

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

Wednesday 23rd January 2019

Meeting Started: 2:05 pm

Meeting Concluded: 5:30 pm

Opening: Jenny Small led the devotion by talking about why do we celebrate Australia Day on 26th January which was invasion day. We became the nation of Australia on the day of Federation She talked about an indigenous lady from Daly River called Pilawuk who was part of the Stolen Generation. Jenny read the book of her life. She told Jenny she should be finding out about the Indigenous people of our own area. She then said a prayer from the Day of Mourning.

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

Apologies: F. Green, 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 W. Hinde that the minutes be accepted.

Business arising from minutes:

1. To be covered in reports & general business

Reports:

- 1) **Minister's Report** – Scott was happy with the Christmas services and felt the church population was happy. He will follow up Rev Rob McUtcheon of St. Michael's re Good Friday Walk of Witness and other community events. Sunday School will be 2nd and 4th Sundays. He spent considerable time with Alan Eales. He'd like to run a Blue Christmas Service in 2019 – on a mid-week or a Sunday night, for those who find Christmas difficult because of grief.
- 2) **Mission Report** submitted by Nick Toovey and distributed by email then spoken to by Jenny. Re offering volunteering in the local primary school. Scott said there is a formal mentoring program that we could research. He believes it's non-denominational but mostly church people are involved
- 3) **Caring Committee** – Jan spoke to her report. Jeanette O'Donnell is recovering. Should we consider changing the church times. Others suggested those who find the early time difficult could come in at 10am mid-service. Geoff suggested we email the congregation to ask what the preferred time is for them. Scott to send email to Alison to send out to the congregation. Jenny to speak to it at church on 27th.
- 4) **Treasurer's Report** – delivered by email and spoken to by M. Thorburn – do we need to do a Licence Agreement for RFDSA but no charge. Make mention of exit time for Fashion Parade on 30th May. Bayside Ballet Academy need access at 4:45pm.

Put on the Agenda re another fund-raising effort for 2019 – explore other viable options

M. Thorburn moved that all reports be accepted. Seconded by G. Hinde. Unanimously accepted.

Business arising from reports:

	BUSINESS	ACTION
1	Council would like Nick Toovey to make contact with Beaumaris Primary School re whether or not BUC is still the Beaumaris Primary School's evacuation point and if so have they had any drills. Do they know who to contact at the church? Councillors wondered if the new sports facilities at Oak Street are now the Evacuation point. Just need to clarify this matter and it could be an easy entre point to further discussions with	NT & Scott Finlay

	other mission roles we could engage in with the local school. Councillors were concerned that we not be over committed when we don't have man power to help in these mission projects. Scott would like to be involved with this and to go along with Nick when he approaches the schools.	
2	The caring committee would like permission to run an In Home Care Seminar. The council accepted in principal that another 'ageing well' day be held this time focusing on in home care. Council agreed to this.	NT
3	Pancake Day to be Sunday 3 rd March – 6:30pm – church open from 5pm for a picnic tea and eg BYO fish n chips. Perhaps advertise through Bendigo Bank.	WH & AD
4	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 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. Scott confirmed that dealing with the audio system is the main priority. W. Hinde asked for a fixed microphone to be at the lectern at each service.	PS & WH
5	Alison to write to Bayside City Council re enlarging the storm water drain in Gibbs Street outside church that runs to the drain across the road that in turn runs in to the enlarged drain in Haldane Street. AMD to ask BCC to remove any contact detail for St Martins Court and also Kallara.	AD

Correspondence:

- 1 IN: 22-11-2018 – Rachel Parkinson re Little Feet hire of hall and times requested. Verified IN: 28-11-2018.
- 2 IN: 23-11-2018 – PPE Communications Team – Re- Newsbeat - Presbytery of Port Phillip East newsletter: requesting items for November Issue. Latest edition the November issue features our forthcoming Twilight Fete. Emailed to all members of the church community on 29-10-2018.
- 3 IN: 28-11-2018 – Nicky Breuninger re interest in hiring church hall for dance classes in mornings during 2019
OUT: 28-11-2018 – offering availability and cost.
- 4 OUT: 28-11-2018 – Jane Brown, Luke Thorburn, Phoebe Thorburn, Fitzgerald Family for help at the FETE.
- 5 IN: 29-11-2018 – Lew Rimington, Manager Beaumaris Community Bank – Bendigo Bank, re opportunity of placing an "EMPTY" Christmas Tree in the bank, with all items being delivered by Beaumaris UCA to Family Life. OUT: 30-11-2018
- 6 OUT: 30-11-2019 – Angela Roper, Family Life, requesting logos for use on Empty Christmas Tree poster and flyers
Received on Approval of flyer received on 14-12-2018
- 7 IN: 30-11-2018 – PPE Communications Team – Re- Newsbeat - Presbytery of Port Phillip East newsletter: The November issue was emailed to all members of the church community on 1-12-2018.
- 8 IN: 02-12-2018 – Chris Shaw – Chairman, Beaumaris Community Bank – Bendigo Bank, re Bank Logos for poster and flyer for Empty Christmas Tree
- 9 IN: 2-12-2018 – Janine Jackson re National Director of Frontier Services wishing us a Merry Christmas
- 10 IN 12-12-2018 – Uniting World- Letter from Dr Sureka Goringe, National Director - outlining how we can donate a Christmas gift to their organization
- 11 IN 18-12-2018 – Brad Whitcomb, Chief Customer Service Officer – Residential – NBN re our installation date for NBN is between 7th January and 3rd June 2019.

- 12 IN: 27-12-2018 – PPE Communications Team – Re- Newsbeat - Presbytery of Port Phillip East newsletter: requesting items for January Issue. Latest edition the January issue was sent on 01-01-2019. Emailed to all members of the church community on 12-01-2019.
- 13 IN: 04-01-2019 – Sharon Hollis, David Southwell, VICTAS UCA re Pastoral Letter from the UCA President of the Assembly re the Assembly decision on marriage stands, and will continue to be lived out in our Church, in various faithful expressions. Sent on to all members of the congregation on 12-01-2019
- 14 OUT: 4-01-2019 – Kay Fisher, letting her know that we have another major tenant of the Church Property and thanking her for her long association with us and requesting final payment of outstanding monies and the keys to be returned.
- 15 IN and OUT: 27th September 2018 – 7th January 2019 – Kay and Jessica Fisher, Kallara Calisthenics College – RE- Licence Agreement for 2018 and 2019 then payment of Invoice. – See attached document.
- 16 IN: 15-01-2019 – Ian Firth (Mr), Presbytery Secretary, Secretary Pastoral Relations Committee – RE – Keeping Children Safe - Keeping Children Safe Policy Responsibilities & Check Points
- 17 IN: 15-01-2019 – Ian Firth (Mr), Presbytery Secretary, Secretary Pastoral Relations Committee – RE – Keeping Children Safe - 2018 REVISED Collection Form to be completed by Church Council
- 18 IN: 16-01-2019 - Nick Standaar, Donor Services Mobile Logistics Officer, Australian Red Cross Blood Service – RE – arrangements and times for visit to Church from 21st -25th January.
- 19 OUT & IN: 18-01-2019 – Rachel Parkinson re copy of Public Liability Insurance and re-signing of 2019 License Agreement plus WWCC.
- 20 OUT & IN: 22-01-2019– Claire Nicholson, Principal Bayside Chamber Orchestra re details for a Licence Agreement for concert & rehearsal on 19th and 23rd June
- 21 IN & OUT:23-01-2019 - Amy Wilson, - re – our website is not suitable for Visually Impaired people as it is not compatible with screen reader at all. I returned her email and asked for details.
- 22 OUT & IN: 22/23-01-2019 - Lydia Morris re – WWCC for all ballet teachers for BBA. Received plus the BBA Commitment to Child Safety Statement on their Prospectus

Business arising from Correspondence:

	CORRESPONDENCE	ACTION
1	Keeping Children Safe - Keeping Children Safe Policy Responsibilities & Check Points – requires members of the church council to be interviewed and to ratify our Safe Church Policy. J. Small to work with Carol Parker re Interviews of Church Councilors. NOTE: the Church Council discussed our commitment to being a Safe Church and renewed our commitment on 23-01-2019 Proposed A. Davies, Seconded xxxxxx . Unanimously accepted.	JS & CP
2	Scott would like to accompany Alison for a meeting with Chairman of the Bendigo Bank, Chris Shaw, re how we can work together on a community project.	SF & AD

General Business:

	BUSINESS	ACTION
1	Review of Elder’s Duties –Philip has reviewed all Elder duties and the amended copy has been forwarded to all elders and placed on the noticeboard. Philip was thanked for his input on this matter.	SF & all Elders
2	The Massey family would like some form of memorial to Loxley – Nick Toovey spoke to John Massey. MT to follow up. Wendy suggested Office Supplies in South Road Oakleigh near Warrigal Road as a good place to go as they have a range of seats in different heights.	NT & MT
3	Property Bookings – Licence Agreements have nearly all been completed and signed. We did not get new agreements from Kelly Mini Sports or Kallara Calisthenics College abut have signed Agreements from The Red Cross Mobile Blood Bank, Little Feet and the Bayside Ballet Academy. Dates have been verified with Royal Flying Doctor Service Auxiliary and the Bayside Chamber Orchestra for their special	MT & AD

	events plus Ivana Tomasova for a Viola Concert in May (5 th or 12 th to be confirmed). All yet to be forwarded to Synod. 2018 almost ready for posting. Still to get 2019 signed by Beaumaris 3yo Kindergarten.	
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 Small spoke to M.Beaumont and said she didn't believe it was financially viable. J.Small to ask Dr G. Webster his advice on the matter.	J.S. to speak
5	Church Booking Calendar – Alison has set up an Excel Calendar for 2019. It has been placed along with current License Agreements in a secure section of the website for Church Councilors only. It is available online under the Council password protected area of the website. (Councilors can access using the pw: MA19rtiN). As changes and extra bookings are made the calendar will be amended and uploaded. It is important to refer to this before booking anything in and email A. Davies re any bookings you wish to make or any inquiries. Thanks to those who already have.	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. Minimum to be acknowledged \$1,000 donation.	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 the projector needs to be high definition. Specifications need to be clarified by all interested parties.	
8	The Worship Committee has been reformed and comprises G. Hinde, S. Finlay, J. Barklamb. G. Keys, N. Hill & P. Stewart. Meeting dates have been set for 5 Tuesdays in 2019 at 2pm in Meeting Room 2 on: Feb 5 th , April 2 nd , June 4 th , August 6 th and October 1 st .	

Next meeting

Wednesday 27th February 2019 at 7:30pm. The meeting will be held in Meeting Room 2 at the Church.

Philip Stewart is to lead the devotions.

SIGNED:

JENNIFER SMALL, Chairperson, Church Council

DATE: 27-02-2019

ALISON DAVIES, Secretary, Church Council

DATE: 27-02-2019

MARGARET THORBURN, Treasurer, Church Council

DATE: 27-02-2019

MISSION REPORT- JANUARY 2019

The Missions sub-committee (Jenny, Wendy and I) met on Tuesday, 15th January. We discussed the following aspects of our mission to meet the needs of our community in terms of our outreach programmes:

Ageing Well- as a follow up to the successful Aged Care information forum last October, it was thought we might run a similar afternoon focusing on Home Aged Care. We have several contacts in this field of Aged care who might facilitate such an event (Nick McDonald, Alison's son-in-law).

Volunteering at local primary schools- Nick could contact local primary schools like Beaumaris PS and Beaumaris North PS about whether we might support some of their volunteer programmes such as reading, homework club, breakfast club...

The 'Empty Christmas Tree' initiative and Carols by Candlelight on Christmas Eve continue to be popular in the local community. Bendigo Bank has been particularly supportive of the ECT. This partnership is to be encouraged.

We look forward to running the popular Pancake Bake in February, but perhaps hold it as a "brunch" on Sunday, 3rd March. Bayside Ballet are using our hall on Shrove Tuesday. God will forgive us for getting in early. We would need to publicise the earlier timing to attract our usual loyal customers.

Further investigation would need to be done about inviting Refugee families to share lunches in the Hall. Nick to follow up.

Following the pleasing response to ordering billums and donating linen when Nick goes to PNG, this initiative might continue. The ladies in the village of Sanananda where I bought the billums and the guesthouses on New Ireland where I donated the linen in PNG are very grateful.

Our annual Christmas dinner run by Wendy continues to attract popular support. In many ways this event is our community Advent event.

Yours in His service,

Nick Toovey, January 2019

Treasurer's (Finance, Property and Manse) report for Beaumaris Uniting Church Council Meeting 23 January 2019

Tasks completed since November 21, 2018 CC meeting (9 weeks)

Finance

- Close monitoring of cash flow, banking and payment of bills
- Completion of 2019 Licence Agreements for Red Cross, Bayside Ballet Academy(draft), Little Feet Music
- Queried x3 Clare Boyd-McCrae (Synod authorized person) re getting extra line in White Pages at cost of \$302.50 reversed (we did not authorize and already direct debited)
- Completion of Treasurer's finance and property reports for this 23 January 2019 CCM

- Financials	\$ at end of December 2018
Bendigo Bank	14,161
UCA general a/c	179,224
Net accruals as at 31 December	6,298
Total	199,683

Net accruals made up of \$2,481 GST owed to us for the year to 30 June 2018 as well as \$2,302 of GST owed to us for the months of July-Dec 2018 as well as \$2,345 UCA general a/c interest, \$1,739 Hall Rental received in January 2019 and on the expense side \$1,920 of carpet drying as well as other electrical and licensing expenses paid in January.

2018 Preliminary Results

Surplus of \$37,000 - \$10,000 bequest => a 'real surplus' of \$27,000. Extra ministry costs if we had had Scott for all of 2018 would have been approx \$27,000 so we have 'broke even' on a 'minister all year basis'.

Examining Expenditure and Income in more detail cf 2017: Expenses increased \$25,000 = ministry costs increased \$25,000. Essentially all other expense movements cancelled out.

Income increased \$11,000 comprised as follows, including the \$10,000 bequest so minor improvement without this:

Offering	-\$ 3,000
Hall Rental	+\$5,000
Fundraising	-\$2,500
Donations/Bequests	+\$9,000
Manse Rental	+\$1,000
Interest	+ \$1,500

MANSE Report – see separate

Outstanding & Urgent Priority for January/February (MRT away 6-18 February)

Finance/Property

- Finalise 2019 licence agreements for Kinder, Ballet School + other minor bookings
- Preparation of 2018 accounts for audit; Submission of 2017/2018 GST
- Other Property Committee issue follow-ups;
- 2019 BUC budget
- Review SF's travel and internet allowance
- Finalise set up of Treasurer@Beaumaris UC email address (currently not sending emails from this address)

MANSE REPORT FOR 23 JANUARY 2019 BEAUMARIS UNITING CCM

21 JANUARY 2019

- Approval of the lease was received from Synod at \$800 per week from 30 November 2018 for 12 months. The tenants signed the lease in late November and it was forwarded by email to Synod for signature by the Property Board on 5 December. An email was sent to Synod on 2 January with a query as to when we would receive the signed copy. This was followed by a phone call last week by Geoff Wade who was assured it would be followed up and he would be called back. He further followed this up on Monday 21 January and was advised the person responsible was away until Wednesday 23 January. The person he spoke to assured him that they would take it up and we could expect to receive it sometime this week. They also advised they would send a copy direct to the Agent. The Agent has been advised accordingly.
- Mould on ceiling in en-suite bathroom has been removed and ceiling repainted at total cost of \$594.
- We may need to consider considerable pruning/lopping of large loquat tree in the front garden in the near future.
- *Accrued Balance of \$3,287* as at 31 December 2018 covers maintenance reserves of \$3,000 to be held.
- 2018 Manse disbursements were as follows:
Jan- June + Oct 2018 = 7 x (\$1,500 B, \$1,000 BR) = \$17,500 (\$10,500 to B, \$7,000 to BR)
Nov-Dec 2018 = 3 x (\$1,350 B, \$ 900 BR) = \$ 7,750 (\$ 4,050 to B, \$2,700 to BR)
Totalling \$25,250 (\$14,550 to B, \$9,700 to BR).
- After paying the 2018 land tax liability of \$8,455 in October 2018 we are currently building up reserves for the anticipated 2019 Land Tax Liability payment of \$12,170 in July 2019, subject to any instalment payment plan negotiated with Synod. A likely scenario for 2019 disbursements 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

BEAUMARIS UC PROPERTY COMMITTEE – AGENDA FOR 15 NOVEMBER 2018 MEETING

St Martins	Matthew last cleaned gutters 23 December 2018	
Items completed since 21/11	<ul style="list-style-type: none"> • Pest control 22/11 (rodents) \$450 + gst • 2nd 2018 hard rubbish collected late November • Carpet Drying mid-late December \$1,920 + gst (less then insurance reserve so no claim submitted) • New Volt (Greg Crimmins) electrical work to rectify electrical faults in main body of church after heavy downpour mid December \$340 + gst • Replacement of 20-year old Carpet with new tiles \$9,458.80 (this item will be in 2019 accounts) 	
	<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) 	
Hall Bookings	<ul style="list-style-type: none"> • MRT & AD finalising 2019 license agreements and P/L insurance register asap and access to calendar etc – largely completed 	☐ MRT/AD priority
Other work in progress	<ul style="list-style-type: none"> • Connection of downpipes on Gibbs St side of building to storm water 	TM organizing plumber S Wadham
	<ul style="list-style-type: none"> • Further electrical work? Eg audit/replacement of power points as required + extra power point in vestry 	
	<ul style="list-style-type: none"> • Offer by John Knight to make & install shelving in walkway corner of main storage room opposite kitchen • Repair of cupboard door knobs on cupboard opposite toilets 	Gaye following up?
	<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 followup Neva ?? J Massey funding 2?
	<ul style="list-style-type: none"> • Issues with thoroughness of cleaning – Require 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 getting 2 quotes from tradesmen with P/L ins - waiting on projector work
Quote for 2nd Deep Spring counselling room	<ul style="list-style-type: none"> • Tom and Hinds 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, electricy 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

Next Property Committee Meeting Feb 21?? 2019 (15 November meeting cancelled)