

St. John's Sunshine Coast United Church Board Meeting Minutes – April 21, 2021

Agenda	Discussion	Decision / Action
Call to Order: Dianne Baker	Dianne called the meeting to order at 3 pm	
Opening Prayer: Rev. Jamie Bushell		
Holy Manners: Nancy Smith		
Present:	Dianne Baker (Chair), Cheryl Palm (Past Chair), Rev. Jamie Bushell, Ian Poole (Keeping the Lights On), Joan Hibbard (Letting Our Lights Shine), Ellen Smith (Ministry & Personnel), Thomas Kern (Trustees) Cathy Poole (Worship & Arts), Nancy Smith (Secretary) Regrets: Julie Gleadow (Member at Large)	
Approval of Agenda:	--added Minister's Report to follow the Team Reports	Nancy Smith/Cheryl Palm: Move to accept the agenda as amended. CARRIED
Approval of Minutes from March 16, 2021:		Cathy Poole/Cheryl Palm: Move to accept the Minutes from Mar. 16, 2021. CARRIED
Approval of Minutes from March 26, 2021 Special Meeting of the Board:	-- added "It was noted that St. John's is just not ready at this time to move to in-person worship." for clarification at end of motion to support the recommendations from the Worship & Arts Team	Cheryl Palm/Ian Poole: Move to accept the Minutes as amended from Mar. 26, 2021. CARRIED
Business Arising from the Minutes:	--fine tuning Policy 909	Ian Poole to rework Policy 909 to clarify what is to happen with donations and bequests made to the Vision Fund –will bring new wording back to the Board at May's meeting.
Team Reports:	Refer to Team Reports distributed for more detail.	
Letting Our Lights Shine: Joan Hibbard	--No report	
Keeping the Lights On: Ian Poole	--Team met April 14 th – obtained a second quote on the repainting of the exterior of the building – accepted updated quote from original painter which, due to a different product application, will save \$8,000 over previous estimate --awaiting comments from our insurer re: School District 46 clientele using St. John's parking lot for	

St. John's Sunshine Coast United Church Board Meeting Minutes – April 21, 2021

Agenda	Discussion	Decision / Action
Worship & Arts: Cathy Poole	<p>pickup and drop off of students</p> <p>--the Team has a meeting scheduled for next week</p> <p>--13 people participated in the Good Friday Prayer Walk – appreciation was expressed to the Worship & Arts Team for the meaningful event - organizing it was a good learning experience</p>	
Trustees:	<p>--Team last met on March 1st</p> <p>--Trustees are communicating with insurer as mentioned about in the KLO report</p> <p>--current balance of the Vision Fund is \$37,657.32</p> <p>--Bill Climie, Peter Bell and Thomas Kern are now signatories</p> <p>--church inventory needs to be updated – Teams are encouraged to keep a record of items being added or removed throughout the year (the new freezer, for example) and inform Trustees</p>	<p>Ian Poole will pass inventory records that he has on to Thomas Kern.</p> <p>Joan Hibbard will take the lead on a Heritage Inventory – banners, alter table, etc . . .</p>
Ministry & Personnel: Ellen Smith	<p>--Maureen Clayton is Chair; Ellen Smith is Board rep</p> <p>--M & P Team has scheduled four meetings for the year with shared leadership responsibilities - will meet more often on an as needs basis</p>	
Minister's Report: Rev. Jamie Bushell	<p>--will host Tuesday conversation time to bridge across what was happening with Gibsons congregation</p> <p>--appreciation was expressed to Jamie for making all feel welcome</p>	
	<p>--Thank you to everyone for the reports received.</p>	<p>Joan Hibbard/Cheryl Palm: Move to accept the Team Reports. CARRIED</p>
Financial Update: Ian Poole	<p>--good position at end of first quarter</p> <p>--year to date offerings total \$28,239 which is just \$648 below budget expectations</p> <p>--government subsidies total \$6,238 which is \$2,490 ahead of budget</p> <p>--all Team expenditures are below applicable budgets</p> <p>--operating deficit for the first three months is \$2,106 vs budget deficit of \$5,264</p> <p>--staff salaries are now being paid at 2021 rates (retroactive payments made)</p> <p>--it was clarified that the custodian is contracted for 6</p>	<p>Ian Poole/Ellen Smith: Move to accept the Financial Report. CARRIED</p> <p>Ian Poole will submit a financial update for publication in the What's Happening e-newsletter this week.</p>

St. John's Sunshine Coast United Church Board Meeting Minutes – April 21, 2021

Agenda	Discussion	Decision / Action
	hours / week and is currently using some of those hours painting the kitchen	
Correspondence: Nancy Smith	--See letter written by Dianne and Jamie to Gibson's United Church – appreciation was expressed for the heartfelt and thoughtful message --the letter was sent to the Gibsons UC Board and shared at their final meeting and was then sent to the congregants of Gibsons UC via email	
<p>New Business:</p> <p>a) Report from Ad Hoc Communications Team – review and approval of material to go to congregation</p> <p>b) Material received from Gibsons United – what to do with it?</p> <p>c) Any further nominations or appointment needs</p>	<p>--Ad Hoc committee met once and then a smaller group met a second time to draft letter, survey and timeline circulated with Board Meeting materials --it was suggested that the letter and the survey need to be shorter – ideally one page for the letter and three questions (numbers three, four and five) for the survey --we need to ensure that there is a space called “Other” for respondents to offer their own ideas --timeline is important to show that work has been ongoing – to be included with letter as an attachment --Thanks were expressed to the team for their work in preparing these documents to inform and engage the congregation</p> <p>--Gibsons UC is divesting materials and has shared several items with Dianne --we need to review policy for receiving gifts</p> <p>--Vice Chair vacancy – needs to be filled --one more Trustee would be welcome but the number on the Team currently meets the requirement</p>	<p>Dianne Baker will take the suggestions back to the Ad Hoc Communications Team.</p> <p>The Board empowers the small group to get this communication out to the congregation the first week of May.</p> <p>Dianne Baker will itemize and take photos of the materials from Gibsons United Church to share with the Worship & Arts Team who will review the policy for receiving gifts and decide how to store and inventory the items received.</p> <p>Cheryl Palm and Joan Hibbard will continue to work to recruit a Vice Chair.</p>
Closing Prayer Rev. Jamie Bushell		Joan Hibbard: Motion to adjourn at 4:30 pm
Next Meeting:	May 19th 4 – 6 pm Moving forward meetings will be the third Wednesday of the month 3 – 5 pm	