

MINUTES FOR CHURCH COUNCIL MEETING OF THE BEAUMARIS UNITING CHURCH – ST MARTINS

Wednesday 21st November 2018

Meeting Started: 7:32 pm

Meeting Concluded: 9:50 pm

Opening: Margaret Thorburn led the devotion by reflecting on two older women in her life: her grandmother Bunty Mellor and Ruth Ewart – how gracious they were even though each was severely incapacitated - they lived life ‘thankfully’ and then ‘let go’ gracefully, which was a great gift to everyone.

Marg spoke of a discussion she had with a friend about the philosopher LaFollete, who stated “Our greatest vice is not is not cruelty, immorality, or selfishness. Rather, it is a failure on our part to ‘engage in frequent, honest and rigorous self-reflection.”

”. Annabel Crabb – loves to cook but a dinner party’s greatest stress is tidying the house first. She tries to make the greatest gift at a dinner party is giving of herself to the guests and most important is making her guests feel welcome and relaxed. She then tied all of these thoughts together by her reading from 1 Peter 4 7-11.

Attendance: J. Small, A. Davies, M. Thorburn, P. Stewart, G. Hinde, W. Hinde, F. Green., J. Graham. Rev. Scott Finlay.

Apologies: C. Parker, N. Toovey, S. Toovey.

Acceptance of the draft agenda: Accepted unanimously.

Minutes of previous meeting: have been circulated and it was proposed by J. Graham and seconded by F. Green that the minutes be accepted.

Business arising from minutes:

1. To be covered in reports & general business

Reports:

- 1) **Minister’s Report** – Rev. Scott Finlay – frustrated with the things in his life and resources not always working smoothly. He’s been in contact with Ailsa Drent. He’ll see David Beswick next week. Same Gender Marriage – Presbytery could challenge the Synod decision and it is in motion that the decision could be over turned by a group of ministers and members of the Assembly of Confessing Congregations (ACC). The UCA Assembly may need to be lobbied. Consider in the future – Christmas Eve service at BUC next year and a Blue Christmas service – a remembrance service for those who have lost family members.
- 2) **Worship Committee** – See written report
AMD – speak to Bendigo Bank re Empty Christmas Tree in Beaumaris Community Bank
KIDS CHRISTMAS & Empty Christmas Tree Service 9th December – J. Small to organise kids activities
- 3) **Property –Manse Report** submitted by Marg Thorburn and distributed by email then spoken to by Margaret.
- 4) **Treasurer’s Report** – delivered by email and spoken to by M. Thorburn –
- 5) **Fete Committee** - Delivered by W. Hinde and spoken to. Wendy moved that we do not continue the fete next year Seconded by M. Thorburn. Agreed by consensus.
- 6) **Put on the Agenda re another fund-raising effort for 2019** – explore other viable options

F. Green moved that all reports be accepted. Seconded by J. Graham. Unanimously accepted.

Business arising from reports:

	BUSINESS	ACTION
1	Purchase of new projector and daylight screen. W. Hinde moved that we organise to purchase a new projector and new motorised daylight screen that runs on a track. Seconded by N. Toovey and warmed to by all but following a lengthy discussion, P. Stewart to find out	PS & WH

	how a new projector can work in with the existing sound system. He recommended a larger screen than quoted for so that it fits in with the 16:9 format that Scott uses (and most new computers). Wendy & Philip to confer on this, with the aim of finalising at the next meeting and being mindful that Scott is keen for a fully functional AV system ASAP.	
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Correspondence:

- 1 OUT: 26-10-2018 – Jeff Gardner – Re 2019 Mission & Service Allocation for BUC - a motion was accepted to give \$4440 to Mission & Service for 2019 to be paid monthly in instalments of \$370. Emailed by M. Thorburn
- 2 IN: 29-10-2018 – PPE Communications Team – Re- Newsbeat - Presbytery of Port Phillip East newsletter: Latest edition the November issue features our forthcoming Twilight Fete. Emailed to all members of the church community on 29-10-2018.
- 3 IN: 29-10-2018 – Act For Peace – Christmas Bowl Appeal information pack and envelopes.
- 4 IN: 1-11-2018 – Ian Firth (Mr), Presbytery Secretary, Secretary Pastoral Relations Committee – 2018/9 Presbytery Prayer calendar
- 5 IN: 3-11-2018 – Uniting World – RE-Shop on line for life changing gifts – email and postage package X2
- 6 OUT: 4-11-2018 – Roger Wilson – re permission of church council to run and organize 42nd Christmas Eve Carols on 24-12-2018 at the Beaumaris Community Centre. Response from Roger on same day
- 7 IN: 9-11-2018 – Angela Roper, Assistant Operations Manager, Family Life, Donations for Christmas Appeal.
- 8 OUT: 12-11-2018 – Thank you letters re support, service or donations to Church Fete – Bongo Bounce, Bakers Delight, Cheltenham, Little Feet, Woolworths Mentone, Veolia,
- 9 OUT: 13-11-2018 - Present– Theresse Bailey Sales Administration Century 21 Bayside Living – re Fete boards – letter of thanks for providing boards for our church fete. Also letters of thanks to stall holders.
- 10 IN: 15-11-2018 – UCA Vic Tas re Scott Finlay’s WWCC had expired. All rectified and renewal notification came by post. Database updated
- 11 IN:15-11-2018 – Whelan Industries - OH&S Boiling Water units annual service due – forwarded to Gaye Waite for action
- 12 IN 20-11-2018 - Ian Firth (Mr), Presbytery Secretary, Secretary Pastoral Relations Committee – re Property Committee request for suitably qualified people to help assess properties within the Presbytery

Business arising from Correspondence:

1. A.Davies to formally thank Helene Knight for her 10 years plus of property hall management

General Business:

	BUSINESS	ACTION
1	Review of Elder’s Duties – as we have a new minister it is timely that we review the role of Elders in church services – Scott to review and report back any further recommendations but the principal issue is the need for Elders to be at the church by no later than 9:00am. They should be the first at the church to open up and last out after locking the doors and ensuring lights and heaters are all turned off. Must allow enough time to ensure the hymns numbers are sorted, a glass of water is at the lectern for the minister and that there is time for quiet reflection with the minister prior to the service starting.	SF & all Elders
2	The Massey family would like some form of memorial to Loxley – Nick Toovey to speak to John Massey	NT
3	Property Bookings – Licence Agreements for 2019 are being completed AD	MT & AD

4	Margaret Beaumont's suggestion for a defibrillator at the church – further discussion required in 2019. Raises the issue of who will take responsibility if an emergency situation arises. In 60 years we have never had a heart attack.	J.S. to speak
5	Church Booking Calendar – Alison has set up an Excel Calendar for 2019. Once sorted for 2019 it will be placed along with current License Agreements in a secure section of the website for Church Councilors only.	AD
5	Bequests to church to be acknowledged – details to be added to the list as they come about. To be finalised early in 2019	AD & WH
6	Church Cleaner - ? Accountability – can the property committee please outline the cleaning requirements and how often each task needs to be done? Somehow, we need to set out a schedule for the cleaner and get it signed off. Can we roster church councilors to arrange times when they can 'drop in' and let them know they are valued and get some feedback as to what they do, when, and how? Everyone needs to feel they are being supported and are doing a worthwhile job. If we don't visit and offer any feedback, we can't be critical if our cleaners don't give 100% to our requirements.	MT
7	Projector – MT to chase up a quote also– Scott said it's not urgent. But need the projector needs to be high definition. Specifications need to be clarified by all interested parties.	

Next meeting

Wednesday 23rd January 2019 at 2:00pm. The meeting will be held in Meeting Room 2 at the Church.

Jenny Small is to lead the devotions.

SIGNED:

JENNIFER SMALL, Chairperson, Church Council

DATE: 23-01-2019

ALISON DAVIES, Secretary, Church Council

DATE: 23-01-2019

MARGARET THORBURN, Treasurer, Church Council

DATE: 23-01-2019

FETE REPORT 2018

Thank you to all who supported and worked at this year's fete.

It was a lovely atmosphere with all the young children outside the face painting and jumping castle area, and free fun amusements with parents teaching them how to hula hoop and play quoits.

Great work by the food hall with scones and jam & cream, complete with cups and saucers to get over the environment issue. At 5.30 they ran out of seats.

The book stall was incredible and made such a lot of money with books at the low price of \$2 each - they sold a lot of books!

The trash n' Treasure, Craft Stall, Clothing, Jewellery, DVD stall, Plants, Toys, & Speciality gifts and Lucky numbers stalls, and of course the magnificent cake stall & Gwens produce stall. (I even had friends asking me to put aside some of her marmalade because they wouldn't be there until 6 p.m.) All worked so hard.

There were three outside stall holders and they were happy with their sales.

The BBQ team worked tirelessly, it was a shame the rain came so I think many of the families that usually come around 6.30 decided against it and we really finished up and started packing away by 7p.m.

We raised over \$3,500. A great effort. Hopefully some will go towards Media requirements in the church.

On reflection apart from the rain, which would have resulted in more food in the BBQ and Food hall being sold, clothing & trash n' treasure was not visited by the dealers as in the past, perhaps the local op shops have taken over such sales.

The decision not to continue the fete next year, meant that Uniting Care benefited with all left over clothing, books, toys, & trash n' treasure goods. Thank you to those responsible for the collection help.

Wendy Hinde

MANSE REPORT FOR 21 NOVEMBER BEAUMARIS UNITING CCM

19 NOVEMBER 2018

Application for a new 12 month lease has been submitted to and approved by presbytery property committee and we are waiting on formal written approval to lease going forward from Synod at \$800 per week from 30 October 2018 (following verbal agreement from tenants to a new 12 month lease with unchanged \$800 per week rental, and the first month's rental received under this new lease late October.)

An inspection of the manse was arranged for 13 November and attended by Geoff Wade and Jill Russell from the manse committee as well as the Buxton agent. The manse was in very good condition with the gardens neat and tidy. There is a very large locquat tree in the front garden which has spread over most of that area preventing any mowing etc. We may need to consider considerable pruning/lopping in the near future. There is mould on the ceiling in the en-suite bathroom and arrangements have been made with the agents for its removal and repainting of the ceiling at a total cost of \$594.00.

Balance of \$8,316 as at 19 November 2018 after Manse disbursements made in Jan- June + October 2018 ie = 7 x (\$1,500 B, \$1,000 BR) = \$17,500 (\$10,500 to B, \$7,000 to BR) and October payment of 2018 land tax liability of \$8,455.

Reserves to be held at end of December 2018 (assuming new lease signed) \$3,000 maintenance reserve. Further disbursements will be suspended until we have confirmation from Synod that new lease is approved. With anticipated costs of \$787 (2nd rate instalment), \$122 (water service charges) and \$594 ensuite ceiling repairs (mould issues) and assuming there are no further maintenance items to be paid for in 2018 three more payments (of \$1,350 B, \$,900 BR) are planned (in November and December).

As referred to in October CCM Manse report the implication of the earlier payment of land tax liability of what we had previously assumed is that in 2019 we will have a \$12,170 Land Tax Liability to pay in July, subject to any instalment payment plan negotiated with Synod. A likely scenario is that we would be making 10 reduced payments of \$2,000 (\$1,200 to Beaumaris, \$800 to Black Rock) with one each in March and June and 8 over the remaining 6 months once the 2019 Land Tax is paid and maintenance liabilities are established.

Margaret Thorburn and Geoff Wade

Treasurer's (Finance, Property and Manse) report for Beaumaris Uniting Church Council Meeting 21 November 2018

Tasks completed since October 24, 2018 CC meeting (4 weeks)

Finance

- Close monitoring of cash flow, banking and payment of bills
- Completion of 2018 Licence Agreements for Red Cross, Calisthenics, Kinder, Little Feet Music
- Advised Presbytery Treasurer 26 October and accounting services 1 November of 2019 M&S contribution of \$370 per month (\$4,440 pa)
- Changed signatories on Deep Spring Operating a/c at Westpac from 1 (Guy Thorburn) to 2 of 4 (Guy Thorburn, Margaret Thorburn, Alison Davies and Jenny Small) and enabled online banking. Amount held in two parts \$3,112.85 at 19 Nov 2018 in 0% interest operating a/c, balance of \$6,000.08 currently in linked 0.5% interest a/c
- Followed up J Knight & R Wilson re Xmas Eve Christmas Carols financials and gave OK after consultation with auditor that information supplied met requirements
- Fete related - \$860 of float, banking, payment of invoices, report
- Manse follow-ups for new lease, maintenance and revising of proposed disbursements
- Completion of Treasurer's finance and property reports for this 21 November 2018 CCM

Financials	\$ at end of October 2018
Bendigo Bank	9,993
UCA general a/c*	176,238
Net accruals as at 31 October	4,390
Total	190,621

Net accruals largely made up of \$2,481 GST owed to us for the year to 30 June 2018 as well as \$1,962 of GST owed to us for the months of July-Oct 2018.

MANSE Report – see separate

Outstanding & Urgent Priority for December (MRT away 23 Nov-3 December)

Finance/Property

- As far as possible finalise 2019 licence agreements for Red Cross, Kinder, Calisthenics, Ballet School and Little Feet Music
- Finalise income due 2018 (Manse disbursements & hall rental)
- Other Property Committee issue follow-ups;
- Submission of 2017/2018 GST
- 2019 BUC budget
- Finalise set up of Treasurer@Beaumaris UC email address (currently not sending emails from this address)

BEAUMARIS UC PROPERTY COMMITTEE - AGENDA FOR 21 NOVEMBER 2018 MEETING

St Martins	Matthew last cleaned gutters 5 Oct 2018	
Items completed since 18 October	<ul style="list-style-type: none"> Recall of emergency Electrical Work to switchboard due to issues first day of Red Cross 29 October 2018 – no charge New Volt (Greg Crimmins) electrical work to complete new switchboards in 3 classrooms \$1,781 + gst + new exit sign in kinder + work to replace faulty cable in vestry \$440 + gst 	
Other work in progress	<ul style="list-style-type: none"> Further electrical work? Eg audit/replacement of power points as required + extra power point in vestry? Assessment of rodents in ceiling above vestry (no possums) 	<p>TM liasing</p> <p>Geoff W organising</p>
	<p>Red Cross Dates for 2019</p> <ul style="list-style-type: none"> Mon 21 Jan – Fri 25 Jan (week before Term 1 begins) Mon 15 Apr – Thu 18 Apr (week before Easter excl Good Fri/2nd wk sch hols) Mon 15 Jul – Fri 19 Jul (1st week of Term 3) Mon 21 Oct – Fri 25 Oct (3rd week of Term 4) 	
Fete followup	<ul style="list-style-type: none"> Any further change of light bulbs etc Alison met Lentara bin guys Monday 12 and when skip finally turned up Monday 12th spent 3+ hours filling with John's help + Geoff H (rubbish lying around edge of grounds) 	Geoff W will organize
	<ul style="list-style-type: none"> Offer by John Knight to make & install shelving in walkway corner of main storage room opposite kitchen 2nd Hard Rubbish to remove old mower from outdoor shed, plus surplus furniture from indoor store room, + kinder Aim to put out Thur 22nd Nov am (Guy & Luke, Geoff W) 	MRT Book HR 22 Nov
	<ul style="list-style-type: none"> New projector, screen, wiring etc being has been quoted – concern re cost (>\$10,000) with motorized screen. 	MRT organizg review/ alternative quote
	<ul style="list-style-type: none"> Purchase of 4 new chairs of height > blue chairs (dining room style with arms) to use instead of cream wool chairs and for those who need higher chair 	MT has asked Neva to check what we can find on Ebay etc
	<ul style="list-style-type: none"> Issues with thoroughness of cleaning – Alison wants list up of when and what they are expected to do. Some rostering of us to check so that they know we are keeping track. 	MRT getting list to cleaner in email form re our requiremts
Misc small carpentry & plaster repairs	<ul style="list-style-type: none"> Quote to replace beading etc in 2 meeting rooms + fix holes in plaster first room off indoor foyer and hole near skylight in sanctuary + kitchen plaster near skylight – one quote received \$3,880 + gst incls painting half of church ceiling 	Gaye organising 2 quotes from tradesmen with P/L insurance
Quote for 2nd Deep Spring counselling room	<ul style="list-style-type: none"> Tom and Hides listed specs. Mostly carpentry – some minor plumbing/electrical – Deep Spring reserve account could be spent on this (approx. \$10,000) – no success followg up Steve Coker JS recommended Mark Lau 0414 896 449 	TM will try name JS recommended
Replacemt of fascias, electricty entry point	<ul style="list-style-type: none"> all rotten ones to be replaced at same time, given non-standard size Tom M will try Mark Pritchard for contacts/Mark Lau 	TM
Hall Bookings policy & pricing	<ul style="list-style-type: none"> Resignation of Helene K from end of year. Property Committee to finalise local person for concert bookings etc (/Nick T?) 	
	<ul style="list-style-type: none"> MRT & AD to finalise 2019 license agreements and bookings asap and access to calendar etc 	☐ MRT/AD priority

Next Property Committee Meeting Dec?? 2018 (15 November meeting cancelled)