



## 10<sup>th</sup> FEBRUARY 2021 GB MEETING

<b>Date &amp; Time</b>	Wednesday, 10 <sup>TH</sup> February 6.15 for 6.30pm for Staff GB Meal
<b>Location</b>	Meeting Room 1 & 2
<b>Members</b>	Phil Meulman (Senior Minister), Sue Collier (CW & Secretary), Rochelle Ratnayake (CW), Tony Hickson (CW), Sarah Su, Lynn Pryor, Howard Walker, Jay Ratnasingham (Treasurer), Fiona Dunn, Frank Gribi, Katherine Canobi
<b>Invited Guests</b>	Elliot Arnold

## MINUTES

<b>Item No.</b>	<b>Item</b>
	<b>Meeting opened at 9.45pm following a 'Teams' training session led by Elliott Arnold</b>
1.	<b>Apologies</b> None. Frank Gribi was welcomed to his first meeting. (He was appointed after December meeting).
2.	<b>Opening Reflection/Prayer</b> Phil opened the meeting with prayer.
3.	<b>*Declaration of Conflict of Interest</b> None
4.	<b>*Previous Minutes</b> The minutes of the December meeting were accepted as a true and correct record. Moved Rochelle Ratnayake. Seconded Jay Ratnasingham. Carried.

5.	<b>Actions Arising</b>
5.1	*Annual Meeting questions relating to Playground – This was referred to the Refurbishment Task Force (see 10.1 below).
5.2	<p>*Property Task Force This Task Force would include:</p> <ul style="list-style-type: none"> <li>• Property Management</li> <li>• Scope of works</li> <li>• Timelines for projects</li> <li>• Reporting of maintenance issues</li> <li>• Job Description and Appointment of Property Manager</li> </ul> <p>The first task would be to develop the Terms of Reference. The Terms of Reference for the previous Task Group has been distributed as a starting point. A minimum of two Governance Board members will need to be on this Task Force. Frank Gribi was appointed as the chair. Lynn Pryor offered to serve as a member. It was suggested that Glenn Batchelor be invited. Frank Gribi and Phil Meulman will confirm the membership of the task force.</p>
5.3	Pastoral Response to Same Sex blessings policy. A full discussion was deferred to March meeting due to time constraints. It was felt that point 7 in the paper should be moved to point 1. In the light of the new Conversion Suppression Practices Bill Phil will write a discussion paper on this topic for the March meeting.
6.	<b>New Matters</b>
6.1	Depreciation Report – This paper will be referred to Finance Task Force. Membership of the Finance Task Force will be Jay Ratnasingham, Tony Hickson and Diane Craig. Rochelle Ratnayake will invite Mark Richardson to join the task force. The terms of reference will also be reviewed.
7.	<b>Correspondence</b>
7.1	Letters were sent to all Mission Partners confirming GWAC’s level of support for the church financial year 2020/21.
7.2	*Letter from Christine Reid re handrails in the auditorium. This letter expressed concern for elderly people going up and down stairs using the lectern. Sue Collier has received advice from Bethany Vaughan with regard to the design. Phil Meulman will ask Adrian (the office refurbishment company) for advice. Sue & Phill will follow this up.
8	<p><b>Senior Minister’s Report</b></p> <p>Clarification on the cost for the Mandarin service budget was requested. This is for food</p> <p>Live streaming of the 8am and 10.30am services will continue indefinitely Christmas Services. There was good support for the plan for Christmas services Phil will be taking five days of annual leave from Monday 22<sup>nd</sup> February to visit his father in McKay. He will be taking the remainder of his leave (approx. 3 weeks) in July</p>

9.	<p><b>Financial Report</b></p> <p>Great thanks is given to God for strong position we are in. It was moved not to draw down 10k from bequest account as the funds are not required. Moved Jay Ratnasingham. Seconded Sarah Su The Financial reports were accepted. Moved Jay Ratnasingham. Seconded Fiona Dunn. The annual Appeal will be held in June with the target of 100k. It is vital that this is met. A brochure will be prepared.</p>
10.	<p><b>Property</b></p>
10.1	<p>*Refurbishment Update</p> <p>The attached report was taken as read. The office cabling is more expensive than originally quoted. This is due to unforeseen computing requirements. The total amount is slightly over the contingency allowance. Updates will be provided for the playground and signage for the March meeting. The refurbishment has been very well received in the parish.</p>
11.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• A discussion was held over the Acknowledgement of Country. Reasons for this not been done on a regular basis was that it was not done well and it was felt that it was becoming routine. It is on screen and on the live stream. It will always be done at major services. Discussion took place that many on the GB stated that it was the norm prior to most meetings and that in some businesses it was part of the Reconciliation Action Plan. It was felt that it does need to be done well. Phil will discuss this with the staff</li> <li>• It was decided that there would be an “Action Item Listing” at the end of the minutes.</li> </ul>
12.	<p><b>Close of Meeting</b></p> <p>9.55pm</p>
13.	<p><b>Next Meeting</b></p> <p>Rochelle Ratnayake is an apology for the March meeting. Sara Su will do the devotions for the March meeting.</p>

<b>Action Items</b>				
<b>Item Number</b>	<b>Detail</b>	<b>Owner</b>	<b>Due Date</b>	<b>Status</b>
5.2	Property Task Force Terms of Reference and Membership	Frank Gribi	March meeting update	
5.3	Pastoral Response to Same Sex Marriage and Attraction paper to be edited Response to Conversion Suppression Practices Bill discussion paper to be prepared	Phil	March meeting	

6.1	Finance Task Force: Rochelle to invite Martin Richardson to join Review Terms of reference and call a meeting	Rochelle Jay/Tony	Immediate Report to March meeting	
7.2	Handrails. Phil to ask Adrian	Sue Collier	March meeting	
9	Not to draw down from bequest funds. Jay to advise Diane Prepare Appeal brochure and planning	Jay Phil	Immediate Ongoing	
10.1	Refurbishment Update on playground and signage	Howard	March meeting	
11	Acknowledgement of Country	Phil to discuss with staff		