

Approved - BELLS CORNERS UNITED CHURCH BOARD MEETING MINUTES

MEETING: No. 7 – 2022-2023

DATE & LOCATION: Sept 21th, 2022 7:00 pm held virtually on Zoom

PURPOSE: To carry out the business of BCUC

Church Board CHAIR: Jordan Berard (for this meeting)

PRESENT:

Rev. Lorrie Lowes	Bill McGee
Nicole Beaudry	David Stafford
Susan Young	Mark McDonald
Jordan Berard	Will Wightman
Ellen Boynton	Norm Pound

REGRETS: Raven Miller, Desna Sulway, Rev. Kim Vidal

GUESTS: Sue Morrison

NEXT MEETING: Wednesday, Oct. 19st, 2022

1. **Opening Remarks** Chair

2. **Devotions** Rev. Kim

Kim wasn't feeling well so Nicole shared part of her Sunday children's song about Jeremiah.

3. **Accepting of Corresponding Members** Chair

Moved by Bill McGee, second by David Stafford that Sue Morrison be made a corresponding member for this meeting. Carried. Approved.

4. **Approval of Agenda** Chair

David made a motion to accept the agenda as modified, seconded by Bill. Approved.

5. **Approval of Minutes** Chair

5.1. June 15th, 2022

Bill made a motion to accept minutes as circulated, seconded by Mark. Approved.

6. **Standing Reports**

6.1. **Ministers' Report (Page 2-6)** Rev. Kim/ Rev. Lorrie

6.1.1. Moved by David Stafford, second by Ellen Boynton, that the following members be removed from the historic roll due to death: June Paskell, Robert Goudey, and Bill Dormer. Approved

6.1.2. Moved by David Stafford, second by Ellen Boynton that the request of Jillian Chuchryk Roloff to baptize her son, Lawrence Alfred Chuchryk Roloff on October 23, 2022, be approved. Approved

6.2. **Finance Report (Page 7)** Bill

6.3. **M&P (Page 8)** David

David to work with Will for a letter of appreciation to Sandra Dean for her music supply work over Abe's holiday time in the summer.

6.3.1. **Shortfall on the Summer Student Grant**

David reported that, unfortunately, funding for only half the summer student's salary was approved by the federal government, but this was discovered too late to correct, leaving a shortfall for this year. M&P is recommending that the summer student program be discontinued for future years.

6.4. **Monthly Report from Worship Commission** Sue/Chair

Masking is still strongly recommended. It has been left to the choice of the person involved.

6.4.1. **Ending the worship commission** Chair

Ellen made a motion to end the worship commission unless needed further, seconded by David. Approved.

7. **New Business**

7.1. **Duty of Care** David

Next session is Dec 6th. Church Board and Trustees are encouraged to attend.

7.2. **Christmas Bazaar** Ellen

Co-ordinators have been found - Tina Fowler and Chris Brown. Anglican Church is having their bazaar November 19 as well.

7.3. **BCUC Vitality Metrics Project** Mark

Mark spoke about the initial report and next steps were discussed. Ellen will supply Mark with Church Board and Committee lists for a possible survey.

7.4. **Report from Men's Club**

David advised of a dinner for members and wives on October 18 when Queenswood UC reps will discuss ideas for uses of church property.

7.5. **Report from Nov Planning meeting of EOOR (Nov 5th)** David

Preparations are being made to host the meeting at BCUC with lunch and refreshments provided by our church.

7.6. **Greening BCUC Heating System** Rev. Lorrie

Lorrie described a recent meeting with a woman who would help sponsor measures to reduce the use of gas for heating the church. Property Management is exploring next steps.

7.7. **July 24th alcohol use request** Chair

Moved by David and second by Ellen that, in accordance with Policy 3.1: Serving of Alcohol in BCUC, the Board approve a request for a wine and cheese party from the family of Jim Gardner for his 95th birthday on Sunday afternoon July 24, 2-4pm. Passed via e-mail approval over the summer on the stipulation that all alcohol bottles be removed from the church grounds in accordance with agreements made with AA.

7.8. **Bookkeeper contract** – signed and recorded.

8. **Other Business**

8.1. **Devotions:** for Wednesday, Oct 19th, 2022 Chair

Jordan will check with Kim for next month.

8.2. **Chair:** for Wednesday, Oct 19th, 2022

Chair

The suggestion was to have a hybrid meeting next month. Ellen volunteered to chair next month's meeting.

9. **Next Meetings:**

Chair

9.1. **Regular Board Meeting** – Wednesday, Oct 19th, 2022.

10. **Closing Prayer**

Rev. Lorrie

MINISTERS' REPORT BCUC Board Meeting – Sept. 21, 2022

Kim's Report:

Here are the highlights of my ministry from June 16 to Sept. 21, 2022.

Worship:

We continue offering a modified live-streamed hybrid worship service every Sunday. During the summer months, I prepared the weekly service with the help of summer student, Arcadie Gagne, who put together the PowerPoint slides with my guidance. In those weeks that I was on vacation, Rev. Lorrie led the service. Music was provided partly by Abe and partly by Sandra Dean. The BCUC Choir offered anthems until the end of June and guest musicians offered their gifts of music until the first week of September. The summer sermon series centred on the theme: "The Good News in One Word", which was appreciated by many. I celebrated my 9th year as BCUC's minister on Aug. 1st. A welcoming-back service was held on September 11 attended by almost 80 people, including several Sunday School children. The worship service was revised to include some elements from the Pre-COVID time. Coffee Time after the service continues to be served.

Season of Ordinary Time:

- **June 26** – 2nd Sunday after Pentecost / Indigenous Day of Prayer / Honouring Fathers. Sermon: "Legion"
- **June 26** – 3rd Sunday after Pentecost. Sermon: "Homeless"
- **July 3** – 4th Sunday after Pentecost / Celebrating Canada Day. Sermon: "Itinerant"
- **July 10** – 5th Sunday after Pentecost. Sermon: "Neighbour"
- **July 17** – 6th Sunday after Pentecost. Worship Leader: Rev. Lorrie
- **July 24** – 7th Sunday after Pentecost. Worship Leader: Rev. Lorrie
- **July 31** – 8th Sunday after Pentecost. Sermon "Fool"
- **August 7** – 9th Sunday after Pentecost. Sermon: "Treasure". I also joined the BCUC Band for offering some musical numbers.
- **August 14** – 10th Sunday after Pentecost. Worship Leader: Rev. Lorrie
- **August 21** – 11th Sunday after Pentecost. Worship Leader: Rev. Lorrie
- **August 28** – 12th Sunday after Pentecost. Sermon: "Humility"
- **Sept 4** – 13th Sunday after Pentecost. Sermon: "Discipleship"

Season of Creation Time

- **Sept 11** – 14th Sunday after Pentecost / Creation Time 1. We welcomed back everyone particularly the Sunday school children. Almost 80 people were in attendance. Sermon: "Creation pleads: Advocate for me!" based on Jeremiah 4: 11-12, 22-28.
- **Sept 18** – 15th Sunday after Pentecost / Creation Time 2. Sermon: "Creation asks: Journey lightly upon me!" based on Jeremiah 32: 1-3a, 6-15.
- **Joint Bells Corners Cemetery Memorial Service – Sept 18, 2022 – 2 pm**
I led the annual memorial service on behalf of Rev. Kathryn Otley who had another commitment. It was held at the CCBC Chapel and in the Cemetery ground.

Christian Education:

- Facilitated the weekly Lectionary Group discussion which resumed onsite in the Shalom Room on Tuesday, Sept 13th at 10:30 am.
- Attended the Worship/CE meeting on Wednesday, Sept 7 at 7 pm by Zoom.

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. Prayer Chalice on Sundays and the Prayer Box were revived for people to send in their prayer requests.
- Reports to Ronalie Abbey of people who need greeting cards (thinking of you, sympathy, get well soon, birthday, etc.) on behalf of BCUC.
- Led Worship Service in Stillwater Creek (Sept 8) and Lynwood Park Lodge (Sept 14) retirement homes at 10:30 am.
- Officiated the Celebration of Life services of the following:
June Paskell – June 22, 2022 - BCUC
Robert Goudey – June 27, 2022 – Kelly Funeral Homes (Kanata)
Sue Richards – August 6, 2022 – Tubman Funeral Homes (Garden Chapel)
Lila & John Matthews (mother and son) – Sept. 15, 2022 – Pinecrest Cemetery
- Attended the quarterly meeting of the Pastoral & Spiritual Care on Tuesday, Sept. 20 in the Shalom Room at 2 pm.

Membership:

Moved by Rev. Kim seconded by Ellen:

1. Motion to remove June Paskell from the historic roll due to death.
2. Motion to remove Robert Goudey from the historic roll due to death.
3. Motion to remove Bill Dormer from the historic roll due to death.
4. Motion to approve the request of Jillian Chuchryk Roloff to baptize her son, Lawrence Alfred Chuchryk Roloff on October 23, 2022.

Other:

- Attended the Christian Left Conference 2022-Creation, Land, and Indigeneity: Resistance on Turtle Island and Beyond hosted by Emmanuel College on Aug 5-6, 2022 by Zoom.
- Participated in an interview for UCC Pastoral Relationships Thriving with Equity Research Project by Zoom on Aug. 9, 2022.
- Attended the Filipino UCC Network on Sept. 19, 2022 by Zoom.

Annual Review: I had my Annual Review with two members of the Ministry and Personnel Committee on Monday, Sept. 19 from 10 am to 1 pm.

Sabbatical Plans:

I will take my sabbatical leave with any unused vacation and study leave in the pastoral year from Aug. 1, 2022-July 31, 2023. Most likely, the dates will be between May 15 – September 15, 2023. Plans include traveling, attending learning events and spiritual retreats, church-hopping and family vacation.

**Blessings,
Rev. Kim**

Diaconal Minister's Report to the Board – Sept 21, 2022

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 offered minister support while Rev. Kim was on Vacation for 2 weeks in July and again for 2 weeks in August.

I officiated four weddings over the summer: Shannon LaValley and Lucas Hudson on June 18 at the Orange Art Gallery in Ottawa, Elly Crow and Conor Morris July 23 in Apple Hill, Erica Ripley and Matthew Pent on September 3, and Brandy Gould and LeeAnn Gosselin on September 10.

I officiated the inurnment service for Dorothy Donaldson on July 21.

I offered chaplain support for Camp Awesome.

I completed the administrator Leader course with Plan to Protect with a final mark of 85%. The major assignment for this course was a full policy review and writing of a new Abuse Prevention Policy for BCUC. In the next weeks, I will do a thorough reading of the comments offered by Plan to Protect and then will be able to present this policy to the board for our own review. I have begun the next phase of my training, the Train the Trainer certification course. It has been an intense but very informative process that I hope will help us both solidify and streamline our Duty of Care procedures for BCUC.

I offered pulpit supply to McPhail Baptist Church on September 4 at the request of their minister, Rev. Steve Zink.

Pastoral Care

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

Christian Education

We welcomed children back to Sunday School on September 11 with a blessing of the Backpacks and a one-room-schoolhouse format of Sunday School, led by Sue Morrison. We will continue with this format until we see what young people are coming back to church on a regular basis. Sue and Erin have agreed to help with this for the moment.

Lectionary Group began again on September 13. I co-facilitate this with Rev. Kim and prepare the materials for the weeks that I will be leading worship.

Other Committee Work

Committees have begun meeting again as the summer ended. Some are still on Zoom, some in-person, and some a mix of both. I continue to host the meetings on Zoom and set up the link in the Shalom Room to allow those who require it to join in-person meetings virtually.

Meetings this month:

Worship/CE – September 7

Pastoral and Spiritual Care – September 20
SOSA – September 22

Outreach

Zambia Partnership – The building project in Chipembi is nearing completion and plans are being made to hold an official opening in the spring. The committee there is hoping that a delegation from BCUC and Emmanuel UC will be able to attend. The date has not yet been set but one suggestion was to go during March Break.

Camp Chipembi was once again a big success, though the absence of Canadian Young Adult leaders was lamented. The financial statement for the camp totals \$11,116 in expenses. BCUC was only able to contribute about \$1600 this year as we had focussed our efforts on raising funds for the Building Project (over \$17,000!). Now that Covid restrictions are beginning to lift, it is hoped that we can resume some fundraising activities to support the camp and other projects over the next year.

OWECC – We have been sent a Thanksgiving Calendar fundraising project by OWECC that encourages families to count their blessings during the month of October and put aside money to contribute to the outreach work of OWECC and the church. All proceeds raised by BCUC will be split equally between OWECC and BCUC. I will introduce this calendar during the worship service this Sunday.

Other

The new Photo Directory is finally in the works! Al Foubert will be here to take pictures at the end of October.

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

DUCC (Diaconate of the United Church of Canada) will hold its first post-Covid, in-person conference in Tatamagouche, Nova Scotia during the first week of October. I am excited to be attending with several other Diaconal Ministers from this region! I will follow the conference with one week of vacation to take advantage of being there. I will be away from October 2 to October 16. (One week Study Leave and one week Vacation)

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

**Respectfully submitted,
Rev. Lorrie Lowes**

BCUC			
Quarterly Report June 30 2022	Budget	YTD	% Spent
Expenses			
Committees - Service			
Worship - Resources	\$ 450	\$ 666	148%
- Music	\$ 2,750	\$ 485	18%
Christian Education - Resources	\$ 1,925	\$ 105	5%
- Banners			
Service & Outreach - Mission & Service	\$ 40,000	\$ 20,000	50%
- OWECC and Local	\$ 9,000	\$ 4,500	50%
- Refuge NOW	\$ 5,200		
- FAMSAC	\$ 5,100		
- Multi Faith Housing	\$ 3,150	\$ 100	3%
- Educational outreach events	\$ 300		
Membership (CR)	\$ 200		
Pastoral & Spiritual Care	\$ 625	\$ 207	33%
Benevolent Fund (minister discretion)	\$ 500	\$ 200	40%
Stewardship (expense in Communications)	\$ 300		
Subtotal - Service	\$ 69,500	\$ 26,263	38%
Committees - Support			
Ministry & Personnel	\$ 287,195	\$ 140,095	49%
Property Management - Operations	\$ 47,900	\$ 25,834	54%
- Office photocopier - Rental contract	\$ 1,600	\$ 954	60%
- Office photocopier - use	\$ 1,000	\$ 443	44%
- Office equipment - Purchase			
- Mtc&Repair (excludes DF funds)	\$ 12,000	\$ 4,935	41%
Communications - office supplies	\$ 3,200	\$ 452	14%
- displays, bulletin bd, signage	\$ 1,400		
Denominational Assessment	\$ 16,246	\$ 9,477	58%
Trustees (Insurance coverage = \$5M)	\$ 16,000	\$ 7,718	48%
Financial Management (including Audit)	\$ 7,500	\$ 1,841	25%
+ Bookkeeping service	\$ 7,500	\$ 3,937	52%
+ Moodie Scholarship (\$200 dividends)	\$ 200		
<u>GST/HST (PST portion 8%)</u>		\$ 2,514	
<u>GST/HST (GST portion 5%)</u>		\$ 1,915	
Board (Operations; COVID-19)	\$ 300	\$ 117	
Volunteer Resources			
Transfers to/from Other Funds			
Miscellaneous & Other Expenses			
Subtotal - Support	\$ 402,041	\$ 200,232	50%
Total = Service+Support	\$ 471,541	\$ 226,495	48%

1. **the Summer Student** Program has been a great disappointment this year and expensive. I do not recall receiving the notice approving the grant or that it had been substantially reduced from the application. Thus, I was surprised when the Government started demanding the end of grant reports towards the end of July. Turns out they reduced the grant by more than half of what was requested. Unfortunately, by the time I was apprised, our student had been compensated for August work. Our original request was for 18 weeks at \$15 per hour; the actual grant was for eight weeks at \$15 for a total of \$4840.00. Actual expenses to the end of August were 8484.84. We have received an advance of \$3630. The remaining \$1210 should be transferred in a few days. Thus, we are short 3644.84 on the project. According to the approved M&P budget, we have over \$6000 unspent for Ministry Supply. However, I understand the difference between budgets and actual expenses ...
2. Partially due to this error, and partially due to some of the difficulties around summer students in general, there is a feeling that this program is really not beneficial to BCUC. BCUC has struggled to find adequate work for the summer student in the past and M&P feels this is more than merely supporting the acquisition of post-secondary funding. **It is the recommendation of M&P that BCUC does not participate in future student grant activities.**
3. **Covenanting Service for Rev. Lorrie**
The Worship/CE Committee is undertaking to develop the Covenanting Service for the Rev. Lorrie Lowes, to take place on November 13, 2022, at 2:00 PM. Two members of M&P have agreed to work with the Rev. Kim on the subcommittee and I will act as a resource, if she wishes.
4. **Sabbatical**
Rev. Kim has apprised me that she intends to take her Sabbatical during the months of May, June, July, and August of next year. She plans to include some education leave and some vacation time as well. The Rev. Lorrie Lowes has agreed to offer ministry during the Sabbatical absence. M&P intends to ask Rev. Lorrie to move to full time for the 12-week sabbatical period. To cover some of the increased duties, and possible vacation needs, M&P will attempt to find some ministers to offer assistance and *Sunday supply*.
5. **Budget 2023**
With the Rev. Kim going on Sabbatical next year, the 2023 budget will increase by approximately \$5000 in addition to statutory increases. The United Church has not published the 2023 salaries.
6. **Plan To Protect**
Last meeting, I raised the issue of all Board and Trustee members taking the Plan to Protect online workshop for Board Members and Trustees. The next event is December 6th from 7:30 to 9PM EDT. We currently have 18 un-used training credits. If we need more, we can purchase them for \$35 minus our membership discount. While I know December is far off, I would like to know soon who will attend so we can register in advance and prepare. It might be helpful if we can organize ourselves to watch the workshop together in the main hall. It is easy-peasy to set up!
7. **Other:** We are indebted to our summer Organist replacement, Sandra Dean, who refused any compensation for the time she replaced our Music Director during his July vacation period. I propose that the board write to Sandra to acknowledge her generosity and extend the Board's appreciation.

David Stafford, Chair

