

St Sample's Church Council Minutes

Friday May 7, 2020



Gathering

1. Present: Cher Parson (Chair), Cecil McReady (Secretary), Rev Gene Richards, Mona Frewick (Treasurer), Pam Sexton (Worship), Bill Dingley (Property), Kiri Ford (Pastoral), Missy Leary (Mission), Leilani O'Connor (Discipleship), Jenny Day (Playgroup). Apology from Samwise Gee.
2. Devotions were led by Pam, reflecting on a reading of Acts 1:6-14. "Why do you stand looking up toward heaven?" Council members reflected on the people God had placed them alongside over the last month. Prayer focused on being empowered by the Spirit to be witnesses in our local community as well as beyond.

Consent Agenda

3. Minutes of the previous meeting held on Friday May 1 were affirmed as a true and accurate record.
4. Inward Correspondence received:
 - Heather Ackland, VicTas Synod, Tuesday 5 May, reminding congregations to send in a Job Keeper form for Religious Practitioners.
5. Outward Correspondence received:
 - Financial statement to Synod Centralised Payroll Services
6. Reports received:
 - Pastoral Care Report
 - Worship Report
 - Treasurer's Report
 - Property Report
 - Financial Statement, 1st Quarter 2020
7. Action items were noted.

Listening

8. Stories relating to worship from home

Members of church council reflected on phone calls with members of the congregation. There was positive feedback on the worship services held on Facebook in April, though some members were not able to watch due not being sure about how to access the Facebook service. The pastoral care team was arranging tutorials for those people with computers at home.

- [Gene and Pam to produce a weekly written letter and worship resource to be sent to members.](#)

9. Minister's Report

Gene reflected on conversations with members about opportunities and challenges during the lockdown. On one hand, some people were starting to focus on personal devotions, encouraged by regular emails from the discipleship team. Gene asked how the congregation might find ways of visually connecting with the local

community now that the doors were locked. It was decided to take a two-pronged approach.

- Bill to arrange for eye-catching signage that could be read from the street, with encouragement to passersby.
- Missy and her team to phone local small business owners in the local shopping centre to see if there were ways of supporting them and others in their circles.

Discerning Action Together

10. Pastoral Care Report

Kiri's report asked how the congregation might respond to the financial hardship being experienced by people in our community? The church council talked about people who might be experiencing financial difficulty in the congregation.

- Kiri to ask Cassie Rolady to put together a team to help with meals and shopping for people who were stuck at home.

11. Worship Report

The worship report included a proposal for a budget of \$400 for audio visual equipment to use in streaming worship. The Council agreed to this figure as a starting point, recognizing that as capacity was built over the year there would be likely a need for further investment.

- a. It was resolved to add \$1000 to the 2020 budget for purchasing audio visual equipment to use in streaming worship.
- b. It was resolved that Church Council purchase an additional annual streaming license with CCLI.
- c. It was resolved that Church Council would purchase a month-by-month subscription for Adobe Creative Cloud to provide for video editing. Mona would enquire with Synod and Presbytery about pricing discounts.
- d. Mona to work with the worship team to bring an updated proposal to church council in August.

12. Treasurer's Report

Church Council resolved to send a personal letter to each member thanking them for their ongoing financial support, with an update on Op Shop, Hall Rentals and Job Keeper subsidy. Ces to work with Mona on the letter and send it out in a week's time.

13. Next Meeting June 5.

Pam on devotions. Focus of the meeting will be on community connections, led by Missy and the mission team.

Action Log

Action	Person	Expected Completion	Result
Write to Playgroup Families informing them of temporary closure	Jenny	March 23	Actioned March 23
Send letter to all members informing them of the closure of worship services, with information on new options for worship, and options for giving.	Kele	March 23	Actioned March 25 Follow up letter sent April 4
Update database of congregational contacts – including phone numbers, email addresses, physical addresses	Kim	April 20	Completed April 12 – though it is noted that we need a system to keep this up to date as new members join online worship.
Bring the congregation's web site up to full functionality	Sue, Kerry, Charissa	June 1	This is still in planning mode. A survey of members is being undertaken.
Write weekly letter to members	Gene & Pam	May 14 first letter	
New signage by church	Bill	May 21	
Phone business owners in shopping centre	Missy & team	May 28	
Start casserole & shopping roster	Kiri & Cassie	May 14	
Purchase audio equipment	Mona & Pam	May 14	
Purchase streaming license	Mona & Pam	May 14	
Purchase Adobe Creative license	Mona & Pam	May 28	
Bring updated streaming equipment budget to church council	Mona & Pam	July 31	
Send letter to members thanking them for financial support	Cecil with support from Monda	May 14	