**Minutes of the Commission**

Knox-Metropolitan United Church

March 28, 2023

**Present:**

Christa Eidsness

Bryan Tudor

Mitchell Anderson

**Call to order**

The commission convened at 12pm with prayer and checking in with one another.

**Correspondence**

The commission reviewed correspondence and identified response and followup.

**Budget**

The commission reviewed progress on developing a budget. The commission will begin drafting a budget in April based on consultations so far.

**Staff update**

The commission discussed staffing position and updates.

**Community Partnerships and Criminal Records**

Staff have requested that community partners operating higher-risk programs have criminal records checks for staff and volunteers. The commission supports this request.

**Ministry of Administration**

The commission reviewed the work of the ministry of administration. The commission supports the ministry of administration in undertaking regular and ongoing work of upkeeping the church building, and the commission’s intent is to empower the ministry of administration in continuing upkeep.

**Youth Event**

The commission will agree to sponsor up to 5 youth to attend the Living Skies regional council youth event being hosted at Knox-Metropolitan, at $50/youth. The commission will request that outcomes be reported on.

**Space management**

There are requests for space considerations. The commission has empowered the office administrator to manage space, to ensure that all staff have reasonable office space and that space requests are managed and coordinated.

**Baptism**

There has been a request for a baptism in May. The commission requires more details before approval and will consider at the next meeting.

 **Refugees**

The commission has been asked to confirm availability of funds for refugees. The commission will confirm those funds are present and provide that confirmation.

**Request for sponsorship for candidacy**

The commission received a request for sponsorship for a person seeking to be a candidate for ministry personnel. Considering budget and other matters, the commission will decline.

**Next meeting**

The commission will next meet on April 11 at 3:30pm.

**Adjournment**

The commission adjourned at 1:15pm.