JAMES BAY UNITED CHURCH BOARD MEETING

January 16, 2019

Location: Welcome Room, 10 am.

Present: Cheryl Caldwell (Chair and Finance), Karen Dickey (Minister), Doug Lunam (Pastoral Care), Cheryl Macpherson (Worship), Gordon Miller (Communication and Neighbourhood Engagement), Martin Stewart (M&P), Kathe Putt (Secretary), Louise n'ha Ruby (Member at Large).

Chair: Cheryl Caldwell **Recorder**: Kathie Putt

Opening: Check-in and reflection (Doug – "On Fire")

Minutes:

- **Discussion:** There was vigorous discussion about what form the Minutes should take. Martin expressed the view that our minutes should be full, including everything, rather than a summary, and a summary is what should be put on the web site. Various reasons included future reference if an issue comes up again, to record differences of opinion, to inform in more detail someone who misses a meeting. Opinion expressed also that decisions, once made, represent the Board as a whole rather than something supported by only some of the members. This topic to be discussed more fully at a future time.
- **Agreed** to accept the Minutes of December 12, 2018 as circulated on January 15.

Correspondence:

- Peninsula United Church in Surrey has inquired about our governance structure. Cheryl C. will respond with our "Household of Faith" document (February 2012) and agree to an interview.
- **Action: Cheryl C.**

M and P Report:

- **Agreed** to the recommendation in the M and P Report regarding holidays and sick days.
- **Agreed** to Agreement with Thrift Shop Chaplain and Operations Manager, Joan Scandrett, as circulated prior to this meeting, signing to happen today. Much appreciation to Martin and Cheryl C.
- Emergency Contact list: some slight revisions were incorporated before the conclusion of the meeting, the list to be posted in obvious places.
- Emergency Plan: Martin has begun to prepare a document but would like input from the Board as soon as possible, based on the link sent in his report. Missing from the document in the link is reference to the areas around the church, street/ homeless people. Martin will talk with Our Place and requests ideas and reflections from the Board, especially based on past experience.
- **Action**: **all Board members, Martin.**

Thrift Shop break-in:

- Doug will follow up on getting the bills, and make a recommendation to the Board about whether to make an insurance claim. The Board can decide by email.

- **Action: Doug**

Budget:

- Cheryl Caldwell presented the draft budget and reviewed key items in detail. She will make the necessary changes according to the Board's input.
- **Agreed** to recommend the Proposed Budget to the Congregation, subject to the changes agreed upon here**.**
- **Many thanks** expressed to Vanya for her help in preparation of the budget, and to Cheryl C.
- **Action:**
    - Karen and Cheryl – calculation of UCC assessment;
    - Gordon and Martin – work on the Pledge Drive mail-out;
    - Karen and Doug – exploring possibilities for after the CNEI contract expires.

Collection Counter Co-ordinator

- As Isabelle needs to resign from this position, we need a new co-ordinator. Doug will phone those on the counting roster to see if someone might take it on.
- **Action: Doug**

Mid-point break and check-in

Communication and Neighbourhood Engagement

- Gordon has circulated a working document to the Board focussing on the past quarter and including examples of how people are engaging with us through social media.
- He sees two important things coming up:
    - The Neighbourhood Pledge Drive, and
    - A survey of the congregation showing the list of ministries and asking 1) where do you see yourself in alignment and 2) do you want to be part of the work? This needs a good description of each initiative/ ministry, careful wording and good promotion.
- Question for us: what are the indicators of a successful programme?

Trustees

- Linda Wreggitt has resigned. Resignations have to be accepted by the Congregation to be official. Members remaining include Doug, Dorothie Lindquist and Karen, as minister.
- Other names were suggested. Karen and Doug will follow up with them; Doug will talk with Dorothie.
- **Action: Doug, Karen.**

Annual General Meeting

- A planning committee for the meeting – Karen, Martin, Doug – will follow up with the Board, noting the observations/ recommendation made after last year's meeting.
- Annual Reports by team leads must be in on time.
- All those presently on the Board agreed to serve for another year.
- Agreed to change the date to March 3.
- **Action: Karen, Martin, Doug; team leads**

Board Retreat

- January 23, at Mary Lake Nature Sanctuary, booked from 9:30 to 5:30, meet from 10 – 5.
- Ideas were shared as to what we would like to get from the retreat.

Online course "Inclusion 2.0"

- Karen will send a link; all of us should respond as to whether we think it is something for us to follow up with, and who to include, possibly Fairfield UC also. Karen will contact them.
- **Action: Karen, all Board members.**

Next meeting date:

- If we need a meeting before the AGM acceptable dates are February 14, afternoon, or February 21, morning or afternoon.

Conclusion:

- Reflections on the meeting
- Closing prayer.

Adjournment: 1:00.