

St. John's Sunshine Coast United Church Board Meeting Minutes – Sept. 19, 2019

Agenda

Discussion

Decision / Action

Lighting the Christ Candle	Opening Prayer: Jamie Bushell Check-In: Sybil Young	
Attendance	Present: Sybil Young (Chair), Katryn Harris (Vice-Chair), Bernadette Richards (Secretary), Ian Poole (Past Chair), Joan Hibbard (Letting Our Lights Shine), Cheryl Palm (Keeping the Lights On), Jack Young (Ministry & Personnel), Sue Lamb (Vision Team), Isobel Gibson (Trustees), Jamie Bushell, Minister Regrets:	
Agenda	Amendments: Move New Business—Covenanting Service to Team Reports/LOLS	Cheryl Palm/Joan Hibbard: Move to accept the Agenda, as amended. CARRIED
Approval of Minutes from July 18, 2019		Ian Poole/Cheryl Palm: That the minutes of July 18, 2019, be approved. CARRIED
Correspondence: Grandmothers to Grandmothers Campaign of the Stephen Lewis Foundation	Julie Gleadow, on behalf of Grandmothers to Grandmothers, has asked if the group can use church space, as she felt their values and ours are very much in alignment. They would like to meet in the hall, the second Monday of each month, October-June, 10am-12 noon.	Jack Young/Isobel Gibson: That Grandmothers to Grandmothers be allowed to use our hall space for their meetings once a month. CARRIED ...Sybil Young will get back to Julie Gleadow. It was suggested to let them know how much it costs to keep the hall warm and clean, and that a donation would be very much appreciated.
Business Arising from the Minutes 1. Update—Operations Manual Section 907-908 Ian Poole		908. Alcohol Policy: Tabled. To be brought back with rationale for/against alcohol at funerals next meeting.

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	<p>Website Policies: change that only Board Minutes A.6.2 be put onto website, instead of all minutes from all committees.</p> <p>Draft and Approved Board Minutes must be posted on website—bring this into the policy.</p>	<p>Joan Hibbard/Ian Poole: That the SJUC Board approve the 907. Website Policy, as amended. CARRIED</p> <p>Bern Richards will liaise with Nancy Smith and Sue Spurgeon to ensure Board minutes, draft and approved, are up on website.</p>
<p>2. Loaves & Fishes Capital Campaign Katryn Harris</p>	<p>Appeal Letter has been sent out. People are enjoying the “fun” aspect of the way the Loaves & Fishes Team is educating the congregation about our needs. The team is asking for letters of commitment by Sept. 29. ...The Stewardship Campaign needs some attention.</p>	<p>Conversation taken off-line to have a planning meeting to figure out how to run the Stewardship Campaign.</p>
<p>3. Stewardship/Fundraising & Planned Giving Update Sybil Young</p>	<p>Karen has moved the sections about Stewardship/Fundraising from KLO to Board Section in the Operations Manual.</p>	
<p>4. Update—Memorial Garden Joan Hibbard</p>	<p>Nameplates can be put on individual sites in the Memorial Garden; the town of Sechelt says fine to do. Funeral team has met; preparing a brochure to give families about funerals/memorials.</p>	<p>Agreed that we have a simple process in place to know where ashes are buried and we have a plaque in the Narthex to honour those who are resting in our Memorial Gardens. Agreed that this works for us at this time. --consider putting map of Memorial Gardens on our website, so those looking for relatives can know where they are resting—will come forward again with Policy on Memorial Gardens.</p>
<p>NEW BUSINESS: 1. Team Budget Request 2020/21 First Pass</p>	<p>Affirm: \$100 Pacific Region Allocation: approximately the same, may be increased by 10%. Vision Team Misc. Board Expenses</p> <p>--budget to must haves, not nice-to-haves. 2% increase for minister wage.</p>	<p>...Important to let groups know if Board is going to cap increases, that they know ahead of time, which will make the budget planning process go more smoothly. --suggest special budget meeting. Teams to provide budget requests by end of Oct. --before next meeting, build Board budget.</p>

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	<p>--what can you impact vs not impact.</p> <p>--Document why things are important or why they need this line item to stay.</p>	<p>Katryn will put together the budget pre-planning package. (Budget 2019, Version 5; Income Statement)</p> <p>--Oct. 22, Tuesday, 230-430pm</p> <p>All: please send your budget numbers to Katryn asap, by Oct. 15 at the latest, and she will put together a budget proposal.</p>
<p>2. Status of Downstairs</p> <p>Cheryl Palm</p>	<p>--linoleum is entirely installed.</p> <p>Bathrooms painted. Cove Moulding is not installed.</p> <p>3 handicapped toilets are being installed this week.</p> <p>Kitchen is coming along; cabinetry is back in place; waiting for plumber to hook up water before counter tops go back on.</p> <p>Could be back up and running by Oct. 1.</p> <p>Thanks to Sue and Dave Lamb for the paint.</p> <p>--Look into having wall behind Spinners cabinet painted by a volunteer.</p>	<p>Cheryl Palm is passing off baton to Ian Poole this week.</p> <p>Karen Weatherington will be talking with user groups as we are able to open space to them again.</p>
<p>3. Communications with Congregation</p>	<p>Moved to Vision Team report.</p>	
<p>Financial Report:</p> <p>Cheryl Palm</p>	<p>Looking at Statement of Fund Operations:</p> <p>At this point, we have a \$9,400 deficit compared to expected \$4,800 deficit. Envelope giving is down by over \$5,000. User group donations are down \$3,000 compared to \$2,500 this time last year</p>	<p>Cheryl Palm/Ian Poole: Move that the financial report be accepted. CARRIED</p>
<p>Trustee Financials to June:</p> <p>Ian Poole</p>	<p>Halfway through the year, trustees have available cash of \$5,400. Total investments \$47, 238.</p> <p>Memorial Fund Balance, Restricted: \$36, 271.</p> <p>Designated portion: admin, worship, outreach of \$10,000. This amount readily available for needs of the church.</p> <p>...Moving expenses have been paid and we have yet to reimburse Jamie Bushell for her travel costs. Cathy</p>	<p>Cheryl Palm/Isobel Gibson. Move that the trustees financial report be accepted: CARRIED</p>

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	Poole, chair of the Search Committee, will review as they have now been submitted. ... Trustees are discussing the admin section (\$2100) which still has to pay out two more quarters of the insurance premiums, travel and moving costs. Admin portion will go into the negative this year. How to deal with that.	
Team Reports:	As provided and received before the Board meeting.	Isobel Gibson's email to use is: grantg5@telus.net
Keeping the Lights On (KLO): Cheryl Palm	... Scott Huff has resigned as Buildings & Grounds supervisor, due to family health issues. We accepted his notice with deep thanks and regret. ... Nominations team to help us find a new supervisor.	
Letting our Lights Shine (LOLS): Joan Hibbard	... met on Monday. Jamie's covenanting service is on Oct. 20. There will be a Planned Potluck. Deb Bowman representing presbytery. ... Communion Sunday will be on Oct. 6—a variety of different breads to recognize our ethnic diversity and followed by bread and jam during coffee hour. Looking for donations of jam, please. ... Lunch program at Davis Bay School starts this Monday, costs coming from Memorial fund. In conversation with Peter Telfer, he will write Joan Hibbard a cheque for \$200; lunch makers will submit bills to Joan for the lunch program; Joan will keep running tally of cost of providing lunch program. ... Soup for the Soul will morph into doing a book study during Oct. and Nov.	... If you can donate a jar of jam, please talk Joan Hibbard
Ministry & Personnel: Jack Young	... meeting on Sept. 30.	
Minister Report: Jamie Bushell	... picking up Shorncliffe service once a month, looking forward to that.	

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	...appointment to meet with Jacqueline Samson at Christensen Village.	
Nominations: Ian Poole	No report.	
Trustees: Isobel Gibson	Next meeting Sept. 24.	
Vision Team: Sue Lamb	<p>Reflection Sunday on Money recently. 25 attended. ...Highlights. Touched by sincerity. Appreciated the process. Diversity points of view. Pragmatic folks—grounded and down to earth. Valuable conversations with our wider congregation. Good conversations. Liked talking stick. Affirmed people who had differing opinions. Tone was well set for openness and honest sharing. We were talking about money and people got back to spirituality. Liked honesty. Some heavy-hitters. Organized conversation through talking stick.</p> <p>Do differently: Frustrated with not being able to hear, feeling left out. Church is not just Sunday mornings; the worklife beyond Sunday. Challenge of timing. Much more focused content that was a plus; think in the future about doing these conversations around other less global topics frequently. Advertise the end time in notice. Do it periodically—could be shortened in time. It's okay to sit outside the circle.</p> <p>Reflection Summary and Notions ...People want clear information on a regular basis in a variety of ways ...people did not feel they are asked too often or for too much (maybe we under-ask) ...someone asked for the annual budget, wanted information about capital campaign ...people want information but when they are asked to participate in the budget, no one shows up</p>	<p>Sue will find ways to inform the congregation of our financial position on a regular basis in a variety of ways.</p> <p>Book noted by J. Bushell: Holy Currencies: 6 Blessings for Sustainable Missional Ministries, Eric Law</p> <p>Joan Hibbard/Katryn Harris: That the Team Reports be accepted. CARRIED</p>

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	...sounds like a great meeting ...contingency fund needed. ...get information out in our Sunday bulletin and into the email that goes out weekly.	
Next meetings		Oct. 22, Tuesday, 230-430. Budget Nov 19, Tuesday 230-430. SJUC Board Meeting Agenda: Discussion about frequency of board meetings.
Closing. How did we do?	Good. Fine. Enjoyed the discussion. Rushing. Helps to have a separate meeting on budgets. Is it appropriate still to have bi-monthly board meetings?	Joan Hibbard: Move to close meeting. The meeting ended at 4:40 p.m.
Closing Prayer – Joan Hibbard		Respectfully submitted, Bernadette Richards