

**APPROVED - BELLS CORNERS UNITED CHURCH BOARD MEETING MINUTES**

**MEETING:** No. 7 – 2021-2022

**DATE & LOCATION:** Nov 17<sup>th</sup>, 2021 7:00 pm held virtually on Zoom

**PURPOSE:** To carry out the business of BCUC Church

Board **CHAIR:** Jordan Berard

**PRESENT:**

Rev. Lorrie Lowes	Susan Young
Jordan Berard	Rev. Kim Vidal
Ellen Boynton	David Stafford
Sue Morrison	Will Wightman
Mark McDonald	Norm Pound
Bill McGee	Desna Sulway

**REGRETS:**

**GUESTS:** Mark McDonald, Sue Morrison

**NEXT MEETING:** Wednesday, Dec. 15<sup>th</sup>, 2021

1. **Opening Remarks** Chair

2. **Devotions** Ellen

Ellen read words of wisdom and a prayer to us from the back of the United Church Calendar!

3. **Accepting of Corresponding Members** Chair

Norm moved to accept Sue Morrison and Mark McDonald as corresponding members. Desna seconded. Approved.

4. **Approval of Agenda** Chair

David moved to accept the agenda as amended. Susan seconded. Approved.

5. **Approval of Minutes** Chair

5.1. Oct 20<sup>th</sup>, 2021

Ellen moved to accept the minutes of the October 20<sup>th</sup>, 2021 Board meeting as circulated. David seconded. Approved.

6. **Standing Reports**

**6.1. Vaccinations**

After last month's discussion, Jordan contacted OPH wanting clarification on our multi-purpose building contracts for rentals. He has yet to receive an answer from his correspondence. The groups who are currently renting from us have been very responsible. Currently, rental contracts state that groups are responsible for following public health guidelines/laws and enforcing vaccination requirements where applicable.

Kim mentioned that the Worship Commission will discuss guidelines for Christmas Eve services. A recommendation will be made to the Board following the Worship/CE meeting in early December. Discussion followed. It seemed that a limited capacity for Christmas Eve, to allow for 2-meter distancing, is preferred to no distancing and a full-house with a vaccination mandate (as may be allowed by Public Health by that time). Although we are no longer requiring pre-registration for regular Sunday services because we have not been having attendance at the capacity limit of the

sanctuary under current distancing rules, the Worship Commission is likely to ask the congregation to pre-register for the Christmas Eve service because higher numbers of people may wish to attend on Christmas Eve. Pre-registration would allow us to be prepared with, e.g., additional seating outside the sanctuary (in the narthex or Main Hall). Alternatively, multiple services may be considered if the number of people wanting to attend warrants an additional service at a different hour.

**Ministers' Report (Pages 4-7)**

Rev. Kim/ Rev. Lorrie

**6.1.1. Change in Membership Status**

Rev. Kim moved that the membership status of Shirley Hughes, Dawn Ross, and Jack Calderwood be changed in the historic roll due to death. Seconded by Rev. Lorrie. Approved.

**6.2. Finance Report (Pages 8-12)**

Bill

As anticipated, givings are down, but expenses are on budget. Ross and Bill have prepared a message for the bulletin predicting a 10% deficit by year end. Bill and Ross will also make an appeal to the congregation at an upcoming service.

**6.3. M&P (Pages 13-15)**

David

M&P will host a staff lunch on Dec 7<sup>th</sup>.

The M&P budget for 2022 is being finalized and will be presented to the Board in December.

David moved that Lorrie's 2022 vacation dates (March 14-20, June 20-July 30) be approved by the Board. Norm Seconded. Approved.

David moved that, in keeping with the new Section B.3.5.2 of The Manual (2021), the BCUC Board agrees to invite members of the order of ministry attached to BCUC to become full members of the congregation; and that at a suitable time and place, they be recognized as new members before the congregation. Seconded by Susan. Approved.

**7. New Business**

**7.1. Sending Documents to the BCUC Chairs.**

Will

Approved Board meeting minutes from the previous month, plus the Draft Board meeting minutes from the current month, will be circulated after each meeting.

Draft Board meeting minutes will also be circulated to the Board and committee chairs prior to the next meeting when the agenda is also circulated.

**7.2. Monthly Report from Worship Commission (Page 16)**

Sue / Chair

**7.2.1. Motion to Renew Worship Commission Mandate**

David moved to renew the worship commission mandate for another month. Desna seconded. Approved.

**7.3. 2022 Activity Plan and Budget Cycle**

Chair

2022 Budgeting materials and timelines were reviewed and agreed upon. Jordan will circulate a letter and instructions to committee contacts and Chairs in order to initiate the Budgeting process.

**7.4. Date of the 2022 AGM:** Sunday March 6<sup>th</sup>, 2022 (after worship service).

**7.5. Nominations**

Ellen

Ellen moved that Larry Ryan be nominated to Chair the Membership committee and to become a member of the Stewardship committee. Seconded by David. Approved.

**7.6. Insurance Renewal**

Document received by Trustees from insurance broker indicates a surprising 32% in rates. Will be paid this year as deadline is tight, but alternatives to be explored by Trustees moving forward. Questions were raised about whether this rate increase has been seen in other churches as well. Trustees to investigate and follow up.

**8. Other Business**

**8.1. Devotions:** for Wednesday, Dec 15<sup>th</sup>, 2021

Chair

David agreed to lead devotions for the December meeting.

**9. Next Meetings:**

Chair

**9.1. Regular Board Meeting** – Wednesday, Dec 15<sup>th</sup>, 2021.

**10. Closing Prayer**

Rev. Kim/Rev. Lorrie

## **MINISTERS' REPORT**

### **BCUC Board Meeting – Nov. 17, 2021**

#### **Kim's Report:**

Here are the highlights of my ministry from Oct 21 to Nov 17, 2021:

#### **Worship:**

During this period, onsite worship service was held in the church building with a maximum number of 50 people and will continue this way until further notice. The weekly worship service continues to be offered via YouTube, link of which is posted on our website, and Facebook. In addition to recording my input for the weekly online service, I also prepare the weekly Powerpoint slides. The service is also available via telephone and text format.

We continue to show our thanks and appreciation to Sue & Rick Morrison, Griz Morrison, Angela Starchuk, Ken Kim, Connie Davidson and others who have come forward to help with technical stuff during Abe's leave of absence. We are also very thankful to two youths, Albrecht & Dietrich Magno, who are helping us run the slides during the onsite service. Abe played some music during Remembrance Sunday and recorded 3 pieces for our service on Sunday, Nov 21<sup>st</sup>. He is slowly transitioning to going back to his duties.

- **Oct 24** – I was on study leave. Lorrie led the SOSA Sunday worship service with a focus on the Guaranteed Livable Income.
- **Oct 31** – Reformation & All Saints Sunday. Four new members were welcomed: Rev. Dr. Victor & Sally Lujetic; Simon & Ruby Linforth.
- **Nov 7** – Remembrance Sunday. Another moving service was held honouring the veterans and those who are still active in service.
- **Nov 14** – Youth & Children Sunday. Lorrie led the service.

#### **Christian Education:**

- Plans and facilitates the weekly Lectionary Group discussion every Tuesday at 10:30 am via Zoom.
- Attended the Worship/CE meeting on Thursday, Nov 4, 2021 and presented the Worship Planning for Advent, Christmas & Epiphany.

#### **Pastoral & Spiritual Care:**

- Offers pastoral and spiritual care to members and adherents through emails and phone calls. Follow up calls were offered to those who were recovering from treatment and for those who were ill and the grieving.

- Participates in a weekly simultaneous virtual Prayer Circle every Wednesday at 8 pm from home.
- Sends the weekly worship service and announcements to the activity coordinators of retirement homes (Stillwater Creek, Lynwood Lodge & Valley Stream Manor) to print copies for our members and adherents residing in those retirement homes mentioned.
- Reports to Ronalie Abbey of people who need greeting cards (thinking of you, sympathy, get well soon, birthday, etc.) on behalf of BCUC.
- Continues to update the spreadsheet of members that we have been in touch with through phone calls, emails or cards.
- Officiated the wedding service of Monique Bellefeuille & Tim McMillan at BCUC on Nov. 6.
- Attended two sessions of “Aging with Care”, a webinar hosted by First United on Nov 3 & 10.
- Phone meeting with Kim Calderwood on Nov 11 & 15 and discussed a celebration of life service for Jack.

**Wider Church/ National UCC:**

- Attended the monthly UCC Filipino Ministers’ Network Meeting via ZOOM on Nov 2.

**Continuing Education:**

- Attended a webinar on Guaranteed Livable Income hosted by EOORC on Oct 21.

**Backstory Preaching Mentorship Program:**

- Regular weekly attendance in “lectio” (Monday) and “oratio” (Wednesday) sessions.
- Attended a webinar: “Preaching without Notes” on Oct 21.
- Attended a 1:1 Session with my mentor, Rev. Samantha Smith on Oct 21.
- Joined a Spiritual Reflection session with Rev. Mike Marsh on Oct 27.
- A BCUC Sermon Appraisal Listening Team was put together. Members are: Jan Pound, Rick Morrison, Rev. Dr. Victor Lujetic, Rev. Ronnie Magno, Angela Starchuk & Susan Young. The first sermon appraisal was submitted on Nov 7<sup>th</sup>.

**Motion: (for Board Approval)**

1- Change of Membership Status – I move that the membership status of Shirley Hughes, Dawn Ross and Jack Calderwood be changed in the historic roll due to death. Seconded by\_\_\_\_\_.

**Blessings,  
Rev. Kim**

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## **Diaconal Minister's Report to the Board – November 17, 2021**

### **Working in Ministry On-line and In Person**

I continue to share in the planning, writing and recording of the weekly worship service, including the Children's Story. I led worship on October 24, the SOSA Sunday service, and November 14, Youth and Children's Sunday. I created the PowerPoint presentation for the Remembrance Sunday service. I was on vacation for the week leading up to that service, November 1-7.

### **Pastoral Care**

I have been keeping in touch with people from the congregation by phone, email and Zoom and I have taken part in our Wednesday night Prayer Circle.

On October 30, I officiated at the Celebration of Life for Gerald Cann at BCUC.

### **Christian Education**

We continue to offer resources to children, youth, and families through activities offered online.

I continue to host and co-facilitate the weekly Lectionary Study on Zoom, taking on the responsibility for planning and facilitating when I am leading worship.

### **Other Committee Work**

I host the monthly board meetings and other committee meetings as required through Zoom.

### **Outreach**

Our Zambia Project continues with over \$10,000 raised of our commitment of approximately \$12000 for the construction of the Church/Community building. Any money over and above the amount needed for this (which fluctuates with the change in the strength of a very volatile Zambian kwacha) will go toward supporting Camp Chipembi. This summer day camp is an ongoing project and will require our support each year as part of our partnership with Emmanuel UC and Chipembi.

## **Other**

I attended a very interesting zoom presentation, hosted by EOORC regarding a guaranteed Liveable Income on October 21.

I am taking part in a series on Aging, hosted by First United on the four Wednesday evenings in November.

I attended the meeting of the Board of directors for OWEC on October 20 and again today, on November 17. When available, I assist the chaplain, Steve Zink, with a virtual Bible Study for the folks at Regina Towers.

I continue to take part in a bi-weekly Midrash Study group with several diaconal ministers from this area.

DOTAC (Diakonia of the Americas and the Caribbean) hold a prayer gathering on the first of each month, which I attend.

I continue to be in contact with the local DUCC (Diaconate of the United Church of Canada) through regular meetings.

I have been asked to serve as Pastoral Charge Supervisor for Pakenham Pastoral Charge beginning in January as they search for a new minister.

As always, let me express my gratitude for all you do to support us in our ministry.

**Respectfully submitted,  
Rev. Lorrie Lowes  
Diaconal Minister**

Status of Directed Funds as of		October 14, 2021							
	Balance 2021/01/01	Credit	Debit	YTD Change	Ending Balance	Other/ Investmts/ Pledges	Total	Notes	
CD Board	\$2,256.21	\$300.00	(\$1,300.00)	(\$1,000.00)	\$1,256.21		\$1,256.21		
CD CE-Mission Exposure	\$6,876.63	\$52.00	\$0.00	\$52.00	\$6,928.63		\$6,928.63		
CD CE-Zambia Partership	\$1,679.66	\$7,620.00	(\$8,300.00)	(\$680.00)	\$999.66		\$999.66		
CD CE-Programs	\$1,239.23	\$125.00	\$0.00	\$125.00	\$1,364.23		\$1,364.23		
CD CE-Youth	\$5,836.96	\$508.00	\$0.00	\$508.00	\$6,344.96		\$6,344.96		
CD Events-General	\$5,360.18	\$0.00	\$0.00	\$0.00	\$5,360.18		\$5,360.18		
CD Pastoral Care	\$126.79	\$0.00	\$0.00	\$0.00	\$126.79		\$126.79		
CD SOSA.Appeals	\$0.00	\$2,885.00	(\$2,885.00)	\$0.00	\$0.00		\$0.00		
CD SOSA.Flowthru	\$250.00	\$9,365.00	(\$4,805.00)	\$4,650.00	\$4,800.00		\$4,800.00	Note 1	
CD SOSA M&S-Flowthru	\$0.00	\$1,730.00	(\$1,480.00)	\$250.00	\$250.00		\$250.00	Note 1	
CD Worship-Flowers & Decorations	\$1,000.00	\$310.00	(\$58.74)	\$251.26	\$1,251.26		\$1,251.26	Note 2	
CD Worship-Music General	\$2,766.85	\$1,991.00	(\$1,951.63)	\$29.37	\$2,796.22		\$2,796.22		
Sub Total	\$27,392.51	\$24,876.00	(\$20,790.37)	\$4,085.63	\$31,478.14		\$31,478.14		
CD PM-Building, Maintenance & Repair	\$23,570.56	\$3,000.00	(\$1,537.00)	\$1,463.00	\$25,033.56	\$3,000.00	\$28,033.56		
Capital Fund-Labyrinth/Landscape	\$6,517.47	\$0.00	\$0.00	\$0.00	\$6,517.47		\$6,517.47		
Capital Fund-Portico	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$8,636.00	\$8,836.00	Note 3	
Capital Fund - Audio-Visual Upgrade	\$59.97	\$0.00	\$0.00	\$0.00	\$59.97		\$59.97		
Capital Fund - Shalom Renewal	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00		\$5.00		
Sub Total	\$6,782.44	\$0.00	\$0.00	\$0.00	\$6,782.44	\$8,636.00	\$15,418.44		
Total	\$57,746.51	\$27,876.00	(\$22,327.37)	\$6,648.63	\$63,294.14	\$11,636.00	\$74,930.14		

Note 1: Balance is transferred every four months or when balance exceeds \$500.  
 Note 2: Balance over \$1,000 at year-end is transferred to *Operating Fund*.  
 Note 3: Securities

Status of Directed Funds as of		November 12, 2021							
	Balance 2021/01/01	Credit	Debit	YTD Change	Ending Balance	Other/ Investmts/ Pledges	Total	Notes	
CD Board	\$2,256.21	\$300.00	(\$1,300.00)	(\$1,000.00)	\$1,256.21		\$1,256.21		
CD CE-Mission Exposure	\$6,876.63	\$57.00	\$0.00	\$57.00	\$6,933.63		\$6,933.63		
CD CE-Zambia Partership	\$1,679.66	\$8,802.00	(\$8,300.00)	\$502.00	\$2,181.66		\$2,181.66		
CD CE-Programs	\$1,239.23	\$125.00	\$0.00	\$125.00	\$1,364.23		\$1,364.23		
CD CE-Youth	\$5,836.96	\$690.30	(\$500.00)	\$190.30	\$6,027.26		\$6,027.26		
CD Events-General	\$5,360.18	\$0.00	\$0.00	\$0.00	\$5,360.18		\$5,360.18		
CD Pastoral Care	\$126.79	\$0.00	\$0.00	\$0.00	\$126.79		\$126.79		
CD SOSA.Appeals	\$0.00	\$2,885.00	(\$2,885.00)	\$0.00	\$0.00		\$0.00		
CD SOSA-Flowthru	\$250.00	\$10,384.00	(\$4,805.00)	\$5,579.00	\$5,829.00		\$5,829.00	Note 1	
CD SOSA M&S-Flowthru	\$0.00	\$1,955.00	(\$1,480.00)	\$475.00	\$475.00		\$475.00	Note 1	
CD Worship-Flowers & Decorations	\$1,000.00	\$310.00	(\$58.74)	\$251.26	\$1,251.26		\$1,251.26	Note 2	
CD Worship-Music General	\$2,766.85	\$2,441.00	(\$3,600.13)	(\$1,159.13)	\$1,607.72		\$1,607.72		
Sub Total	\$27,392.51	\$27,949.30	(\$22,928.87)	\$5,020.43	\$32,412.94		\$32,412.94		
CD PM-Building, Maintenance & Repair	\$23,570.56	\$6,000.00	(\$17,027.95)	(\$11,027.95)	\$12,542.61	\$0.00	\$12,542.61		
Capital Fund-Labyrinth/Landscape	\$6,517.47	\$0.00	\$0.00	\$0.00	\$6,517.47		\$6,517.47		
Capital Fund-Portico	\$200.00	\$8,446.05	(\$8,646.05)	(\$200.00)	\$0.00	\$0.00	\$0.00	Note 3	
Capital Fund - Audio-Visual Upgrade	\$59.97	\$0.00	\$0.00	\$0.00	\$59.97		\$59.97		
Capital Fund - Shalom Renewal	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00		\$5.00		
Sub Total	\$6,782.44	\$8,446.05	(\$8,646.05)	(\$200.00)	\$6,582.44	\$0.00	\$6,582.44		
Total	\$57,745.51	\$42,395.35	(\$48,602.87)	(\$6,207.52)	\$51,537.99	\$0.00	\$51,537.99		

Note 1: Balance is transferred every four months or when balance exceeds \$500.  
 Note 2: Balance over \$1,000 at year-end is transferred to *Operating Fund*.  
 Note 3: Securities



**Bells Corners United Church - OPERATING FUND**  
**Comparative Income Statement**  
**Year-to-date at September 30, 2021/2020**

	Actual 01/01/2021 to 30/09/2021		Actual 01/01/2020 to 30/09/2020
REVENUE			
General Operating Fund			
Weekly Givings	99,033.00		115,312.55
Monthly PAR Givings	118,798.26		117,987.53
Initial	90.00		216.00
Loose	130.90		279.62
Donations	5,154.00		0.00
Donations (Shares)	0.00		16,126.35
Sunday School Collections	0.00		2.20
Total Givings		223,206.16	249,924.25
Rental Agreements	11,200.00		6,400.00
Group Room Rentals	6,375.00		8,770.00
Other Room Rentals	225.00		3,820.00
Funeral Fees	60.00		60.00
Parking Fees	240.00		480.00
Property Rentals		18,100.00	19,530.00
GST Rebate/Interest/Inv. Income	12.47		17.34
Misc income	0.00		4,393.57
Bulletin Sponsorship	0.00		380.00
Total Other Income		12.47	4,790.91
Loblaws Certificate Program	1,750.15		2,281.80
Other Fundraising	539.11		1,430.40

Total Events	2,289.26	3,712.20
'Special Stewardship Program	500.00	675.00
'Total General Operating Fund	<u>244,107.89</u>	<u>278,632.36</u>
Non Budgeted Revenue		
'Donated Securities Gain or (- Loss)	0.00	430.08
'Total Non Budgeted Revenue	<u>0.00</u>	<u>430.08</u>
TOTAL REVENUE	<u>244,107.89</u>	<u>279,062.44</u>
EXPENSE		
'Ministry And Personnel		
'Total Ministry & Personnel	194,466.99	178,485.22
'Service And Outreach		
'Mission And Service	29,849.99	29,250.00
'Membership Multifaith Housing	100.00	100.00
'Ottawa Westend Chaplaincy	6,700.00	6,000.00
'Total Service And Outreach	<u>36,649.99</u>	<u>35,350.00</u>
'Property Management - Operating Exp		
'General Maintenance - Infrastructur		
'General Maintenance - Interior	519.89	412.95
'General Maintenance - Exterior	437.76	1,221.38
'General Maintenance - Property Use	280.82	406.80
	138.62	0.00
'Subtotal - General Maintenance	<u>1,377.09</u>	<u>2,041.13</u>
'Furnace Maintenance	1,474.08	1,364.51
'Natural Gas	2,935.47	3,914.24
'Electricity	5,929.96	3,941.11
'Water and Sewer	1,009.34	889.14
'Snow Removal and Shovelling	4,519.75	4,718.47
'Contract Janitorial Services	2,650.00	6,879.00
'Custodial Services	547.00	218.00
'Sub-Total - Janitorial Services	<u>3,197.00</u>	<u>7,097.00</u>
'Telephone	1,350.96	1,633.25
'Internet & Web Hosting	342.00	614.89
'Photocopier (Contract)	1,431.00	1,431.00

Photocopier Use	257.18	825.46	
	<hr/>	<hr/>	
'Sub-total - Telecommunications	3,381.14	4,504.60	
'Fire Equip. Testing and Maintenance	0.00	410.00	
'Security Monitoring and Maintenance			
	<hr/>	<hr/>	
	308.00	572.00	
	<hr/>	<hr/>	
	24,131.83	29,042.20	
	<hr/>	<hr/>	
	308.00	162.00	
'Sub-total Fire Alarm/Security			
'Total Property Mgt.Operating Expens			
'Planned Maintenance & Repair Projec			
'Ladies' Washroom Counter			
	<hr/>	<hr/>	
	239.90	0.00	
	<hr/>	<hr/>	
	239.90	0.00	
	<hr/>	<hr/>	
	239.90	0.00	
'Sub-total Planned Main.&Repair			
'Total Planned Maint.&Repair Project			
'Unplanned Maint.&Repair Projects			
'Furnace - CE Wing	<hr/>	<hr/>	
	8,750.00	0.00	
'Total Unplanned Maint.& Repair	<hr/>	<hr/>	
	8,750.00	0.00	
'Envelopes	403.00	443.00	
'Bookkeeping	4,944.00	5,612.50	
'Financial Man Miscellaneous	<hr/>	<hr/>	
	302.62	200.00	
'Total Financial Management	<hr/>	<hr/>	
	7,418.57	8,166.41	
'Communications			<hr/>
'Postage	276.00	387.00	<hr/>
'Comm Stationary & Supplies	92.13	328.18	
'Pamphlets	<hr/>	<hr/>	
	0.00	1,045.01	
'Communications Miscellaneo 'Total	<hr/>	<hr/>	
	534.83	38.85	
'Communication Expens		1,799.04	
'Christian Education			<hr/>
			<hr/>
'Financial Management			
'Interest Payments/Serv Chg	1,768.95	1,910.91	
'Christ Education Material	167.76	62.58	
		<hr/>	
		62.58	
		<hr/>	
'Worship			
'Tuning	140.00	690.00	
'Music	0.00	1,346.20	
'Worship Materials	700.79	116.35	

Total Worship	<u>840.79</u>	2,152.55
Miscellaneous		
Stewardship	0.00	32.97
Congregation Relationship	0.00	130.93
Board Operations	329.17	0.00
Presbytery	11,210.99	11,210.99 <u>                    </u>
Pastoral Care	328.72	0.00 <u>                    </u>
Trustees - Insurance	9,509.40	7,652.88
Stinson Bequest Expenses	30,022.17	23,460.60
Miscellaneous	0.00 4,781.13	8.21
HST - PST portion 8%	2,944.30	2,899.00
HST - GST portion 5%		2,147.27
Total Christian Education	167.76	
Total Miscellaneous	<u>59,125.88</u>	<u><del>47,542.85</del></u>
TOTAL EXPENSE	<u>332,326.54</u>	<u>302,600.85</u>
NET INCOME	<u>-88,218.65</u>	<u>-23,538.41</u>

Generated On: 26/10/2021

The M&P Committee last met November 9, 2021

**Staff Christmas Lunch**

Members have organised a staff Christmas lunch to take place December 7 at noon. Dan Lanoue (and Wendy) have agreed to host at their home with appropriate spacing and COVID regulations in place for a Thai lunch. All Staff have indicated they will attend!

**2022 M&P Budget**

The 2022 Budget is moving towards finalization as we make final calculations. M&P recommends that all Staff receive a 1.3% increase across the board as recommended by the United Church of Canada. Abe will receive slightly more as recommended by the Royal Canadian College of Organists. The accompanying table shows Staff individual salaries, with the BCUC social benefits (CPP, EI, Health & Pension) shown as a lump sum as suggested at the November Board meeting. The table shows 2021 and 2022 figures for comparison.

Ministers Continuing Education allowance has increased slightly, and the travel allowance is unchanged at 41 cents per kilometer.

Costs for substitute staffing are also listed but the expenditures are unlikely as we have already shown an aptitude for volunteers to manage where and when they are needed.

**Vacation Leaves**

Rev. Lorrie has requested vacation leave for March 14-20 and June 20-July 3. This will leave her one more week of vacation and 3 weeks of study leave, dates yet to be chosen. M&P has agreed and recommends the Board approves.

**Supervision at Pakenham**

Rev. Lorrie has been asked by the EOOR Region to serve in a Supervisory capacity of the Pakenham Congregation while they search for a new minister. M&P has agreed to support this request.

Respectfully submitted,  
David Stafford  
Chair

**PROPOSAL RE: THE MANUAL (2021) MEMBERSHIP AND OTHER PARTICIPATION IN A COMMUNITY OF FAITH THAT IS A CONGREGATION**

Before the recent organizational changes in the United Church of Canada, all Ministers were associated with and governed by the local Presbytery and a Regional Conference. However, it seems that now the United Church has decided that with the exception of Ministers who are Called or Appointed to a congregation, any other member of the Order of Ministry can request membership with the congregation in which they worship & participate, as noted in this extract from The Manual (2021):

**B.3.5.2 Other Members of the Order of Ministry**

“Any other member of the order of ministry may make a request to the governing body to have their name added to the membership roll of the congregation.

“The governing body is responsible for making a decision on the request”.

Consequently, I propose that the various members of the order of ministry who have attached themselves to Bells Corners United Church be apprised of this change and be invited to request membership in the BCUC Congregation through the BCUC Board.

Members of the Congregation are expected to use their gifts in support of the congregation programs and financially support congregational activities to the best of their abilities. Membership also permits member to seek and hold office; and to fully participate in meetings (speak, make and second motions, debate and to vote) according to accepted practices as define in Bourinot’s Rules of Order.

Ministers Called or Appointed to BCUC are not eligible for Congregation Membership.

Letter to prospective Members

Dear \_\_\_\_\_

As a member of the Order of Ministry of the United Church of Canada who has chosen to attach yourself to and worship with the BCUC Congregation, we are pleased to inform you of “New Rules” in regards your membership in the United Church of Canada.

A change to The Manual (2021) now entitles you to request membership in our congregation. Under Section B.3. Membership and Other Participation in a Community of Faith That Is a Congregation, a new section in

B.3.5.2 states:

**B.3.5 Members of the Order of Ministry**

**B.3.5.1 Members Called or Appointed to the Pastoral Charge** A member of the order of ministry who has been called or appointed to a pastoral charge is not a member of the congregation and is not eligible to have their name added to the membership roll.

**B.3.5.2 Other Members of the Order of Ministry** Any other member of the order of ministry may make a request to the governing body to have their name added to the membership roll of the congregation. The governing body is responsible for making a decision on the request.

Accordingly, pursuant to a motion of November 17, 2021 passed by the Board of Bells Corners United Church, we heartily invite you to request membership within our congregation.

We would extend the same courtesy to your spouse where applicable.

Signed by the chair of the Board ...

Address, etc.

## **Report of the Worship Commission to the BCUC Church Board November 2021**

On-site Sunday morning worship services resumed at BCUC on July 11, 2021, as the Province of Ontario moved into the 2<sup>nd</sup> step of its current reopening plan. There has been no change since then in the measures taken on Sunday morning to be compliant with the requirements of the Province and the Public Health Unit, and to keep our congregation members as safe as possible when attending on on-site service.

We continue to make a record of all those attending Sunday by Sunday, along with their contact information, and these records are maintained in the church office in case it is needed for contact tracing purposes. We encourage those attending to pre-screen themselves at home before coming, but do have a screening usher each Sunday. We also continue to use the same distanced seating pattern and dismissal plan as we were previously using, with ushers explaining the plan and assisting people to find their seat. At dismissal, we ask people to maintain a two-meter distance from others as they leave the church building.

In recent weeks on-site Sunday service attendance has increased somewhat, and we have had between 30 and 40 in attendance for each of the last several Sundays.

Respectfully submitted,  
Sue Morrison