

## Board Meeting Agenda

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:** Thursday, December 2, 2021  
**Time:** 9 pm – 9:15 pm  
**Location:** Zoom  
**Main Goal:** To capture certain board decisions in 2021 minutes

**Attending:** Brent Nicolle, Lisa Sharp, Phil Nagy, Andrew Drake, Caycee Price, David Chernushenko, Michelle Jackson, Jen Brennan, Carl Sonnen, Amy Berube

**Regrets:** (Rev. Eric was not required for this meeting)

**Attachments:** n/a

ITEM
1. Call to Order by Lisa at 9pm.
<b>2. Consent Agenda (see Notes below):</b> - <i>Motions from Finance Committee</i> - <i>Motion on COVID Task Force Recommendations</i> - <i>Motion on Refugee Sponsorship Signing Authority</i> - <i>Motion on Lay Chaplaincy</i> - <i>Motion on Projector Budget (withdrawn)</i>
3. Discussion
4. Closing. Adjournment at 9:15pm

### **Motions from Finance Committee:**

Moved by Phil Nagy, Seconded by Brent Nicolle. Carried

1. Moved that a “rainy day” amount of \$20,000 be transferred from Legacy Unrestricted Funds into Operations to offset the 2021 deficit

2. Moved that a second “rainy day” amount of \$20,000 from the October 2021 gift of \$100,000 by a congregant be used in Operations to offset the 2021 deficit

3. Moved that the amount of historically accumulated deficits before 2021, \$67,361, be added back into Congregational Funds and subtracted from Legacy Unrestricted Funds.

### **Background:**

1. For motions 1 and 2, any transfers from Legacy into Operations need to be part of an approved Board motion (or a previously approved Board policy). These two transfers were part

of our 2021 Projection presented at the FCM, but Michelle and the Auditors need an explicit motion in our Board minutes for 2021.

2. For motion 2, the donor is aware of and agreed in writing with the allocation of this gift. As a reminder, the full allocation is: 20K toward Operations deficit in 2021, 20K toward Operations deficit in 2022, 20K to Property Renewal Fund (eg roof) as per congregational policy for large gifts, and 40K to long-term investments for future use by the Congregation.

3. Motion 3 is more complicated, and attempting to clear a long-standing source of confusion. For example in September, Michelle presented to the Board (then later to the Congregation) actual and projected values of -67,361.18 in an "Operational Fund" under the category "Congregational Funds".

4. Motion 3 was withdrawn from the agenda prior to the meeting (due to its complexity), then added back during the meeting (upon discussion), voted upon and passed.

### **Motion from COVID Task Force:**

Moved that the Board accept the Recommendations of the COVID Task Force of November 25<sup>th</sup> provided below.

(Moved by Brent, Seconded by Amy. Carried.)

1. Gradual restoration of "normal" Sunday services activities coming soon:

- Orders of Service
- Caring Card table
- Child toys/fidgets available from Welcome Table
- Greeters can remove alternate-row ribboning if need arises
- Collection baskets to be in hands of Greeters at top of two main rows upon exit

2. Small groups in close proximity (for cards/board games) are allowed for church-associated activities (not renters), at 50% room capacity. Participants should have masks on, be vaccinated and be registered. Food/drink is not allowed in the same room as any "close proximity" event; if food/drink is intended as part of the event, it should be in a separate room and conform to FirstU rules for food/drink events (seated and 6-foot distanced).

### **Background**

A games night was already planned for Sunday November 28, but needed Board email approval to proceed.

### **Motion on Refugee Sponsorship Signing Authority**

Moved that Eva Berringer be given signing authority for the purposes of the government application forms for refugee sponsorship for Fouzyeh Al Ibrahim and Ali Almasalmeh and his family.

Moved by Phil Nagy, Seconded by Brent. Carried.

### **Background**

1) This is now a sponsorship submitted by CUC, not by Or-H as the board had previously understood in September. The CUC has a Sponsorship Agreement Holder (SAH) with capacity

for this application, and we are a Constituent Group with the CUC. It is not presently clear what role Or-H can/will play on this application. The paperwork requirements and the timing-of-the-funding requirements are slightly different for a SAH application, so the previous Getu application is not completely applicable.

2) It makes sense to have a single FirstU point of contact, and to give this person responsibility to represent FirstU, with CUC and Immigration for this application process. (For clarity, this is different from signing authority on bank accounts.)

### **Motion on Lay Chaplaincy**

Moved that the Board endorse the recommendation of the Lay Chaplaincy Team for Guy Belleperche as a lay chaplain, and that a motion for members to affirm this appointment be included at the next Congregational meeting.

Moved by Brent, Seconded by Lisa. Carried.

### **Background:**

From <https://cuc.ca/congregations-leaders/lay-chaplaincy/resources-for-congregations/>

- **Select a candidate.** The Lay Chaplaincy Committee selects one or more successful applicants and recommends them to the congregation's Board of Trustees. Once the Board has endorsed them, their candidacy can be affirmed at the next suitable congregational meeting.
- **Obtain the congregation's affirmation.** Lay chaplains are representatives of their congregation, and as such they must be affirmed by the membership. The congregation should vote to affirm and appoint the candidate as a lay chaplain at a meeting called for the purpose, or at the congregation's regular annual general meeting.

Bob Armstrong (chair of Lay Chaplaincy Team) will put the motion forward to the congregation (see below) at the next Congregational meeting. That meeting may occur in January before our next regularly scheduled Board meeting.

From Bob Armstrong:

"This has come up because one of our lay chaplains has become too busy with her day job to be fully available for taking on rituals. So, I would like to proceed as soon as can be arranged. The motion should only take 5 minutes or less - it's not controversial. So, maybe, it could be fit into the special congregational meeting coming up. If not, I'll try to get the national committee to agree to a variation in their process for new lay chaplains."

### **Associated Motion for Next Congregational Meeting:**

Whereas:

- The Ottawa Lay Chaplaincy Committee believes we would benefit from another Unitarian-Universalist lay chaplain and
- In a recruitment process last year, Guy Belleperche was interviewed and unanimously selected as a very strong candidate and
- Guy had indicated his willingness to take on this role,

it is moved by Bob Armstrong and seconded by Alex Campbell that Guy Belleperche be appointed as a lay chaplain of FirstU.

**Motion on Projector Budget:**

~~Moved that the AV and/or Property Team be budgeted \$25,000 for the proposed Projector and Screen installation in Worship Hall.~~

Moved by Brent, Seconded by Caycee. Subsequently withdrawn.

**Background:**

- This budgeted amount is in excess of the proposed \$23,300 for additional contingency.
- This budgeted amount is in addition to the original \$15,000 budgeted for 2021 for Hybrid equipment, as previous actual expenses for 2021 are unknown at this time.
- This budgeted amount may be split between 2021 and 2022 years depending on when invoices are received.
- **This motion is withdrawn because an expense of \$25,000 for Hybrid equipment was already previously approved.**