

Brechin United Church Council
MEETING MINUTES
Thursday, March 25, 2021

Via Zoom

ATTENDANCE: Kathy Torhjelm, Christine Robertson, Anne Manikel, Val Neilson, Tif McNaughton, John Bullas, Blaine Wilkins, Linda Braid, Marilyn Huffman, Grace Skomorowski, Tom Gray, Darlene Darby, Susan Ward.

Regrets: none

WELCOME by Kathy Torhjelm, Council Chair, who called the meeting to order at 10:00 a.m.

DEVOTIONAL – Anne Manikel read ‘The Numbers Game’, from ‘Kneeling in Jerusalem’ by Anne Weems.

APPROVAL OF AGENDA: **M/S:** Linda Braid / Tom Gray. **Carried.**

ADOPTION OF MINUTES:
† February 11, 2021 **M/S:** Darlene Darby / Marilyn Huffman. **Carried.**

CORRESPONDENCE SENT: none

CORRESPONDENCE RECEIVED: none

Minister’s Report – Rev. Tif McNaughton – see attached. We discussed the need of Brechin to continue with our FreshStart workshops and whether the workshops chosen previously were still appropriate, who needs to attend, i.e., staff, council, team members and interested congregation members. Val Neilson will do the research.

Financial Report – Blaine Wilkins – see attached. Donations are down approximately \$1,000 per month. We will be continuing with Federal Grants and will apply for any which are available to us. **Motion:** Move to add Blaine Wilkins as the contact person on the Brechin United Church Canada Revenue Agency account. **M/S** Grace Skomorowski / Susan Ward. **Carried**

Pacific Mountain Region (PMRC) – Val Neilson – see attached. Print copies of the new Manual are available. We need to have a copy in the library for reference. Kathy Torhjelm will ask Cindy to order one. The Region website has a list of on-line services but Brechin is not on it. Val will look after adding us to the list. Are small outside graveside funeral/memorial services currently allow? Tif will investigate and contact any people who might be interested in having one.

Motion: M/S Linda Braid / Darlene Darby that the above reports be accepted as presented. **Carried.**

LEADERSHIP TEAM REPORTS

Faith Formation and Spiritual Development (FF) – Darlene Darby. The first Zoom Broadview Magazine discussion group will be this afternoon (March 25) at 4:00 pm.

Ministry & Personnel – Linda Braid – see attached. Many thanks to Christine Robertson for agreeing to cover Cindy’s holidays. Many thanks to Diane Thomas for her years of doing this relief work.

Mission and Outreach – John Bullas – see attached. The Pacific Mountain Region is funding a ½ time social justice minister. The team is looking to have an easily portable sign to advertise Brechin’s participation in various events which could be carried or stand alone. This would not be built until we have our new logo. Kathy Torhjem will check out the sign one of her other groups has and Linda Braid will contact the company which has made our other signs.

Pastoral Care – Marilyn Huffman – see attached. The group is doing an amazing job of maintaining contact with the congregation.

Property – Tom Gray. Attached is a report from the subsidiary team ‘Property Planning Team’. This team will be looking after rentals, moving and other areas leading up to us moving into our new space.

Stewardship & Finance – no report. We need to fill the team leader position and the team needs to get going on fundraising. Each team on council should discuss what fundraising they could do.

Worship – Grace Skomorowski – see attached. There was no Zoom church service on March 21 as it was the scheduled break and not due to Tif being on medical leave. Rev. John Crowdis will be hosting the Good Friday service and will send out the Zoom invitation.

Motion: M/S Anne Manikel / Linda Braid that Leadership team reports be accepted.
Carried.

OTHER REPORTS:

Redevelopment – Val Neilson. See attached. Several team members went on a tour of the new building. Construction is moving along nicely. They trust the new Property Planning team from Region to continue to incorporate as many of our requests as is possible. The beams from the old church will be used but no decision has been made as to where and how. The next meeting with the PMRC team will be April 1, the next Redevelopment team meeting will be April 15, 2021. Don Evans has heard from people interested in renting apartments. In the future this report will be under the Pacific Mountain Region report.

Motion: M/S Tom Gray / Blaine Wilkins that the Redevelopment report be accepted.
Carried.

OLD BUSINESS:

- † Other Nanaimo Churches – Tif and Anne Manikel are looking at meeting with people from the other churches after Easter. It was suggested that people “be good neighbours” and keep in touch with friends that attend the other churches.

- † Terms of Reference (ToR): In addition to the previous revisions these changes are included:
 - Both of our PMRC representatives have a vote on council.
 - All team leaders must be full members of Brechin United Church.

Motion: That the revisions to the Terms of Reference be accepted as distributed. **M/S:** Anne Manikel / Linda Braid. **Carried.**
- † Memorial Wall. A Zoom meeting will be held on April 8, 2021 at 3:30 pm.

NEW BUSINESS:

- † Letterhead / Logo – Peggy Jensen is still looking for ideas for our new logo. We will invite Peggy to join us at the next council meeting.
- † The Centre for Christian Studies is hosting several on-line events. Anne Manikel, a graduate of the Centre will be honoured at the graduation ceremony on April 17, 2021. It would be nice if some Brechin members participated.

INTENTIONAL COMMUNICATION:

- † Val Neilson will look into our FreshStart commitments.
- † Team Leaders will discuss with their teams what types of fundraising they can do
- † Kathy Torhjelm will ask Cindy to order a print copy of our new manual for the library.
- † Val Neilson will add Brechin to the Region's list of on-line church services.
- † Tif McNaughton will investigate the possibility of holding small outdoor graveside memorial services.
- † Kathy Torhjelm and Linda Braid will investigate the portable sign idea.

CLOSING PRAYER – Tif closed with a prayer.

Next regular Council meeting: April 15, 2021 via Zoom.

Devotional: Linda Braid

The meeting was adjourned at 11:30 am on the motion of Darlene Darby.

Kathy Torhjelm, Chair

Christine Robertson, Secretary

Minister's report
March 2021

Thank you for being able to accommodate a change in date due to my unexpected need for a week of time away.

Please note: the pulpit supply rate for 2021 has been raised to \$221.00.

Over the last month or so I've been reminded of a \$500 grant initiative from the Nanaimo Foundation, and the \$2000 under ProVision grants. If any teams at Brechin have any upcoming initiatives or dreams, these could be worth exploring. ProVision, as you may recall, is managed locally by a mid-island committee until the end of 2021, when remaining funds continue to be available to us- but under the direct supervision of Pacific Mountain Region.

The Leadership course *How to Lead When You Don't Know Where You're Going* has proven truly interesting and nourishing. First impressions? Things I heard in the first session? In this year of pandemic- when we were already in a time of 'wilderness of our choosing' with the redevelopment, I'm glad to have this course to have time to focus on how we might intentionally navigate liminality. Not as 'change management' or 'strategic planning' (which in some ways, have a time and place in living out our mission) but as a unique and essential time of not-knowing for us as a community. This is a time to practice holding our sense of vision and mission when it's sometimes hard to appreciate our current circumstances. A time to acknowledge the limits to our tolerance of liminality and reckon with that: it's simply true that in some ways we are exposed, disoriented, and we can't know it all and do it all right now! With such a long liminal state, it's no wonder we might sometimes feel overwhelmed or distracted by varying expectations, preferences and perceptions. Perhaps a lot of our energy might go towards obtaining and maintaining familiar things? But when we stand in this together and wonder at it all together, we can build on what's healthy about our church; we can build trust, and a deeper sense of our mission, and creativity.

The membership class will be offered on the Last Friday of every month, beginning April 30 for membership-seeking participants and May 28 for generally-enthusiastic participants. We have one membership-seeking participant signed up so far.

Gail Miller has been in touch to remind us of our commitment to complete 4 modules of the FreshStart curriculum. I recognize it is difficult to consider getting together online for such complex learning together! What do you think? If we land on no and waiting until we can be in person again, perhaps there is some similar, supportive, facilitated experience we may wish to have in the meantime? Reminder given these unusual times: Region requires that we complete 4 modules, but we are not limited to 4 and could choose to do more if we'd find them useful.

Respectfully submitted,

Tif McNaughton

Brechin United Church
Income Statement 02/01/2021 to 02/28/2021

REVENUE

Revenue

Local Contributions	7,790.00
Total Operating Revenue	<u>7,790.00</u>

TOTAL REVENUE	<u>7,790.00</u>
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EXPENSE

Overhead Expenses

Moving & Temporary Space Expense	1,500.00
Electricity	689.24
Insurance	224.45
UCC & Region Assessments	677.73
Telephone & Internet Expense	183.75
Total Overhead Expense	<u>3,275.17</u>

Payroll Expenses

Wages & Salaries	7,495.28
Contracted Music Services	2,025.00
Employee Benefits	2,228.63
Pulpit Supply	432.00
Total Payroll Expense	<u>12,180.91</u>

General & Administrative Expenses

Sunday School & Christian Develop't	30.00
Office Supplies	231.64
Bank Charges	121.50
Miscellaneous Expense	-23.64
Subscription Expense	25.00
Total General & Adminstravtive	<u>384.50</u>

TOTAL EXPENSE	<u>15,840.58</u>
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NET INCOME	<u><u>-8,050.58</u></u>
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**Brechin United Church
Balance Sheet As at 02/28/2021**

ASSET

Current Assets

Petty Cash	121.40	
Chequing Bank Account	<u>8,379.02</u>	
Total Cash		8,500.42
Investments		215,000.00
GST Receivable	<u>371.77</u>	
Total Receivable		371.77
Prepaid Expenses		<u>476.01</u>
Total Current Assets		<u><u>224,348.20</u></u>

Capital Assets

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

TOTAL ASSET		<u><u>571,348.20</u></u>
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LIABILITY

Trust Accounts

Building fund	56,154.77	
The Spiritual Growth Fund	1,935.94	
Mission & Service	3,266.00	
Clear Mission & Service	-3,266.00	
Loaves & Fishes	550.00	
Clear Loaves & Fishes	-550.00	
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	47,047.39	
Total Trust Funds		<u>209,879.53</u>
Total Current liabilities		<u><u>209,879.53</u></u>

TOTAL LIABILITY		<u><u>209,879.53</u></u>
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EQUITY

Retained Earnings

Retained Earnings - Previous Year	373,391.48
Current Earnings	<u>-11,922.81</u>
Total Retained Earnings	<u>361,468.67</u>

TOTAL EQUITY	<u>361,468.67</u>
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LIABILITIES AND EQUITY	<u>571,348.20</u>
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**Brechin United Church
Comparative Income Statement**

	Actual 01/01/2021 to 02/28/2021	Actual 01/01/2020 to 02/29/2020
REVENUE		
Revenue		
Local Contributions	17,635.00	19,439.50
Open donations	0.00	458.20
Weddings and Funerals	0.00	300.00
Special Events & Fundraising	0.00	670.00
Miscellaneous Revenues	30.00	450.00
Investment Income	312.77	690.00
Total Operating Revenue	<u>17,977.77</u>	<u>22,007.70</u>
TOTAL REVENUE	<u>17,977.77</u>	<u>22,007.70</u>
EXPENSE		
Overhead Expenses		
Moving & Temporary Space Expense	3,000.00	4,178.30
Electricity	689.24	737.65
Insurance	448.90	401.16
UCC & Region Assessments	677.73	745.55
Telephone & Internet Expense	367.50	358.74
Total Overhead Expense	<u>5,183.37</u>	<u>6,421.40</u>
Payroll Expenses		
Wages & Salaries	14,990.56	14,387.16
Contracted Music Services	4,050.00	5,017.00
Wedding & Funeral Compensation	0.00	500.00
Minister's Continuing Ed & Book Exp	0.00	350.00
Employee Benefits	4,429.01	4,168.14
Pulpit Supply	432.00	0.00
Total Payroll Expense	<u>23,901.57</u>	<u>24,422.30</u>
General & Administrative Expenses		
Newspaper Advertising expense	0.00	523.44
Website Expense	213.53	0.00
Sunday School & Christian Develop't	30.00	0.00
Office Supplies	263.89	402.69
Bank Charges	121.50	0.00
Miscellaneous Expense	84.84	34.73
Music Expense	0.00	3.99
Subscription Expense	25.00	0.00
Bookkeeping and Payroll Expenses	76.88	76.88
Total General & Adminstravtive	<u>815.64</u>	<u>1,041.73</u>
TOTAL EXPENSE	<u>29,900.58</u>	<u>31,885.43</u>
NET INCOME	<u>-11,922.81</u>	<u>-9,877.73</u>

PMRC Report for BUC Council March 2021

There have been three virtual town hall meetings since our last Council meeting. One focused on progress toward becoming an Affirming Region, another presented a model on how our church is living through change and the different stages in which we find ourselves. The most recent gathering attracted 155 participants with a focus on the latest phase of the pandemic restrictions.

Treena had recently attended a meeting for senior faith leaders with Dr. Bonnie Henry and Health Minister Adrian Dix. After sharing her notes on that meeting, Treena invited questions from participants which included these topics: size and location of gatherings, singing, vaccinated and non-vaccinated people, communion, midweek gatherings and meetings, building capacity, separate rules for Baptisms, weddings, funerals, pastoral visiting, fundraisers, coffee time.

At the time of the town hall on March 17th, there was no easing of restrictions or health orders. Any attempt at gathering was still going to require limited numbers, spacing, masking, no singing, no coffee, signing in for contact tracing, etc. The main concern with large gatherings is the inability to do proper contact tracing and case management which will overwhelm the system and lead to closures. **The clear suggestion from Treena is to hold off any sort of gatherings until it can be done safely.** If and when there are new guidelines from Dr. Henry, Treena will release PMRC recommendations at that time.

I forwarded to our treasurer the link to a webinar for Congregational Finances. The new UCC Manual is now available in print and I wondered about ordering one for our library?

Several of us are registered to participate in the April workshop for telling scripture by heart. Our Sunday readings may never be the same

Respectfully submitted by Val Neilson

M+P Team Report for Council: March 25, 2021

The Ministry and Personnel team met earlier this month, via ZOOM, to “touch base” with one another and to hear updates from Rev Tif.

Rob accepted the role of M+P liaison with Ron Klusmeier until February, 2022.

The main purpose of our meeting was to discuss the hiring of an individual who would replace Cindy Gillespie in the Brechin office during her four weeks of summer vacation. In years past, Diane Thomas has faithfully stepped into this position and done an excellent job. Thank you for your dedication to Brechin United, Diane.

The team is pleased to announce that Christine Robertson has accepted this part-time office position. We welcome her expertise and look forward to working with Christine.

Linda Braid, Team Leader

Mission & Outreach Team - report to Council for March 25th, 2021

*Please note: As I cannot be present for Thursday's Council meeting, **John Bullas** has graciously accepted to stand/sit (☺) in for me. (Lynn Burrows – Chair, M & O Team)*

I. Truth & Reconciliation

The City of Nanaimo Culture & Heritage Grant for our 2 scheduled Fall 2021 Reconciliation workshops facilitated by Kathi Camilleri, has been deposited (\$1922.00) into our Brechin bank account.

II. Other Business:

A. Mission and Service

So far, during February & March we've given 4 out of 5 “Minute for Mission” segments using themes from **Bob Joseph's book, “21 Things You May Not Know About the Indian Act”**. These have been well received. The final “minute for mission” using this theme will be on March 28th (“Responses to the Truth & Recommendations”, regarding our education system, to be presented by Val Nielson).

B. Social Justice Networks

1. The mid-island planning group convened a Zoom meeting of all interested United Church social justice representatives in the mid/northern island to talk about their programs. A summary sent out to the committee members (John Bullas & Pam Atkinson-Brown) has been forwarded to our M&O team members. If anyone on council is interested, you could contact John Bullas. Our next steps include consideration of a network, collaboration, idea- sharing, and communication with the Region.
2. The Region has released a report by Janet Gray on the consultation process re social justice networks and programs in the region. The report is available at:

<https://pacificmountain.ca/wordpress2017/wp-content/uploads/2021/02/PMRC-Justice-Ministry-Consultation-Report-Feb-2021.pdf>. The region has summarized their reaction to the report at [Pacific Mountain Regional Council of The United Church of Canada » Regional Justice Report – Walking in a Good Way](#) . (Their stated priorities are: Anti-Racism, Affirming Ministry, and support to regional justice work especially in regards to Climate Justice.)

C. Homelessness

1. NSI initiative “**warm clothing/blankets” drive** is to be continued until the end of March. Since Dennis has retired (March 21st) from the clothing drive due to health issues, Hospice is OK putting things on hold until next fall. (Hospice has been supplying up to 10 bags of clothing & bedding twice a week). Lynn has not had much response to emails sent to faith communities in the mid-island area to see if there is someone/some group that can take over Dennis’s role (Likely Covid-related). This includes pick-up from Hospice Thrift Store on Bowen Rd, sorting things, handing needed items out directly to the homeless – taking non-needed items to Value Village in exchange for sleeping bags.
2. **Sponsoring of homeless person(s):** A zoom meeting was held with Rev. Christopher White, of Oshawa. He was instrumental in starting a multi-agency project to sponsor homeless persons, much like sponsorship programs for refugees. Links to the video of our meeting/consultation were sent to Mayor Krog and 2 City Councillors (Don Bonner and Erin Hemmens) in addition to our M & O Team members and the 3 other people on our Zoom call. We have drafted a letter to send to all the mid-island faith communities to see if this project is of interest to them (we will include the video of our conversation with Rev. Christopher White.). Once we determine the amount of interest, we will then try to find a local agency already dealing with homelessness to help spearhead this project.

D. Climate Change/Climate Action

1. **Global Day of Action on Climate Change—March 11:** This was a highly successful, positive event organized by the newly-formed Nanaimo Green Faith Circle (multi-faith) chaired by our M&O team member Julia Roberts. It was held in Maffeo Sutton Park. Approximately 80 trees were donated to the city. Awareness was created.
2. VIU Eco Club & Sustainability presented the film **“The Condor and the Eagle.”** More information can be found at <https://thecondorandtheeagle.com/>. “Well worth watching”
3. **Drawdown – A Climate Change Solutions Course: 5-week program focusing on different issues. Very informative and inspiring and quite likely will lead to good action(s) taken.**

III New Business:

A. Indigenous Pathways 4-day workshop proposal

Tim Stine’s request for letter of support from our M&O Team to be included in the application for UCC Healing Fund assistance. After some deliberation, it was agreed that we would not endorse their application for a UC of Canada’s Healing Fund. The decision is based on our lack of direct experience with the workshop program and parent organization, and the time constraints. We also consulted Rev. John Snow, Indigenous Minister for PMR about this request & the workshop.

B No Way to Treat a Child Campaign

1. A Webinar was recently convened by the *No Way to Treat a Child* Campaign. The Canadian branch of the campaign seeks to **“secure a just and viable future for Palestinian children living in the Occupied Palestinian Territory, and envisions a world where all children attain rights in accordance with the UN Convention on the Rights of the Child and other international standards.”** Further information at [About - No Way to Treat a Child - Canada \(dci-palestine.org\)](http://About-No-Way-to-Treat-a-Child-Canada(dci-palestine.org)) . The United Network for Justice in Palestine and Israel (United Church) is a partner in the campaign and is formulating a specific “Ask” shortly for action, likely a letter-writing campaign.

2. Guaranteed Liveable Income

Webinar was held March 23d. Two of our team members + Anne Nesbitt joined this informative & interesting Zoom gathering. The 3 of us may help plan a vigil at noon, April 8th at our local MP Paul Manly’s office showing support for a Canada-wide Guaranteed Liveable Income in solidarity with others across Canada.

Submitted by Lynn Burrows, Chair- M&O Team.

PASTORAL CARE TEAM REPORT TO COUNCIL MARCH 8 2021

Our March callout went well with some concerns being identified. Everyone is tired of Covid-19 restraints and looking forward to vaccinations.

Linda Braid has composed a welcome letter that is ready for Rev. Tif's input now. Linda has also updated the Brechin pamphlet which is posted on the website.

No resumption of the Wexford services yet but a pen pal system has been discussed where we could team up that way for contact with interested residents. If you are interested in being a part of this if it goes forward, please contact me.

Applying for a Provision Grant was discussed with a number of ideas coming forward which are being explored and will be discussed further before we go forward with any of them.

Because we are unable to have services other than Zoom to honour and celebrate our deceased members, we discussed how we might do that. Rev Tif and Barb O'Neill will pursue that.

Respectfully submitted
Marilyn Huffman

Worship Team Report for Council

March 25, 2021

The Team was pleased with February services and confirmed that communion will be on March 14th. Tif and her Aunt Kim McNaughton would share the service on March 14, 2021, P.I.E. day (Public International and Explicit).

The team felt the Annual Meeting had gone very well.

The World Day of Prayer Service on YouTube was exceptional.

There will be no zoom service on March 21 as Tif is on medical leave.

At this time we will not have a second zoom account. Tif will use her own account for minister's meetings. Val Neilson and Ian Gartshore have agreed to host zoom worship services.

March 28 is Palm Sunday, the worship Committee will have input.

Peggy Jensen is still looking for peoples' ideas in her search for a new Brechin logo.

Good Friday Service, a joint zoom service with other Island churches is being prepared.

Easter Sunday April 4th is Communion Sunday. People are asked to have bells ready to participate in ringing for "Hallelujah". Fresh flowers in our homes, white and yellow theme would make it a little more like Easter.

During Easter Season Tiff may create a style of Wild Church, offering individual meditative walks.

Respectfully Submitted,

Grace Skomorowski

Redevelopment Report for BUC Council March 2021

Here is the update submitted for the newsletter and website last week:

Since the February update, there were two Zoom meetings with Don Evans to bring us up to date with the building progress. Randy and I have sent Don an email with what we believe are the outstanding issues from our December list of questions. The entire Redevelopment Team intends to meet on April 1st to draft an updated list of questions for the Vancouver team to consider. This should lead to a meeting again with the entire Vancouver team in April and perhaps a tour of the building site in the coming weeks. We are learning from the Como Lake United project which is about three months ahead of our schedule.

For the most part, the financial issues have been resolved so that construction can move forward. Any outstanding issues are now in the hands of legal experts. March 22nd is the day marked by the Vancouver team as 'construction start-up'. That said, they have been working very hard since last fall on getting everything at the site and behind the scenes to this stage.

Take a drive past the site sometime this spring and see the changes! It should be an exciting number of months ahead.

We now have a scheduled site visit for March 24th at 6pm. The members of the BUC Redevelopment Team are invited, along with a few folk from the Property Team who have been working on anticipating future community user groups and best use of our new space. I can report on this visit at our Council meeting the next day. Our follow up meeting with the Vancouver team is on April 15th.

The announcement in our newsletter and website regarding ‘Expressions of Interest’ for the rental apartments has led to some enquiries.

Respectfully submitted by Val Neilson

Property Planning Team

Report to Council – March 25, 2021

This is a new group formed to augment our small existing Property Team in its preparation to move into the church. It is composed of Tom Gray (Team Leader), Anne Manikel (Temporary Planning Leader), Jeff Hawker, Marilyn, Russell, Rob Russell, Kris Jensen, John Ward, Nelson Skomorowski, Gloria Le Gal, Ken Duncan. Keith Allen and Randy Manikel are providing resources, as well. We had our first (Zoom) meeting on March 11 and will meet on this second Tuesday of the month at least until the move is completed.

We will be looking at Rental Policy (including names and sizes of space available, rental software and possible tenants), Parking, Furnishings (working with members of the Re-development Team), Custodial Needs (including set-up & take-down for Sunday services), “the move”, Security, Signage, Insurance, and our relationship with the Property Manager.

All of this planning work will be in partnership with the Re-development Team and will be presented to Council each month for confirmation and/or discussion.

Respectfully submitted,

Anne Manikel