



CANADIAN
UNITARIAN
COUNCIL

CONSEIL
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DU CANADA

**CANADIAN UNITARIAN COUNCIL
ANNUAL GENERAL MEETING 2018
MINUTES – May 18, 2018
McMaster University | Hamilton ON**

Keith Wilkinson, President of the CUC Board, opened with a welcome and introduced Jane Ebbert, Vice-President, as Chair of the Annual Meeting.

1. Invocation and Chalice Lighting by Rev. Debra Faulk, Minister Observer to the CUC Board

2. Welcome and Acknowledgement of First Nations Territory

Chair Jane Ebbert welcomed everyone, noting that this is the second AGM with full online capability for voting and participation. The Chair acknowledged that we are meeting on traditional land of Indigenous peoples.

3. Report of Credentials Committee

The Credentials Committee reported that quorum has been achieved, with a total of 17 online and 85 on-site delegates. Quorum is at least 30 delegates from at least 8 congregations from at least 3 regions. The meeting is properly constituted.

4. Introduction to meeting procedures

Chair Jane Ebbert explained meeting procedures, including those for online delegates.

- i) The Chair introduced Bill Fulton as the Parliamentarian, whose role is to advise the Chair on rules of procedure and points of order.
- ii) The timekeeper, Rev. Rodrigo Solano Quesnel, was introduced.
- iii) Executive Director Vyda Ng reported that in accordance with CUC by-laws, member societies were notified of the Annual General Meeting in timely and proper fashion.

5. Recognition of International Visitors

Executive Director Vyda Ng introduced CUC staff, board, official representatives and other guests.

- Rev. Sara Asher, Executive Director, International Council of Unitarians and Universalists



- Bruce Knotts, Director, UU-United Nations Office
- Jane Rabinowicz and Martin Settle, Co-Directors, USC Canada

6. Motion to allow youth to participate in AGM

Motion by the CUC Board: that the usual rules of procedures will include allowing any youth present at the 2018 Annual General Meeting the same privilege to speak to the assembly as currently exists for delegates, ministers, CUC board members, and official representatives. This allowance does not extend to voting privileges, unless the youth is a designated delegate from their congregation. CARRIED

7. Adoption of Agenda

Motion: to adopt the agenda by Margaret Doyle (Winnipeg). Duly seconded. CARRIED.

8. Review and approval of minutes of 2017 Annual General Meeting

A correction was noted on page 16.

There was a request from Rev. Julie Stoneberg to specifically name the traditional lands on which the Annual Meeting takes place.

Moved by John Michell (Calgary). Duly seconded. CARRIED.

9. Report from Maya James, Youth Observer to the Board

James noted that 2017 has been a good year for youth, with a growth in youth leadership, and several youth and young adult events. CanUudle 2018 will have 45 first-time participants. One of the main challenges is communication among youth and CUC staff, and James expressed a need for an effective network.

10. Report from Rev. Debra Faulk, Minister Observer to the Board

Rev. Faulk reported that this is the 10th year of the Minister Observer on the Board (MOB). The position is selected by UU Ministers of Canada (UUMOC), and strives to provide a calm, pastoral presence, and to help enhance communications between the Board and UUMOC. The MOB provides theological and spiritual grounding, holds up an inclusive and anti-oppression lens, shares ministerial and congregational perspectives, and also serves on the UUMOC Executive.



UUMOC has the unique situation of being a Chapter of the ministers' continental professional organization, the Unitarian Universalist Ministers Association (UUMA), as well as being a Canadian national organization. UUMOC is working on a long-range plan of Canadian UU vision and purpose that will include how ministers serve and support the denomination nationally. This includes the Confluence Lecture, the UUMOC stream at national conferences, developing Sharing Our Faith workshop packages, as well as populating various CUC committees and initiatives.

11. Report of the Nominating Committee by Chair, Joanne Green

The following CUC Board members will continue their terms during 2018-19:

(Terms of office are for 3 years unless otherwise stated)

NAME	REGION	TERM
Tanya Cothran (First Toronto)	Central	3 rd year of 1 st term
Carol Cumming Speirs (Montreal)	Eastern	3 rd year of 1 st term

The following are nominees for the CUC Board:

NAME	REGION	TERM
Jane Ebborn (Unitarian Church of Calgary)	Western	1 st year of 2 nd term
Rev. Rodrigo Emilio Solano-Quesnel (Neighbourhood UU Toronto)	Central	1 st year of 1 st term
Kiersten Moore (Unitarian Church of Vancouver)	BC	1 st year of 1 st term
Michael Riess (Capital UU in Victoria)	BC	1 st year of 1 st term
Margaret Wanlin (Lakehead Unitarian Fellowship)	Western	1 st year of 1 st term



The following Nominating Committee members will continue their terms during 2018-19:

NAME	REGION	TERM
Rev. Helen McFadyen (Unitarian Universalist Fellowship of Kamloops)	BC/Western	2 nd year of 1 st term
Wendy Shusterman (Unitarian Congregation in Mississauga)	Central	2 nd year of 1 st term
Rev. Debra Thorne (Beacon Unitarian Church)	BC	3 rd year of 2 nd term

The following are nominees for the CUC Nominating Committee:

NAME	REGION	TERM
Molly Hurd (Unitarian Universalist Church of Halifax)	Eastern	1 st year of 1 st term
Maury Prevost (Ottawa First)	Central/Eastern	1 st year of 1 st term
John (Mich) Michell (Unitarian Church of Calgary)	Western	1 st year of 1 st term

12. Election of new Board of Trustees and Nominating Committee

The Board of Trustees and Nominating Committee members as proposed by the Nominating Committee were accepted by acclamation by the delegates.

13. 2017 Annual Reports

- i) **President's Report:** Board President Keith Wilkinson reflected on the flow of Board work during the year and its focus on policy, strategy and structure. He emphasized the substantive review and subsequent changes and highlighted the impact of the National Voice Team (NVT). The NVT consists of the CUC Board President, a representative from the UU Ministers of Canada, and the CUC Executive Director. The team shares leadership and issues statements that on national issues, guided by UU Principles and previously approved resolutions.



- ii) **Executive Director’s Report:** Vyda Ng highlighted the content in the Annual Report, and conveyed that staff are now known as the Congregational Life Team, an updated title that more accurately reflects the nature of their work. She summarized the work of 2017 in the following areas:
- Support for and engagement with congregations
 - Events: retreats, webinars, roundtables, training, facilitation
 - Shining Lights award
 - Young Adults and youth
 - Our Whole Lives
 - Communications: new website was launched in May, just prior to the National Conference
 - Social Justice: racial justice, monitoring groups
 - Refugee sponsorship
 - Truth, Healing and Reconciliation
 - Lay chaplaincy
 - International and interfaith connections

The Canada Revenue Agency audit that was begun in 2015 has been completed. The CUC signed a compliance letter which binds it to carrying out recommended actions from CRA.

There were questions and discussion on various areas of work, including expanding social justice reach and profile, interfaith work and connections, and certification program for accessibility.

14. Motion to receive 2017 annual reports

Motion: to receive 2017 annual reports as presented, moved by David Zalokar (Neighbourhood, Toronto). Duly seconded. CARRIED.

15. Motion to Affirm Nelson Unitarian Spiritual Centre (British Columbia) as a New Member Congregation

The Nelson Unitarian Spiritual Centre (NUSC) has met all the requirements of a member congregation, and has been working with CUC staff Joan Carolyn and Vyda Ng, and



mentoring minister Rev. Debra Thorne from Beacon Unitarian Congregation for the past two years.

Moved by the CUC Board. CARRIED.

16. Review, and Motion to Approve Proposed Goals and Strategic Priorities for 2019 – 2020

The goals guide the work of CUC staff and Board in fulfilling its vision. Within those goals, a set of strategic priorities further refine the focus of staff work.

There was discussion, and motion for an amendment (underlined in *italics*):

- i. Moved by Leslie Kemp (Vancouver) and duly seconded:
Amend 'Indigenous and non-Indigenous Canadians' to Indigenous and non-Indigenous people in Canada.' CARRIED.
A request was made to ensure that Indigenous is capitalized.

Goals:

The CUC ensures that it has resources to maintain its own sustainability in order to advance the cost-effective achievement of the following four primary goals:

1. **Enhance religious exploration and spiritual growth** grounded in the vision, principles, sources, and aspirations of the Canadian Unitarian Universalist (UU) movement;
2. **Advance socially responsible actions** to live out our vision of interdependence, love, and justice to bring benefit to Canadian and global communities;
3. **Build community resilience** so our congregations and communities are connected to each other, and thrive organizationally, economically, and socially in a diverse, multi-generational context;
4. **Strengthen local, regional, national, and global networks** of collaborative and interdependent UU congregations and communities.

Strategic Priorities

*Within these goals, the Board recommends the following **strategic priorities** for 2018-2019:*

- A. Ensure **sustainable revenue generation** to continue the work of building vital Unitarian communities;



- B. Optimize communications capabilities so that they are flexible, robust, and effective, with an **early focus on the CUC website** to make it a useful and appealing communications tool for both members and visitors;
- C. Advance social justice initiatives, including **truth, healing, and reconciliation amongst *Indigenous and non-Indigenous people in Canada***;
- D. Encourage innovation and sustainability in the growth and development of UU communities, ***including youth and young adults*** as they strive to foster a just and sustainable world and to enrich the spiritual lives of their members.

Moved by the CUC Board. CARRIED as amended.

17. Review, & Motion to Approve Annual Program Contribution Amount for 2019

Treasurer Tanya Cothran presented the background to the motion. The current 2018 calculation method is a fixed amount per member, and last year saw an increase in the amount from \$93 to \$100, the first time since 2013. The increase represents the amount of the Consumer Price Index (CPI) adjustments, and was motivated by a desire to compensate CUC staff within the range of fair compensation guidelines.

The CPI adjustment for 2018 is 1.6%, and continues the plan for fair compensation for staff. Discussion and questions ensued.

Moved by the CUC Board of Trustees. CARRIED.

18. Report of Credentials Committee

There being a quorum consisting of online and onsite delegates, the meeting resumed.

19. Review, and Motion to Approve Audited Financial Statements

Treasurer Tanya Cothran presented the financial statements. The CUC's audit is performed by Grant Thornton, and received an unqualified audit opinion. The CUC Board has reviewed and approved these statements. The auditor has made several recommendations to improve the CUC's financial processes, and these will be reviewed by the CUC Board in June.

Questions and discussion:



- Increase in assets were from investment growth
- The International Association for Religious Freedom (IARF) fund has been shared between two of CUC's international partners with whom the CUC has agreements, since Canada Revenue Agency guidelines do not allow gifts from charities to non-qualified donees. The IARF is not a qualified donee under Canadian charitable law, therefore CUC is not able to send donations.
- The capital from Endowment Fund is protected, and only the interest is used, as per CUC Board policy.

Moved by the CUC Board of Trustees. CARRIED.

20. Review, and Motion to Approve Revised 2018 Budget

Executive Director Vyda Ng presented the revised 2018 budget. The following points were made:

- There are changes to the chart of accounts, which were made to reflect income and expenses more accurately
- There have been declines in membership each year, and this is taken into consideration in budgeting for subsequent years
- Appreciation was expressed to the majority of congregation who pay their full Annual Program Contribution amount, and acknowledgement of those who find themselves unable to do so
- The approved salary amounts to bring staff up to recommended fair compensation ranges will be complete by the end of 2018. The salary amount includes fair compensation and consumer price index (CPI) increases. Contracts for 2018 include communications, conference convenor, refugee support, Truth, Healing and Reconciliation administration, bookkeeping, tech support.
- It is anticipated the 2018 will end with a surplus

There were suggestions on the following:

- To number the budget lines
- To include the income and expenses for the lay chaplaincy program
- That the CUC co-share space with a congregation

Moved by the CUC Board of Trustees. CARRIED.



21. Review, and Motion to Approve 2019 Budget in Principle

The 2019 budget was presented.

Moved by the CUC Board of Trustees. CARRIED.

22. Motion to Approve Auditor

Treasurer Tanya Cothran presented the motion to approve Grant Thornton as the CUC's auditor.

Moved by the CUC Board of Trustees. CARRIED.

23. Report of Annual Program Contribution Task Force II

Treasurer Tanya Cothran presented a report from the Annual Program Contribution Task Force II (APC), for information and discussion purposes only.

- Joanne Green (Regina) and Bob Willson (Calgary) are the other two members on the task force
- The task force has been in conversation with treasurers, including at the plenary prior to this AGM, and are considering a method of calculation for the APC that will combine streams of income from congregations

The information will be shared with congregations later in 2018, allowing for a period of discussion and feedback, and will be presented for voting at the 2019 AGM.

24. Presentation of Reports

a) Northern Lights:

a. The Northern Lights Team highlighted recipients in recent years:

- i. 2015: UUEstrie (North Hatley QC) for outreach
- ii. 2016: Truth, Healing and Reconciliation
- iii. 2018: La Communauté Sans Frontières- Unitarienne Universaliste (CSF-UU) – announced at the Sunday Banquet after the AGM

The NL Team emphasized the relevance of the program and made an appeal for donors to sign up.

b) Truth, Healing and Reconciliation:

- Focus groups were held on the reflection guides, and some changes will be implemented
- Postcards have been printed about the program and goals



- An application was made to the UU Funding Panel (Update post-AGM: funding was received in the amount of \$26,000 CAD)
- The task force is moving into the next phase, and will be developing as a resource team
- Contact the THR team at reconciliation@cuc.ca

Comments:

- Caution urged around using the language of accessibility
- Thank you!

25. Motion of thanks

Secretary Carol Cumming Speirs expressed gratitude to:

- departing board members Keith Wilkinson (BC), Susan Ruttan (Western), Maya James (Youth Observer), Rev. Debra Faulk (Minister Observer), and to those who resigned before the end of their term, Milton Orris (BC), and Danielle Webber (Central).
- those who helped with the details of coordinating this AGM
- the First Unitarian Church of Hamilton for a superb job in hosting the 2018 National Conference
- CUC staff

26. Motion to Adjourn

Moved by Forrest Smith (Victoria). CARRIED.

27. Announcement of 2019 CUC Board Executive

President: Jane Ebborn (Calgary)

Vice-president: Margaret Wanlin (Lakehead)

Treasurer: Tanya Cothran (Toronto)

Secretary: Kiersten Moore (Vancouver)

Installation of the CUC Board of Trustees for 2018-2019 was conducted at the Closing Ceremony of the National Conference.

28. Closing words were shared by Rev. Debra Faulk