

3) Reports

a) Minister's Report (Submitted by Rev'd Alwin Maben)

After the busy Advent and Christmas Season, I did look for a break from the routine with my Annual Leave. While the holidays and meeting with family and friends and the Wedding celebration all went well, it was the travel experience, perhaps for the first time in all these years of travelling that was really bad. The strain it caused made me fall sick and as a result restricted many of the plans that I wanted to carry out during the holidays. However, grateful to God for all God's mercies and for the things that one can learn through various experiences.

Returned back into another busy season of Lent that began with Ash Wednesday on February 22, 2023. I'm particularly happy about the Stations of the Cross Meditation and the Book Study we are doing this Season. My grateful thanks to Catherine Ripley in particular and also to Carol Andrews for organizing this. It is really encouraging to note that quite a few of our members are deeply engaged in studying the scripture.

In the context of most mainline churches dying or into palliative care, I am concerned about the need to forge unity among the churches for its effective ministry. As a step towards Ecumenism, in this town, I have been in contact with Fr. Manoj, the new priest of the Roman Catholic Church and we have talked about having a "Lenten Hymn Sing" service on March 26 th at 7:00 PM and also the Sunrise Service on Easter Sunday. We are working together on that. I also look forward to meeting with other church leaders in our town. If anybody can help me in getting in touch with them, that will be greatly appreciated.

As required by all ministers, I did the online course on "Boundaries Refresher" on Feb. 25th . There was lots to learn, especially in this age of technology. It is important, especially as we are concerned about extending Pastoral Care to our members and our community.

Since I am already 71 years old, it is mandatory that I need to retire and draw pension from the December of this year. I did attend the Pension Information Seminar on Feb. 16th to update myself in this regard and have also discussed with the Personnel Relations Committee with regard to appointment as Retired Minister and also have sought the guidance from Kathy Davies with regard to process that needs to be followed and am waiting to hear from her.

Our Outreach services at Pines and Garden View Village seem to be going well and am grateful to Val Bromley and Thea Hendriksma for their help. I have done a couple of house visits and am in contact with others either by email or phone. However, am really pained by the email scam that happened on Wednesday, March 8.

As usual, there are meetings to attend either in person or on zoom and have attended most of them. I am looking forward to attending “Revitalizing” a retreat cum study time in Halifax in June as part of my study program. Also looking forward to our planned celebrations as it unfolds.

As we go through this Lenten Season, my prayer is that it enables our re-birth not just as individuals but as a Faith Community of Kimberley Shared Ministry.

b) Treasurer’s Report (Submitted by Susan Baker)

February Statements

February expenses are only \$250 over revenue. On the face of it this looks good however please note that February included \$2,700 rental income and \$2,440 in fundraising income that will not be repeated each month, therefore I expect the deficit will be larger in March.

Corporate Credit Card

Over the past year there has been an increasing need for the church secretary to have a corporate credit card:

- Some companies, including UCC bookstore, that we used to pay by cheque, are no longer accepting cheques, and are in fact, accepting credit card only
- Credit cards are the only form of payment for on-line services such as MS Office subscription and Seasons of the Spirit
- When ordering items by credit card the mailing address needs to match the credit card address which means that in the past the secretary has had to have church items delivered to her home address and not the church address
- Church secretary is responsible for purchasing stamps and office supplies and currently uses her own credit card.

Motion: I move that a corporate credit card be obtained and issued in the name of the church secretary.

On-Line Banking

I have talked to a RBC representative about on-line payments. The type of on-line payments that require two people to authorize each payment have some fairly high fees, he said the minimum fee would be \$15 per month or \$180 per year. He suggested an alternative as follows which works much the same as your personal internet banking as follows:

- Anyone with authority for on-line banking could issue a payment with a maximum value of \$5,000 without a second approval
- The compensating control on this is that the account will be set up so that additional vendors could only be added by having two people with signing authority going to the local RBC branch and getting bank staff to add the vendor.

Please note that we do have a form of this set up at the current time. I have on-line access which allows me to pay the following vendors: Kimberley City Utilities, BC Hydro, Black Press, WorkSafe BC and Receiver General of Canada (CRA payroll remittances). Current set-up allows me to pay these vendors on-line but does not allow me to add additional vendors.

The payees I would like to set up for future on-line payments are ones that are paid on a regular basis and that, in general, have a time requirement for payment. There may be additional vendors to be added in the future but approval from council (or Finance committee ?) would be required for any future additions.

Motion: I move that we set up on-line banking allowing approved signers to individually issue on-line payments of \$5,000 or less. These payments would only be to vendors pre-approved by council and vendor set-up could only be done by having two authorized bank account signers making the request in person at the local RBC bank.

I move that council approve the following vendors for on-line payment:

Employees Linda Johnson, Alwin Maben

Contractors Custodian, Shelley Barnett; Snow clearing, Branden Fandrich

Organists Elaine Pickles, Margaret Mayes, Jean MacDonald

Government Canada Revenue Agency, City of Kimberley, WorkSafe BC

Banking RBC visa

c) Committee Reports

OUTREACH, PASTORAL CARE & FELLOWSHIP REPORT (Submitted by Jan Simmonds)

The Committee has not met since our last Council meeting so we have no new news to report on.

PERSONNEL RELATIONS COMMITTEE (Submitted by Louise Welsh)

Meeting Feb 28.

We have met with Linda, the secretary and reviewed the job description which has been updated.

Council should note that we passed a motion that anyone filling this position in the absence of the secretary would be offered the BC minimum hourly wage for hours worked.

Linda is planning to take vacation July 8 -18, to be confirmed closer to the date.

We met with Rev Alwin to discuss his plans for 2023.

Study leaves that he hopes to take. (places and times were not confirmed)

- Kootenay Clergy retreat - originally for April 24-30 but now postponed.
- Revitalizing Ministry – Halifax June 7-13
- Intercultural Ministry -Oct 20-26

Reimbursement for the costs of these continuing education courses will be paid up to the maximum annual allocation (\$1543). It was noted that Alwin would be responsible for any additional costs.

Other potential meetings and retreats were discussed but no confirmed dates for fall were available.

There will need to be further info provided regarding Rev Alwin's reappointment in Sept. Clarification is being looked into by Alwin.

Alwin has no set plans for vacation at this time.

Office hours: Tuesday and Thursday 10 -2 PM. Friday is regular day off.

WORSHIP COMMITTEE REPORT (Submitted by Carol Andrews)

We met February 14.

Easter schedule:

March 26 Lenten Hymn Sing at 7:00 pm

April 2 Palm Sunday

April 6 Maundy Thursday potluck at 5:30pm in Upper Hall

April 7 Good Friday 10:00 "Journey to Cross" in Upper Hall

April 9 Easter Sunrise (time to be announced)

April 9 Easter Sunday regular service 10:00 am

Special zoom meeting March 8 to discuss to discuss 100th Celebration. Need decision on date before contacting former ministers.

PROPERTY AND MAINTENANCE COMMITTEE REPORT (Submitted by Terry Thompson, Chair)

No Committee meeting was held in February however we have had a recent incident with snow sliding off the roof .

Snow slid off the south side of the Church roof onto the bedroom windows of the Bullis residence at 25 Wallinger Ave. resulting in considerable damage. Force of the snow pushed the window framing about 3 inches into the bedroom and shattered one pane of glass. The force of the blow also cracked the gyprock. Fortunately there was no water damage on the inside.

The Church office and myself have been in contact with Mr. Bullis and the estimate of damage is approximately \$3,500. No repairs will be undertaken until spring and the Bullis's were able to seal up the broken window in order to maintain the temperature in the house.

We are not sure, at this point, if there will be any insurance coverage but we are responsible.

The Committee will be discussing possible ways of preventing this from happening again in the future.

The large outdoor sign is being finalized and will be ready for installation in the Spring.

COMMUNICATIONS COMMITTEE REPORT (Submitted by Gerda Mann, Acting Chair)

We will be preparing and distributing an Easter Newsletter on Palm Sunday, April 2, 2023. If you or your committee wishes to include a report or Easter message, please submit it to Jim Andrews (jimandcarol@me.com) **by March 25th** at the latest. Allan Sayegh advises that the Audio/Visual group is planning to meet at 6 pm on March 14th. Updates will follow.

GROWING A CARING CONGREGATION (New Business item)

To: Church Council
From: Val Bromley, Chair, Pastoral Care
March 9, 2023

Purpose

To grow a more caring, inclusive church family over the next year by 1) honestly looking at our strengths and weaknesses in this area, 2) suggesting ways to be more intentional in our caring for each other and newcomers, and 3) acting on the best of those suggestions.

Background

The idea of focusing on how we care for each other began with an acknowledgement that there are families we have not seen or heard from since the amalgamation of our two legacy congregations. Thus, the invitation to the AGM (Feb. 12) acknowledged that some families are missing from our midst. It also expressed that we miss these friends and we wanted to find out why we are not seeing them at worship or other church activities. Perhaps they are ill or have no transportation or worship is difficult for them in some way or....?

At the AGM those present were asked to suggest HOW we might best reach out to these people (Mail a survey? Phone? Visit by a friend with Rev'd Alwin?). The discussion was lively and

heartfelt. It soon expanded past the idea of reaching out to those particular missing families to include ways we care (or do not care) for each other. Comments included:

- During COVID both congregations phoned people regularly, and then stopped as in-person church got going again. Some recipients got tired of the calls; others have expressed that they miss the phone calls.
- We don't visit each other -- maybe because we are not sure HOW to visit. Would a training course for all of us be good?
- A new ramp and electric door would make the church more accessible for some families in our church family. (This is being planned for 2023.)
- COVID changed a lot for us, going online with live streaming has its advantages and disadvantages.
- While the technology allows people to attend services, funerals and weddings from afar, is it a disincentive for people to attend in person? Do the big screens, AV equipment help or hinder?
- Do we know that people are receiving our communications (e-letter, paper versions of our newsletters at Christmas, Easter, Thanksgiving). (A few people present are not receiving the e-letters, for example)
- We don't always pick up on people who are missing from church (for instance, one person was in hospital and no one from church family checked in with her or her family). This leads to feeling hurt and uncared for.
- Should we be looking into regularly visiting at hospital? (Cranbrook United seems to visit regularly)
- There is a card ministry but people need to communicate possible recipients to Val Bromley (Pastoral Relations Chair)
- If we are to visit or phone, need to be clear on why we are visiting -- to find out how they are and if help is needed (not necessarily to get them back in the pews)
- All of us have a mission to speak with our friends, to be kind, to keep an eye on each other.

Going Forward

The following steps are recommended:

- To invite people to indicate their interest in developing a pastoral care plan and/or in phoning, visiting a friend, visiting those in need, or being involved with Gardenview/Pines ministry. Sign up sheets to be put out for March 12 and 19 and the invitation to be also included in the e-letter
- For those interested in planning Pastoral Care activities to meet and discuss this same report, and considering any feedback from the Council, to create a plan (or plans) to better care for people in the congregation, what is feasible, what can be undertaken (or not)
- One thought is to split this project into five components: 1) Reaching Out to Those Families who are "missing," 2) Establishing Regular Connection with all families, 3)

Being intentional about caring for our brothers and sisters sitting beside us in church, 4) Being intentional about welcoming newcomers, 5) Carrying on with Gardenview and Pines ministry. With 1 & 2 unfolding parallel to 3 & 4, and 5 continuing as currently configured.

- Ask the planning group to consider the idea of a “How to Visit” workshop and the timing of said workshop as a backdrop for all of these components (Spring? Next fall? Or?? Part of such a workshop could include brainstorming why they are visiting/calling, what to say, not to say... etc. with those who have done a lot of visiting.
- Present the draft Action Plan for each component to Reverend Alwin and the full Pastoral Care, Outreach and Fellowship Committee for feedback and refinement.
- Present Finalized Action Plan(s) to Council and to the Congregation as they are ready
- Act on the recommendations!

1) Reaching Out to the Missing

Purpose: To check in with the families that appear to be missing: to find out how they are doing, to understand why they have been absent from our midst, and to let them know they are missed.

Things to consider: A friendly, flexible and yet consistent approach will be important. For example a standard set of questions will help us understand difficulties that people may be facing, the needs we might be assisting with, etc. Visit in pairs: Visitor and Rev'd Alwin? Visitor and another visitor?

Tentative Timeline:

- March - May (development of plan, including identification of who is missing and best way to contact them, recruitment of possible visitors/phone-ers, development of survey/script, and so on);
- May and/or June (execution of plan);
- By September Council meeting -- assembling of data and suggestions on changes to be made and/or follow-up on discoveries.

2. Establishing Regular Connection with all Families

Purpose: By connecting regularly with all families, to build deeper relationships within our church family and to better understand people's situations, perspectives, needs, talents and gifts.

Things to Consider: Setting a goal of visiting every family once a year? Keeping a log of visits so we can be intentional about tracking the visiting process?

Timeline: Next fall (Build on lessons learned from the spring/summer reaching out initiative, and create plan....)

3. Being Intentional About Caring For Those Sitting Beside Us in Church

Purpose: To Ensure No One Falls through the Cracks and is lovingly cared for during times of need.

Things to Consider: Getting KSM listed as a choice on hospital admission forms; rota of people to visit and check in at hospital every week? Setting up a buddy system so people take responsibility for keeping an eye out for particular people? Regular announcement about card ministry and who to contact? Praying for a few families each week by name in Prayers of People?

Timeline:

March - April: Develop Plan and Get Feedback

May: Present to Council / Congregation

June to November: Execute

November / December: Evaluate, fine tune for 2024

4. Being Intentional about Welcoming Newcomers

Purpose: To ensure newcomers are greeted, acknowledged, connected with in the pew and at coffee with hospitality and a warm welcome

Things to Consider: How to ensure people get invited personally for coffee/tea and introduced to a few people? Dropping in with a loaf of bread (or jar of sweetness/jam) as a welcome?

Timeline:

Ideally, immediately!

June: Survey newcomers who have arrived in the last year. Feedback?

September to October: Based on feedback, develop plan

November: Present Plan

January 2024: Execute

5. Carrying on with Pines/ Gardenview ministry

Things to Consider: Expand outreach to shut ins who live in their own homes and their caregivers?

Timeline:

Now and ongoing: Carry on with one service per month at each facility

Fall 2023: Consider how or if to expand outreach depending on what is discovered from #1 (Reaching out to the Missing)