

**Appendix 3.3.1.1:** December 17, 2019 General Council Minutes



**FAIRLAWN**  
Connect with what matters in life.

**MEETING MINUTES**

<b>Meeting Type:</b>	<b>FAUC Governing Council Meeting</b>		
<b>Meeting Topic:</b>	<b>See Below</b>		
<b>Date:</b>	<b>Tuesday, December 17, 2019; Fellowship Room</b>		
<b>Attendees:</b>	<b>Mary Ellen Richardson (acting Chair), Allan Hux, Vicki Stuart, John Ryerson, Amanda Hancox, Steve Dunk (recorder), Jennifer Arp, Don Smith</b>		
<b>Regrets:</b>	<b>Douglas duCharme</b>		
<b>Guests:</b>	<b>Marlene St. Jean, Jim Pollock, Kathy Magladry</b>		
<b>Time:</b>	<b>6:30 – 8:45 pm</b>		

<b>AGENDA ITEMS</b>	<b>Note: Mary Ellen Richardson acted as chair of the meeting.</b>
1. Introduction and Welcome Douglas	<ul style="list-style-type: none"> <li>• Introduction to the meeting and ES moment.</li> </ul>
2. Approval of Agenda	First: Amanda Hancox Second: Jennifer Arp <b>Approved: Unanimous</b> <b>Abstained: None</b>
3. Updates:	<ul style="list-style-type: none"> <li>• John Ryerson updated GC on cluster activity.</li> <li>• Vicki Stuart updated GC on various property matters.</li> <li>• Steve Dunk updated on the status of the 2020 Preliminary budget.</li> <li>• Financial information that we are awaiting/discussing.</li> <li>• Full Budget to be presented to GC at the January GC meeting.</li> </ul>
4. Update: Research (DdC, MER)	Community Research Update <ul style="list-style-type: none"> <li>• Pausing now until January given our internal capacity to do work in December.</li> <li>• Consultant is reviewing data a January 19 meeting is scheduled with the steering team.</li> </ul>
5. Update: Staff Matters (DdC, MER)	<ul style="list-style-type: none"> <li>• We expect Marlene and Noelle to spend more time on strategy and communication versus normal operating matters. This requires a review of “who does what” to ensure appropriate time is available.</li> </ul>

	<ul style="list-style-type: none"> <li>• Important to ensure our staff are not over-extended.</li> <li>• We discussed how the M&amp;P (personnel) function should be carried out in the future to determine what works for Fairlawn given that we have an Executive Director to oversee staff. This may impact the model we choose. Work is in progress on this matter.</li> </ul>
6. In-camera session	<ul style="list-style-type: none"> <li>• One matter was discussed.</li> </ul>
7. Items for future meetings (For information only)	<ul style="list-style-type: none"> <li>• Update on <b>Covenant Project</b>.</li> <li>• Listening Project Update.</li> <li>• Stewardship of M&amp;P.</li> <li>• Finance and Stewardship Council Discussion Action Item: (Steve Dunk and Jennifer Arp): A more fulsome discussion of Finance and Stewardship Council will be brought forward to GC at a future time.</li> <li>• Budget Discussion – January meeting.</li> <li>• Potential additional working meeting in January.</li> </ul>
8. Adjournment	<p><b>First: Amanda Hancox</b>  <b>Second: Vicki Stuart</b>  <b>Approved: Unanimous</b>  <b>Abstained: None</b></p>
9 Celebration (All)	A time to celebrate our connection to Fairlawn.
<b>Upcoming Meetings:</b>	<p><i>*NOTE Location to Be Finalized: Fellowship Room</i>  GC: Tuesday, January 28, 2020, 6:00 – 8:45 p.m.</p>