**Minutes of the Commission**

Knox-Metropolitan United Church

March 7, 2023

**Present:**

Christa Eidsness

Bryan Tudor

Mitchell Anderson

**Interviews**

The commission convened at 12pm with prayer

**Holy Manners**

The commission will inquire with the regional council about the status of the holy manners training for the congregation.

**Correspondence**

The commission reviewed correspondence it has received so far to ensure appropriate responses to inquiries.

**Budget process**

The commission is setting up a meeting with the finance committee to discuss next steps of the budget development process.

**Incident**

The commission debriefed an incident where a congregant was in an altercation. The commission will respond.

**Office administrator hiring and transition**

The commission received an update from Bryan on the process for hiring the office administrator, and resulting change in operations.

**Custodian contract update**

The commission discussed updating the custodial contract. The commission will direct the custodian to install garbage cans to improve the cleanliness of the exterior of the building

**100 Women Who Care**

The commission received an inquiry about a partnership with 100 Women Who Care supporting Knox-Metropolitan’s, and will follow up to ensure compliance with CRA guidelines and appropriate risk management in place.

The commission adjourned at 1pm.