

**MINUTES OF THE MEETING OF THE BOARD OF  
SOUTHMINSTER-STEINHAUER UNITED CHURCH**

**DATE: September 17, 2019 – 7 P.M.**

**LOCATION: YOUTH LOUNGE**

		Present	Absent
Chair	Donna Maskell	x	
Vice-Chair	Jacob Kellerman	x	
Secretary	Sandra Hildebrand	x	
Treasurer	Kim Boyes	x	
Ministry Team	Nancy Steeves	x	
	Christopher New	x	
Congregational Care	Sandra Hildebrand	x	
Finance/Stewardship	Bill Hibbard	x	
Ministry & Personnel	Warren Fisher	x	
Outreach		x	x
Property Maintenance	Andrew Redeker		X
Trustees	Ernie Boruk	x	
Spiritual Gatherings	Charles Bidwell	x	
Affirm	Janet Campbell	x	

**1.0 Call to Order**

Donna Maskell called the meeting to order at 7 p.m. with words of welcome. She thanked ministry for their assistance with the agenda.

**2.0 Opening**

Chris New offered words of welcome gratefulness for the summer break. He reminded us that what we do as a board is important to many.

**3.0 Adoption of Agenda for September 17, 2019 (Revised version attached – Appendix A)**

**MOTION:** To adopt the revised agenda to address minor formatting changes and to note that Ministry will speak to item 5.0 (d)

**Moved:** Charles Bidwell

**Seconded:** Bill Hibbard

Carried

#### **4.0 Adoption of Minutes of June 16, 2019**

Amend 1.0 and 4.0 to correct the spelling of Jacob Kellerman's name

**MOTION:** Minutes of June 16, 2019 be adopted as amended

**Moved:** Warren Fisher

**Seconded:** Jacob Kellerman

Carried

#### **5.0 Matters Arising from Minutes**

##### **5 a) and b) Board Follow-Up (Appendix B)**

– Chris provided a preamble of the discussion held at the June meeting and a small group meeting held in August. While no significant actions came from those two gatherings; he reported certain issues have been identified for action or more discussion which will take place in the upcoming months and weeks. These four numbered items are outlined in the attached prepared by the Ministry team. Items 2, 3 and 4 detailed in this document will be brought forward to future board meetings or a board retreat.

##### Item 1. Sunday Morning Program Staffing

**MOTION:** Moved that the SSUC Board acknowledge the work of the Ministry Team, M&P Committee and small group of Board members and approve the pilot of three contract positions for youth and children program leaders for the 2019-2020 season. Contract descriptions are attached (**Appendix C**)

**Moved:** Janet Campbell

**Seconded:** Kim Boyes

Carried

Ernie Boruk will report to the October board meeting on any possible liability and insurance issues which may arise with these three contract positions.

##### Item 2. PMC Concerns

Donna and Jacob will bring together PMC members and others in the congregation to research possibilities and discuss the issues raised in this item and will report to the October board meeting.

Items 3 and 4. Event Planning and Coordination and Longer -term Concerns – Immediate e-Messenger

communication will be made by Sandra to encourage leadership for the annual Fall Dinner. Other aspects of this item and longer-term concerns will be part of future board discussions including the possibility of a SSUC Board Retreat in early 2020 with possible use of a facilitator, which might include a review of other governance models.

**5 c) SSUC SK MOU** – Nancy provided a brief preamble on the process to develop the second annual MOU for the period July 1, 2019 to June 30, 2020.

**MOTION:** To empower two representatives from the SSUC Board to sign the Memorandum of Understanding Between Southminster-Steinhauer United Church in Edmonton (SSUC ED) and SSUC Satellite Community in Saskatoon (SSUC SK).

**Moved:** Charles Bidwell

**Seconded:** Jacob Kellerman

Carried

**5 d) MOU re Affordable Housing Project** – Ministry provided a brief preamble outlining the steps taken by the three named parties to create and review this Memorandum of Understanding.

**MOTION:** To empower the SSUC Board Chair to sign the Memorandum of Understanding on behalf of SSUC between the Right At Home Housing Society; Southminster-Steinhauer United Church; and the Property Commission of the Northern Spirit Regional Council.

**Moved:** Bill Hibbard

**Seconded:** Kim Boyes

Carried

## **6.0 Treasurer's Report – Kim Boyes (Appendices D and E)**

**MOTION:** To receive the financial report as at August 31, 2019

**Moved:** Bill Hibbard

**Seconded:** Kim Boyes

## **NEW BUSINESS**

### **7.0 Committee Updates**

Finance and Stewardship: Bill Hibbard reported he is in conversation with Brian Rothwell to undertake the annual audit of the SSUC books and records. To be confirmed. Bill noted he would like to have a few more members join the finance team. He also recognized the specific work of those who are on the count teams and who manage the donations.

**8.0- Town Hall – October 20 and October and November Board Meetings**

Donna will arrange for an e-Messenger reminder of the upcoming Town Hall. Possible agenda items include:

- Update on the proposed Affordable Housing Project from Maie Kellerman
- Financial picture from Bill Hibbard
- Further conversation around how SSUC might meet our various needs in terms of broad thinking
- Other issues or projects which might be brought forward by the congregation

It was agreed the planned October 15 Executive Meeting will now be a full meeting of the Board. At this time the full Board will also meet November 19.

**9.0- Secretarial Need – November**

Sandra will be away October 27-December 20. She will contact Lindsay Henderson as a possible replacement to take and transcribe the November meeting notes.

**10.0- Next Meeting**

- October 15 Full Board
- October 20 Town Hall

**Adjournment:** 8:42 p.m.

Moved: Bill Hibbard

\_\_\_\_\_ Chair, Donna Maskell

\_\_\_\_\_ Secretary, Sandra Hildebrand