

11 16 2023 Brechin United Church Council MEETING MINUTES

Thursday, November 16, 2023, at 10:00 am In person

ATTENDANCE: Rob Russell (chair), Rev. Tif Bradford-McNaughton, Keith Allen, Linda Braid, Lynn Burrows, Eileen Carolan (secretary), Darlene Darby, Marilyn Huffman, Gloria LeGal, Terri Donaldson, Val Neilson, Grace Skomorowski, Kathy Torhjem (past chair), Susan Ward, Blaine Wilkins, Bruce Wilson, Linda Wilson. Regrets: Anne Manikel

WELCOME: by Rob Russell, Council Chair, who called the meeting to order at 10:02 AM

DEVOTIONAL: By Val Neilson, Read "Piano" from Everyday Parables by James Taylor, and a selection from Embers by Richard Wagamese

APPROVAL OF AGENDA:

Additions to agenda:

- Food Safe added to Old Business
- Risers added New Business
- M and P report moved to the end of Leadership Team reports and to be in camera

Motion: M/S Keith Allen / Susan Ward that the agenda is approved as amended. **Carried.**

ADOPTION OF MINUTES:

Motion: That October 19, 2023, Council Meeting **M/S** Val Neilson / Linda Braid minutes are adopted. **Carried.**

Motion: That November 9, 2023, Special Council Meeting **M/S** Kathy Torhjem / Darlene Darby minutes are adopted. **Carried**

CORRESPONDENCE RECEIVED:

Gordon How to Rob Russell: Nov 3 re: successful Provision application

Letter from Joey Alyward: Nov 10

CORRESPONDENCE SENT:

Rob Russell letter of thanks to Brighthouse United: Oct 26

Rob Russell to Gordon How: Nov 4

Rob Russell letter to Zoey Alyward: Nov 10

- **Minister's Report:** Rev. Tif Bradford-McNaughton (see attached)

Tif will meet with Gloria and Rob to decide what is needed to move forward to support upcoming strategic planning sessions. It will be helpful to identify a team to coordinate communication with facilitators.

- **Financial Report:** Blaine Wilkins (see attached)

Income statement: Adjustments to correct expenses that had been applied to the wrong accounts were explained.

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Blaine will apply for the initial portion of the money from the ProVision grant.

Open offering from the November 12 church service which is directed to Loaves and Fishes was \$528.

There has been a positive response to the information shared with the congregation about our finances with some additional donations and people signing up for PAR.

- **PMR report:** Val Neilson and Susan Ward (see attached)

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

OLD BUSINESS:

- † ProVision application: Council is very pleased that the grant application was approved and thank Rob, Gloria, and Rev. Tif for their work on it.
- † Replacement of Zoom with Teams – Gloria reported that Teams will not meet Brechin's needs. Gloria will be reimbursed for the annual fees she will pay via PayPal.
- † Quest for Vice Chair, new Council members and Trustees: Council members are asked to advise Gloria of people to approach for positions on Council.
- † Amend Basis of Union: Remit Question

Motion: That Brechin United Church pastoral charge agree to amend the Basis of Union to reflect:

- a. That the United Church of Canada will be organized as follows: (1) a three-council structure, consisting of communities of faith, regional councils, and a Denominational Council*; and (2) an autonomous National Indigenous Organization; and
- b. That once the new autonomous National Indigenous Organization is established within The United Church of Canada, it will have its own mechanisms to make any future changes to its structure and processes, and therefore will not be subject to the remit process under section 7.4.1 of the Basis of Union**; and
- c. The changes required for the establishment of the autonomous National Indigenous Organization

M/S Val Neilson/ Darlene Darby that the motion be approved. **Carried**

Discussion: Brechin's information session on the Remit was well attended and the congregational support was obvious. Val will announce, on Sunday November 19, that the Remit motion was approved by Council. Eileen will submit the remit form to the United Church of Canada, Toronto office.

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- † **Food Safe:** Kathy reported that day long Food Safe training sessions will be available in the new year. The cost is \$99 per person. Since we need more people with this training the sessions will be advertised in the church bulletin. If financial assistance is needed to attend, 50% funding may be requested from the Spiritual Growth Fund. It was also suggested that those with Food Safe training be identified (name tag during food related events) and their recommendations for food / kitchen safety be respected.
- † **Letter of thanks to RDN:** Lynn will re-date the letter, have it signed and sent out to thank the RDN for improvements to the bus shelter.

Motions since last meeting

- † **Motion:** That Brechin United Church Council create a taskforce of 4 members from the congregation to explore partnership possibilities between Brechin United and another local community of faith. **M/S** Anne Manikel/ Lynne Burrows. **Carried**
- † **Motion:** That Brechin United Church Council create a taskforce of 4 members from the congregation to explore ways to increase and support our donor base. **M/S** Terri Donaldson/ Blaine Wilkins. **Carried.**

NEW BUSINESS:

- † **AGM Date:** Sunday, February 11, 2024
Linda B. will ask Cindy what the deadline is for Team Leaders to submit their 2023 reports. Cindy will send an email with the date and report template.
- † **Brechin 4 Action Bulletin Board:** Request approved. Lynne will meet with Keith to decide the best location for this. It was suggested that we move the coat racks to reduce congestion (around bulletin boards) in the hallway.
- † **Risers:** An anonymous donor has offered to provide funds for the purchase of additional risers that will improve the facility to make it more attractive as a concert and rehearsal location. Tim Weger, Music Director supports this proposal. Note the riser currently used for the pulpit will be needed for the choir and will need to be replaced.

Motion: That Brechin Council approve the purchase of additional risers from Staging Canadell at the quoted price of \$4823.70. **M/S** Terri Donaldson/ Kathy Torhjelm. **Carried**

Motion: That Brechin Council approve the purchase of one 4x4 riser and rail from Staging Candell at a cost of not more than \$1500.00. **M/S** Terri Donaldson/ Darlene Darby. **Carried.**

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Discussion: Terri will communicate with Staging Canadell to confirm the price for these risers.

LEADERSHIP TEAM REPORTS

- **Faith Formation and Spiritual Development** - Darlene Darby, see attached.
- **Brechin 4 ACTION** – Lynn Burrows, see attached.

The November 15 Paddling Together Workshop went well.

- **Pastoral Care** – Marilyn Huffman, see attached.
- **Property** – Keith Allen, see attached.

Townline has updated the list of deficiencies, and a team will be here in December to address them. The cost of heaters in the office administrator's office and chapel will be covered by Pacific Mountain Region. These heaters need to be left on to keep the Chapel and Cindy's office warm. It was suggested that a sign be posted to that effect.

A small bookshelf is needed to hold hymn books on Sunday morning. Lynne has one that may work, and she will send a picture to Keith.

Keith will investigate options so that the sanctuary door can be opened from the outside.

Matt is investigating additional microphones for use in the sanctuary.

- **Worship** – Grace Skomorowski (see attached)

We need a person to make sure that the kitchen has supplies (napkins, dish soap, bleach etc.)

Council was asked to consider who might be a person to ask to take this on.

Worship Team will be meeting next week to update procedures for pulpit supply, baptism etc.

- **Stewardship & Finance** – Terri Donaldson, see attached.

During the November 26, 2023, service the Visioning/ Planning process will be introduced to the congregation. The Stewardship and Finance Task forces will also be introduced, and volunteers requested. The first group will be tasked with gently exploring if other communities of faith may be interested in sharing our space with the understanding that this may be an option considered once the congregation has had time to work through the visioning process. Task force members will be asked to commit to active involvement in the visioning process.

Anne Manikel drafted a letter for the congregation. Based on thoughtful and extensive conversation council agreed to modify the letter to avoid circumventing the visioning process. Eileen volunteered to do the initial work on this and will confer with Rev. Tif and the Finance and Stewardship Team.

- **Fellowship** – Linda and Bruce Wilson, see attached.

Linda reported that they need two more members on their team and would like to personally invite people to be involved. Planning is underway for a soup meal on January 14 and

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possibly a Valentines Day event.

- **Ministry & Personnel** – Linda Braid, see attached.

M/ S Linda Braid/ Eileen Carolan that the meeting move in-camera for discussion of personnel matters. **Carried.**

M/S Kathy Torhjelm/ Darlene Darby that the meeting move out of in-camera. **Carried**

Motion: M/S Gloria LeGal /Marilyn Huffman that Leadership team reports be accepted. **Carried.**

INTENTIONAL COMMUNICATION:

- † Rev. Tif, Rob and Gloria will meet to determine next steps for Visioning
- † Blaine will request the initial portion of Provision Grant
- † Val will announce result of Remit vote to congregation
- † Eileen will submit Remit form
- † Council is asked for nominations for vice-chair, council and trustee positions.
- † Lynn will re-date letter to RDN, have it signed and mailed
- † Linda B will ask Cindy to set a deadline for Team reports for the February 11 AGM.
- † Lynn will meet with Keith to decide where the Brechin 4 Action team bulletin board will be placed.
- † Terri will process riser order and request price for the additional 4x4 riser and rail that is required for the pulpit
- † Lynn will send a picture of possible bookcase for hymn books to Keith
- † Council asked to suggest someone who would be the “kitchen coordinator”
- † Eileen will work on redrafting letter to congregation (with help!)
- † Linda W will personally invite people to be part of the Fellowship team.

CLOSING PRAYER – CLOSING PRAYER – By Rev. Tif

The meeting was adjourned at 1255 on the motion by Kathy Torhjelm

Next Council meeting: December 20, 2023, at 10 AM, in person.

Devotional: Marilyn Huffman

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Rob Russell, Chair

Eileen Carolan, Secretary

Ministers Report

Minister's Report to Council

During my con ed time in October I attended to the following:

- Reviewing Susan Beaumont's work and creating our book study plan
- Worship planning
- Supporting our provision grant submission
- Attending a LeaderShift workshop online titled 'Leading through Conflict'. This was a super interesting workshop! I haven't had a chance to go through my notes again yet but I'd enjoy creating a bit of a summary for our discussion!

It's been a busy couple of months with many special themes and activities after worship, good pastoral connections as people become familiar with us again in our new location, and many meetings as various teams deepen our work; most items will be covered in reports from our teams.

As we celebrate acquiring our grant funding, its time to start enacting our plan. I will be talking with Rob and Gloria and our facilitators to sort out next steps and a sustainable flow of communication. Thank you for your participation in our 'How to Lead When You Don't Know Where You're Going' book study; I'm glad we will have shared language and a good strong sense of team as we support the congregation in learning about liminality and the transition in to creating what plans we can. Next, we also need to set dates for the FreshStart workshops which would preclude the sessions which Rev. Greg Darjes and Rev. Jennifer Ferguson will be leading for us. I'm hoping I have some date options for us when we are meeting Thursday.

Other upcoming matters:

- I will be attending a board work party and meeting for Camp Pringle at the camp November 24th and 25, departing just after our book study group on the 24th
- Advent and Christmas! I am keeping as much space as possible for our advent practices!

Respectfully submitted, Rev Tif Bradford-McNaughton

Treasurers Report Submitted by Blaine Wilkins

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Brechin United Church Balance Sheet As at 10/31/2023

ASSET

Current Assets

Petty Cash	121.40	
Chequing Bank Account	2,648.61	
Total Cash		2,770.01
Investments		182,210.19
GST Receivable	317.38	
Total Receivable		317.38
Prepaid Expenses		499.34
Total Current Assets		185,796.92

Capital Assets

Property		347,000.00
Total Capital Assets		347,000.00

TOTAL ASSET		532,796.92
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LIABILITY

Trust Accounts

Building fund	30,089.39	
Clear Building fund	-4,121.53	
The Spiritual Growth Fund	1,071.94	
Clear Spiritual Growth Fund	-500.00	
Mission & Service	12,640.00	
Clear Mission & Service	-12,640.00	
Loaves & Fishes	4,830.00	
Clear Loaves & Fishes	-4,200.00	
Memorial Funds	4,868.20	
The Piemakers' Fund	852.35	
Clear The Piemakers' Fund	-701.65	
The Legacy Fund	97,115.71	
Brechin4Action Fund	7,196.67	
Clear Brechin4Action Fund	-4,926.61	
Workshops & Events Grants	1,449.00	
Nanaimo Community Refugee Fund	82,116.19	
Clear Nanaimo Community Refugee Fnd	-16,871.40	
Total Trust Funds		198,268.26
Total Current liabilities		198,268.26

TOTAL LIABILITY		198,268.26
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EQUITY

Retained Earnings

Retained Earnings - Previous Year	373,391.48	
Current Earnings	-38,862.82	
Total Retained Earnings		334,528.66

TOTAL EQUITY		334,528.66
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LIABILITIES AND EQUITY		532,796.92
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Brechin United Church Income Statement 10/01/2023 to 10/31/2023

REVENUE

Revenue	
Local Contributions	10,944.41
Open donations	637.00
Miscellaneous Revenues	10.00
Friends of Brechin Wall Fund	93.43
DILOR-RENT	1,000.00
Investment Income	69.75
Total Operating Revenue	<u>12,754.59</u>

TOTAL REVENUE	<u>12,754.59</u>
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EXPENSE

Overhead Expenses	
Electricity	212.50
Insurance	224.73
Janitorial Supplies	670.04
UCC & Region Assessments	464.36
Telephone & Internet Expense	136.88
Kitchen Supplies	-102.00
Total Overhead Expense	<u>1,606.51</u>

Payroll Expenses	
Wages & Salaries	8,436.81
Contracted Music Services	1,650.00
Minister Travel Expense	-439.60
Minister's Continuing Ed & Book Exp	439.60
Employee Benefits	2,074.32
Pulpit Supply	232.00
Total Payroll Expense	<u>12,393.13</u>

General & Administrative Expenses	
Office Supplies	220.45
Bank Charges	30.00
Service Supplies	39.40
Redevelopment Team Expense	-262.48
Miscellaneous Expense	74.45
Music Expense	354.00
Bookkeeping and Payroll Expenses	130.33
Total General & Administrative	<u>586.15</u>

TOTAL EXPENSE	<u>14,585.79</u>
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NET INCOME	<u>-1,831.20</u>
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Brechin United Church Comparative Income Statement

	Actual 01/01/2023 to 10/31/2023	Actual 01/01/2022 to 10/31/2022
REVENUE		
Revenue		
Local Contributions	94,326.40	86,594.55
Open donations	3,881.75	932.70
NET Weddings and Funerals	821.74	871.52
Special Events & Fundraising	11,415.49	6,503.52
Miscellaneous Revenues	1,495.50	456.80
Friends of Brechin Wall Fund	2,620.39	9,893.39
Restorative Care Program Revenue	0.00	22,830.21
DILOR-RENT	6,720.00	0.00
Investment Income	4,983.81	1,450.18
Total Operating Revenue	<u>126,265.08</u>	<u>129,532.87</u>
TOTAL REVENUE	<u>126,265.08</u>	<u>129,532.87</u>
EXPENSE		
Overhead Expenses		
Moving & Temporary Space Expense	-201.50	17,019.81
Electricity	3,107.18	1,886.54
Equipment Service & Agreements	254.68	552.68
Insurance	9,045.86	2,844.22
Janitorial Supplies	1,550.29	27.37
Contract Janitorial Services	10,521.63	480.00
UCC & Region Assessments	4,179.24	5,328.00
Repair & Maintenance General	773.43	0.00
Telephone & Internet Expense	1,153.45	1,917.03
Shared Building Expense	1,950.02	0.00
Kitchen Supplies	301.73	0.00
Total Overhead Expense	<u>32,636.01</u>	<u>30,055.65</u>
Payroll Expenses		
Wages & Salaries	84,261.41	87,809.24
Contracted Music Services	14,750.00	17,419.88
Wedding & Funeral Compensation	200.00	200.00
Minister Travel Expense	417.10	1,077.54
Minister's Continuing Ed & Book Exp	1,109.48	481.75
Employee Benefits	19,775.14	22,021.99
Pulpit Supply	2,528.00	1,989.00
Total Payroll Expense	<u>123,041.13</u>	<u>130,999.40</u>

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General & Administrative Expenses

Newspaper Advertising expense	0.00	96.28
Bulletins, Inserts & Service Suppli	85.92	0.00
Sunday School & Christian Develop't	462.40	0.00
Office Supplies	2,083.92	2,203.14
Bank Charges	361.50	361.50
Service Supplies	264.75	90.65
Broadview Magazine Expense	0.00	-85.00
Fellowship Pastoral Care	60.03	29.81
M&P Committee Exp	27.99	13.13
Miscellaneous Expense	3,761.87	2,069.40
Library Expense	206.18	0.00
Music Expense	428.68	0.00
Brechin4Action Committee Expense	130.64	100.00
Subscription Expense	66.46	0.00
Bookkeeping and Payroll Expenses	1,510.42	1,436.56
Total General & Administrative	9,450.76	6,315.47
 TOTAL EXPENSE	 165,127.90	 167,370.52
 NET INCOME	 -38,862.82	 -37,837.65

PMRC Report

Invitations were extended to the congregation via the Friday newsletter for two weeks prior the remit information session on Sunday, October 22nd. Tif designed the worship service that day to reflect the topic of the remit for autonomous Indigenous Churches. We were pleased to have sixty people stay for the meeting. Several thoughtful questions were asked, and the November 8th PMRC town hall was promoted for those who would like more information.

I attended the town hall as did three other Brechin folk. There were 162 people on the Town Hall with two guests from the National office: Adele Halliday and Sara Stratton were available to describe the remit process and answer questions.

While there may be minimal reluctance from individual Indigenous churches, there was overwhelming support from the National Indigenous Circle who put forward the desired changes. There will not be a financial implication initially, and future implications are impossible to predict.

The number of Communities of Faith to vote are: approximately 2400 non Indigenous and 54 Indigenous. To date only 10% have submitted their votes and there will be a push to encourage more participation early in the new year.

Thanks to Tif and the Brechin council for support in carrying out our requirement to submit an informed vote in a timely way.

Respectfully submitted by Val Neilson

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Faith Formation & Spiritual Development Report

Sunday School-Ziploc bags with coloring sheets and crayons by welcome table

-the October once monthly Sunday School program had no children able to attend although the 2 families who attended in September did respond to my reminder. The other parent whose child used to attend regularly for a few weeks earlier this year life is quite busy right now and not able to attend.

-Suzanne and I are still working on some special advent bags for the children they can either take home or do during church.

-As I am feeling discouraged with the Sunday School issue, Tif suggested she and I meet with Sarah Prestwich from First Third Ministry. I have emailed and we are hoping to set up a zoom meeting sometime in the next 2-3 weeks.

Library-Suzanne is still working on cataloguing and organizing the library Tuesdays from 11:30-3 pm. She is still working on the wish list for donations and collecting outstanding books on loan from the last couple of years.

Study Group-The team authorized a bill for \$11.89 to pay from the Spiritual Growth Fund. I will be reminding people it is available for future study book purchases.

-Tif and Allison are organizing a 4-week introductory prayer study group for advent.

-In January and February Garth Whittome and I will be co-leading a 6-week study on a book Tif recommended. We are thinking it will be in person on Monday afternoons. The book is The Difficult Words of Jesus by Amy-Jill Levine. I have ordered 1 DVD, 2 leader guides, and 15 books (one of which is for the library and one is for me). I will be submitting a bill for \$78.87 for re-imbursement and I will collect the \$17 each for the other 13 books myself? We are going to limit the number of participants to 12 for this study group + the 2 leaders. If there is a demand, we can always run another 6-week session.

-Suzanne is hoping to run her study group on prayer in the spring.

Star Words-Allison and Tif have organized an event on Deep Rest on November 17th from 5-7 pm. December event date TBA.

Anne's Book Study-as we were moving away from zoom and the Microsoft team program did not work for her group, she will no longer be offering the Monday Study group thru Brechin. They have found another zoom account to use.

Miscellaneous news-we had our November meeting Wednesday, November 15th.

-Anne Manikel has stepped down from our team as she focuses on the important work of the Stewardship team. Allison will be joining our team as she completes her next placement.

-Our team decided to support the Island Crisis Care Society again this year. I have reached out to them to find out their needs and am just waiting to hear back. We have decided with consultation with the Worship Team and Tif that White Gift Sunday will be December 10th.

Respectfully Submitted by Darlene Darby

M+P Report

Rev Tif began a weekly book study with the Council members on November 4. The sessions will end the week of December 18th.

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Cindy requested and was granted permission by Council, to take her remaining vacation days on five Mondays. The dates chosen are as follows: October 23, 30, November 20 and December 4 & 11.

The M+P team would like to thank Rev Tif, the Worship team, our Music Director, Tim and the choir, for the outstanding Covenanting service that took place at Brechin on Sunday, November 5.

Respectfully submitted, Linda Braid

Brechin 4 ACTION Team

I. **B4A Meeting Times:** moving forward.

In December onward, our team is going back to meeting on Thursdays at 10:00 am by Zoom and In-Person. As of Friday Nov 9th, Anne Nesbitt is carrying on with another Zoom account for both the online Labyrinth and online book discussion as after researching Microsoft Teams, she realized that there would be the issues for both her & participants. She will remain part of our B4A team though.

II. **Truth & Reconciliation**

1. **2023 Reconciliation Workshops and other actions re: Reconciliation in 2023 and beyond.**

(a) **Building Bridges Workshop – Wed. Oct. 18th** this workshop went very well. Elder Daniel Elliott assisted Kathi with facilitation There were 20 participants and almost all stayed for cedar brushing by Elder J.C. Lucas (assisted by Susan Johnson) from Tsow-Tun Le Lum Society. Anne Nesbitt's efforts canvassing local media with press releases re the possibility of interviews with Kathi and assisting with advertising the workshop series were appreciated but surprisingly did not result in any press responses.

(b) **Paddling Together – Wed Nov 15th**

- 20 Registrants to date and we will be keeping to this smaller number. Our facilitator, Kathi Camilleri, prefers the smaller number and this also suits the space at Brechin. Due to the smaller number of participants, Daniel Elliott will not be assisting Kathi this time around. JC Lucas (from Tsow-Tun Le Lum Society) will be returning to do brushings.

(c) **Possible Future Indigenous Workshops –**

- following up on Kathi Camilleri's ideas/suggestions on things we might do to move forward with reconciliation:

i) **Hosting an event with Tsow-Tun Le Lum to honour the work of the cultural support team.** We discussed the possibility of a potluck tea at Brechin and will be discussing this & other possibilities again at our December meeting.

(ii) Hosting an event to show the documentary "Winds of Change" by Daniel Elliott. Lynn had a good conversation with Dan Elliott and our team will discuss this more at our December meeting. Lynn will explore the possibility of partnering with VIU to show the film again at Malaspina Theatre to reduce costs and make further connections at VIU. We would need to cover some theatre costs + come up with 2 honorariums of \$200.00 each for Daniel Elliott and his film partner based in Victoria. Daniel would bring/show his artwork (part of the documentary), and the two would answer questions, encourage discussion, etc.)

III. **Climate Change/Climate Action**

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1. **Nanaimo Green Faith Circle (NGFC):** taking time off until spring.
2. **Climate Action Plan (CAP) for Brechin.** Our team would like to ask Council for a separate bulletin board for Brechin 4 ACTION notices, etc. We would look after the postings.
 - a) Possibility of Church Solar Panels –Keith is contacting Don Evans re the ability of the roof to handle solar panels and finding out if there is conduit for it.
3. **RDN Busing** Rob Russell will find out if the letter to the RDN expressing our appreciation for their action taken on improving bus service/route by BUC and apartments, got signed by Tif (following her time away) and then posted/mailed.

IV. Other Business

1. Worship Themes – ‘Minute for Mission’ Because the 19th November is a busy Brechin service, our Minute for Mission if moved to the 26th Nov.
2. New Committee Members still needed and consideration for new Chair (or co-chairs) in 2024. We are working on this.
3. BUC bank account with RBC. Lynn has received the list of Brechin accounts & needs from Blaine. Lynn, Colleen & Shelley will be making appointments for in-person meetings with Coastal Community Credit Union, and 2 other banking facilities.
4. City of Nanaimo grant for Environmental Sustainability Projects in Nanaimo. We are now too late for this November’s grant application, but there may be further opportunities.
5. Brechin’s Pro-Vision Grant Application: Our letter of support was appreciated.
6. Rapid Approval Process for Requests to our Team...further discussion? Our priorities as B4A: the 4 pillars of B4A are...Social, Racial, Environmental, and Economic. We recognize the need to identify the mechanism for making our decisions, and communicating these decisions, especially when these requests come in between our monthly meetings and need an answer ASAP.
7. Alexis of Island Crisis Care Society, one of the participants at our Building Bridges workshop, is interested in learning about our B4A team. When timing works, Marg, Colleen, and Lynn will be meeting with Alexis.
8. We are thinking of the advantage of setting up subgroups in B4A. For example, similarly to our Climate Action Group, we would set up a subgroup re Truth & Reconciliation. This would make our monthly meetings less cumbersome.

Respectively submitted, Lynn Burrows

Pastoral Care Team Report

Our Wexford services are going well and since the residents really enjoy singing and we can lighten Rev Tif’s load a little, we have decided to continue with the singing format.

Mary Boyd had received information from Grace regarding the World Day of prayer organizational format being changed and they are looking for a “Regional Coordinator”. Because we are presently looking at our own church organizational planning, we are thinking is best to not ask someone to become involved at this stage. We would still hope to be involved with World Day of Prayer at the local stage.

Regarding the request from the Stewardship team that our team send a letter to folks on their “non supporting and non attending” list, we don’t feel that this falls under Pastoral Care at all and have declined to do that. We also noted that a number of folks on that list do attend church and while they, and others, may not be supporting now may in the future. We do still plan to send a Christmas card to

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everyone in the congregation and hope with continued gentle contact more income might be generated. As an aside, I would add that there were two families at our joint service who haven't attended for quite awhile that were happy to announce they'd be coming regularly again.

Rev Tif talked more about the Prayer Circle series that she will be leading through Advent which is not connected to the Pastoral Care Circle

Cookie Walk is coming up on December 2nd and Linda Braid and the Cookie Walk people will be telling the congregation more in the coming days.

More planning is being done for our 2024 Community Series with topics decided and people being approached to facilitate each of the four spring sessions. More details in January.

A number of us are interested in taking the Foodsafe Course sometime in January and we will be encouraging others in the congregation to take it as well. Cost is \$90.00/person.

Respectfully submitted Marilyn Huffman

Property Team update

1. Heat has been installed in the Chapel and Administrator's office and the invoice submitted to Don Evans at Region for payment.
2. The air exchange unit for the Chapel, Administrator's office and the Minister's office is now functioning properly.
3. New filters have been installed in the main HVAC system in the parkade.
4. John Ward is troubleshooting the outlets in the Arbutus Room.
5. The final deficiencies review was completed and submitted to TL Housing.
6. There are many organs for sale and for free on Market Place alone (at least 10 in the immediate area). I believe it would be a waste of time and effort to try to market ours.
7. Property Team will look into other possibilities for a latch and lock system on the Birch Room door.
8. Matt H will source additional microphones for the AV system and provide a recommendation.

Respectfully submitted by Keith Allen

Worship Team Report

1. We gathered in the Arbutus Room at 1pm, November 1.
2. **Devotion:** Gwen shared portions of an article on the Gaza/Israel conflict that was forwarded by her friend Peter Miller in Scotland, followed by a prayer.
3. **Minister's Report:** There have been no discussions yet regarding a Blue Christmas service this year.
4. **Choir and Music Plans:** We have another new choir member singing tenor. Tim is sensitive to the fact that some choir members are feeling challenged with singing four-part harmony at times. We want to encourage their participation and ensure the choir is enjoyable for all who participate. Colleen, Tim and Terri attended a gospel workshop in Comox and wondered if Brechin might host such an event in the future. Tim is anticipating 20 additional guest singers in the choir Nov. 5, although solid commitment of numbers has been elusive. There is ongoing planning for the Cedar/Brechin service on November 19th as well as looking ahead to Advent music. Tim has been exploring additional microphones for picking up the choir voices and reported the piano will be professionally tuned this Friday.

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5. Planning for future services:

- a) November 12th: the Faith Focus will be on music
- b) November 19th: joint service with the Cedar United minister, music director and congregation will focus on the liturgical seasons. **(Since our meeting we have been informed that Cedar will not be joining us on November 19th.)**
- c) November 26th: nothing specific to report
- d) Tif circulated an Advent liturgy for candle lighting that all were in favour of using

6. Business from minutes:

- a) Organ update: there has been no interest from buyers. Council decided we will keep the organ for now but will not do repairs or upgrades.
- b) United Church calendars are available; see Peggy Jensen
- c) Updating of Guidelines and Pamphlets: **we will hold a special meeting in the library at 10am on Wednesday, November 22nd to work on the following:**
Pulpit Supply, Wedding guidelines and honorarium, Memorials and Funerals, Baptism

7. New Business:

- a) Peggy will attend the special finance council meeting on November 9th in Grace's absence.
- b) Linda voiced a need for someone to take on tasks in the kitchen such as ordering and purchasing soap, napkins, etc. **Question for Council: Whose responsibility is this?**

Respectfully submitted by Grace Skomorowski

Stewardship/ Finance Team Report

Our team continues to meet on the Tuesday before Council meetings to allow the Treasurer to have completed month-end statements. Hence, our reports are always going to be last minute.

This month we began by reviewing the statements which are before Council. We were pleased to see that our Local and Open Offerings for October had increased nicely. We like to think that this will be a pattern for the future in response to the Stewardship campaign. Volunteer forms are being made available as a few people have been requesting them of the office. We were disappointed that there has been no further response to the honouring of our saints via applications to the "Friends of Brechin" Wall. We hope to encourage more people to consider adding to the wall the names of people who have influenced their own faith over the decades. This will be a focus of a spring initiative.

We have struggled to create a meaningful "snapshot" of our financial position to be placed in the bulletin once a month. We continue to work on this, and also plan to create an Offering graph at the beginning of the new year.

Attached with this report is a draft of a letter which will be handed out to those in attendance on Nov. 26, as well as the following Sunday. We are asking that a closing paragraph be added to this letter by our minister to best tie in the Stewardship initiatives with the upcoming Visioning and Planning process. We leave it up to our Council Chair to introduce the letter before service.

Respectfully Submitted by Anne Manikel

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Fellowship Team Report

We are still looking for 2 more individuals to join our team. Nothing in the plans for December. A "Souper Sunday" is in the planning for January. Homemade soup and a bun will be served. Still working on the date and cost. More information to follow.

Respectfully Submitted Linda Wilson
