

FirstU Board Meeting 15th February 2023

Attending: Brent Nicolle, Lisa Sharp, Mary Ella Keblusek, Caycee Price, Phil Nagy, Amy Berube, David Chernushenko, Carl Sonnen, Rev Eric Meter, Jen Brennan, welcome: Kayoki Whiteduck, Sharen Bowen, and Lynn Kofmel-Preston as guests from Ajashki item 3.

Regrets: Michelle Jackson

1. Call to order and check in, welcome to the meeting!
2. Consent Agenda <ol style="list-style-type: none">Approval of AgendaApproval of AGM to be held in person at 1:30pm on Saturday April 29th. Moved by: Brent, seconded by: David, carried
3. President's Report <ul style="list-style-type: none">-Nominating Committee Action Plan: needed to check in with board members to see how many were willing to continue for the next year. There will be three vacancies after the April AGM.-The process of completing the Ministers Evaluation should be done annually, and is starting to be looked at. Will likely take place right at the end of the summer/start of the fall.-Brent attended a CUC workshop on Decolonizing Democracy. One of the breakout sessions was on Sociocracy which he is interested in exploring in his role.-Brent is currently writing a spire article based on the master concept plan.
4. Guest Speaker: What's Growing on with Ajashki? <i>appendix 1</i>
5. Minister's Report <i>appendix 2</i>
6. Treasurer's Report [Phil] <ol style="list-style-type: none">Review and accept 2022 Investment Reports (available upon request)Discussion of the Finance Committee's recommendations with respect to certain Deferred Funds.Motions:<ol style="list-style-type: none">Moved that the Robert Hale Choir Music Fund be discontinued and all moneys moved to the special purpose account for music Moved by: Phil, Second by: Mary Ella, carriedMoved that, since Andrew Wynn passed away in 1993 and has no direct descendants, and that his will stipulates only that this money be used for social responsibility, the Andrew Wynn Social Responsibility Fund be closed and the

money moved to the special account for Social Justice action group

Moved by: Phil, Second by: Carl, Carried

iii. Moved that the Nellie Scott Religious Meetings-Travel for Young Members Fund be expanded in purpose to include expenses for youth and young adult gatherings including OWL trainings, both in Ottawa and elsewhere.

Moved by: Phil, Seconded: Carl, carried

iv. Moved that the Nellie Scott Religious Meetings-Travel for Young Members Fund be expanded in purpose to include expenses for youth taking part in the Ajashki project.

Moved by: Phil, Seconded: Carl, carried

v. Moved that up to \$500 per year be available from the Nellie Scott Religious Meetings-Travel for Young Members Fund to be transferred to the Minister's benevolence Fund for confidential funding of within-Ottawa travel to our campus for youth and young adults who require subsidy

Moved by: Phil, Seconded: Carl, carried

vi. Moved that the board stipulation be removed that only the interest from the Malcolm Stevenson Youth World Peace Action Fund may be spent.

Moved by: Phil, Seconded by: Brent, carried (Lisa abstained)

Action (Phil): that the parents of Malcolm Stevenson be contacted about the Malcolm Stevenson Youth World Peace Action Fund to ask whether this fund can be used to rebuild the youth group, or somehow broaden the scope beyond Peace.

Other Finance Committee recommendations were tabled to a future Board meeting. Moved by: Phil, Seconded by: Brent, carried (Lisa abstained)

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7. Campus Planning

- a. Discussion: Need for Q&A after Sunday service?
When will the special meeting and vote take place? Tentatively planned for mid march
- b. Call for a Special Congregational Meeting to approve the Master Concept Plan and two Land Transfers. This will take place during the meeting.

8. Campus Community Wellbeing Committee (CCWC)

- a. Motion to approve Terms of Reference for Campus Community Wellbeing Committee (CCWC) *appendix 3*

Moved: David, Seconded: Mary Ella, Carried

- b. Discuss potential nominees of 2 CCWC reps from FirstU. (deferred to March, board asked to keep thinking)

9. Discussion re Sunday Morning Scheduling

- Potential to change the service time from 10am to 10:30 starting March 5th, after three years, Coffee hour will also return to the congregation in person. Hurray!
- Fellowship hour is set to potentially continue online, running in parallel with the in person coffee hour. Emcees and zoom hosts have a limited interest in moving fellowship hour to Sunday evenings and feel that the congregants would agree with this.
- Also planning to launch in person breakfast forums before Sunday services.

10. Closing thanks for attending.

Appendix 1

Summary Winter/Spring Plans for Ajashki 2023

- 1) Fulfilling the requirement for the SHINE grant – individual art projects, artist workshops, group compilation of individuals projects
- 2) Grow Towers
 - Continue weekly care, planting and harvesting of leafy green and strawberries
 - In response to congregation members Ajashki has planted more varieties of leafy greens
- 3) Seed starting for outdoor Ajashki garden
- 4) Digging in gravel around the base of the Squirrel Protector - 3000
- 5) Building squirrel protectors for smaller gardens - Squirrel Protectors - 1000
- 6) Finish RE Garden and register it as a Heart Garden with First Nations Child and Family Care Society
- 7) Finish and erect the Ajashki sign in large outdoor garden
- 8) Continue to provide support for managing Ajashki finances
 - Writing Grant Budgets, Evaluations and thank-you letters to Funders
 - Creating an Ajashki monthly Income and Expenses document
 - Explore "how to" access financial opportunities such as the Developmental Services - Passport Program for people with special needs
- 9) Hopefully Ajashki will be assigned Room #1 to create a maker space; for fund raising – planning and constructing items for sale
- 10) Creating an Ajashki/JEAG Friendly Agreement; to partner and support Lisa and JEAG (Justice, Equity Action Group) with their plans for a FirstU food cupboard

- 11) Recruit 6 more FFWs
- 12) Kayoki and Sharen would like to join the FirstU team consulting with the Ontario Aboriginal Housing Service (OAHS) in order to establish and nurture a relationship between Ajashki and OAHS as they requested during a meeting last year.
- 13) Deepen our relationship with ODAWA Native Friendship Centre as a partner in the implementation of the Crime Prevention Ottawa - Shine video - to honour of Jenna Mayes, Future Food Warrior who past into the Spirit World, 2022.
- 14) Increase our newly created transportation & pick up and deliver support for Future food Warriors
- 15) Create "Ajashki Friendly Agreement; with EAG, TRAG and OrH so we can work together on a project.
- 16) Enhance the existing "Friendly Agreement; with the RE program and the Friends of the Meditation Gardens.
- 17) Submit a grant proposal to the Ottawa Community Fund (OCF) for 3 years of funding. Deadline February 1, 2023.

Appendix 2

Minister's Report to the Board of Directors of the
First Unitarian Congregation of Ottawa

February 2023

At your request, last month I included monthly counts of our online activity, worship participation, and an update on religious exploration activity in addition to notice from Jen Brennan on the Community Service Recovery Fund grant. If it is all right by you, I'd like to continue providing numeric dashboard information quarterly (January, April, July and October). Of course, if you'd like monthly numbers or over a different time period, please let me know.

That said, in the weeks since the last Board meeting Sunday participation has ranged from 62 to 88, with one week where no count was recorded.

I was gently and rightly chided that in my last report to you I failed to include some big news – that we had welcomed Kirk Adsett as our Interim Music Director. That was simply an oversight on my part and not an indication of the measure of my esteem for Kirk. He's off to a great start, and I couldn't be happier that he is helping us at this time.

Since then, you know that we have terminated our working relationship with Neo Yaxley as our Director of Religious Exploration. As I wrote to you at the time, this was a decision I came to over many months, and several conversations with Brent Nicole and others. Some have said that the timing could have been better. I don't disagree, other than to say that once I realized the decision needed to be made, it would not have felt right to wait longer than we had.

I am both pleased and grateful that the teams running the renewed programs in RE – namely Our Whole Lives, Coming of Age and Mystery Pals have risen to the challenge. As has our childcare lead, Rita Ross. The Coming of Age (CoA) facilitators postponed the orientation one week (to Feb 12th from the 5th) to accommodate the staffing transition and need for greater organization. Thankfully, Jodi McIntosh has agreed to provide that organization and leadership. And, as someone who has led a similar program not too long ago, I've offered to help out as well.

We need to look at our short and long term needs in staffing Religious Exploration, something I and the current Parent Circle (the new incarnation of the RE Cmte) have begun working on.

Regarding our hosting of the CUC Symposium this coming May, I'm pleased to report that Revs. Diane Rollert and Fulgence Ndagijimana will be joining me in leading the Sunday worship service and that Elder Albert Dumont has agreed to be our keynote speaker that Saturday morning.

As I mentioned I would last month, I have met with Jane Lindsay and Eva Berringer who have agreed to help lead and revitalize our Adult Programs. I've also been working with Anne Orfald, a retired UU minister now living in Unitarian House, about adding significant Canadian content to UU History materials that tend to be rather US-centric.

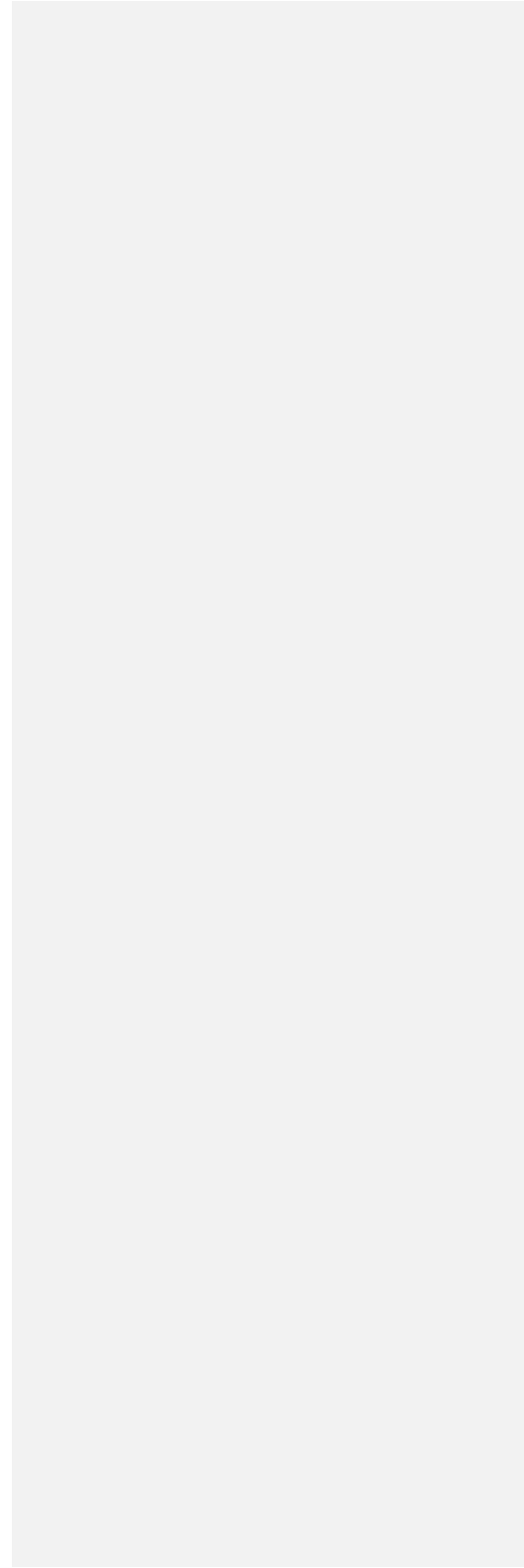
Thanks to everyone who made the first Town Hall on the new Master Campus Plan such a success. It was great that so many OAHS staff were able to participate.

Looking ahead, I'll be taking my first Sunday off in some time later this week. Thank you, Lisa, for working with the Mental Health Action and Support Group on creating a Family Day worship service for everyone then.

I'll also be away on March 12 (when Rev Linda Goonewardene will preach), and then from April 14 – 23.

My best to you all,

Rev. Eric Meter



Appendix 3

Campus Community Wellbeing Committee January 24, 2023 Terms of Reference

1.0 Purpose and Role

The purpose of the Campus Community Wellbeing Committee (CCWC) is to encourage and optimize wellbeing and community across the entire campus of the First Unitarian Congregation of Ottawa. It is to also promote effective and consistent communication by all campus partners on matters of shared interest.

It is a permanent committee.

The role of the CCWC is to identify and discuss matters of common interest to campus partners and, if applicable, convey any conclusions and /or recommendations from these discussions to the campus partner or partners responsible for associated decision-making, communication and action.

The CCWC has no decision-making authority, nor any responsibility in the delivery of services.

2.0 Responsibilities

The CCWC has responsibilities in two broad spheres of interest:

1. Campus land development projects.

2. Matters of wellbeing and community vitality.

The responsibilities of the CCWC include:

A. Engagement and information exchange among campus partners on matters of common interest. These matters will be brought to the CCWC's collective attention by its members who will do so on behalf of their partner organization and individuals within it.

Two examples of matters of common interest are: (a) the scheduling and foreseeable impacts of construction activities; and (b) the planning of events/ activities using outdoor space.

B. Identifying current or anticipated campus partner or resident/user concerns and ideas and proposing potential solutions, mitigation considerations or initiatives related to these. Some examples of campus concerns might include the following: timing of loud construction drilling/blasting, placement of large machinery, parking management and control, maintenance of pedestrian pathways/sidewalks, road repair or any other health and safety issues, both physical, psychological and social.

C. Identifying and encouraging opportunities for partnerships among two or more campus partners. Examples may include areas where efficiencies might accrue from the

coordination of common campus services(e.g., snow removal, garbage and recycling pick-up, maintenance of play and gathering areas, and care of green spaces).

D. Facilitating community building. This may be fostered through activities such as recommending campus-wide events (e.g., a community BBQ), or through encouragement and/or collaboration of campus-wide social, cultural or wellness initiatives.

E. Conveying the CCWC's conclusions from A – D, as above-noted, to the partner or partners responsible for decision, communication or action on these conclusions. Specifically, conclusions which pertain to campus planning and development (i.e., sphere of interest #1) will be conveyed to the Campus Planning Committee or other person or bodies, as determined by the First Unitarian Congregation of Ottawa board, the sole partner leading campus development. Conclusions on matters of wellbeing and community vitality (i.e., sphere of interest #2) will be conveyed to all campus partners. As appropriate, and generally in all matters with respect to campus planning and development, the CCWC will promote, encourage, and may offer suggestions for, timely and coordinated communication to all campus partners, residents and users of the campus of any decisions made. The CCWC will issue a bulletin on its discussions, generally on a quarterly basis, but the responsibility will lie with each partner to create communication plans for its members.

3.0 Membership

Membership on the committee will include representation from all campus partners. Committee members will represent the current occupants of the campus—First Unitarian Congregation of Ottawa (FirstU), Unitarian House of Ottawa (UHO), Or Haneshamah (OH) and the River Parkway Children's Centre (RPCC). Additionally, during the development of new buildings there will be representation from Theia Partners and Ontario Aboriginal Housing Services (OAHS). Once the new buildings are occupied, representatives of their residents / managers will be invited to join the CCWC.

Representatives will be selected by each campus partner authority, in the manner of their choosing. Two representatives are recommended for each campus partner, with typically only one representative attending a given CCWC meeting with the other fully briefed before and after.

Committee members will be responsible for attending meetings of the CCWC (or ensuring their alternate can attend), representing their respective campus partner effectively, and providing timely briefings or updates on CCWC meetings to their campus partner

It is recommended that committee members have a close association with the decision-making authorities of the partner they are representing, e.g., as a board member, senior staff of the organization, or other individual who can effectively represent, and liaise with, their partner organization.

4.0 Meetings

The CCWC should meet at least four times a year, or more frequently as circumstances dictate (e.g., frequency might increase during construction as there may be ongoing concerns requiring discussion and/or resolution). The meetings may be in-person or virtually. Those who are unable to meet in-person may still do so virtually.

5.0 Chair

The Chair and a Vice-Chair of the CCWC will be chosen by the CCWC for a one-year term, which may be extended on majority agreement of the members of the CCWC. In general, the position of CCWC Chair should rotate among campus partner representatives.

The Chair will:

- Call meetings of the committee;
- Chair meetings of the committee;
- Designate the Vice-Chair or another CCWC member to chair the committee in their absence;
- Arrange for notes of each CCWC meeting to be taken and circulated to CCWC members in a timely manner.

6.0 Meeting Notes

The Chair may invite a non-CCWC member to attend CCWC meetings to take notes or may solicit a committee member to take on this role. Notes will be circulated to all CCWC members prior to the subsequent meeting, and may be distributed by CCWC members to their campus partner authority.

7.0 Guests

The Chair may invite other guests to attend meetings as a resource as required. For example, subcontractors/affiliates, may be invited to attend a meeting to discuss the various stages of campus development and how such work may impact the campus.

8.0 Effective Date of CCWC and its Terms of Reference:

The CCWC will come into effect once approval of these terms of reference is received from all campus partner authorities. Any amendments will follow the same process.

Approval By:

[insert campus partner names and decision-makers (board, staff, other) and the dates of approval]