**Sunset United Church**

**Board Meeting Minutes**

**FINAL**

**March 5, 2020**

1. CALL TO ORDER

The meeting was called to order by Chair, Jean Cameron, at 7:00. She brought forth the idea of reducing the number of board meetings to approximately eight.

2. ATTENDANCE

Present: Jean Cameron, Judy Fawell, Ken Fensom, Barbara Flaten-Orr, Tricia Gerhard, Denelle Hansen, Michelle McConkey, Don Orr, Tim Osborne, Brenda Scarfe, Bryan Tudor, Marion Tudor, Hilary Wallin

3. ADOPTION OF AGENDA

Added: More Voices

**Moved by Ken/Judy that the agenda be adopted as amended. Carried**

4. DEVOTION

Tricia led us in prayer.

5. MINUTES OF THE PREVIOUS BOARD MEETING

**Moved by Hilary/Brenda that the minutes be approved as presented. Carried.**

6. BUSINESS ARISING FROM THE MINUTES

6.1 Tricia reported that the photographer from IPC can take photos from May 7-9, 2020. She will ask if he can have one sitting on Sunday afternoon.

6.2 Tricia presented a draft Covenant of Mutual Commitment, Accountability and Support between Sunset and Living Skies Regional Council.

7. CORRESPONDENCE

7.1 Janet McMurtry has resigned from the board due to conflict of interest due to the ethics requirement of the Court of Queen’s Bench. The board regretfully accepted her resignation.

7.2 Glendene Gray sent a letter about election and budgetary procedures at the AGM. Discussion included asking for board nominations from the floor (which we will do) and presenting a tentative budget before year-end. The finance committee will address the budget question. Tricia will respond to Glendene’s questions by phone.

8. FINANCIAL REPORT/TREASURER’S REPORT

Denelle led us through the financial report for the year up to February 29, 2020. She noted that Arlene prepared this report.

Total income to date: $37,704

Total expenses to date: $31,441

Net cash flow: $6,263

**Moved by Tim/Marion that Arlene and Kevin be removed as signing authorities and that Denelle be added. Carried.**

The board members with signing authority will be Jean Cameron, Hilary Wallin, Denelle Hansen and Ken Fensom.

**Moved by Denelle/Ken that the financial report be accepted as presented. Carried**

9. POLICIES AND PROCEDURES

9.1 Tricia distributed a draft Funeral Policy that was discussed.

**Moved by Bryan/Denelle that the new Funeral Policy as presented with suggested amendments be approved. Carried.**

10. BUSINESS ARISING FROM COMMITTEES/SUPPORT STAFF

10.1 Michelle reported that only 6 people showed up on the January 24th youth group-run potluck dinner/games night.

11. NEW BUSINESS

 11.1 M&P - Bryan reported that John Ashley, our custodian, now has a chronic wrist injury that restricts his ability to set up and take down chairs and tables. We will continue to ask for volunteers to set up. Ken will take a photo of the proper way to stack tables and post it in the storage room.

 11.2 Property - Ken said there are some tiles that are lifting in the sanctuary. We will use Handyman Connection to fix them as problems arise. Ken will get quotes in the spring for a foam-jacking service to level the west sidewalk in the spring to alleviate the lying water issue. Ken will get quotes for a floor washer as well.

 11.3 Fundraising - There was a discussion about ideas, including: gift cards, dinner catered by Munch (out of Living Spirit Centre), rummage sale in 2021, talent auction, blueberry sale (in partnership with Wesley), and a barbecue after church. The 2020 budget is to raise $2500. The Fundraising committee could use a couple more people.

 11.4 Finance - Don will call a meeting of the committee and they will decide who the chair will be.

 11.5 Regional Council Rep - We need to have a representative from Sunset attend the Regional Council meeting in Humboldt May 20-23.

 11.6 More Voices - Jean will ask Jayne to order 12 new books.

**Moved by Marion/Tim that we purchase 12 more “More Voices” and take the funds out of the Memorial Fund. Carried.**

12. BOARD OF TRUSTEES REPORT

Don reported that David Millar has agreed to be the chair.

13. MINISTER’S REPORT

- Tricia presented a time sheet of her work in February

- Thanks to Christa Eidsness for filling in while Tricia was away.

- Communion serving - there was a discussion about issues such as gluten intolerance, coronavirus, glasses vs. disposable cups. More discussion needed.

- Ken asked for a contact list of board members. Everyone present agreed to share their email addresses and personal phone numbers. Barbara will create and distribute the list.

14. UPDATE OF THE CHURCH CALENDAR

March 28 - Clothing sale

March 29 - cake for Rick & Jeannie McKillop who are moving to Medicine Hat

April 5 - Palm/Passion Sunday

April 12 - Easter services (6:15am and 10:30)

 - baptism for Tanner Benjamin (parents, Eric & Erin Benjamin; grandparents,

Nancy & Richard’s Topping)

April 19 - Karen Cartmell will provide pulpit supply

May 8 - St. Andrew’s convocation

May 10 - Christian Family Sunday

May 20-23 - Regional Gathering in Humboldt

Tri-church services:

June 21 - July 12 - Sunset

July 19 - August 9 - Lakeview

August 16 - September 6 - Wesley

15. NEXT CHURCH BOARD MEETING

Tuesday, May 5, 2020

Meeting adjourned at 8:52pm.