

## St. John's Sunshine Coast United Church Board Meeting Minutes – May 19, 2021

Agenda	Discussion	Decision / Action
<b>Call to Order:</b> Dianne Baker	Dianne welcomed everyone and called the meeting to order at 4 pm	
<b>Opening Prayer:</b> Rev. Jamie Bushell		
<b>Holy Manners:</b> Thomas Kern		
<b>Present:</b>	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 & the Arts), Julie Gleadow (Member at Large), Nancy Smith (Secretary)	
<b>Approval of Agenda:</b>	--added Minister's Report to follow Worship & The Arts Team Report	<b>Joan Hibbard/Thomas Kern: Move to accept the agenda as amended. CARRIED</b>
<b>Approval of Minutes from April 21, 2021:</b>		<b>Cathy Poole/Cheryl Palm: Move to accept the Minutes from April 21, 2021. CARRIED</b>
<b>Business Arising from the Minutes:</b>	--fine tuning Policy 909	<b>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 for June's meeting.</b>
<b>Team Reports:</b>	Refer to Team Reports distributed for more detail.	
<b>Letting Our Lights Shine:</b> Joan Hibbard	--No report	
<b>Keeping the Lights On:</b> Ian Poole	--Sue Lamb has been speaking with the principal at Davis Bay Elementary –bus pick up and drop off will now occur on school property – parents will be directed to use the church parking lot in one direction, exiting via Simpkins Rd. – will continue conversation with SD46 Secretary-Treasurer re: insurance and safety routines for students meeting parents who are parked in the SJUC parking lot --investigating replacement of sanctuary ceiling fan --updating signing authorities at the bank – should be finished by the end of the month --moved office equipment and sound system received	

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	from Gibsons United Church on May 14 <sup>th</sup> – Gibsons UC has offered to pay for the move of the piano which will happen on May 21 <sup>st</sup>	
<b>Worship &amp; Arts:</b> Cathy Poole	--no additions to add to the written report distributed --next Team meeting scheduled for May 31st	
<b>Minister's Report:</b> Jamie Bushell	-- more and more resources are being provided in preparation for the shift to in-person worship – we are not alone in this planning – encouraging to see that there will be tools and support available to assist us --Jamie has registered for a webinar series from United-in-Learning entitled “The Church Has Left the Building” on how to move forward to integrate in-person and online ministry – Jamie will share any learning that may be of general interest to the congregation via the What's Happening e-newsletter. --the United in Learning sessions will be available to everyone online after the initial gathering date	
<b>Trustees:</b> Thomas Kern	--have not met since last Board meeting --current balance in the savings account component of the Vision Fund is \$7,944.98 – having these funds available will provide more flexibility in meeting needs that may arise when we return to in-person worship (to purchase new equipment for example)	
<b>Ministry &amp; Personnel:</b> Ellen Smith	-- Ellen shared a letter to Communities of Faith from the Pacific Mountain Regional Council (PMRC) re: new federal legislation that works toward ending workplace harassment and violence. Every congregation will have responsibility for promoting this work. The National Church has developed a policy: <a href="https://united-church.ca/sites/default/files/2020-10/harassment-policy-2020.pdf">https://united-church.ca/sites/default/files/2020-10/harassment-policy-2020.pdf</a> --the UCC and the PMRC are in the process of creating further resources to assist in the training that must be provided in each Community of Faith	<b>Ellen Smith will talk to the M &amp; P Team about how to best pursue this with the staff and congregation at St. John's and will let the Board know what support may be needed in implementing this work.</b>
	--Thank you to everyone for the reports received.	<b>Julie Gleadow /Joan Hibbard: Move to accept the Team &amp; Minister's Reports. CARRIED</b>

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<p><b>Financial Update:</b> Ian Poole</p>	<p>--year-to-date offerings total \$36,453 which is just \$3,563 below budget expectations.            --contributions for the month of April were only \$8,214 compared to \$12,668 for March.            --government subsidies YTD total \$6,238 which has not changed since March but Peter has calculated our subsidy for April as \$1,062 and for May \$0            --all department expenditures are below budgets except for staff compensation which is just \$195 over budget.            --operating deficit for the 4 months is \$5,111 vs budget deficit of \$3,891. Actual deficit \$1,220 higher than budget.            --other income for the 4 months was \$9,661, of which \$8,241 were Vision Fund / bequest donations and building reserve contributions of \$2,000 thereby resulting in a net income for the 4 months of \$4,550.            --Ian asked for feedback as to which type of financial report is most helpful - appreciation was expressed for the way Ian explains things so clearly – the verbal summary as well as the tables – we like it all!!!</p>	<p><b>Ian Poole/Cheryl Palm: Move to accept the Financial Report. CARRIED</b></p>
<p><b>Correspondence:</b> Nancy Smith</p>	<p>--see “Correspondence” document attached sharing:            - a message of appreciation from Glen Seeton received with a donation in memory of his mother, Hazel Seeton            - the letter from the PMRC to Communities of Faith regarding new federal legislation that works toward ending workplace harassment and violence – presented by Ellen Smith in her M &amp; P report            - a letter from Norman Gleadow sharing a bit about his volunteering with the Salvation Army in Gibsons, providing hot meals for 50 – 60 folks in need – see Joan Hibbard’s report below outlining Norm’s request for St. John’s support in this outreach</p>	
<p><b>New Business:</b> a) <b>Report from Ad Hoc Communications Team –</b></p>	<p>--26 digital surveys completed            --response has been encouraging - folks happy that the Board is actively engaging the congregation</p>	

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<p><b>survey process:</b> Dianne Baker</p> <p><b>b) Material received from Gibsons United:</b> Cathy Poole</p> <p><b>c) Request from Called to Care Team re: Norm Gleadow's request of support for Salvation Army's food needs</b></p> <p><b>d) Trustee position approval</b></p>	<p>-- consider sending a reminder about the survey in the "What's Happening" e-newsletter</p> <p>--anticipating an announcement soon from Provincial Health Officer which will provide more information for direction re: planning for next steps</p> <p>--a list of what we have received is attached</p> <p>--took into consideration our needs and space available</p> <p>--Thanks to Cathy and all those who assisted in this process!</p> <p>-Norm is asking SJUC to provide 10 frozen meals per week to the Salvation Army for distribution – the meals will be purchased from the Sechelt Activity Centre for a cost of \$6 / meal currently – Norm will coordinate pick up and delivery</p> <p>--the Board supports making this outreach commitment until the end of 2021 and reviewing it at that time</p> <p>--the outreach will be funded equally by the Benevolent Fund and the Vision Fund</p>	<p><b>Cathy Poole/ Thomas Kern: Move to provide ten frozen meals per week to the Salvation Army for those in need, funding this outreach with \$1000 from the Benevolent Fund and \$1000 from the Vision Fund. Meals will be purchased from the Sechelt Activity Centre until the end of 2021 at which time our commitment to this outreach will be reviewed. CARRIED</b></p> <p><b>The Called to Care Team to share the story of this outreach and invite others to contribute to this extension of our ministry.</b></p> <p><b>Joan Hibbard/Cheryl Palm: Move to approve Val Marus as a SJUC Trustee. CARRIED</b></p> <p><b>Joan Hibbard to email Val Marus to let her know that the Board has approved her nomination, ccing Thomas Kern on the email.</b></p>
<p><b>Closing Prayer</b> Dianne Baker</p>	<p>"If the only prayer you ever say in your entire life is thank you, it will be enough". - Meister Eckhart</p>	<p><b>Joan Hibbard: Motion to adjourn at 5:50 pm</b></p>
<p><b>Next Meeting:</b></p>	<p><b>June 16<sup>th</sup> 3 – 5 pm</b></p>	
<p><b>To Carry Forward:</b></p>	<p>--guidelines for future use of Benevolent Fund</p> <p>--guidelines re: content for "What's Happening"</p>	<p><b>Nancy to forward Ops Manual to Board for a look at what else might need reviewing / updating</b></p>