

Mission

As followers of Christ, we celebrate God, welcoming all people through Worship, Service and learning together.

Vision

As an engaged and committed community of faith, we continue to explore and grow our faith, encourage seekers and reflect the light of Christ into the world.

First United Church Board Covenant***The Board of First United Church is called to be the Church:***

- will demonstrate honesty, integrity and high ethical standards
- will respect the differences in each other, their ideas and opinions
- will accept responsibility for individual actions and speech
- will demonstrate care and concern for one another
- are expected to be co-operative, attend meetings regularly and come prepared
- will work on Board matters in good faith
- will covenant to hold Board issues in strict confidentiality when necessary
- will be willing to act on – and remain accountable for – decisions made by The Board
- have the right to be safe and to feel safe at any Board meeting
- have the right to be treated with dignity and respect
- will hold each other accountable for behavior and actions related to Board issues
- will address conflict using the tools of “conflict management.”
- will share gifts and skills toward the fulfillment of the church vision and mission

We are not alone. Thanks be to God.

We Gather As God's People

6:35 PM

Opening reflection “*Frankincense & Myrrh*”

We Celebrate God's Work Among Us

Thank you to Diane Durnford, for your work as Interim Chair of the Board. Your attention to detail and time put into this important work during the period of transition is greatly appreciated!

The Board welcomes Dick Baker into the position of Chair, and Eleanor Heesing as Chair Elect. We look forward to working together.

Consent Agenda

1. Minutes from March 9th Meeting
2. Board Chair report
3. Letter from Joint Search Committee
4. Balance Sheet March 31st, 2016,
5. Income Statement March 31, 2016
6. 2016 Actual to Budget
7. Letter from St. Andrew's College
8. Letter from Fotty Stevenson Wilson
9. Property Report
10. Presbytery Report
11. M & P Report
12. UCW Report
13. Catering Report

Motion **16-04-01** by Al, seconded Joan, that the consent agenda as accepted be printed, moving consent agenda items 1, 3, 7,8,11 into discussion agenda. Carried by consensus.

Motion **16-04-02** by Diane, seconded Brenda, that the discussion agenda as amended by motion 01 and member request be approved. Carried by consensus.

Discussion Agenda:**Report item # 1-Consideration of Minutes of Board Meeting of March 9, 2016**

Error identified and corrected. Title on header page needs to read Minutes, not Agenda.

Motion **16-04-03** by Cathy, seconded by Jen to adopt minutes of March 9, 2016 as corrected. Carried by consensus.

Action or Business Arising from the Minutes.

1. Security from Feb 10th, discussion item 9.
Security concern discussed, identifying the need to move forward quickly to ensure safety to staff and building users. A second quote is in progress by Al regarding front door lock that would include wireless fobs to unlock the door. This information will be brought to property group with a request for a recommendation to the Board.

Motion **16-04-04** made by Jackie, seconded by Al, that the Chair and Treasurer receive the recommendation from the property committee for the front door security and act accordingly on behalf of the board. Carried by consensus

Action: *Communication of security strategy will be shared with the Congregation.*

13-Apr-2016

First United Church-Fort Saskatchewan
Board Minutes

2. Care Fund from March 9th item # 15.

The amount of \$637.60 was received Easter Sunday towards the Care Fund. Board recommending that no disbursements be made at this point and that we hold off on deciding on how to manage these funds until after the next celebration of Communion is held.

***Action:** Discussion regarding 3rd recipient and disbursement of funds to be brought forward to next meeting's discussion agenda.*

3. Investment information from March 9th item #6. Minutes reviewed from Oct 2012. Motion **16-04-05** by Al, seconded by Jen to receive the report read by Secretary. Carried by consensus.

Motion **16-04-06** by Al, seconded by Diane that a letter be sent forward to the Board of Trustees. Carried by consensus.

Consideration of New Business:

4. Terms of Reference for (Originator: Rev. Paul)

a. Nominations Standing Committee

Motion **16-04-07**: Adoption of the presented terms of reference for a Nominations Standing Committee moved by Rev. Paul, seconded by Joan. Carried by consensus.

b. Stewardship Committee

Motion **16-04-08**: Adoption of the presented terms of reference for Stewardship Committee moved by Rev. Paul, seconded by Jackie, carried by consensus.

5. Consideration of names for the Congregation Standing Nomination Committee. Motion **16-05-09** by Al, seconded Elwood, that Karen Martin, Freda Spearing, Carol Graham (and as current chair of Congregation), Rick Chaba be affirmed as members of the Congregation Standing Nomination Committee.

Motion **16-05-10** that Karen Martin serve as Chair of this committee. Motion, Jen, seconded Diane. As only one person nominated, Karen Martin appointed by acclamation.

***Action:** Dick to speak with Rick Chaba, and send letters, including terms of reference to the members of the Nominations Committee.*

6. Consideration of addition of emergency phone to Elevator: The Chairman has received a verbal request from Steve Waite to authorize the installation of a wireless emergency phone in the elevator. While the elevator passed inspection and meets all safety codes without a phone, Steve believes that a phone would provide an increase in feeling confidence and security by elevator users. The phone can be programmed to use the church's fax number and can be installed at minimal cost. Steve is confident that Property has sufficient budget to cover costs. No further facts were provided. Board response to this request is favorable, however the Board requests a recommendation from the Property Committee.

Action: *Al will request a recommendation regarding this item from Property Committee.*

7. Board Planning Workshop. Consideration of a proposal to approve in principle the planning of a Board Planning Workshop. The purposes for such a workshop would be:
- to improve alignment of our Governance and Operational Policy with the Manual
 - to establish/affirm goals for the next 12 months, and
 - to establish a quarterly planning cycle for the Board.

Action: *Defer this item to the next meeting of the Board.*

Items moved from consent to discussion agenda

8. Consent Agenda item #8 Letter from Fotty, Stevenson & Wilson
Discussion regarding the disposition of gift from the Estate of Dorothy McLaughlin.
(The funds have not yet been received).
Motion **2016-04-11** by Diane, seconded by Brenda, that the gift from the Estate of Dorothy McLaughlin be applied to security upgrades. Carried by consensus.
9. Consent agenda item #11 M & P Report
- A request received for Rev. Paul to have holiday time allotment for the period January 1, 2016 to June 30, 2016 be transferred to the July 1, 2016 to June 30, 2017 period. This would put the eligible holiday time for 2016/17 at 6 weeks or 1.5 months.
Motion **2016-04-12** by Al, seconded by Joan for the Board to grant this request.
Carried by consensus.
 - A request to the Board to grant an additional 2 days of paid leave in recognition of the extra time Holly puts in on a regular basis without expectation of remuneration.
Motion **2016-04-13** by Al, seconded by Brenda, to grant this request. Carried by consensus.

13-Apr-2016

First United Church-Fort Saskatchewan
Board Minutes

Action: *M & P (Al) will let Holly know about the time granted.*

10. Consent Agenda item #3 Letter from Search Committee re: Covenanting Service May 29th @ 4 PM recommended for Covenanting Service. Chair of Presbytery, Rev. Sally Boyle will attend. Motion **2016-04-14** by Al, Jackie seconded to proceed with covenanting service as planned. Carried by consensus.

Action: *Cathy to write and send letter to Presbytery (which will be dispersed by Secretary of Presbytery) announcing Covenanting Service for Rev. Paul, inviting members of other congregations to attend.*

11. Consent Agenda item #7. Letter from St. Andrew's College re: Bursary

Action: *Joan to provide funds to St. Andrew's College as per budget. Additionally, Joan will follow up with a letter updating St. Andrew's as to First United's budgeting change regarding educational funding.*

Consideration of Additional New Business:

12. A discussion regarding re-instating the practice of empowering the Board to address issues in a timely manner between meetings.

MOTION **2016-04-15** by Al, seconded by Diane that the Executive would consist of Chairperson, Chairperson Elect, Treasurer and Secretary. Carried by consensus.

13. A discussion regarding a change to First United's practice/time-lines of budget building.

Action: *Joan will share information with Committees to ensure that they will be prepared to submit budget requirements by October of each year.*

14. General Council Intercultural Coordinator will be attending the Youth Retreat.

MOTION **2016-04-16** by Joan, seconded by Al that expenses up to \$150.00 be approved to provide lunch and supper for Rev. Paul, and the Intercultural Coordinator. Carried by consensus.

Meetings & Events

1. April 14-16th Stewardship and Congregational Leadership Event
2. April 29-May 1st AB and NW Conference Youth event at First United
3. May 1st Bach to Pop Concert
4. May 7th Fort Saskatchewan Mayor's Prayer Breakfast
5. May 11th 6:30 PM Board Meeting

We Listen for God's Voice as We Leave This Place as Disciples of the Christ

Closing Prayer provided by Brenda.

MOTION **2016-04-17** by Rev. Paul, seconded Diane that all emergent matters will be referred to the Board Executive to address prior to the next meeting of the Board. Carried by consensus.

Adjournment 8:49

Next regular meeting of the Board scheduled for Wednesday, May 11th @ 6:30 PM.

Approval of April 13th Minutes

Recording Secretary, Cathy Pearson

Date

Chairman of the Board, Dick Baker

Date