

St. John's Sunshine Coast United Church Special Board Meeting Minutes – September 1, 2001

Agenda

Discussion

Decision / Action

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Call to Order – Dianne Baker		Dianne Baker called the meeting to order at 4 pm
Opening Prayer – Rev. Jamie Bushell		
Holy Manners – Cheryl Palm		
Present:	Dianne Baker (Chair), Cheryl Palm (Past Chair), Ian Poole (Keeping the Lights On), Joan Hibbard (Letting Our Lights Shine), Brian Smith (Ministry & Personnel), Thomas Kern (Trustees), Cathy Poole (Worship & the Arts), Julie Gleadow (Member at Large), Nancy Smith (Secretary), Rev. Jamie Bushell	
Discussion re: Reopening: a) Mask Policy b) Vaccination Status c) Pre-registration d) Chair set up e) Worship Attendants	<p>- Board Members prepared for meeting by reading “Guidance for Holding Low Risk Worship Services” issued by the BC Centre for Disease Control dated August 24, 2021</p> <p>- Cathy Poole also recommended listening to the Pacific Mountain Regional Council Townhall from August 25th in which Treena Duncan reminded that provincial regulations are the minimum standard and that the Board can require more than the minimum.</p> <p>- PMRC specifically recommends the following measures to minimize viral transmission:</p> <ol style="list-style-type: none"> 1) that masks be worn indoors, especially for singing 2) that we maintain social distancing as much as possible 3) no passing of offering plates or communion elements 4) require that all stay home when unwell – offering hybrid worship will support this <p>a) Mask Policy – the Board strongly encourages and recommends the use of masks during indoor worship, allowing for accommodations where necessary.</p> <p>b) Vaccination Status – vaccine cards will be required for all non-worship activities / meetings held in the church but not for worship - we can encourage attendees to be vaccinated but wording must be</p>	<p>It is the expectation of the St. John's United Church Board that those who attend in person worship will be double vaccinated and wearing a mask. For those who are unable to participate in person in this way, we ask that they consider joining us via Zoom.</p>

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	<p>respectful and inclusive – we can encourage staff to be vaccinated but this is not a condition of employment at present</p> <p>c) Pre-registration – the numbers we admit are important to maintain social distancing (6 ft / 2m).</p> <p>d) Chair set up - We anticipate the need to be flexible with set up of chairs, allowing for a few clusters for those who attend as a family and will also need to include this as an education piece for worship attendants as they help direct folks on Sunday mornings. It was recommended that we also have a stack of spare chairs available.</p> <p>e) Logistics for Worship Attendants- job description would be helpful</p> <ul style="list-style-type: none"> - important to remind folks that windows will be open - hand sanitizer is available - hymn books can be used and returned to the cart - important to seek wording that creates a balance between safety and welcome in our communications 	<p>We will not require pre-registration for the worship service on September 12th – will revisit this at the next Board meeting.</p> <p>Cathy Poole will edit the Communicable Diseases Plan for St. John's and draft signs for the door as well as a job description for Worship Attendants. Cheryl Palm will be the second pair of eyes to review these documents.</p> <p>Dianne Baker and Jamie Bushell will work on the communication pieces to be shared via the “What’s Happening” e-newsletter, church website and Zoom slides.</p> <p>Dianne Baker will prepare an announcement for inclusion in the e-newsletter for September 2nd clarifying worship details for September 5th's worship service via Zoom</p> <p>In-person worship start time will be 10:30 am in order to accommodate sanctuary set up required and maintain the same schedule already established for Zoom.</p>
<p>Financial Matters – Ian Poole</p>	<ul style="list-style-type: none"> - St. John's was successful with the Covid 19 grant application to the District of Sechelt, receiving \$5,000 to be used to help vulnerable people in the community with food needs - we now have a grant opportunity to assist in our purchase of technology to support hybrid worship. If we apply for this grant and are successful, the money could be given to the Trustees as a reimbursement for their outlay of funds for materials already purchased – 	<p>Ian Poole/ Cheryl Palm: That the Board of St. John's Sunshine Coast United Church be authorized to make application to Finance (FIN) for a Technology Grant of \$1,500 and to apply to The Pacific Mountain Regional Council for formal approval. CARRIED</p>

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	<p>maximum amount is \$1,500</p> <ul style="list-style-type: none"> - we received a letter from Gibson's UC regarding funds remaining from the sale of their church building which they have gifted to St. John's. \$96,600 has been deposited into the Trustees account! - immense gratitude was expressed by the Board! - Dianne made a beautiful connection between the stained glass window that was given to St. John's and the monetary gift received – examples of the long history of faithful generosity that has flowed from the Gibson's congregation to St. John's. 	<p>Dianne Baker will share her eloquent words with the congregation via Zoom on September 5th and inform them of this generous gift. Dianne will also draft a letter of gratitude.</p>
<p>Ministry & Personnel Motion – Brian Smith</p>	<p>- The United Church of Canada's policy allows up to four days of bereavement leave with pay for all employees upon the death of a member of their immediate family or significant person.</p>	<p>Brian Smith/Joan Hibbard: That paid bereavement leave be granted to staff in accordance with The Human Resources Policy Manual of The United Church of Canada - Policy 2.9 CARRIED</p> <p>Nancy Smith will send a card to Karen Weatherington, Office Administrator on behalf of the Board, expressing our sympathy on the loss of her father.</p>
<p>Closing Prayer – Dianne Baker</p>		<p>Joan Hibbard: Motion to adjourn meeting at 5:43 pm</p>
<p>Next Meeting:</p>	<p>Next meeting – September 15th, 3 pm via Zoom – please have reports to Nancy by September 11th</p>	
<p>Carry Forward</p>	<p>Logistics for hosting coffee hour after worship</p>	