

James Bay United Church Board Meeting Minutes

Date: 2026/05/21

Time: 6:30 to 8:30 p.m.

Location: Sanctuary

Chair: Scott Jantzen

Secretary: D'Arcy McPherson

In attendance: Scott Jantzen (Chair)
Martin Stewart (Past-Chair)
Gordon Miller (Treasurer)
André Fontaine (M&P)
Marg Lunam (Thrift Shop)
Jim Cuthbert (Member at large)
Diane Monteith (Member at large)
Rev. Greg Powell (Minister)
D'Arcy McPherson (Secretary)

Also present: Deborah Davis

Absent: Colleen Nichol (Pastoral Care)

Opening Prayer & Lighting Christ Candle: Greg

Personal Check-in: 1-2 minutes each to share where we are at this moment and to connect a little more deeply with each other, as we wish.

Covenant: We covenant together... to listen and speak with respect ...to express our views ... to be aware of each other and ourselves ...to be mindful of time, making room for each person to contribute ...to consider prayerfully ... to care about the life of the congregation, the community and the world ... to ask for help as needed ...to meet our commitments.

Approval of Minutes – March 19, 2026 (Marg/Diane)

Minister's report (Greg) (See Appendix A)

In addition to his report, the Minister shared two pieces of correspondence as an addendum to Appendix A: a letter from Sheldon Steed, and one from David Drake and David Johnson. Members reflected that the testimonies shared throughout the process had been both insightful and moving, serving as a reminder that all people, as children of God, are called to celebrate creation and community together.

The Board was asked to provide its blessing to move forward with the Affirming process, and consensus was expressed in support of proceeding. It was noted that while many already experience the congregation as an affirming and welcoming place, pursuing formal Affirming designation would demonstrate this commitment more visibly and intentionally to the wider community. Discussion also recognized that the scope of the process extends beyond gender identity and sexuality to broader questions of inclusion, diversity and belonging, with further exploration to take place as the process unfolds.

Board Chair's report (Scott) (See Appendix B)

- **Board Development - Fostering a Climate of Trust**

The Chair shared reflections on the concept of trust, drawing on experiences in educational leadership and its relevance to church governance and relationships. The presentation explored how individuals often experience a “gap” between expectations and actions, and how people may choose either suspicion or trust in interpreting that gap. It was noted that choosing trust can foster healthier communication, freedom and openness, while suspicion may contribute to toxicity, concealment and breakdowns in communication.

As part of this reflection, the Chair offered six commitments to the Board: to choose trust when gaps arise, to speak directly with individuals rather than about them, to defend colleagues when appropriate, to follow through on commitments, to communicate openly when expectations cannot be met, and to be honest in addressing concerns. Members were invited to consider how a culture grounded in trust and trustworthiness might shape the Board's relationships and work together.

Discussion followed regarding how trust can be rebuilt when strained and how this framework might extend beyond the Board into the wider church community. It was noted that the language of “the gap” can provide a constructive and non-confrontational way to address misunderstandings, acknowledge mistakes and move forward together. Reference was also made to related approaches, including Marshall Rosenberg's approach to non-violent communication and the work of Brené Brown, as possible models for future board development and reflection. Board members expressed appreciation for the discussion, noting that the framework offered a positive and constructive approach that could strengthen relationships and support a healthy culture within the Board and congregation.

- **Bequests**

The Board received notice from the lawyer for Linda Clegg's brother that James Bay United Church has been included as a beneficiary in Linda Clegg's will. Ms. Clegg

designated 20% of her estate to charitable organizations, with James Bay United Church receiving one-sixth of that portion.

Discussion followed regarding appropriate acknowledgement and stewardship practices in response to bequests of this nature. While formal acknowledgement of receipt is required as part of the estate process, members noted that a letter of thanks or recognition would also be appropriate. It was further noted that Larry Scott, a former clergy member of James Bay United Church, had likewise left a bequest to the congregation.

- Congregational Feedback on May 24 and Online Survey (10 min) – Deborah Davis

The Board received an update regarding the congregational lunch and listening session scheduled for the following Sunday after worship. Members were reminded that announcements had been made inviting participation, with lunch provided and discussion intended to gather feedback in advance of the upcoming retreat.

It was noted that the session is intended to create space for the congregation to share reflections and perspectives, recognizing that a broad congregational feedback process has not taken place for several years. Plans for the gathering were reviewed, including table facilitation arrangements, discussion questions and hospitality logistics. Board members will serve as facilitators at each table, with responsibilities including encouraging discussion, recording key themes and helping conversations flow naturally.

Discussion focused on the framing of the survey and discussion questions, particularly how to incorporate language reflecting spiritual discernment and God's calling while remaining welcoming and accessible to the broad range of individuals connected to the congregation and its programs. Members acknowledged differing levels of comfort with explicitly religious language and explored alternative wording that could reflect spirituality, community and shared purpose in an inclusive way. It was agreed that revisions would be made to the introductory wording of the survey to better reflect these considerations.

Members also discussed the importance of gathering consistent feedback from various groups connected to the church, including congregation members, volunteers, program participants and staff, so that common themes and priorities may inform the retreat discussions and future planning. Volunteer roles for facilitation, hospitality, photography and clean-up were confirmed, and members were encouraged to continue inviting participation and emphasizing the importance of congregational input.

- Retreat information

The Board reviewed the revised retreat schedule, including the assignment of responsibilities for various sessions and components arising from the May 6 planning meeting. Members were encouraged to review the schedule in advance of the retreat and raise any questions as needed.

An overview was provided of the Saturday afternoon visioning session, which will focus on strengthening communication, coordination and support among the congregation's many ministries, teams and committees. It was noted that, as a small church with numerous volunteer-led activities, there can be a tendency for groups to work independently or in "silos," sometimes without a clear sense of alignment with the broader mission and vision of the church. Discussion also acknowledged the significant workload that has historically fallen to the Board Chair as the primary point of contact for ministries and team leads.

Members heard that ministry and team leaders have expressed a desire for more regular communication, timely support and stronger connection to the Board and overall church direction. In response, the upcoming session will explore the possible introduction of "ministry stewards" as one potential model for improving communication, support and accountability across ministries. It was emphasized that the retreat discussion will be exploratory in nature and intended to invite reflection and discernment rather than immediate decisions on structure or implementation.

A draft outline describing what a ministry steward role might involve was circulated to assist members in envisioning how such a model could function in practice. Members were encouraged to review the material prior to the retreat in preparation for further discussion. The Board also reflected on the large number of committees, teams and ministry groups currently active within the congregation and the importance of keeping volunteer capacity and coordination in mind as future structures are considered.

- Last minute details and information – Diane

The Board received additional logistical information regarding the upcoming retreat and members were encouraged to review the retreat centre website in advance to familiarize themselves with available amenities and accommodations. Participants were reminded to bring personal items such as mugs or water bottles, as well as flashlights for navigating the rural property after dark. Room assignments have been completed, and members were advised of the retreat centre's check-in procedures and timing requirements.

An update was also provided regarding retreat finances. Following a review of the retreat centre's online booking calculations, an overcharge resulting from duplicate

taxation was identified and resolved. The congregation subsequently received a reimbursement of \$721.

Discussion briefly addressed expectations regarding alcohol consumption during the retreat. Given the reflective and spiritual nature of the gathering, including elements of centering prayer and discernment, members indicated a preference for maintaining an environment consistent with the retreat's purpose and tone.

- Meeting Dates for 2026-2027

The Board reviewed the proposed meeting schedule for the remainder of the 2026–2027 Board mandate. Three adjustments were proposed to the current schedule: moving the June meeting one week later to allow additional time for committee work following the retreat, holding no regular meeting in July, and scheduling the August meeting for the end of the month. It was noted that all remaining meetings would continue on the third Thursday of each month.

The Board discussed scheduling for the 2027 Annual General Meeting and proposed April 15, 2027, as a possible date. It was noted that the office had requested greater separation between Easter Sunday on March 28 and the AGM in order to avoid scheduling pressures and allow adequate preparation time following Easter activities.

- Proposed Congregational meetings (fall 2026)

The Board discussed the importance of communicating a clear process and timeline to the congregation following the upcoming listening session and retreat. The chair expressed a desire to share on Sunday that congregational input is being gathered, that the Board will continue discernment work at the retreat and through committee discussions, and that any proposed organizational or structural changes would ultimately be brought back to the congregation for consideration.

A tentative timeline was proposed that would include a congregational meeting on September 27 to share emerging recommendations and direction, followed by a subsequent meeting on October 18 to present motions and consider adoption of any proposed changes. Members also noted that ongoing Ministry and Personnel work and any related budget implications may require revisions to the current budget, with the possibility of presenting an updated budget for consideration in early October.

- Contact and resources

The Chair advised that Board-related communications are increasingly being sent through the chair@jbuc.com email account to support clearer and more consistent communication in the role of Board Chair.

The Chair also shared a personal spiritual resource, noting regular use of the Lectio 365 app as part of a daily practice of quiet reflection and prayer. Members were invited to share additional resources that may help others draw closer to the holy, with the possibility of developing a shared collection of spiritual resources for the community. Information was provided regarding access to the free app for those interested in exploring it further.

Treasurer's Report (Gordon) (Please see Appendix C)

The Treasurer introduced the first quarterly financial report presented to the Board, noting that the report provides an important starting point for evaluating how financial information is categorized and communicated. It was explained that some account descriptions currently group together a range of activities and ministries, limiting the level of detail available for meaningful analysis. Further refinement of the chart of accounts and reporting structure is anticipated as the Board continues to review quarterly reporting.

Members also heard that the current financial reporting system provided by Cheques & Balances does not yet allow access to all desired levels of detail within certain budget categories. The Treasurer emphasized the importance of maintaining high-level financial oversight at the Board level while also improving clarity and transparency within ministry and program reporting.

Discussion also focused on the congregation's ongoing relationship with Cheques & Balances and the associated costs. It was noted that the current flat-rate arrangement is relatively expensive, with costs averaging approximately \$3,000 per month. Members discussed the possibility of moving toward a more customized and flexible service model that would better match the congregation's operational needs, including the potential for hourly support arrangements that could be scaled up or down depending on workload and seasonal demands. The Board was advised that future work will continue to assess how to balance financial oversight, operational support and cost effectiveness.

Ministry & Personnel (André)

- Discussion Request - COLA (Please see Appendix E)

The Board discussed cost-of-living adjustments (COLA) for staff compensation, referencing previous discussions and recommendations arising from a 2024 subcommittee review. Members reflected on the importance of considering rising living costs and maintaining fair compensation practices in light of increasing day-to-day expenses.

Discussion noted that while a 5% adjustment had previously been approved for one year, there was differing recollection regarding whether this was intended as an ongoing annual commitment. Members also referenced guidance from the United Church of Canada regarding annual COLA considerations, noting that the current year's suggested increase is 2.6%. It was further observed that maintaining compensation levels above living wage benchmarks remains an important consideration for the congregation.

The possibility of applying the adjustment retroactively for 2026 was discussed. Members heard that the Treasurer had already prepared the current budget assuming a 2.6% increase, although the adjustment had not yet been implemented.

Moved that the James Bay United Church board approve a 2.6% COLA increase for all staff retroactive to Jan 1, 2026 (André/Gordon). Carried

Moved that the James Bay United Church board approve an annual COLA increase for all JBUC staff according to the COLA set out by the United Church of Canada (André/Marg). Carried.

[Note: "Staff" in the above two motions refers to the Video Tech, Audio Tech, Office Administrator, the CCCR, and the Music Minister.]

Action item: Treasurer to contact Cheques & Balances to ensure the necessary adjustments are made.

Moved that the meeting go in camera. (Marg/Martin). Carried

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The board continued in camera to discuss staffing updates.

Moved that the meeting leave in camera (Scott/Marg). Carried.

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Other

- Painting project update - Martin

The Board received an update on the ongoing assessment and planning related to exterior restoration and maintenance work for the church and thrift shop buildings. Members heard that four contractor estimates had been obtained for a heritage restoration project covering both buildings, with projected costs ranging from approximately \$350,000 to \$420,000. It was noted that these estimates reflected a full heritage restoration approach and that, even with potential heritage grant support of

up to 50% for the designated church building, the overall scope and cost of the project are not presently considered financially realistic for the congregation.

Discussion highlighted that a significant portion of the projected costs relates to surface preparation work, including chemical stripping, scaffolding and labour-intensive restoration processes. In response, Property Committee members have been exploring more cost-effective approaches, including the possible use of laser paint-stripping technology and alternative preparation methods. The thrift shop building was identified as a possible pilot project to test approaches, gain experience and better understand how future costs for the church building might be reduced. A contractor proposal of approximately \$37,500 was received for preparation and painting work on the thrift shop building.

Members also discussed the possibility of pursuing heritage designation for the thrift shop building, which could make it eligible for grant funding. Questions were raised regarding the implications and flexibility of heritage designation, including whether it would limit future modifications or redevelopment options. It was noted that the church building's existing heritage designation has historically allowed considerable flexibility in maintaining and adapting the property.

Further discussion focused on the condition of the buildings and the need to balance preventative maintenance, long-term stewardship and financial sustainability. While some deterioration of paint and exterior materials is evident, members heard that structural assessments indicate the buildings remain generally sound, with only limited localized damage identified to date. Consideration was also given to alternative long-term approaches, including the potential replacement of some exterior materials with lower-maintenance products.

The Board discussed the importance of developing a broader funding and property strategy before proceeding with major expenditures. Suggestions included exploring heritage grants, community fundraising initiatives, possible low-interest loans through the United Church of Canada and phased approaches to restoration work. The Board requested that the Property Committee continue exploring options and return with additional information and recommendations regarding heritage designation, funding strategies and long-term planning for the church precinct.

Closing Prayer: Greg

Meeting adjourned at 9:15 p.m.

APPENDIX A

James Bay United Church | Minister's Report

May 2026 | Rev. Greg Powell

Our March board meeting seems like a long time ago: we've had our AGM, we welcomed new board members, and planning for the fast-approaching retreat is well underway. There is so much good stuff going on around here.

Here is some of what's been capturing my attention:

1. During the Easter season, we have been hearing testimonies from various people and I have found these to be very moving. The vulnerability people have been willing to share is a testament to the work of the Spirit here: there is deep care for one another and we are genuinely curious about one another. I would like to continue this practice (without pressure of having to do it every Sunday) as we move into Pentecost and beyond.

2. Now that I am working with a new ministry description that will include some supervision with staff, I am drawing up a memorandum to delineate how staff supervision will work. Basically, the Ministry & Personnel (HR) team would serve as witnesses to the supervision, but I would help make decisions with regard to time away, goal-setting, accountability, etc. One early step is to draft up a reflection on Sundays away for the Minister (me) and the Music Minister (Jennifer Turner) so there are clear expectations and agreements.

3. Pursuant to 2 above, I was absent from worship for two consecutive Sundays in May and will be absent from two consecutive Sundays in June (one for the board retreat and one to conduct a wedding for a friend in Calgary). I acknowledge that these put stress on the worship planning team and can disrupt the flow of things to a degree. Aside from my summer vacation, I will avoid consecutive absences and keep my absences in the autumn to a minimum.

4. I had a wonderful meeting with five young adults who are active in our congregation (a sixth sent regrets on account of other commitments). This group has agreed in principle to meet monthly for a social gathering and is also interested in a young adults Bible study group. I will continue to support the group and scope out the study. I see immense potential for us to help meet specific needs with this demographic (as I do with all demographics, by the way).

5. We are receiving requests for bookings in the fall, which I am navigating with Candis our Office Administrator. One that is relevant to the board is a request from New Horizons to host a six-performance series as a fundraiser for New Horizons. New Horizons is an important neighbour and partner, but we haven't been able to find a

happy medium (they wanted to book two full weekends in November at a rate that we didn't deem justifiable). I reiterate that we value this relationship a great deal.

6. This past week was full of pastoral care requests. I am always grateful for these meaningful opportunities to connect (even with strangers as in the case of a request from a social worker at the Royal Jubilee Hospital).

7. Kelby (our Director of Arts Ministry) and I are drafting a planning document for an open house in the fall. It will have a similar flavour to last year's but scaled down a little and will take place over the course of a week (to coincide with normal programming). We are looking at focusing on September 19 and the week following.

8. These are the things I've neglected but will prioritize in the coming weeks:

- a) Move our affirming committee along
- b) Follow up from the pledge campaign, specifically in terms of time commitments.
- c) Develop and print a photo directory in-house.

9. The Terms of Reference for our ministries are coming along, but still require a lot of attention. The same applies to several policies and procedures.

With much gratitude,
Greg

ADDENDUM:

Email sent on May 8, 2026:

Dear Rev. Powell

My mum, Ruthe, has been talking about how much she appreciates you all. (She's an older woman in a chair, and I think you now have her PA for sound.) She raves about your jazz evenings on Tuesdays, the Sunday music, and the kindness of everyone there. She has really felt supported by your team.

So I just wanted to say thank you for what you're doing in the community and, most importantly, for how you're making my mum's days better as she is in that phase of life where we're doing end of life planning.

I live in the UK, so it's comforting to know there is a community that you have built and are supporting there that really brightens her days.

Wish all of you the very best, and, again, thank you.

Sheldon Steed

Email sent on May 12, 2026:

Hi Greg ...

I suggested on Sunday following church that I would send an email along with an inquiry -- so here it is!

The two 'David's' have been attending James Bay United for a couple of months now and have found it to be a place of inclusion, warmth, welcome, diversity, with a progressive theology all wrapped within a spiritual embrace that we have found quite refreshing and endearing.

Since 'retirement' a few years ago we have been worshipping in other faith communities (United Churches) but have never felt quite at home until we walked through the doors of James Bay United on that first Sunday morning. It was wonderful.

We would like to sit down with you and discuss what it means to be a member of the congregation at James Bay UC.

Any time is fine with us --- no rush. If you have some time over the next week or two, we would be happy to drop by the church or have you come by our home. Whatever is most convenient and comfortable for you.

Until then,
David Drake
David Johnson

APPENDIX B

James Bay United Church | Board Chair Report

Board Development - Fostering a Culture of Trust (Handout)

Bequest - from Linda Clegg

Congregational Feedback on May 24 and Online Survey (10 min) - Deborah

- Review online survey questions and prepare board members to use these same questions to lead table discussions on May 24th.
- May 24th Congregational Lunch Meeting - 11:45-1:30
- 11:45-12:00 - Participants will be seated (food on tables). Scott - welcome. Greg - prayer. Scott - provide instructions
- 12:00-1:00 - Table conversation while eating and note-taking by facilitators. A form will be provided on which to record notes. Bring your favourite writing utensil.
- 1:00 - Scott addresses questions/concerns, thank you to participants and inform where to direct follow-up thoughts.
- 1:15 - Greg - Closing prayer

Retreat Information (June 5-7) - (15 min)

- Review [Schedule](#)
- Introduce notion of Ministry Stewards - Deborah
- One possible model of how we might create a bridge between ministries and the board
- Ensuring all ministry leads have a point of contact
- No discussion required at this time
- Review the handout prior to the retreat
- Other information - Diane

Board Meeting Calendar for 2025-2026

- May 21/26 - Regular Board Meeting from 6:30-8:30 pm
- June 5 @ 4:00 pm to June 7 @ noon - Retreat at Bethlehem Centre, Nanaimo
- June 25/26 - Regular Board Meeting from 6:30-8:30 pm
- July - No Scheduled Meeting
- August 27/26 - Regular Board Meeting from 6:30-8:30 pm
- September 17/26 - Regular Board Meeting from 6:30-8:30 pm
- October 15/26 - Regular Board Meeting from 6:30-8:30 pm
- November 19/26 - Regular Board Meeting from 6:30-8:30 pm
- December 17/26 - Regular Board Meeting from 6:30-8:30 pm
- January 21/27 - Regular Board Meeting from 6:30-8:30 pm
- February 18/27 - Regular Board Meeting from 6:30-8:30 pm

- March 18/27 - Regular Board Meeting from 6:30-8:30 pm
- April 15/27 - Annual General Meeting of James Bay United Church from 7:00-9:00 pm

Proposed Congregational Meetings (Fall 2026)

- Purpose - to present product coming out of retreat (governance model, org chart, vision) and a budget update and possible revisions
- First meeting on September 20/26 - to present information, explain, discuss. Provide 2 weeks to process.
- Second meeting on October 4 - formal motions, discussion, vote

Scott's Contact Info:

Preferred email: chair@jamesbayunited.com (I'm attempting to not use scott.jantzen@gmail.com for board related emails)

Cell: 250-883-2690

Recommendation: Lectio 365 is a free app that I've been using for many years to guide me through my daily time of quiet reflection. To access, you need to download the app onto your phone or tablet. More about this tool can be found here: <https://lectio365.com/>

APPENDIX C

James Bay United Church | Treasurer's Board Report

Updated Financials from 2025

As presented at the AGM, we were NOT able to share 2025 Year End Balance Sheet and Income/Expense Statements.

The Balance Sheet is ready and can be found here:

[JBUC 2025 YE Balance Sheet - May 20_26.pdf](#)

The Income/Expense Statement is proving a bit trickier, and I am still in the process of cleaning it up so it is readable. Perhaps it will be ready at the time of our meeting.

QuickBooks progress:

We are now entering data into our new set of books.

- Work needs to be done on the naming of accounts to properly reflect what they are.
- I am reviewing the entries for the first quarter and will brief our bookkeeper on where we see changes need to be made. This process of feedback for Kyung will improve her data entry accuracy in the months to come.
- We have been promised Detail Reports at the Ministry/Program level of our Quickbooks software. They exist, but so far I have not been granted the special permissions required to view and print and share those reports with you.

Here are our first quarter financials:

[JBUC Balance Sheet as of March 31, 2026.pdf](#)

[JBUC Profit and Loss to March 31 2026.pdf](#)

Next steps with our subcontracted bookkeeping service Cheques and Balances

Bookkeeping:

I am scheduled to meet with the Cheques & Balances Principle Suzanne at the end of May to review our progress and plan a way forward hopefully with scaled back hours more in keeping with our budget.

A note of concern:

At our AGM I reported that the following funds had already been used (and not necessarily reported accurately as such) and that they would be rolled

over into our general fund. This raised some concerns that the money had not been spent and we should NOT be dismantling them without further review. I am in the process of gathering more information.

Johan Heskes Social Justice Fund		
_Jan.1.24	10,000.00	
_Dec.31.24	10,000.00	
Christine Wilson Social Justice Fund		
_Jan.1.24	3,629.00	
_Dec.31.24	3,629.00	

Gordon Miller
 Treasurer
 James Bay United Church

APPENDIX D

James Bay United Church | Discussion Request

M&P Committee Discussion Request

Communications and Community Relations Coordinator (CCRC) – Employment Hours Review

Identified Need and Rationale

Over the past several months, the M&P Committee has observed that the current allocation of 50 compensated hours per month for the Communications and Community Relations Coordinator (CCRC) may no longer be sufficient to meet the growing needs of the role.

As James Bay United Church continues to expand its ministries, community engagement, communications, arts programming, and donor relations work, the responsibilities connected to this position have increased significantly.

Communications Growth

The church's communications ministry has expanded considerably. Recent examples include the continued growth of the Tuesday Night Jazz / Arts Ministry, with additional concerts and programming requiring increased promotional coordination, announcements, website updates, and visual communications support.

In addition, weekly E-News preparation, website maintenance, social media and communications support for ministry teams continue to grow as congregational activity increases. The intentional decision to have a local and visible communications presence has also resulted in increased direct interaction and support requests from congregants, staff, and ministry leaders.

Donor Relations Growth

Donor relations responsibilities connected to this role have also expanded beyond the original scope of the position. These responsibilities continue to support the

church's administrative and stewardship needs and require consistent attention throughout the year.

Invitation for Board Discussion and Discernment

M&P would value the Board's discussion and discernment regarding:

- the evolving scope of the CCRC role;
- the sustainability of the current monthly hour allocation; and
- how this position supports the broader ministry and operational needs of James Bay United Church.

Request for Directional Guidance

M&P respectfully requests authorization from the Board to continue reviewing the scope, workload, and compensation structure of the CCRC position and, based on Board direction, return with formal recommendations and motions for consideration at the June Board meeting.

APPENDIX E

James Bay United Church | Discussion Request

M&P Committee Discussion Request 2026 Cost of Living Adjustment (COLA)

Identified Need and Rationale

The M&P Committee has been reviewing compensation practices to ensure they remain fair, equitable, and sustainable for all James Bay United Church staff in 2026.

As part of this review, the Committee noted that the United Church of Canada established a 2.6% Cost of Living Adjustment (COLA) for 2026, informed by national compensation benchmarks and inflation trends. While this adjustment applies specifically to General Council staff, it is often used as a reference point across ministry settings within the United Church.

M&P recognizes that inflation and increasing living costs continue to affect staff and ministry personnel. The Committee believes it is important to thoughtfully consider how compensation practices support staff retention, sustainability, and the well-being of those serving the ministry and administration of James Bay United Church.

Invitation for Board Discussion and Discernment

M&P would value the Board's discussion and discernment regarding:

- the church's approach to cost-of-living adjustments for staff;
- the sustainability and affordability of compensation increases within the current budget context; and
- how compensation practices reflect the congregation's commitment to supporting those who serve in ministry and administration roles.

Request for Directional Guidance

M&P respectfully requests authorization from the Board to continue reviewing compensation practices and the feasibility of a 2026 Cost of Living Adjustment and, based on Board direction, return with formal recommendations and motions for consideration at the June Board meeting.

APPENDIX F

James Bay United Church | Discussion Request

M&P Committee Discussion Request Arts Coordination Adjustment in Weekly Payment for Payroll

Identified Need and Rationale

As the Tuesday Night Jazz and Arts Ministry continues to grow, the M&P Committee has identified an increase in responsibilities connected to arts coordination and programming support.

Recent examples include the expansion of the Tuesday Night Jazz Ministry, with additional Sunday Jazz concerts confirmed and further growth anticipated. The leadership, booking, artist coordination, artistic planning, and overall curation connected to this ministry continue to require significant time and expertise beyond performance responsibilities alone.

Historically, this additional Artistic Director / Curator work was compensated separately at \$75 per week (previously \$50 as the workload increased). Since becoming part of the contracted Arts Ministry role, these coordination and artistic planning responsibilities have continued as an important component of the ministry's ongoing success and community engagement.

Invitation for Board Discussion and Discernment

M&P would value the Board's discussion and discernment regarding:

- the evolving scope of the arts coordination responsibilities;
- the sustainability and recognition of the additional coordination work being undertaken; and
- how this role continues to support the growth and visibility of the Arts Ministry within the congregation and wider community.

Request for Directional Guidance

M&P respectfully requests authorization from the Board to continue reviewing the compensation structure connected to arts coordination responsibilities and, based on Board direction, return with formal recommendations and motions for consideration at the June Board meeting.