area on the CPR strip), and generate a minimum of \$100K/yr in revenue to FirstU. A priority that we took to be obvious was that the development was to be built to achieve a passive house or equivalent standard as a basis for net zero or an energy positive building.

What I can say at this time is that the Feasibility Study has been completed, we are in receipt of the report, and Campus Planning and the Board will meet with Cahdco on Dec. 2 to discuss the findings.

Campus Planning is putting a motion forward today and seeks your approval that within 90 days we will hold a "special congregational meeting" to discuss the feasibility study findings and to then, at some time later within those 90days, have a vote as to whether to move to the next stage of the development process.

Following the visioning process early in the year a lot of ideas surfaced about what other things we might do on our campus to enhance its community functions and natural beauty. We discussed the need for an integrated plan. The Board felt that it was best to put the integrated plan on hold pending the outcome of the feasibility study.

One other development of which you should be aware is that the Lima Dental Clinic has filed a plan with the city to build a 9 storey condo building on its site directly south of Unitarian House on Richmond Road. This has forced us to file an application for a pre-consultation meeting with the City in order to protect the value of our property along the CPR strip. A preliminary transportation study is necessary for this submission and is underway.

So, in conclusion, the Campus Planning Committee moves "that within 90 days we hold a "special congregational meeting" to discuss the feasibility study findings and to then, at some time later within those 90 days, have a congregational vote as to whether to move to the next stage of the development process."