

**First Metropolitan United Church
Board Meeting August 19,2020**

1. **Call to Order:** The meeting was called to order at 2:05PM.
Present: Rev. Shelagh MacKinnon, Edeana Malcolm, Emily MacDonald
Jacquie Henderson, Liane Clark, Ross Breckon and Anne Carson.

2. **Opening Reflection/Prayer:** Emily MacDonald read us a poem by Wendal Berry. Jacquie Henderson will do the Opening Reflection/Prayer at the September meeting.

3. **Approval of the Consent Agenda**
Motion: "That the Consent Agenda and Board Draft Minutes be adopted as circulated prior to the Board Meeting."
 - a. 2020 08 19 Board Meeting Agenda (agreed to)
 - b. 2020 07 14/2020 07 29 Board Draft Minutes (accepted)**Moved:** Liane Clark **Seconded:** Emily MacDonald **Carried.**

4. **Minister's Report:** The National church, in an effort to help us make some sense of how we are affected by Covid 19, wants us to try and look at a crisis FMUC has had recently and remember what kind of coping strategies we used in that situation. There was wonderment about how First Presbyterian and Metropolitan United coped with the Spanish Flu Pandemic of 1918/1921. Someone will ask Archives what information we have.

- ..5 **Ministry and Personnel:**
Motion – 2:28PM That this part of the meeting be conducted In Camera.
Moved: Liane Clark **Seconded:** Ross Breckon **Carried.**

Motion: - 3:32PM That the meeting no longer continue In Camera.
Moved: Liane Clark **Seconded:** Jacquie Henderson **Carried.**
 - a. **Motion:** It is moved that the Administrative Assistant and Letting Coordinator position be reduced from a 30 hour per week to a 16 hour per week position given the reduced workload due to COVID-19 from September 8, 2020 to February 28, 2021. It should be noted that this suggested reduction in hours comes from the current position holder.
Moved: Liane Clark **Seconded:** Emily MacDonald **Carried.**

- b. **Motion:** It is moved that, due to the impact of COVID-19 on staff's ability to take continuing education leave, that the policy "There is also no provision for carrying forward continuing education leave from year to year." in point 5 of the procedures section of the continuing education leave policy be suspended until December 31, 2020.

Moved: Liane Clark **Seconded:** Ross Breckon **Carried.**

- c. **Motion:** It is moved that, due to the impact of COVID-19 on staff's ability to take continuing education leave, that the policy "If, despite staff's best efforts to take all of their continuing education leave in 2020, they cannot do so then any continuing education leave days remaining at the end of 2020 will be paid out on the last payroll of 2020" be applicable until December 31, 2020.

Moved: Liane Clark **Seconded:** Anne Carson **Carried.**

- d. **Motion:** It is moved that, due to the impact of COVID-19 on staff's ability to take vacation, that the policy "One week of vacation leave may be carried forward from one year to the next. Application to do so must be made to their supervisor in writing and approved by the Ministry and Personnel Committee before November 1 of the year from which leave would be carried forward." be suspended until December 31, 2020.

Moved: Liane Clark **Seconded:** Emily MacDonald **Carried.**

- e. **Motion:** It is moved that, due to the impact of COVID-19 on staff's ability to take vacation, that the policy "If, despite staff's best efforts to take all of their vacation leave in 2020, they cannot do so then any vacation leave days remaining at the end of 2020 can be carried forward to 2021. Staff must still make an application in writing to their supervisor and have their application approved by the Ministry & Personnel Committee before December 1, 2020" be applicable until December 31, 2020.

Moved: Liane Clark **Seconded:** Anne Carson **Carried.**

- f. **Motion:** It is moved that the Board thank all staff for their unstinting efforts during this pandemic.

Moved: Liane Clark **Seconded:** Ross Breckon **Carried.**

- g. **Motion:** That the tenancy agreement between Our Place and First Metropolitan United Church dated October 2016 and extended multiple times to December 31, 2020, be once again extended to March 31, 2021.

6. Treasurer's Report

7. July 2020 Finance & Admin Committee Update.

Motion: To accept the Updated Finance and Administration July 2020 report as presented.

Moved: Liane Clark **Seconded:** Ross Breckon **Carried.**

7. Strategic Plan/ Affirming Committee:

- a. The Strategic Plan booklet was presented. We are to look at the sections we contributed, look at the dates of implementation that were proposed before Covid19 and suggest new ones for implementation if possible.
- b. Edeana wants us to contact our Team Leaders and have them dialogue with their members re: concerns/questions about the Affirming Congregation process. Advise the Team Leaders that Edeana will touch base with them in September via a Zoom meeting to find out what concerns/questions they might have.

- 8. Redevelopment Task Group:** Ross had a chat with Don Evans. All the redevelopment projects are delayed. BC Housing may no longer be part of the equation. Pacific Mountain Region can borrow some funds from the National church. Still optimistic that the project will happen, but not for a year or more.

9. Team Reports: From Jacquie Henderson

- a. Music Team: There is presently 2 signed on scholarship students available. One is still to come. Mary and Kelly did submit their version of recording dates for future worship services from August 9, 2020 to Dec. 31, 2020. I believe that the schedule went to Shelagh and the Worship Team for their perusal.
- b. Outreach Team: Outreach has hosted 2 Zoom gatherings. They enjoyed being able to gather and to see one another. They were able to share concerns about what they saw taking place and what we were being called to be as a church.

Looking ahead into the Fall programing, Janet said that she would be willing to set up a list of speakers and or learning opportunities about issues raised in the Zoom gatherings. She also included that she is willing to

set up a list of actions and resources for people to use to take actions. There are countless issues happening all around us and we do need to add our First Met voice.

Janet also mentioned the success we had with banners etc. displayed on the outside walls of First Met as a way of letting the world outside our walls see words i.e. justice, community, respect etc. about what we value inside the walls. Having a visible presence in our community They are willing to support reaching out to other United Churches in our community and perhaps working together on selected issues. Presently Oak Bay and Broadview are doing some collaborating. Together we are stronger!!!!!!

10. **Halo Project:** No results from the folks in charge of the outcome yet.
11. **Old Business:**
Reopening Preparation for Phase 2 Pre read.
Motion: That the latest list of changes provided for the Reopening to a New Normal plan Phase 2.
Moved: Liane Clark **Seconded:** Jacquie Henderson **Carried.**
12. **New Business**
 - a. 1 Spiritual Care and Wellness Margaret Cameron Funds pre read.
Motion: That the changes made to the Terms of Agreement of the Margaret Cameron Fund be approved.
Moved: Emily MacDonald **Seconded:** Liane Clark **Carried.**
 - a. 2 Revisions to the Spiritual Care and Wellness Mandate. Tabled to the September meeting.
 - b. Choose way to enter dates on documents on Dropbox:
We will enter dates on documents for Dropbox as Year/Month/Day.
13. **Actions To Be Taken From Decisions Made At This Board Meeting**
14. **Next Board Meeting** – September 9, 2020 at 3PM via Zoom .
16. **Adjournment:** Meeting adjourned at 4:20PM.

Chairperson: _____

Edeana Malcolm

Secretary: - _____

Anne Carson