**SUNSET UNITED CHURCH**

**BOARD MEETING MINUTES**

**Final**

**DATE: January 11, 2019**

1. CALL TO ORDER

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

2. ATTENDANCE

Present: Jean Cameron, Judy Fawell, Arlene Fehler, Ken Fensom, Barbara Flaten-Orr, Sharon Frei, Tricia Gerhard, Kevin Perrey, George Peters, Brenda Scarfe, Marion Tudor, Hilary Wallin

3. ADOPTION OF AGENDA

**Moved by Ken/Arlene that the agenda be adopted as presented. Carried.**

4. DEVOTION

Tricia led us in a devotion.

5. MINUTES OF THE PREVIOUS BOARD MEETING

**Moved by Jean/Marion that the minutes be accepted as presented. Carried.**

6. BUSINESS ARISING FROM THE MINUTES

George suggested that only when more major work is being done at Sunset that we need to check with WCB for insurance purposes.

There was also a discussion of how to charge the equivalent of $2.50 per meeting of renters to cover the cost of tenant insurance. Tricia and Jayne are looking into this.

7. CORRESPONDENCE

None

8. FINANCIAL REPORT/TREASURER’S REPORT

Arlene led us through the financial report for the year up to November 30, 2018. A full report is attached.

- Total Income to date: $205,514

- Total Expenses to date: $217,205

- Net Cash Flow: -$11,691

There was a discussion about how to save electricity.

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

Thanks to Arlene for her work done on the books all year.

It was decided that we go back to passing the plates for the offering.

9. BUSINESS ARISING FROM COMMITTEES

Fundraising - There will be a comfort food potluck on January 19th.

10. NEW BUSINESS

10.1 Backpack Snow Blower.

**Moved by Ken/Marion that up to $580 be spent on a backpack snow blower and accessories. Carried.**

10.2 Annual Meeting

There was a discussion about how to present the deficit budget to the congregation. Karen will be away on the date of the annual meeting, so she will prepare some speaking notes for Hilary to present, keeping in mind the following:

* that we had extra expenses in 2018 (eg. flooring because of a liability issue, eavestroughs)
* funds came out of the contingency fund
* we’re in a building phase
* that the budget is positive but a challenge.

Ladies Fellowship will supply sandwiches. Board members will bring cookies.

Jayne will be asking for committee reports soon.

11. BOARD OF TRUSTEES REPORT

For insurance, when we purchase new equipment, we need to keep a list for the purpose of replacement costs. The Trustees will recommend some guidelines, specifically around the minimum value of items to be added to this list.

12. MINISTER’S REPORT

Tricia reported on the advent/Christmas services/events: carolling & cocoa evening, choir service, two Christmas calm nights, two longest night services, two Christmas Eve services and the Malita Marshall funeral.

We ordered half of the usual number of bulletins with the intent of going paperless in the future.

After a discussion about house groups, name tags, and other information that would be helpful for newcomers, it was decided that we produce a welcome package for new folks.

13. UPDATE OF CHURCH CALENDAR

January 14 - Ruth Blaser’s poetry book, “Remnants”, launch

Tricia is taking a Vibrant Faith class which starts next week.

January 19 - potluck (comfort food)

February 17 - Tricia away, Christa Eidsness will be leading the service

February 24 - Sunset annual meeting following the service

March 5 - Shrove Tuesday - CGIT will make pancakes

March 16 - potluck (green food)

March 30 - clothing sale

14. NEXT CHURCH BOARD MEETING

March 7, 2019 at Sunset

Meeting was adjourned at 8:38pm.