

Unitarians in Edinburgh

Minute of St Mark's Annual General Meeting Council Meeting on ZOOM

Date:	Monday 12 th September 2022	
Time:	7.00pm	
Location:	Zoom	
Present:	Ann Sinclair, Julie Finneran, Naomi Keir, Joan Cook, Brian Robertson	
Apologies:	None	
Conflict of Interest:	None	
Agenda items		Actions
1	Welcome and apologies Opening Words by Ann	
2.	Appointments: Convenor: ?? Secretary: Naomi Keir Treasurer: Ann Sinclair Acting Treasurer	Approved
3.	Numbers on Council/Volunteer Support: We need help building our St. Mark's community. Joan will be presenting various options at this Sunday's service. It was noted that there may be some nervousness about being on Council, and Council would like to emphasise that a lot of the hard work is done, and many hands make light work.	All Council Members
4.	Council meeting minutes of 1 st August 2022 Approved AGM Minutes from June 2022 A need for Naomi to re-send it for review	Naomi

5	<p>Matters Arising from previous Minutes: <u>1st August 2022</u> Archive Folder on Google Docs completed – Naomi Send an email to link and invite to shared folders to council</p> <p>Identify a technology person from the community to assist.</p> <p>Pulpit Secretary – Joan Next ministry meeting is planned for a week on Thursday, so no progress made, but is liaising with Lesley to focus on Pulpit Secretary role.</p> <p>The technical aspects of this role would be appropriately placed under the streaming team. Brian to take ownership of this and will think it through.</p> <p>Children’s Programme ongoing – Joan</p> <p>Website is being managed by Naomi in Hazel Jane’s absence.</p> <p>Membership Secretary: Look at the contributions from each member over the year, who are therefore quota members of St. Marks. Quota Member become entitled to a vote for the executive council. Non-active members will be contacted to encourage their participation again in the new year.</p> <p>List of all contacts share with all council members</p>	<p>Naomi</p> <p>Ann and Brian</p> <p>Joan</p> <p>Brian</p> <p>Joan</p> <p>Naomi</p> <p>Joan</p> <p>Naomi</p>
6	<p>EIFA Representation AGM Joan Cook is happy and willing to attend and represent us at the AGM.</p>	<p>Joan</p>
7.	<p>Three SMART Goals moving forward:</p> <ol style="list-style-type: none"> 1. Roof: To critically review the upper hall roof situation and create a practical proposal for membership for consideration by February 2023 2. Identify and recruit at least 4 additional people that can help with the short and long term running of Unitarians in Edinburgh by October 2023. 3. Social Events: To plan, coordinate and run 3 social events to encourage participation and collaboration of community between now and June 2023. 	<p>Agreed</p> <p>Ann</p> <p>All</p> <p>All</p>

8.	<p>Team Updates:</p> <p>a. Management Team: Report Issued Building Update – discussion took place of the practicalities of moving forward with the huge expenditure of the roof.</p> <p>Consideration from Hardies of what we can and cannot do in the short run moving forward. Ann has pulled together a team to move forward with this. Finance Report: Income exceeds expenditure at the moment.</p> <p>Where can we go moving forward with the people and resources we have.</p> <p>Practicalities of Live Services Ongoing Learning.</p> <p>Michael and Ross to be re-invited to manage for future fringe. Approved.</p> <p>Brian and Julie are happy to join Ann in the finance group.</p> <p>b. Ministry Team Services are well managed. Plan to add more social events.</p> <p>c. Communication Team. Meeting scheduled next week with Jane and Monika. Naomi will update Council on ongoing maintenance of social media and website.</p> <p>d. Pastoral Care Team Continue to give support and guidance to those requiring it in the community.</p> <p>e. Monthly Financial Update covered above.</p>	<p>Ann and Brian</p> <p>Brian</p> <p>Approved, Ann to action</p> <p>Joan</p> <p>Naomi</p> <p>Naomi</p>
9.	<p>Any Other Competent Business Acknowledgement of Queen Elizabeth Death on Media</p>	<p>Covered by SUA</p>
12.	<p>Ann: Closing Words Opening and Closing words next time: Brian</p>	
13.	<p>Date of Next Meeting: Monday 10th October 2022 Followed by Monday 7th November in person</p>	

	Church Secretary: Naomi Keir Date: 12 th September 2022 Unitarians in Edinburgh or St Mark's Unitarian Church Edinburgh is a registered Scottish Charitable Incorporated Organisation. Scottish Charity Number SC014167	
Signed:	Convenor	Date: 12 th September 2022