**Sunset United Church**

**Board Meeting Minutes**

**FINAL**

**March 4, 2021**

1. CALL TO ORDER

Using Zoom, the meeting was called to order by Chair, Jean Cameron, at 7:06.

2. ATTENDANCE

Present: Susan Black, Jean Cameron, Ken Fensom, Barbara Flaten-Orr, Tricia Gerhard, Denelle Hansen, Trina Hodgson, Michelle McConkey, David Millar, Tim Osborne, Brenda Scarfe, Bryan Tudor, Marion Tudor, Hilary Wallin

No regrets.

3. ADOPTION OF AGENDA

Add discussion about reopening.

**Moved by Hilary/Trina that the agenda be adopted as amended. Carried.**

4. DEVOTION

Tricia led us in prayer.

5. MINUTES OF THE PREVIOUS BOARD MEETING

**Moved by Hilary/Marion that the minutes of the March 4, 2021 board meeting be approved as amended. Carried.**

6. BUSINESS ARISING FROM THE MINUTES

ISLA (Waterston) program - see new business

7. CORRESPONDENCE

None

8. FINANCIAL REPORT/TREASURER’S REPORT/BUDGET

Denelle led us through the financial reports for the year up to February 28, 2021:

Total income to date: $50,459

Total expenses to date: $28,672

Net cash flow: $21,786

CEBA grant $60,000 - put it in the bank, use the funds, pay back in 2022. We’ll be able to keep $20,000 of that.

We purchased a new humidifier for the piano for $700.

**Moved by Denelle/Susan that the financial report be accepted as presented. Carried.**

POLICIES & PROCEDURES

None.

10. BUSINESS ARISING FROM COMMITTEES/SUPPORT STAFF

11. NEW BUSINESS

 11.1 **Annual Meeting**

**1. Attendance**

 Due to the unusual circumstance caused by the pandemic, and with the advice of the

national United Church, this year’s AGM was conducted online with only board

members. 14 members were in attendance.

**2. Minutes of 2020 Annual General Meeting**

 **Moved by Trina Hodgson/David Millar that the minutes of the Annual Meeting of**

**March 1, 2020 be adopted as presented. There were no errors or omissions identified. Carried.**

**3. Presentation and Discussion of Annual Reports**

 **Moved by Brenda Scarfe/Tim Osborne that the annual reports be approved as presented in the 2020 Annual Report. Carried.**

**4. Financial Statements**

 **Moved by Ken Fensom/David Millar that the financial statements for the year ended December 31, 2020 as outlined on pages 21-25 of the Annual Report, be accepted as presented. Carried.**

**5. Presentation of 2021 Budget**

 **Moved by Denelle Hansen/Hilary Wallin that the 2021 Budget as outlined on pages 26-27 of the Annual Report, be approved as presented. Carried.**

**6. Appointment of Financial Reviewer**

 **Moved by Denelle Hansen/Tim Osborne that Arlene Fehler be appointed the**

**financial reviewer for 2021. Carried.**

**7. Nomination Committee Report (page 28 in the Annual Report)**

Sunset United Church Church Board – 2021

Executive Officers

Chair – Jean Cameron

Vice Chair – Brenda Scarfe

Past Chair – Hilary Wallin

Treasurer – Denelle Hansen

Secretary – Barbara Flaten-Orr

Ministry (ex officio)

Rev. Tricia Gerhard

Committee Chairs or Designates

Worship and Christian Education – Tricia Gerhard

Affirming Congregation – Trina Hodgson

Finance – Tim Osborne

Property – Ken Fensom

Congregational Care – Bev Hui (House Groups)

Community Service – Janet McMurtry /Nancy Toppings

Ministry and Personnel – Bryan Tudor

Fundraising – Marion Tudor

Website - Michelle McConkey

Other Groups

Board of Trustees – David Millar

Regional Council Rep- vacant

Ladies Fellowship – Judy Fawell

Congregational Representatives (member at large)

Susan Black

Board of Trustees: (year the 6 year term expires)

David Millar – Chair (2023)

Keith Schneider (2022)

Doug Billett (2024)

Don Orr (2024)

Marina Jeffery (2024)

Olive McLeod (2024)

**Moved by Susan Black/Marion Tudor that the report of the nominating committee be accepted. Carried.**

Nancy Toppings will be joining the board.

The Board of Trustees now has six members, one fewer than the previous year, but still within the guidelines.

Many thanks to the writers of the annual reports and to Jayne for putting it all together.

 11.2 Property. Ken explained the repairs needed to fix the furnace issues which caused a frozen intake pipe. Repairs included new water vent and moisture venting expansions. Total cost was $2000. Also, the water heater anode needs changing.

 Following a discussion about emergency lighting, batteries, changing to LED lights, it was **moved by Dave/Susan that we approve Ken’s recommendation for LED emergency lighting upgrades to a maximum of $3500 plus taxes, all to be taken out of the capital projects fund. Carried.**

Thanks to Ken for all his work on maintenance at the church.

 11.3 Fundraising. Marion and Hilary described the Easter dinner fundraiser. Munch Catering will provide 60 ham/potato/veggie/bun dinners which will be handed out at Sunset to participants on April 3rd. The cost to Sunset is $13/meal. They will be sold for $20/meal.

 11.4 Envelope steward - Nancy Toppings would like to step down from her position as envelope steward at the end of April. Jean will talk to Jayne about how comfortable she would be taking over these duties.

 11.5 Lunches for Waterston House - David reported that the sandwich program is still on hold due to COVID restrictions. The board discussed the option of giving a financial donation to the Salvation Army. It was decided that we would not make a monetary donation but would resume making sandwiches in the future. The Salvation Army has not always been welcoming or supportive of 2SLGBTQ rights which caused us to have further discussion about being an Affirming Ministry and the need to support organizations that are in line with our mission statement.

 11.6 Reopening. There was a discussion about opening up Sunset to rental groups. The Reopening Task Group will be meeting next week and will discuss. The general consensus was that we not meet as a congregation until September. Thank you to everyone who is involved in putting together our Sunday services online: David, Christa, Tricia, Michelle, Shirley, Corinne and lay readers.

12. BOARD OF TRUSTEES REPORT

none

13. MINISTERS’ REPORTS

Tricia - Worship is going well. It’s challenging preaching to an iPhone. Bryan suggested we get cardboard cutouts for a congregation:)

- Barbara was thanked for filling in as pianist while Shirley is absent

- General Council - virtual meeting in 2022

- Con-Ed event - on Judaism

- Wesley and Sunset will be sharing Holy Week services, so Christa (who is doing pulpit supply at Wesley) and Tricia will be working together.

- Tri-church planning

There was a discussion about the possibility of an Easter Sunrise Service, but no decision was reached.

Michelle - staying in contact with the youth of the church and preparing Lent activity bags.

14. UPDATE OF CHURCH CALENDAR

March 7 - Lent 3 worship

March 9 & 11 - Facebook Live Lenten Reflections @ 8 pm

March 11 - Virtual Vigil marking one year of COVID (see below)

March 14 - Lent 4 worship

March 16 & 18 - Facebook Live Lenten Reflections

March 21 - Lent 5 worship

March 23 & 25 - Facebook Live Lenten Reflections

March 28 - Palm Sunday worship

March 30 - Facebook Live Lenten Reflection

April 1 - Maundy Thursday worship @ 7:00 pm

April 2 - Good Friday worship @ 10:30 am

April 3 - Easter Supper Curbside Pick-up

 Virtual Stations of the Cross worship

April 4 - Easter Sunday Worship

15. NEXT CHURCH BOARD MEETINGS

Thursday, April 15, 2021 on Zoom

Thursday, May 27, 2021 on Zoom

16. BENEDICTION

Tricia led us in a benediction.

The meeting was adjourned at 8:45pm.