

## St. John's Sunshine Coast United Church Board Meeting Minutes – October 26, 2020

Agenda	Discussion	Decision / Action
<b>Opening Prayer &amp; Check-In:</b>	Ian Poole: meditation  Check-ins: one wish for the congregation:	ongoing sense of cohesiveness and connection with each other as we go through this time; everybody stays safe and well, and they have patience as we work our way through this time; more opportunities for connection; connectedness; courage; for the end of COVID; to remember we are family through the darkness and spring will come again; hope for hope; compassion; opportunity; simplicity.
<b>Present:</b>	Katryn Harris (Chair), Sybil Young (Past Chair), Bernadette Richards (Secretary), Ian Poole (Keeping our Lights On), Joan Hibbard (Letting Our Lights Shine), Jack Young (Ministry & Personnel), Isobel Gibson (Trustees), Cathy Poole (Worship & Arts), Rev. Jamie Bushell <b>Guests:</b> Sue Lamb (M&P), Patricia Baker (M&P), Mary Jane Forestell (KLO).	
<b>Agenda:</b>	Added Worship & Arts to the board reports section.	<b>Sybil Young/Isobel Gibson: Move to accept the agenda as amended. CARRIED</b>
<b>Approval of Minutes from July 22, 2020</b>	FYI—the WCB plan, as per page 4, has been posted upstairs on the notice board.	<b>Joan Hibbard/Ian Poole: That the July 14 &amp; 21, 2020, minutes be approved. CARRIED</b>
<b>Holy Manners &amp; Housekeeping</b>	Holy Manners was read out loud.  Board dates:	The Board shall meet the fourth Monday of the month, 4pm, going forward.
<b>Correspondence: Cookie Caper proposal</b>	Thanks to the team who is moving this forward; to reach out to the community at this time. An ad for the Cookie Caper was requested.	<b>Bern Richards/ Isobel Gibsons: To support the Cookie Caper team, with the help of Communications and KLO, for the Cookie Caper on Dec. 12, 2020. CARRIED</b>

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<p><b>Girl Guide request</b></p>	<p>--We have had a request for a Girl Guide group of 6 girls and leader to meet at the church once a week for one hour.                      --As we become busier with outside groups wanting to use our space, we will have to deal with the challenge of our custodian's time for COVID-cleaning.</p>	<p><b>Cathy Poole/Sybil Young: To welcome the Girl Guide group to use the building with the understanding that they cover the cleaning cost of \$20/session. CARRIED</b></p>
<p><b>Business Arising:</b>   <b>Confirmation of decisions made via email since last meeting</b></p>	<p>Decisions were made in between board meetings, which have not yet been affirmed:                      Welcoming St. John's artists back;                      Hiring of consultant, Peter Elliott, for board retreat at a cost of \$1,500;                      Pay emergency sick leave, on a one-time basis, of one week pay to the office administrator.</p>	<p><b>Joan Hibbard/ Ian Poole: To confirm that we welcome St. John's artists back; agreed to hire a consultant for the board retreat; and to pay for a one-time emergency sick leave. CARRIED</b></p>
<p><b>Team Reports:</b>  <b>Keeping the Lights On</b>                      Ian Poole</p>	<p>--Ian clarified that the financial report did not account for our third quarter funds to be sent to Pacific Mountain regional council (PMRC). After paying \$1,390 to PMRC, we will have a deficit of \$704.                      --We will also be paying the fourth quarter dues to PMRC shortly.                      --some capital campaign cheques, that are yearly donations, have been coming in lately.                      --Bill Climie is still willing to take on the role of bookkeeper. Ian still needs to connect with Peter Telfer.                      --COVID-cleaning is going well. We have had a few glitches when groups happen quickly and our custodian has not been updated. We are looking to implement a calendar on the Cloud.                      --also implementing a backup janitor; Mary Jane Forestell is willing to step into that role.</p>	<p>--Ian Poole to talk with Peter Telfer regarding bookkeeping.                      --Mary Jane Forestell is willing to be the backup janitor.</p>

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	<p>--Cheryl Palm is working on getting a quote to paint the basement.</p> <p>--the KLO team has really stepped up to deal with issues and jobs that need to be done.</p>	
<p><b>Letting our Lights Shine</b> Joan Hibbard</p>	<p>--have not met formally as a team; as we approach the winter months, what can we provide to congregants? What do people need? What would they commit to doing? Telephone tree again? Asking for input for next steps to support the congregation?</p>	<p>Suggested that Called to Care provide input as to how to support the congregation.</p>
<p><b>Ministry &amp; Personnel</b> Jack Young</p>	<p>--Sue Lamb has stepped onto M&amp;P as the minister's representative.</p> <p>--an extraordinary meeting of M&amp;P, as per the recommendations from the board retreat, was convened via Zoom with Gail Miller, PMRC, and the minister.</p> <p>--the message from Gail was that we are not unique as a congregation in having difficulties in communicating during COVID.</p> <p>--M&amp;P have been tasked to design a process to deal with pastoral relations concerns;</p> <p>--the board has been mandated by PMRC to do some education around systemic communication issues; to find ways of having better communication practices for the board and the congregation.</p> <p>--to move forward, we were encouraged to look at what we want, rather than to find a solution that gets rid of the problem.</p> <p>--what would great communication look and feel like moving forward?</p>	<p>--Katrjn Harris, Sue Lamb, and Jamie Bushell to find resources on systems theory to share with the board.</p> <p>--PMRC is here to support M&amp;P and the board as we explore better communication practices.</p>
<p><b>Trustees</b> Isobel Gibson</p>	<p>-- The term deposit that was due on Sept 26 (\$16,342.63) plus interest (\$188.88) has been deposited into the trustee savings account. Balance is now \$18,522.63.</p>	

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	<p>-- Total funds in Trustee account: Savings plus Term deposit due 28 Mar 22 =&gt; \$39,878.70</p> <p>-- Still working on getting quotations for our building insurance. This is a great war of forms with lots of questions! The church is looking at an increase in insurance cost due to its recent claim from the flood in the basement.</p>	
<p><b>Minister's Report</b> Jamie Bushell</p>	<p>--quite a busy month with attending the Kootenay Faith Festival and the PMRC General Meeting.</p> <p>--also taking a 6-week course through PMRC on worship design in a pandemic.</p> <p>--leading online portion of Siyaya reading group;</p> <p>--no opportunity to meet with Called to Care;</p> <p>--want to set up a meeting with the communications folks.</p> <p>--Zoom worship has a lot of moving parts to get it all to come together. There is a lot of collaborating required.</p> <p>--pastoral care: have a few that have called; need to get together with Called to Care.</p>	
<p><b>Nominations</b> Sybil Young</p>	<p>--nothing to add further to written report.</p>	
<p><b>Worship &amp; Arts</b> Cathy Poole</p>	<p>--doing more to get to in-person worship; the work on the mechanics is happening as we speak; Next Steps Document needs ongoing updating and continues to evolve.</p>	<p>The Worship &amp; Arts team was complimented for the work they have been doing in providing pandemic worship.</p>
<p><b>Financials</b> Ian Poole</p>	<p>--nothing further to report.</p>	<p><b>Ian Poole/Joan Hibbard: To accept the team reports and financial report to the end of September 2020. CARRIED</b></p>
<p><b>Check in at 5:30 p.m.</b></p>	<p>Agreed to move to discuss worship plan; agreed to end at 6:00 p.m. even though we will not get finished everything on the agenda.</p>	

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<p><b>Worship Plans: Sybil Young chairing.</b></p>	<p>A two-page W&amp;A Oct 2020 worship plan was part of the board package.                      Chair, Katryn Harris, provided a 10-page in-person worship proposal, as a late addition to the board package.                      --A point of order was raised that we have a W&amp;A team working on a worship plan toward having in-person worship and that the board should not be dealing with an in-person plan when we have a team to deal with this work.                      --a concern was raised that the need for in-person worship was raised as an urgent issue in July, and that we do not yet have any plan at the end of October for in-person worship. As a board, we have not dealt with this.                      --The chairperson said that in not providing in-person worship, “we are doing a disservice for a number of people in the congregation.”                      --The board agreed that Zoom worship needs to continue. W&amp;A reported that the plan is to provide small circles of worship by Nov-Dec. W&amp;A also said we would not be moving to simultaneous and Zoom worship before Christmas.                      --W&amp;A said they will incorporate aspects of the 10-page in-person worship proposal as they move forward with planning in-person worship.</p>	<p><b>Bern Richards/Ian Poole: Move to affirm the leadership of the minister, Jamie Bushell, and the Worship &amp; Arts team to bring forward a plan for in-person worship expeditiously. CARRIED</b></p> <p><b>Cathy Poole/Joan Hibbard: Move the Worship Plan October 2020 report in order to open St. John’s United Church, including the sanctuary, to in-person worship. This does not include weddings, funerals, and memorials at this time. CARRIED</b></p>
<p><b>Closing:</b></p>	<p>The meeting ended at 6:30 p.m.</p>	
<p><b>Next meeting:</b></p>	<p><b>Monday, Nov. 23, 4:00 p.m. or as determined.</b></p>	

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<b>UNFINISHED.</b>		
<b>New Business:</b> Modifications to Meeting Procedures & feedback from Gail Miller		
<b>Preliminary Budget Discussion</b> Ian Poole		
<b>Board Retreat follow-up (questions sent via email on Oct. 10)</b>		
	Respectfully submitted: Bernadette Richards	