

FirstU Board Meeting Minutes, Nov. 15, 2023

Attending: Rev Eric; Michelle; Jen; Brent, Mary Ella, Amy, Carmen, Phil, Carl, Guy

Regrets: N/A

Minutes

Item
<p>1. Call to Order</p> <ul style="list-style-type: none"> 1. Check-in 2. Opening Song [Phil] 3. Opening Reading [Carl] 4. Assignment of Timekeeper: Mary Ella 5. Process: Monitor Amy
<p>2. Consent Agenda</p> <ul style="list-style-type: none"> 1. Approval of this Agenda 2. Approval of Board Minutes 2023/03/15 3. Approval of Board Minutes 2023/04/19 4. Approval of Board Minutes 2023/10/18 <p>Moved by Brent, Seconded by Carmen. Carried</p> <p>Previously approved by email, captured for minutes: BE IT RESOLVED THAT the Board authorize Theia Partners to submit an application for Zoning Modification and Official Plan Amendment application on behalf of the Congregation for the two proposed buildings in our Master Concept Plan. Moved by Brent, Seconded by Guy. Carried by email 2023/11/08</p>
<p>3. President’s Report [Brent] Revised land appraisal cost: \$7,500</p>
<p>4. Minister’s Report [Rev Eric] Pino is no longer with us, but he leaves on friendly terms Dee is taking on lead janitorial role with Julia Defalco assisting</p>
<p>Treasurer’s Report [Phil] Updates to Financial policy FP-8. BE IT RESOLVED THAT the Board approve the updated financial policy FP-8 on Collections, attached. Moved by Phil, seconded by Carmen. Carried This is a policy significantly rewritten by Finance and reviewed by Governance over a period of at least 18 months It covers regular collections, designated donations and special collections</p>

WHEREAS the 2023 Budget planned for two transfers from Legacy Fund to Operations, a regular \$42 000 transfer and a special \$40 000 "if needed" transfer, **BE IT RESOLVED THAT** the Board authorize planned transfers totaling up to \$82 000 from Legacy Fund to Operations.

Moved by Phil, seconded Brent. Carried

6. Governance [Guy]
1. Charitable Purposes]

BE IT RESOLVED THAT the attached Special Resolution and Draft Articles of Amendment be presented to the Congregation for approval at a Special Congregational Meeting to be scheduled as soon as feasible.

Moved by Guy, Seconded by Brent. Passed

Note that a legally-registered French name is an option with this Amendment form which we are omitting for now, and can revisit at a future date. This does not prevent us from offering any French services in the meantime.

7. Planning Special Congregational Meeting [Brent] Motion tabled from FCM Proposing in-person after service Sun Dec 3rd. Streamed simultaneously Speak with Reuel individually offline. Brent and Mary Ella to coordinate Pre-consultation meeting required. Scrutineers, Zoom setup, etc.

8. Personnel Committee [Chuck]

BE IT RESOLVED THAT the new version of Minister's Annual Review Form attached be approved for immediate use.

Moved by Amy Seconded by Guy. Carried

Updated by Personnel, incl. Rev Eric. Summary of changes:

- Change Developmental Minister to Settled Minister;
- removing reference to the Committee on Shared Ministry;
- modifying the headings for comments a bit;
- clarifying that feedback should still not be anonymous, but that it isn't necessary to identify the individual who provided it; rather it is fine for the feedback to be linked to a group - staff, committee, etc. - so individuals can feel comfortable providing feedback;
- changing the 'Continuing Education/Action Steps' heading to 'Any Action Steps and/or Ideas for Professional Development' to try to separate the idea that there may be action steps that relate to the area of discussion and nothing related for the item re professional development and also to use the broader term, 'professional development'. 'Continuing education' tends to refer to taking courses, whereas 'professional development' an include those and other approaches to building professional abilities - reading, self-directed learning, meeting with knowledgeable people, etc.

9. Communications Team [Jen and Carl]

University of Ottawa Telfer Management program has a marketing workplace program to either place teams of students or individual students to review our needs and then create a marketing strategy based on our requirements

Discussion of uOttawa/Telfer's Community Services Learning (CSL) program, to potentially improve FirstU's digital marketing strategy. <https://www.uottawa.ca/current-students/career-experiential-learning/employers-partners/become-community-partner>

BE IT RESOLVED THAT FirstU enter into a Community Services Learning Partner Agreement with uOttawa, as attached, for initial purposes of improving our digital marketing strategy [Att.9]

Moved by Carl Seconded by Brent. Carried

10. Round Table [Chuck]

1. Caring Network Coordinator, TRAG, UU Connections, and other gaps in leadership need to be filled
2. Cleary Detour GPS instructions – Chuck has made initial submission to online maps to correct

12. Closing

1. Feedback from Process monitor – lots of weeds today. Had trouble keeping on track. Ambiguity in some agenda items. For future: state the goal/objective for each item.
2. Closing reading - Amy
3. Adjournment