

POWELL RIVER UNITED CHURCH
NAVIGATION TEAM MEETING
Mar. 18, 2020 MINUTES

Attending: Grant Vaughan, Del Mansell, Rev. Mary White, Marilyn Davis, Wendy Barker, Doreen Fraser, Mac Fraser, Elsie Parsons,
Regrets: Robert Woods
Observing: Tyler Nouwens

Grant, as chair, called the meeting to order.
Rev. Mary opened the meeting with a prayer.

The agenda was accepted after amending to add: under reports “M&P”;

Email votes: The minutes of the Feb. 27, 2020 Navigation Team meeting were approved.

The Coffee Time Survey was approved.

The Trinity Hall signage was approved.

Sunday School closure for March break was approved.

Newsletter email content was approved.

Business Arising from the Feb. 27, 2020 minutes: Tabled to next meeting

- Celebrating Kitchen volunteers:
- Summer Day Camp:
- Pew Reconfiguration:

Reports:

- Light of God: The United Church Moderator is doing a message this Sun. that people can connect to
Mary plans to contact everyone by phone in the next couple of weeks
- Shepherding Resources: see attached
- Moved by Wendy seconded by Marilyn “that we approve \$1500 from the Legacy Fund to extend the communications contract to Mar. 2021”. Carried
This is our portion of funding which is a requirement to qualify for the recently approved application to the ProVision Fund.
- Loaves & Fishes: Doreen gave a verbal report about Pasta Night & coffee time

- Sacred Ground: see attached
 - It was agreed that we need to install a more secure mailbox
- In My Name: Brenda will decide how she wants to continue with the Family programming or whether to postpone it.
- Open Heart: further conversations are needed regarding communications and the current situation. It was agreed that we need to put in place a way to meet electronically.
- Nominating Committee:
 - Moved by Elsie seconded by Wendy “that we appoint Doreen Fraser to the Navigation Team.” Carried
- M&P: the staff vacation report is still in progress

Correspondence:

- Crofton House letter re: using our building as part of their emergency plan. Passed to Sacred Ground for follow-up.

New Business:

- Covid 19:
 - It was agreed that we will discontinue worship services effective Mar. 22 and this will be reviewed at the Apr. 22 Nav. Team business meeting.
 - It was agreed that Phyllis is to contact our user groups about the building closure
 - It was agreed that the office will be staffed and that Phyllis can decide if & when she wants to work from home
 - It was agreed that we will continue paying our employees for a month while we sort out compensation
 - M&P will research staff compensation and report back
 - M&P is to contact all staff about continuing work.
 - Grant will contact the Faith Lutherans about the building closure
 - A brief discussion was held on what form our programs and outreach might take until the building is reopened? It was agreed to leave this decision up to the program coordinators.

- Tyler, along with Rev. Mary and Wendy, is to draft a newsletter to be send out asap. Each ministry is to draft their own ministry message if appropriate.
- Phone Tree: It was agreed that the Nav. Team members will get a list of phone numbers and talking points to touch base with all the congregation. Marilyn volunteered to set this up.
- PMRC survey: everyone is to take a look at it and send your answers to Mary's email

Setting the agenda for the next Planning meeting: Coffee Time, Communications, Garage Sale, Staffing report from M&P

Date, Time & Location of next meeting: Wed. April 1st by teleconference
Tyler is to organize how we will teleconference.

Next Business meeting April 22nd at 9:30 am

The meeting ended with a prayer by Rev, Mary.

Shepherding Resources Report

March 18, 2020

1. See Financial Summary to Feb. 29/20.
2. Finance Committee has forwarded Legacy fund application for \$1,500 in support of Communications project, with their recommendation to approve.
3. Book-keeper and Treasurer met with Mandeville Private Client to review investments. At this point, despite the current market trends, the investments are relatively solid.
4. Finance Committee will review the PRUC bank charges and bank plan in June, to determine whether it would be more economical to change banks.
5. The wording and ethics of the gift catalogue was discussed by the Finance committee, without resolution; the topic was tabled for a future meeting.
6. The Treasurer is consulting with the Book-keeper regarding maintaining cash flow for wages and utilities, in the event of a prolonged cancellation of services.

SUMMARY OF OPERATING FUND TO Feb. 29, 2020					
		2020	2019	Budget 2020	Notes
Revenue	Donations	13,914	14,274		
	Rent	3,744	1,852		Incl. Lutheran Feb. sharing fee
	Fundraising	157	0		
	UCW	0	0		
	Manse Fund	1,300	1,300		
	Other	750	144		
	Total	19,865	17,570		
Expenses	Minister	11,282	12,023	12,140	Pension not paid
	Other Staff	7,356	6,581	7,010	
	Committees	23	135	270	
	Other Operational	5,518	5,263	5,480	
	Total	24,179	24,002	24,900	
Net Income		-4,314	-6,432		

SUMMARY OF SPECIAL FUNDS TO Feb. 29, 2020								
	Bldg & Mnce (YTD)	Whosoever Welcomes (Refugee Fund)	Benevolent Fund	Organ / Piano	Choir	Memorial Gardens	Child, Youth & Family Fund	Harmony Vespers
Bal. Fwd.	\$7,223	\$33,598	\$675	\$5,435	\$2,175	\$972	\$1,222	\$4,621
Income	\$249	\$1,047	\$0	\$0	\$0	\$0	\$0	\$766
Expenses	\$491	\$25,383	\$0	\$0	\$0	\$0	\$0	\$918
Balance	\$6,981	\$9,262	\$675	\$5,435	\$2,175	\$972	\$1,222	\$4,469
	M&S Total Remitted	Presbytery Refund		Communications Project	Manse Fund		Legacy Fund	
	\$1,165	\$3,750		\$4,246	Tfr. to Operating	\$1,300.00	Granted in 2020	\$500.00
		\$536 (replace projector)		\$1,761	Market Value	\$157,744.33	Market Value	\$134,403.86
		\$3,214		\$2,485			Available for Grant	\$31,311.30

PROPERTY REPORT

For March 2020

A load of recycling was taken from the upstairs. The clean-up of the room is not complete yet.

Ongoing discussion is happening with the Quilters group regarding storage space and rent.

The bushes in front of the breezeway were removed, thanks to a crew of 5 men.

The Faith Lutherans have installed their sign.

The cart for storing chairs was disassembled and stored for future use, making more space available.

Future Idea:

If someone wants to make a special donation or memorial, it would be lovely to have a cement resting bench in the space from which the bushes were removed.