

Brechin United Church Council
MEETING MINUTES
Thursday, February 11, 2021

Via Zoom

ATTENDANCE: Kathy Torhjelm, Christine Robertson, Anne Manikel, Val Neilson, Tif McNaughton, Lynn Burrows, Blaine Wilkins, Linda Braid, Marilyn Huffman, Grace Skomorowski, Darlene Darby.

Regrets: Tom Gray.

WELCOME by Kathy Torhjelm, Council Chair, who called the meeting to order at 10:08 a.m.

DEVOTIONAL – Grace Skomorowski read the Pope's top tips for Lent and a Buddhist prayer.

APPROVAL OF AGENDA: **M/S: Linda Braid / Darlene Darby. Carried.**

ADOPTION OF MINUTES:

† January 21, 2021

M/S: Linda Braid / Lynn Burrows. Carried.

CORRESPONDENCE SENT: none

CORRESPONDENCE RECEIVED: none

Minister's Report – Rev. Tif McNaughton – see attached. Tif queried if there is a minister's discretionary fund, which there is. We discussed the reason for her question and decided that there were safety issues which would make it impossible to grant the request. Val Neilson is willing to co-host Sunday Services allowing Tif to concentrate on the service itself.

Financial Report – Blaine Wilkins – see attached. The Mission and Service and Loaves and Fishes donations were coded incorrectly so were not available when the report was prepared. The M & S donation was \$1,733.00 and the Loaves and Fishes amount was \$560.00.

Pacific Mountain Region – Val Neilson – see attached. A warm welcome was extended to Susan Ward. She is getting acclimatized.

Motion: M/S Anne Manikel / Marilyn Huffman that the above reports be accepted as presented. **Carried.**

LEADERSHIP TEAM REPORTS

Faith Formation and Spiritual Development (FF) – Darlene Darby. The online course Darlene took was extremely informative and interesting. Regarding setting up a Broadview magazine discussion group, only four people have shown an interest so far. Two people were suggested as persons to contact to host the group. It was recommended that a date and time be set and published. People may drop in that have not expressed an interest yet.

Ministry & Personnel – Linda Braid – nothing to report.

Mission and Outreach – Lynn Burrows – see attached. The cold weather clothing drive is still on.

Pastoral Care – Marilyn Huffman – see attached. Several groups are working on updating portions of the brochure, it just needs some tweaking. When complete, the Welcome letter will be mailed out.

Property – no report.

Stewardship & Finance – no report.

Worship – Grace Skomorowski – see attached. Broad View United in Victoria will be hosting a Zoom meeting with the Moderator on Tuesday, February 16, 2021. The World Day of Prayer service will be via YouTube. John Helps is a diaconal ministry student who will lead in worship one Sunday when Tif is away.

Motion: M/S Linda Braid / Blaine Wilkins that Leadership team reports be accepted.
Carried.

OTHER REPORTS:

Redevelopment – Val Neilson. See attached. We are moving forward. A request was made that the congregation be kept up to date with progress reports. A report will be included in the bulletin once a month.

Motion: M/S Lynn Burrows / Linda Braid that the Redevelopment report be accepted.
Carried.

OLD BUSINESS:

- † Communications Team – no one is interested in being part of a team, they just want to oversee their own area of expertise. Marilyn Huffman is willing to review the Bulletin. We still need someone to review advertising policies. We are changing our internet provider for the website which will include another option for donations. All information submitted for the website must be ready for uploading.
- † AGM – We commend Kathy on her admirable job of running the meeting via Zoom. There were 55 people in attendance. It was recommended that the Annual Report Table of Contents needs to be revised, it is very hard to find specific reports. It was recommended that the order should be: Minister; Council Chair; Team reports; then the remainder in alphabetical order. Kathy Torhjelm and Marilyn Huffman will follow up with Cindy.
- † Terms of Reference (ToR):
 - a new section has been added regarding Representatives to Pacific Mountain Region Council.
 - the Executive, Ministry and Personnel and Worship team leaders must be members of Brechin United Church. All other team leader may be adherents.
 - Ministry and Personnel responsibility should be “oversee the relationships between the minister, staff, contractors and the congregation”.

- **Motion:** That the Terms of Reference be tabled until next month to allow for further revisions. **M/S:** Grace Skomorowski / Blaine Wilkins. **Carried.**
- † Memorial Wall. A Zoom meeting is being planned for April 8, 2021.

NEW BUSINESS:

- † Letterhead / Logo – Peggy Jensen is asking people for ideas for a new logo which hopefully will be ready for Pentecost.

INTENTIONAL COMMUNICATION:

- † Linda Braid will forward ToR changes to Kathy Torhjelm and Anne Manikel.
- † Anne Manikel will revise the Terms of Reference with the additional changes.
- † Kathy Torhjelm will send thank you notes to our retiring Council Team Leaders.
- † Kathy Torhjelm and Marilyn Huffman will work with Cindy to revise the AGM Table of Contents.
- † Grace Skomorowski will arrange for the World Day of Prayer information to be included in the bulletin.
- † Blaine Wilkins will investigate the Minister's discretionary fund.
- † Darlene Darby will finish organizing the Broadview magazine discussion meeting.
- † Linda Braid will work on the pamphlet.

CLOSING PRAYER – Tif closed with a prayer.

Next regular Council meeting: March 18, 2021 via Zoom.

Devotional: Anne Manikel

The meeting was adjourned at 11:45 am on the motion of Val Neilson.

Kathy Torhjelm, Chair

Christine Robertson, Secretary

February 2021 Minister's report

My thanks to everyone for being willing to re-schedule our Council meeting, and the Mission and Outreach meeting, to accommodate my upcoming week of con ed.

As planned, I have moved back in to the office. We have new needs for the minister's office during covid, like a floor plan creating a nice enough place for recording worship, as well as fast and reliable internet! I seem to have found solutions and I am settled back in.

An invitation has been sent to our fellow Nanaimo congregations for a pastoral, mutually supportive conversation about how we're faring these days. This is tentatively set for March 10th. Myself, Anne Manikel and Kathy Torhjelm would attend on behalf of Brechin.

A membership/adult confirmation course is planned to run approximately late March to Pentecost. Date and schedule will be available mid March at the latest. I hope everyone, new and lifelong members and in between, will consider participating: particularly as it's harder for new members to get to know Brechin during covid, I'd love to have a variety of Brechin/UCC voices present as we explore UCC theology, roots and institutional church structure.

As reported on by Anne, we've made progress with finding people to offer their skills on many aspects of communication; and we thank Martha for her dedication to the website. I am hoping to train people in co-hosting worship on Zoom; I will continue to manage the screen sharing for the time being but would love to have someone monitoring the waiting room and microphones during the service, or having the ability to address Zoom bombing should it occur.

Our first ever online AGM went well and fell within UCC requirements. Thanks everyone for your dedication in ensuring our business could be taken care of in this new way.

Respectfully submitted,

Rev Tif McNaughton.

Brechin United Church
Balance Sheet As at 01/31/2021

ASSET

Current Assets

Petty Cash	121.40	
Chequing Bank Account	16,726.26	
Total Cash		16,847.66
Investments		215,000.00
GST Receivable	317.81	
Total Receivable		317.81
Prepaid Expenses		476.01
Total Current Assets		232,641.48

Capital Assets

Office Furniture & Equipment	288,636.00	
Accum. Amort. -Furn. & Equip.	-288,636.00	
Church Building	2,098,149.38	
Accum Amortization Bulding	-2,098,149.38	
Property		347,000.00
Total Capital Assets		347,000.00

TOTAL ASSET		579,641.48
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LIABILITY

Current Liabilities

Accounts Payable	825.00
Total Current Liabilities	825.00

Trust Accounts

Building fund	56,102.77
The Spiritual Growth Fund	1,935.94
Mission & Service	0.00
Clear Mission & Service	0.00
Loaves & Fishes	0.00
Clear Loaves & Fishes	0.00
Memorial Funds	4,693.20
The Piemakers' Fund	2,579.39
Transitional Expense Fund	73,050.29
The Legacy Fund	14,870.93

ProVision Fund	9,508.17
Ladies Friendship Group Fund	39.45
Nanaimo Community Refugee F	46,517.09
Total Trust Funds	<u>209,297.23</u>
Total Current liabilities	<u>209,297.23</u>

TOTAL LIABILITY	<u>210,122.23</u>
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EQUITY

Retained Earnings	
Retained Earnings - Previous Year	373,391.48
Current Earnings	<u>-3,872.23</u>
Total Retained Earnings	<u>369,519.25</u>

TOTAL EQUITY	<u>369,519.25</u>
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LIABILITIES AND EQUITY	<u>579,641.48</u>
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**Brechin United Church
Comparative Income Statement**

	Actual 01/01/2021 to 01/31/2021	Actual 01/01/2020 to 01/31/2020
REVENUE		
Revenue		
Local Contributions	9,845.00	9,312.25
Open donations	0.00	173.15
Weddings and Funerals	0.00	300.00
Miscellaneous Revenues	30.00	450.00
Investment Income	312.77	690.00
Total Operating Revenue	<u>10,187.77</u>	<u>10,925.40</u>
TOTAL REVENUE	<u>10,187.77</u>	<u>10,925.40</u>
EXPENSE		
Overhead Expenses		
Moving & Temporary Space Expense	1,500.00	2,678.30
Insurance	224.45	200.58
Telephone & Internet Expense	183.75	179.37
Total Overhead Expense	<u>1,908.20</u>	<u>3,058.25</u>
Payroll Expenses		
Wages & Salaries	7,495.28	7,193.58
Contracted Music Services	2,025.00	2,148.50
Wedding & Funeral Compensation	0.00	300.00
Minister's Continuing Ed & Book Exp	0.00	350.00
Employee Benefits	2,200.38	1,977.38
Total Payroll Expense	<u>11,720.66</u>	<u>11,969.46</u>
General & Administrative Expenses		
Newspaper Advertising expense	0.00	240.30
Website Expense	213.53	0.00
Office Supplies	32.25	366.19
Miscellaneous Expense	108.48	0.00
Music Expense	0.00	3.99
Bookkeeping and Payroll Expenses	76.88	76.88
Total General & Adminstravtive	<u>431.14</u>	<u>687.36</u>
TOTAL EXPENSE	<u>14,060.00</u>	<u>15,715.07</u>
NET INCOME	<u>-3,872.23</u>	<u>-4,789.67</u>

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PMRC report for BUC Council February 2021

The information for PMRC representatives has been updated for the Terms of Reference. As one of the two reps Susan Ward will be receiving all Council correspondence and hopefully will attend our meetings when able. We understand as PMR reps we are entitled to one vote only on motions at BUC Council meetings.

The biweekly online town hall meetings have resumed. The guest speaker on February 3rd was Susan Nienaber whose area of expertise is congregational conflict. The discussion was helpful to those who are questioning how to address conflict that was already existing or has come to light during COVID. The key message from Susan was for congregations to focus on their mission and purpose rather than drift to individual or personal preferences. The link for this one hour recorded event is on the Region website.

The PMRC General Meeting will be held virtually this spring on June 11-13th. I will share more information as it becomes available. The meeting is open to anyone if you wish to 'save the date'.

LeaderShift is offering a workshop in April on telling Christian Scripture by heart. It was introduced at the Worship team meeting last week and already there are five people expressing interest in attending! There should be a poster and related information in the newsletter soon as well as on our website.

Respectfully submitted by Val Neilson

Mission & Outreach Team - Report to Council - February 11th, 2021

I. Truth & Reconciliation

- 1.** We will be using select themes from **Bob Joseph's book, "21 Things You May Not Know About the Indian Act,"** at Brechin Sunday services for the Mission and Service moments: (Feb 14th & 21st and March 7th, 14th, & 28th)
- 2.** Some of our team members attended the online Q&A event with Bob Joseph re the Indian Act, in January and found it informative.

3. Re. **City of Nanaimo Culture & Heritage Grant:** Our requested amount of \$1,922.00 was approved for 2 reconciliation workshops in the fall, 2021. We are in the process of completing the forms for submission.

II. Other Business

A. Social Justice Networks

One of our members is in the process of contacting all mid-Island churches re social justice networks. There will be update after a February 24th meeting of interested regional church reps.

B. Homelessness

1. BUC is still helping with the “**warm clothing/blankets**” drive for the homeless (Nanaimo Street Initiatives). Dennis Lakusta (NSI) is involving Rick Blink and possibly 3 or 4 others from Christ Community Church to assist with this effort. There are now 2 warming centres available to the homeless during the day: SEIA & Prideaux Place. We are staying informed of the City of Nanaimo’s research re possibly providing small cabins for vulnerable homeless people as is happening in the community of Duncan/Cowichan area.
2. Re. **Sponsoring of homeless person(s):** At our meeting, it was agreed to table this item to the next meeting, as this was deemed a worthwhile project to be researching further. Since our meeting, **however**, we have been able to connect with an organization of faith communities in Oshawa, Ontario: their pilot project for people sponsoring a homeless person is called Spirit of Service. We are currently co-ordinating a conversation via Zoom with Rev. Christopher White – co-chair of the Spirit of Service pilot project program’s executive committee.

C. Climate Change/Climate Action

1. Re. **Global Day of Action on Climate Change—March 11:** One of our team members (Julia Roberts) is co-ordinating some local mid-Vancouver Island action on March 11th. The first meeting held Feb 3rd, was attended by 13 people from various faith communities
2. VIU Eco Club & Sustainability presentations of the award winning documentary “**The Condor and the Eagle**”. 2 showings: Feb 8th and Feb 16th. Zoom links are found on the VIU EcoClub Facebook Page: <https://www.facebook.com/viuecoclub/events>. We will try to include this information and appropriate links in the Community Section of the Website, the Community Blog, and refer to it in Brechin’s Friday email.
3. **Drawdown – A Climate Change Solutions Course: a free, 5-part online course sponsored by Sustainable Action Group for the Environment (SAGE) and**

Comox Valley Unitarian Fellowship. At least 4 team members are registered for this course that started Feb 6th.

Respectively submitted by Lynn Burrows

PASTORAL CARE TEAM REPORT TO COUNCIL FEBRUARY 11, 2021

Linda Braid will explore some options for going forward with the Welcome Letter for visitors.

We discussed our January Telephone Callout and decided that we would do another one the beginning of March. Each caller might have identified people who they've identified as needing to be called sooner than that and will call as needed.

The Communications Team had discussed the possibility of reviving a newsletter, which the Pastoral Care Team would like to feed into with any relevant information.

Rev Tif advised that 1) she has been contacted by Wexford and discussions are underway about resuming a monthly service, in some shape or form, for their facility. 2) a Membership class/Study group is being planned which will happen in what normally would be the Lenten Study time.

We continue to have quite a number of our congregation on our Concerns List that we attempt to stay in touch with more frequently. If anyone knows of someone needing a call please let us know, this is important anytime but especially in this strange time of Covid-19 when so many are feeling isolated.

Respectfully submitted
Marilyn Huffman

Worship Team Report for Council February 11, 2021

Gratitude was expressed to Diane Thomas for her years of service as Worship Team leader. The Worship Team is very thankful that she is willing to remain on the team.

The Team was pleased with January services and confirmed that communion will be on February 14th as the 7th was the Annual General Meeting.

Tif reported that Julia Roberts will be helping with Wild Church.

We received notice that the Communications Team/Tech Support is still looking to find someone who is willing to look after advertising.

Peggy Jensen presented her search for a new logo to us. She wants us all to offer her ideas and hopefully have something in place by Pentecost, May 24, 2021. She wants this to be a fun exercise of brainstorming.

The Internet and microphone at Brechin House appear to be working well.

We passed a motion to subscribe to Linnea Good's site.

Black History Month will be recognized during service on February 14.

Good Friday Service will be a joint zoom service with other Island churches.

Tif will be on Study leave for 2 Sundays. Rev. Kris Jensen will lead service on February 21st and John Helps will lead service on March 7th.

Several people have expressed an interest in taking part in "This Changes Everything – The Peacebuilding Power of Scripture Telling; April 9 – 11, 2021 One person \$50.00; \$30.00 if registered by March 15; Five persons from a congregation \$25.00 each.

Respectfully Submitted,

Grace Skomorowski

Redevelopment Report for BUC Council February 2021

Not a great deal to report since the last Council meeting. Here is the update submitted for the newsletter and website last week:

In late December and mid January, there were two Zoom meetings with Don Evans, four Brechin representatives and the audio/visual specialist for our new church space. Every effort is being made to identify our needs in this area and how we can make the most of this stage in the building completion. We also had correspondence from the architect regarding the kitchen plans and appreciate the opportunity to contribute to that conversation as well. Overall, we are feeling good about the regular communications and the invitation to contribute to plans going forward.

We understand the major contractors have been paid what they are owed and hiring of sub-contractors is ongoing. Because the new contractor, TL Housing Solutions, is responsible for the entire building warrantee they need to ensure work done to date is to their satisfaction.

Again, our hope is that we will see significant progress early this spring. We thank you again for your patience and prayers as we walk this journey together.

Respectfully submitted by Val Neilson