

## Unitarians in Edinburgh

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

Date:	Monday 1 <sup>st</sup> August 2022	
Time:	7.00pm	
Location:	Zoom	
Present:	Ann Sinclair, Julie Finneran, Gillian Woolman, Naomi Keir, Joan Cook,	
Apologies:	Brian Robertson	
Conflict of Interest:	None	
Agenda items		Actions
1	Welcome and apologies Opening Words by Joan  Acknowledgement of Tom Stamper and his huge contribution to us all. A moments silence is taken and all our love, thoughts and gratitude is sent to Gill, Ashley and Kirsty.  Welcome to Julie and Brian to Council	
2.	Appointments: Convenor: Gillian Woolman Secretary: Naomi Keir Treasurer: Ann will continue as acting treasurer, until someone from the community can be identified and approached. Ann will share Kate's notes with Council members to assist with this, with care taken with confidential materials.	Approved
3.	Numbers on Council: Need to consider approaching others to assist us, and Council members are asked to consider and approach people as opportunities arise.	All Council Members
4.	Council meeting minutes of 30th May 2022 Approved.  AGM Minutes: Amendments are needed: Naomi to eliminate names, and keep the observations.  Recommendations were not from SUA, but from previous council as a result of the grievance procedure – amendment needed.	Naomi

	<p>Ref. new minister – period of reflections before minister. No zoom screen shot required. Update to be done by Naomi and recirculated to Council for feedback.</p>	
5	<p><b>Matters Arising from previous Minutes:</b> <u>30<sup>th</sup> May 2022</u> Archive Folding on Google Docs – Naomi</p> <p>Pulpit Secretary – Joan Lesley Hartley is stepping down in November, and the Ministry Team is taking the steps for a replacement.</p> <p>Children’s Programme – Joan will communicate with Lesley, and ask her to send the description to Jill to see if Moray House has anyone who would be interested.</p> <p>Website Cover during Hazel Jane’s Maternity – Naomi will cover as an interim period and</p> <p><u>Items arising from AGM:</u> Consideration of new minister. Covered in Ministry Team later. Involvement and Inclusion plan for community to be a fully participative part of St. Marks: initial ideas</p> <ul style="list-style-type: none"> <li>- Mention people who have already volunteered.</li> <li>- Announcements at services.</li> <li>- Possible service on this subject.</li> <li>- Notifications and recognition in the Bulletin.</li> </ul>	<p><b>Ongoing Naomi</b></p> <p><b>Ministry Team</b></p> <p><b>Joan and Jill</b></p> <p><b>Naomi</b></p> <p><b>Ministry Team</b></p> <p><b>Naomi</b></p>
6.	<p>Team Updates:</p> <p>a. Management Team Fringe: We are back on the road, and although there will not be much income, our exposure has been good for St. Marks for the future.</p> <p>Building Update: Report provided. In summary, there are £122,000 of repairs required and serious consideration needs to be made about moving forward. Council will take time to do this, and reflections raised in the next meeting.</p> <p>Finance Report: Cashbook and finance report provided to Council. Income is above our expenditure. Some plasterwork is planned for after the Fringe is finished, but we will still be</p>	<p><b>All Council Members</b></p>

	<p>financially healthy for ongoing purposes.</p> <p>Practicalities of Live Services Ongoing Learning.</p> <p><b>We would like to acknowledge Brian’s guidelines, and thank him for all the effort he has put into them.</b></p> <p>Quintennial Review Update On Hold.</p> <p>b. Ministry Team: - New Minister appointment is on the teams’ agenda, but there is a shortage of available people. However, suggested a small team is put together for the new calendar year to think of the requirements of filling this need.</p> <p>Mary: Huge thanks go to Mary McKenna for being an active and productive member of the Safeguarding Team. Difficult decisions and conversations had to be made, particularly in the last 18 months, and her empathy, consideration and tact was much appreciated in a difficult period.</p> <p>Thank you to Lesley Hartley for joining the team.</p> <p>c. Communication Team With the departure of Monika and Jane from Council, this is currently Naomi. However, Naomi is grateful for the ongoing support given by Jane and Margery McKay in this role. Currently, priority is given to website maintenance and handover from Monika in terms of social media.</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>Joan to take this forward to the Ministry Team</p> <p>Naomi</p>
7.	Any Other Competent Business None applicable.	
12.	Joan: Closing Words Opening and Closing words next time: Ann Sinclair	

13.	Date of Next Meeting: Monday 5 <sup>th</sup> September 2022		
	Church Secretary: Naomi Keir Date: 1 <sup>st</sup> August 2022 Unitarians in Edinburgh or St Mark's Unitarian Church Edinburgh is a registered Scottish Charitable Incorporated Organisation. Scottish Charity Number SC014167		
<b>Signed:</b>	Convenor	<b>Date:</b>	1 <sup>st</sup> August 2022