

POWELL RIVER UNITED CHURCH
NAVIGATION TEAM MEETING
OCT. 1, 2020 MINUTES

Attending: Grant Vaughan, Wendy Barker, Del Mansell, Rev. Mary White, Marilynn Davis, Doreen Fraser, Mac Fraser, Elsie Parsons

Observing: Tyler Nouwens

NOTE: This meeting was held via internet and phone conferencing.

Grant, as chair, called the meeting to order.

Marilynn opened the meeting with a prayer.

The agenda was accepted after amending to add: under Business Arising: add “criteria for reopening building for worship services”; under Reports add “Pacific Mountain Region”.

Email votes: The minutes of the Aug. 12, 2020 Navigation Team meeting were approved.

Business Arising from the Aug. 12, 2020 minutes:

- Covid-19:
 - criteria for reopening building for worship services
Tabled to another meeting
 - Congregation survey/questionnaire
Three areas were identified:
 - How should we continue to do church and stay connected until we can reopen?
 - Would you attend services under these conditions &/or criteria?
 - How should we do church when it is safe to reopen?

It was agreed to have the questionnaire cover how we are staying in touch now and how we could improve that.

Wendy agreed to come up with a list of possible questions

- Doing church and staying in touch in new ways:
Drive-in service?
Doing a virtual Harmony Vespers – Mary agreed to discuss this with David.
What other things can be done virtually (ZOOM)? Coffee get togethers, Bible studies, etc.
Other discussions and thoughts to follow.

Reports:

- Light of God: Mary appreciates having other members doing the prayer/thought of the day.
- Shepherding Resources: (see attached)
Moved by Wendy seconded by Doe “that the needed funding for completing the communications project will be taken from the Presbytery refund account.” Carried
- Loaves & Fishes:
Doe reported that the “Everyone Deserves a Smile” project is proceeding again this year. This is to be included in the weekly newsletter and announced as good news at the next worship service. A Thanksgiving dinner will not be held this year.
- Open Heart: (see attached)
- Ministry & Personnel:
 - Review of staff hours:
 - Job letter of expectations:
- PMR: Grant has been selected to sit on the board of the region’s 3 Point Housing Society.

New Business:

- Nav Team new member(s):
This is still being pursued.
- Long Term plans:

- Thanksgiving Service:
It will be held on-line as usual.
It was agreed to have Phyllis do a congregational mail-out of a card with a message from Rev. Mary to the congregation.
- Rev Jim Erb's Funeral Service:
Rev. Karen May could officiate in Rev. Mary's absence.
A proposal of how the service will be held was presented. (see attached)
Moved by Wendy seconded by Mac "that we approve the proposal for a funeral service for Rev. Jim Erb and the proposal suggestions be the criteria for this in-person gathering." Carried

Setting agenda for next meeting: Survey; Harmony Vespers; Approval of new Nav. Team member;

Date, Time & Location of next meeting: Grant to email everyone to establish the best day and time for future meetings.

The meeting ended with a prayer by Rev, Mary.

SUMMARY OF OPERATING FUND TO August 31, 2020

		2020	2019	Budget 2020	Notes
Revenue	Donations	55,535	58,905		Fewer envelopes, fewer open
	Rent	11,176	7,903		Incl. Lutheran sharing fee
	Fundraising	157	1,915		no fundraisers — affects UCW too
	UCW	0	2,000		
	Manse Fund	5,200	5,200		
	Gov't Subsidy	4,960	0		
	Other	1,250	6,638		2019 had UCC Foundation grant
	Total	78,278	82,561		
Expenses	Minister	41,394	46,574	48,560	
	Other Staff	24,446	25,632	28,037	Janitor not being paid
	Committees	435	1,034	948	
	Other Operational	21,890	20,546	22,682	
	Total	88,165	93,786	100,227	
Net Income		-9,887	-11,225		

SUMMARY OF SPECIAL FUNDS TO August 31, 2020

	Bldg & Mtnc (YTD)	Whosoever Welcomes (Refugee Fund)	Benevolent Fund	Organ / Piano	Choir	Memorial Gardens	Child, Youth & Family Fund	Harmony Vespers
Bal. Fwd.	\$6,998	\$33,598	\$675	\$5,435	\$2,175	\$972	\$1,222	\$4,621
Income	\$1,439	\$1,047	\$0	\$0	\$0	\$0	\$182	\$766
Expenses	\$1,792	\$27,279	\$0	\$0	\$0	\$0	\$493	\$930
Balance	\$6,645	\$7,366	\$675	\$5,435	\$2,175	\$972	\$911	\$4,457
	Young Families Project	Presbytery Refund	Blanket Ceremony	Communications Project	Manse Fund		Legacy Fund	
Bal. Fwd.	\$2,965	\$3,214		\$4,246	Tfr. to Operating	\$5,200.00	Granted in 2020	\$2,500.00
Income			\$1,062	\$6,000	Market Value	\$155,053.05	Market Value	\$133,315.32
Expenses	\$1,731		\$1,062	\$6,566			Available for Grant	\$29,311.00
Balance	\$1,234		\$0	\$3,680				
M&S Total Remitted	\$3,294							



COMMUNICATIONS MINISTRY REPORT

**POWELL RIVER
UNITED CHURCH**



*Prepared by Tyler Nouwens
September 29th, 2020*



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1. PRUC Communications Report Overview

This Communications Report may look different from the one written and submitted at the end of last November summarizing the first 8 months of our PRUC Communications Initiative.

Prior to COVID our Communications Ministry was 100% focussed on

“Reaching the minds and hearts of people in our community, in hopes that our branding and messaging will inspire new people to attend our Church.”

As you may recall, over that 8 month period of time we were hosting 2 or 3 community events at our Church each month and our online ad promotions were inviting people in our community to those events, reaching people over 8,000 times (these were all non-Sunday worship service events).

Since the outbreak of COVID in March, the Communications Ministry has shifted it's primary focus of online communications towards maintaining a strong connection between PRUC Ministries and the Congregation through quality, well branded publications (blog posts and email newsletters), online donations, and video worship and children's services.

All of our blog posts and videos have been shared to the wider Powell River community through Facebook, with less of an emphasis on paid advertising, instead relying more on an organic reach.

Our Communications Ministry work from March 1 to September 29, 2020 primarily has included:

- 31 Email Newsletters (56% average open rate / 103 subscribers)
- 150+ Blog Posts
- 37 Worship and Children's YouTube Videos
- 150+ Facebook Posts

3. Analytics • PRUC Unique Visitors to Our Website

When comparing unique visitors to our website from 2019 to 2020 during the months from March to September, there has been a tremendous jump in the number of unique visitors to our website. I was pretty happy that we had over 1,000 visitors last year, but am quite surprised that the number has increased to almost 2,500 unique visitors.

Traffic

Sun, Mar 1 – Tue, Sep 29, 2020

Custom



Unique Visitors

2,480

+142.0% yr/yr

Visits

4,432

+282.4% yr/yr

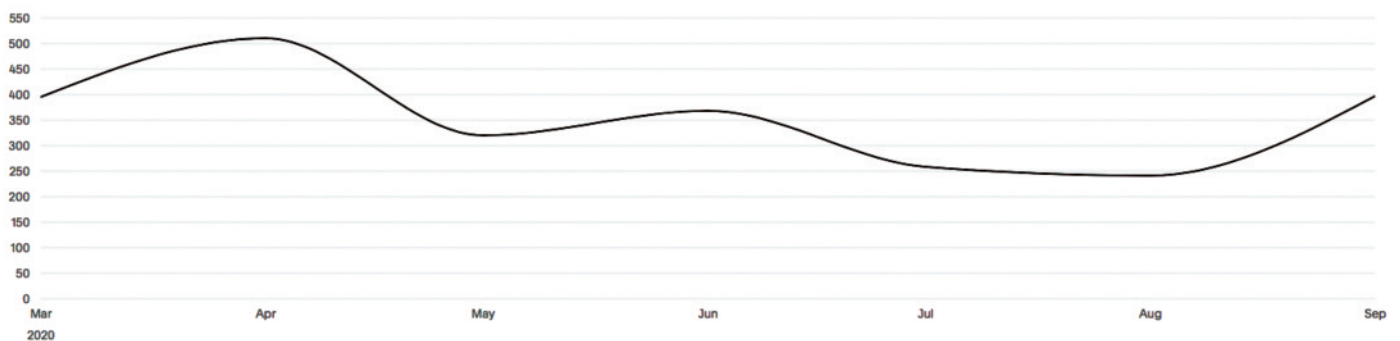
Pageviews

8,395

+149.6% yr/yr

Unique Visitors

Monthly



Traffic

Fri, Mar 1 – Mon, Sep 30, 2019

Custom



Unique Visitors

1,013

+67.7% yr/yr

Visits

1,161

+68.5% yr/yr

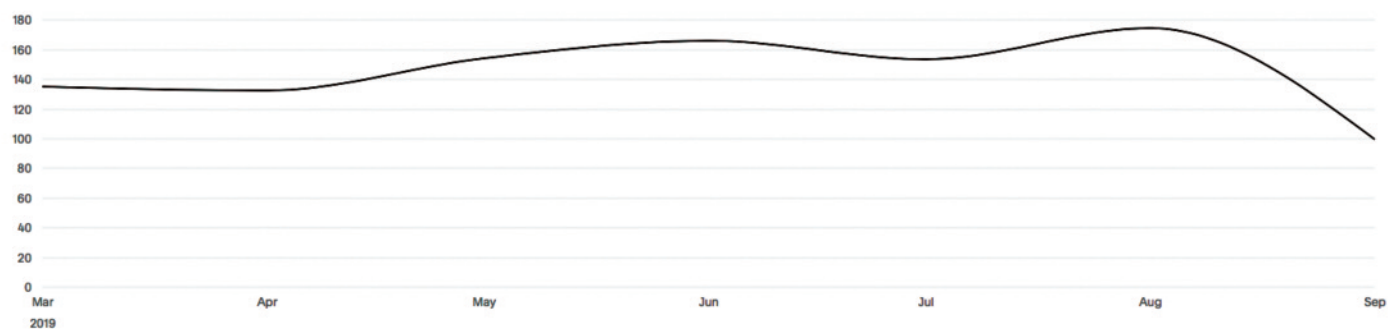
Pageviews

3,366

+66.9% yr/yr

Unique Visitors

Monthly



4. In Summary

Throughout the COVID period, the weekly communications responsibilities to date for the past 6 months has primarily been to:

- 1) Create a blog post on website from the PRUC Daily Messages
- 2) Share the Blog post to Facebook
- 3) Create and send the Weekly PRUC Email Newsletter
- 4) Assemble the Sunday Worship Video, and Upload to YouTube
- 5) Make the weekly Worship Video available Sunday mornings, update website, and announce / share worship video link on Facebook
- 6) Update Family Summer Fun website section with Videos & Activities

5. Looking Ahead

As long as we are unable to gather in person for weekly worship services at our church, we are going to need to maintain online communications with our congregation through our email list, thoughts of the day blog posts, and email newsletters, and of course try to deliver a resemblance of a “normal” worship service through video each Sunday.

Once the future looks a little bit more certain, ie: we have confirmed plans for re-opening our Church for in person gatherings, we can revisit what our new communications should be, dependant on our human and financial resources.

Right now due to the uncertainty around Covid, it is hard to make any additional recommendations about new communication initiatives.

PROPOSAL FOR FUNERAL SERVICE FOR REV. JIM ERB

Jim was a United Church minister for over 50 years, and served Powell River United Church for 4 of those years. He said he would like to be buried from the United Church. On August 30/20, Rev. Mary expressed general approval for a sanctuary family service with Zoom or a podcast for the general community/congregation followed by an interment service with family.

Timing:

- a Saturday
- hoping for mid to late October

Format:

- combination of in-sanctuary and live-streamed
- family and a few selected close friends in the sanctuary, along with the minister, organist and possibly one other musician
- one key service speaker participating via Zoom
- any singing would be pre-recorded, and sanctuary participants would not be singing
- service available later via You-Tube or podcast
- service followed by family graveside interment at Holy Cross Cemetery

In-Sanctuary Participants:

- son Ken and his wife, 2 daughters, and mother (5)
- step-children (4)
- Wendy & Allan as ushers (2)
- very close friends: Joy Lambeth, Trudy Simpson, Doreen Erb (3)
- Minister, organist, & Dr. Barry McDonald as Jim's doctor and requested musician (3)
- Roger Whittaker, technician organizing and running the broadcast from the balcony (1)

Total - 18

Sanctuary Protocol:

- participants seated in family groupings
- masks required
- hand-sanitizers to be used upon entering
- no hugging, hand-shakes, or other personal contact
- all visiting done at appropriate social distance
- 2 washrooms available
- janitor to be engaged to clean afterwards