**SUNSET UNITED CHURCH**

**BOARD MEETING MINUTES**

**Final**

**Date: December 7, 2017**

**1. CALL TO ORDER**

The meeting was called to order at 7:00pm by chair, Hilary Wallin.

**2. ATTENDANCE**

Present: Jean Cameron, Karen Cartmell, Judy Fawell, Arlene Fehler, Barbara Flaten-Orr, Sharon Frei, Terry McKague, Aaron Orban, Kevin Perrey, Hilary Wallin, Michael Webster.

**3. ADOPTION OF AGENDA**

Added to the agenda:

* M&S Top-up
* Financial Reviewer
* Appreciation for Darrel Reine
* Minister’s Report for the Annual Report

**Moved by Aaron/Karen that the agenda be adopted as revised. Carried.**

**4. DEVOTION**

Michael led us in a devotion.

**5. MINUTES OF PREVIOUS BOARD MEETING**

**Moved by Karen/Judy that the minutes of the November 9th Board Meeting be adopted as presented. Carried**.

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Fundraising Policy**

Karen has sent the fundraising policy as approved at the last board meeting to Jayne.

**6.2** **Removing the Pergola**

Sharon’s contact is out-of-town. In the new year Kevin will start getting quotes for removal.

**7. CORRESPONDENCE**

None.

**8. FINANCIAL REPORT/TREASURER’S REPORT**

**8.1 Financial Report**

Arlene led us through the financial report ending November 30, 2017.

Roofing and eavestrough expenses came out of the capital projects fund.

The Anniversary was a huge success and almost broke even ($31 short).

- *Total Income to date is $197,510*

- *Total Expenses to date are $183,291*

- *Net Cash Flow of $14,219*

**Moved by Arlene/Judy that the financial reports be accepted as presented. Carried.**

**8.2 Mission & Service Fund**

As of November 30th, the voluntary donations from the congregation have totalled $4327.

The Ladies Fellowship has donated $500 to the M&S Fund.

**Moved by Terry/Sharon that we top up donations as of December 31st to total $10,000. Carried.**

Hilary will write an announcement for the bulletin reminding folks to make their last donation of 2017 to M&S.

**8.3 2018 Preliminary Budget**

Karen presented two possibilities: a balanced budget and a deficit budget.

**Moved by Karen/Arlene that the board accepts the balanced budget and that it will be recommended to the congregation at the annual meeting on February 25, 2018. Carried.**

**8.4 Review of financial records**

**Moved by Jean/Kevin that the board ask Danelle Hansen to review the financial records for 2017. Carried.**

**8.5 Envelope Steward**

**Moved by Karen/Sharon that we nominate Nancy Toppings to be the new envelope steward effective January, 2018. Carried**

**9. BUSINESS ARISING FROM COMMITTEE REPORTS**

**9.1 Presbytery**

The Board voted to approve Remit #6 from General Council.

**10. NEW BUSINESS**

**10.1 Affirming Ministry**

After a productive discussion it was decided that the board consider the possibility of reinstating the affirming (or inclusion) working circle with the purpose to continue and broaden our education and awareness.

**10.2 Darrell Reine**

There was a discussion about a thank you gift for Darrell for all the work he has done for Sunset in the past few months.

**Moved by Barbara/Karen that we purchase a $100 prepaid VISA card for Darrell Reine.**

**10.3 Presbytery Meeting**

The next Presbytery meeting will be held at Sunset with approximately 50 people attending. Jean and Barbara will organize mid-morning snacks and lunch for the gathering.

**10.4 Minister’s Report for the Annual Report**

With Kathy’s move and Tricia not starting until the new year, Michael kindly agreed to write the minister’s report for the annual report.

**10.5 Transfers of Membership**

**Moved by Jean/Terry that we accept Richard Toppings, Nancy Toppings and Sharon Frei as members by transfer. Carried.**

**11. BOARD OF TRUSTEES REPORT**

None.

**12. PRESBYTERY REPORT**

None.

**14. MINISTER’S REPORT**

Michael submitted a report that listed his activities, ending with “My friends and family tell me I have failed retirement, but I am very, very glad you have given me this opportunity. Thank you!”

**15. CHURCH CALENDAR**

* January 20 - Presbytery meeting
* February 25 - Annual meeting

**16. NEXT BOARD MEETINGS**

January 25th

Following adjournment at 8:20pm, holy moments were shared and a closing

benediction led by Michael.