

**First Metropolitan United Church
Board Meeting Minutes October 28, 2021
Special In-Person Meeting
DMR**

1. **Call to Order** at 3:45PM.
 - **Present:** Rev. Shelagh MacKinnon, Edeana Malcolm, Emily MacDonald Ross Breckon (recording secretary), Liane Clark
 - **Absent:** Jacquie Henderson (retiring on October 31, 2021)
2. **Land Acknowledgement:** Shelagh MacKinnon
3. **Opening Reflection/Prayer:** Liane Clarke gave an opening prayer.
4. **Revised Agenda:** Ross Breckon proposed, and the Board agreed, to a change in the agenda to put the meeting “in-camera” for all discussions about volunteers.
5. **Motion to put meeting “In-Camera”:**
 - At 4:00pm it was moved by Ross Breckon and seconded by Liane Clark “That the meeting should move ‘in-camera’ for discussions about volunteers”.
 - The motion was called and carried unanimously without further discussion.
6. **Motion to take meeting out of ‘In-Camera’**
 - At 6:10pm it was moved by Ross Breckon and seconded by Liane Clark “That the meeting should move out of ‘in-camera’ for discussions about volunteers”.
 - The motion was called and carried unanimously without further discussion.
7. **Notes from the ‘In-Camera’ Session:**
 - 7.1. Discussions about the nominee list for new Board Members:
 - Board members reviewed nominations received to date and discussed a list of other possible candidates suggested by Board members.
 - Board members prepared a list of prospective candidates to receive follow-up calls from Board members.
 - 7.2. Discussions about the Treasurer Role.
 - Board discussed how Treasurer responsibilities as defined by the previously revised Treasurer Position Description might be delegated to staff and other volunteers during and/or after the transition to a new Treasurer when Liane Clark resigns the role in April 2022.
 - The Board also discussed how the additional responsibilities currently assumed by Liane, and which are beyond those described

in the Treasurer's Position Description, will be transitioned to other volunteers and/or staff members.

- There was insufficient time to complete discussions on this topic so they will be completed at a future Board meeting.

7.3. Reassignment of Team Liaison responsibilities.

- Considering the two most recent resignations from the Board (Ann Carson and Jacquie Henderson) the Board agreed to reassign Team liaison responsibilities as follows:
 - Library Team and Heritage and Archives Team to Edeana Malcolm.
 - Newcomers Team and Hospitality Team to Liane Clark
 - Outreach Team to Emily MacDonald
 - Music Team to Ross Breckon

8. November 21 Congregational Meeting

- The Board decided to organize a Congregational meeting for November 21, 2021. The meeting will be an in-person meeting with the option for those who are not able or willing to attend in-person to join on-line by using a Zoom meeting. The agenda will include the following matters:
 - Changes to the Board of Trustees
 - Approve Board Member Nominations
 - Approve the Congregational Mission
 - Take a vote on becoming an Affirming Church

9. Meeting Adjournment - The meeting adjourned at 6:15 pm

10. Actions arising from meeting

- Board Members to reach out to their assigned Teams to inform them of the reassignment of the Board member liaison role and to confirm their Team members for 2022.
- Edeana Malcolm will organize the November 21, 2021, Congregational meeting.

Chairperson: _____

Edeana Malcolm

Secretary: - _____



Ross Breckon