

RICHMOND HILL UNITED CHURCH
BOARD MEETING MINUTES

September 9, 2020 at 7 pm
Zoom meeting

PRESENT: Carolyn Balant, Rev. James Ravenscroft, Jane Wedlock, D.J. McCreedy, June Blanchette and David Leyton-Brown (late),

REGRETS: none

Jane Wedlock presiding and Carolyn Balant recording. After the Transition Team meeting.

1. **Land Acknowledgement (Jane - permanent land acknowledgment posted in Newmarket)**
2. **Devotion (June from UCW book *Beside Still Waters*)**
3. **Approval of Agenda**
Approved by consensus
4. **Approval of Meeting Minutes**
 - a. Board Meeting – July 15, 2020

M/S **DJ McCreedy / June Blanchette**

Carried

5. **Matters Arising**
 - a. Health and Safety Policy
 - UCC website has policies and procedures that we can adapt
 - Needs to be reviewed in detail by staff
 - Review annually
 - Additional time required to draft
 - b. Manse rental agreement
 - Agreement signed
 - Good news about insurance for Home on the Hill – they got it
 - Launch date Oct 1
 - Still waiting for confirmation on RHUC manse insurance.
 - c. Governance – unfilled positions/nominations process
 - Generous Spirit become an annual ad hoc committee
 - A number of names were suggested – Jane W.to contact.
 - Should include someone from Finance, Property and Transition team
 - Bring together volunteer management group, work to fill positions
 - d. Draft policy re: church data base/directory/roll (deferred to October)

6. **Correspondence**
 - a. Received email from member of congregation, regarding etiquette (sharing of emails)
7. **Operations Team – September 3, 2020 (Zoom) – minutes by email**
 - a. Recognition of efforts by Howe Foo
8. **Committee/Forum Updates**
 - a. Finance – Signing Authority
 - b. Discussed at Finance committee
 - c. The following people should have signing authority
 - i. Board Chair Jane Wedlock (currently have)
 - ii. Acting Treasurer – Larry Little
 - iii. Deb Fratin (currently have)
 - iv. Jane Ridout
 - d. Need to provide letter to the Bank documenting this

Motion: Remove DJ McCready and Brandon Moore from the signing authority and add those mentioned above

M/S DJ McCready /David LB

Carried

- e. Discussion re Audit/Review
9. **Transition Team**
 - a. Congregational Update – draft letter, update with actual re-opening date,
 - b. Finalize and send out
10. **MABP Update**
 - a. Would Board like to continue to meet with the MABP? Three Board members already on MABP.
11. **Minister's Report**
 - a. Busy, busy
 - b. Reopening going well
 - c. Almost all tenants returning except choirs
 - d. Reworking space – arrows, removing wall notices
 - e. Designate an isolation room in case someone becomes ill
 - f. New Life is singing – allowable but not advised
 - g. A Covid-19 protocol is being developed to be circulated
 - h. Preparing for Julia Ye join staff team
 - i. Baptism prep – adults as well as babies
 - j. How to nurture community as Covid restrictions continue into the future

12. Shining Waters Regional Update

- a. Nothing new from Shining Waters
- b. M and P
 - i. As rental activity increases, may need Laura
 - ii. Dan will be all on cleaning unless Laura returns, suggest returning October 5, for help with cleaning
 - iii. The only evening renter is Bravo

13. New Business

- a. Board retreat
 - i. November 7
 - ii. At L'Arche Daybreak? Or gym?
 - iii. Include Board and chairs of committees
 - iv. Bring in a facilitator? James to look into

Next Meeting: Oct 14, 2020 at 7:30 pm

Motion to adjourn, DJ,
Adjourn 9:15 pm



Jane Wedlock, Chair



Carolyn Balant, Secretary