

June 8, 2016

First United Church-Fort Saskatchewan  
Board Minutes

**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.*

**We Gather As God's People**

Attendance: Dick Baker, Eleanor Heesing, Jackie St. Goddard, Cathy Pearson, Al Gummesen  
Rev. Paul Douglas Walfall, Elwood Galloway

Regrets: Joan Prochnau, Jen Pollack, Brenda Nichols, Diane Durnford

Opening Reflection: Eleanor

**We Celebrate God's Work Among Us**

Consent Agenda

- ~~1. Draft Minutes of May 11th Meeting of the Board~~
2. Report of the Chair
- ~~3. Financial Report: Balance Sheet, Income Statement, Redstone Letter~~
4. Congregation Information Package (via Presbytery)
5. UCW Report
6. Catering Group Report

Discussion was held around the topic of the consent agenda. Jackie St. Goddard provided background information of how this method has been used. It was determined that the Board will not adopt the Financial Report for May 2016, as the Treasurer is not available. Secondly, in the future, the Board will not include the minutes and Financial Reports with the reports in the Consent Agenda. Minutes of Board meetings, and Financial Reports will be handled separately. (See below).

Motion **16-06-05** by Al Gummesen , seconded by Eleanor Heesing that the consent agenda as accepted as amended, moving no consent agenda items into the discussion agenda. Motion carried by consensus.

Correspondence:

1. none

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Discussion Agenda:

**Consideration of Minutes of Board Meeting of May 11th, 2016**

Motion **16-06-06** by Al Gummesen, seconded by Jackie St. Goddard to adopt minutes of May 11th, 2016 as presented. Motion carried by consensus.

**Action:**

-The Board will handle the Board meeting minutes and Treasurer Reports as separate discussion items in the meeting agendas.

Minutes are to be adopted.

-Treasurers Report will be Adopted

-Reports are received as information.

Motion **16-06-07** by Jackie St Goddard, seconded by Rev. Paul Douglas Walfall that the Treasurer's report, including the Redstone letter be received as information, however we will refer to these items to the next meeting of the Board when the Treasurer is present. Motion carried by consensus.

**Action or Business Arising from the Minutes.**

1. Security from May 13, item 1.

-Entry system has been installed, signage in place. The receiver for the intercom is in the Administrative Assistant's office.

-The Property Committee working to separate the lower level securely from upper level.

**ACTION:** -Al to contact Fire Marshall requesting a walk-through and advice regarding necessary steps for fire safety standards.

2. Care Fund School Meal Support Roster from May 13, item 2. Eleanor has prepared and provided a roster of area schools who provide meal assistance to students. The roster will be used to guide disbursement of meal fund gifts from the Care Fund.

Motion **16-06-08** by Rev. Paul Douglas Walfall, seconded by Al Gummesen that we adopt the roster. Motion carried by consensus.

Motion **16-06-09** by Rev. Paul Douglas Walfall, seconded by Al Gummesen, that when the meal fund portion of the Care Fund reaches \$300, that it be disbursed as per the roster. Motion carried by consensus.

3. Board Planning Workshop/Retreat from May 13, item 3.

The weekend originally planned for the workshop did not work out. Eleanor will send out a "Doodle" calendar to help us determine a suitable date. Standing Committee Chairs will be invited. **ACTION:** - Eleanor

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4. Emergency Phone for Elevator from May 13, item 4. Al reporting that he continues to discuss with Steve Waite and will bring results forward.
5. Presbytery Report items from May 13, item 7 (Recommendations coming from Truth and Reconciliation Committee). UCC has requested that each congregation make steps toward the Calls to Action from TRC including:
  - #59 – We call upon church parties to the Settlement Agreement to develop ongoing education strategies to ensure that their respective congregations learn about their church's role in colonization, the history and legacy of residential schools and why apologies to former residential school students, their families and communities were necessary.
  - #48 – We call upon the church parties to the Settlement Agreement, and all other faith groups and interfaith social justice groups in Canada who have not already done so, to formally adopt and comply with the principles, norms and standards of the United Nations Declaration on the Rights of Indigenous Peoples as a framework for reconciliation.
  - #49 – We call upon all religious denominations and faith groups who have not already done so to repudiate concepts used to Justify European sovereignty over Indigenous lands and peoples, such as the Doctrine of Discover and terra nullius.

***ACTION***

- First United will work towards an increase in awareness of Indigenous Issues. The upcoming Aboriginal Sunday Service will be a starting point. We will continue to create opportunities for the congregation to learn and continue to have access to information. Jackie will be part of planning process with Rev. Paul and the Worship Committee.

***For Future Consideration:*** Conference has requested that Pastoral Charges assign Witnesses to partner with Living in Right Relations Committee of Conference.

6. Saskia & Darrell Concert October 29<sup>th</sup> from May 13, item 10. Still looking for someone to take leadership in this.

***ACTION:*** Cathy will contact Saskia and Darrell within the next 2 weeks to determine if this is viable.

**Standing Item: Financial Report**

7. *Reference motion 16-06-07 on page # 1453.*

**Items moved from consent to discussion agenda**

*(not needed)*

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**Consideration of Additional New Business:**

8. Conference Call Account. Discussion regarding use of conference call capacity for Executive meeting of the Board if needed.  
Motion **16-06-10** by Rev. Paul Douglas Walfall, seconded by Eleanor Heesing to table this issue, no recall required. Motion carried by consensus.
  
9. Report received from Nomination Committee regarding Stewardship Committee Nominees and Worship Committee Nominees.

Motion **16-06-11** by Rev. Paul Douglas Walfall, seconded by Elwood Galloway to accept the report of the Nomination Committee. The individuals named are therefore accepted into the respective committees. Motion carried by consensus.

**ACTION:**

- Dick will contact the Chair of the Nomination Committee to advise of the Board's acceptance of the report.
- Secretary to send communication to individuals advising them of the appointments to the respective committees.
- Secretary to send a note of thanks to the nomination committee for their work.
- Rev. Paul will call meetings for the Worship and Stewardship Committees.

10. Occupational Health & Safety. Communication received from Diane Durnford with information for the Board to consider regarding OHS.

Rev. Paul and Holly have reviewed the 2 First Aid kits in the Church and will ensure that kits are brought up to standard. According to the OHS Legislation, the type of kit required is based upon the # of staff. Occupational Health requirement dictates that wherever employees are engaged in work activity, that the First Aid kit is present.

**ACTION:** M & P Committee

- What is requirement for signage?
- Addition to rental lease agreement and renewal to provide information about location of first aid kit.

This matter is referred to the M & P Committee, as an appropriate responsibility representing the church as employer.

11. Minister's Report (Verbal)  
The Disciple Bible Study to start next Thursday. There are enough participants to form 2 groups, however will operate as one group.

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-Rev. Paul will be meeting with M & P regarding a vacation request.  
-The Executive Secretary of the Conference will be retiring. The Executive Board of the ABNW Conference has decided to share an executive secretary with a neighboring Conference. Rev. Paul is unsure at this time what the impact will be upon his time.  
The M & P Committee will receive information of the expected impact and will report same to the Board.

12. Trustee's Report (verbal)

Trustees met to look at the issues of inventory and insurance. There is a plan in place to have the church inventory updated. The Trustees are reviewing Insurance coverage of the church, taking into consideration liability insurance for tenants. (13 tenants). Currently 2 tenants have provided proof of their own insurance coverage. Legally, the church is in a position of liability where tenants do not have own insurance.

Recommendations:

1) That the Church accept that the work of AA, Al Anon and the Multicultural Association are part of the work of the church for purposes of insurance. By such a motion, the activities of the group are included under the Church's liability Insurance.

Motion **16-06-12** by Rev. Paul Douglas Walfall, seconded by Jackie St. Goddard that the Church accept that the work of AA, Al Anon and the Multicultural Association are part of the work of the church for purposes of insurance. Motion carried by consensus.

**ACTION:** - Rev. Paul

2) Effective Sept 1, that renters of the property must have their own liability insurance for the term of their rental, and that this documentation would be kept on file at the church office for the term of the rental.

Motion **16-06-13** by Elwood Galloway, seconded by Al Gummesen that tenants are to be advised that By September 1, a letter must be provided regarding proof of liability insurance for their activities for the term of the rental, this letter to be kept on file in the church office. Motion carried by consensus.

**ACTION:** - Rev. Paul

13. A request has been received from Jackie St Goddard and Cathy Pearson that the Board submit a written request of re-licensing as Licensed Lay Worship leaders (LLWL) to Yellowhead Presbytery. This letter is to be sent, to Kimberley Roy who is currently serving as the Education and Students Convener.

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Motion **16-06-14** by Rev. Paul Douglas Walfall, seconded by Eleanor Heesing to send a letter to the Education and Students Convener of Yellowhead Presbytery to request re-licensing of Cathy Pearson and Jackie St. Goddard. Motion carried by consensus.

**ACTION:** - Dick

14. Motion **16-06-15** by Rev. Paul Douglas Walfall, seconded by Jackie St. Goddard that Cathy Pearson serve as Secretary of the Board. Motion carried by consensus.

Accepted by Consensus.

**ACTION:** - Cathy

***Meetings & Events***

- Aboriginal Day Service & Celebration Jun 19th

***Future Planning***

- *Calendar order for 2017*
- *September date for Covenanting Service*
- *October Concert*

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

MOTION **2016-06-16** by Rev. Paul Douglas Walfall, seconded by Elwood Galloway, that all emergent matters will be referred to the Board Executive to address prior to the next meeting of the Board. Motion carried by consensus.

Closing Prayer offered by Rev. Paul.

Adjournment @ 850 pm

Next regular meeting of the Board is scheduled for Wednesday, July 13th @ 6:30 PM

***Next Meeting Agenda Item***

- Discussion and voting on General Council Remit 1 & 2.

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**Approval of Meeting Minutes of June 8, 2016**

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Recording Secretary

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Date

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Chair of the Board

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Date