

Programme Committee Meeting Minutes

February 11, 2020

11a.m. in the Resource Room

Present: Judy Zarubick, Jim Zarubick, Joan Gillespie, Emily Perry, Charles Clarke, Randy Norris, Sheila Bauer, David Hamilton, and Guest – Marilyn Meldrum from M&P Committee

Regrets: Gord Dunbar, Teresa Preferment

Welcome and Check In

Worship

The Congregation of Kincardine United Church seeks to foster a journey of spiritual growth through hospitality, service, fellowship and study, and, in community, to build up the ministry of every person and together experience God's abundant love and grace.

We have a Behavioural Covenant and we repeat it at Annual Meetings but usually nowhere else I suspect because it is very long and not easy to remember.

RESPECTFUL COMMUNICATION GUIDELINES *Taken from "Holy Currencies" by Eric Law*

R is for Responsibility

- take RESPONSIBILITY for what you say and feel without blaming others
- use "I notice" or "I wonder"

E is for Empathetic listening

- practice EMPATHETIC listening by putting yourself in other person's shoes
- you don't have to agree – the goal is mutual understanding

S is for Sensitivity

- be SENSITIVE to differences in communication styles
- some people tell stories, some people give succinct points, some people spiral around a topic, some people communicate through silence

P is for Pondering

- PONDER what you hear and feel before you speak

E is for Examining

- EXAMINE your own assumptions and perceptions
- Examine the question Why to I think the way I do

C keep CONFIDENTIALITY

- share constructively to uphold the well-being of the community

T TRUST ambiguity because we are NOT here to debate who is right or wrong

Prayer – Off to a Good Start. Page 67

Approval of November 12, 2019 minutes Moved by Emily Perry
Seconded by Randy Norris

Carried

Business arising from minutes

A. Regular Scheduled worship service other than Sunday

Gord Dunbar spoke to David Hamilton about this and he indicated that he would be willing to provide the music for it. Gord Dunbar would like to begin a new worship service during the week (once a month) for those who cannot attend on Sunday mornings. This service would likely start at 3:30 p.m. in the sanctuary, lasting for only 45 minutes - a stripped down version of worship. Some of the issues to consider is that some of the target group might need to be driven to the church and home again. As well, we would need greeters, a lift operator and a sound person. Gord Dunbar wanted to know if this is something the committee thinks we can/should do, and what day would they recommend each month.

A discussion of the committee followed re:

1. What days might be recommended, David Hamilton would not be available Mondays, consensus of the committee was that Gord Dunbar needed to organize the service so that it works best for David Hamilton and himself.
2. Question arose as to who the service would be marketed for when discussing the time of the service? Youth, adults, singles, parents and would this impact the time. No consensus was reached.
3. There was no information as to whether a Choir was expected at the service.

After the preceding discussion a trial period of 6 months was recommended by the committee with advertising in the local papers suggested.

B. Update on 3 month bulletin experiment –

There has been some feedback from two parishioners that maybe an order of service with no details only the normal order printed on a half sheet of paper be made available.

There have been Sundays with some large print bulletins all gone and at least one person looking for a bulletin and there have been some Sundays with bulletins left over.

C. Vulnerable Sector Checks –

Judy Zarubick has seen Vulnerable Sector Checks from Catharine Crawford, Krista Ritchie, Jackie Clements, Fran Gannett and Joan Gillespie. There are a few nursery and Sunday school teachers who still need to provide checks.

Updates to Church Calendar 2020

Organist and Pulpit Supply 2020 were updated with Lynn Broughton covering David Hamilton's vacation and Liz Dillman, Marion Boyd, and Kevin Hart covering Gord Dunbar's absences.

September 20, 2020 will be covered by a Guest Speaker organized by the Membership and Mission Committee. Coverage for December 27, 2020 will be arranged in the fall of 2020. Eden Folk will play on June 28, 2020.

Other Business

1. **Time for 2019 Annual Staff Review** – Marilyn Meldrum discussed the request that the Staff Reviews of David Hamilton and Gord Dunbar be completed by our committee and returned to the M&P Committee by the end of February. We were informed that if we have any comments to make about other staff members then we were encouraged to forward those as well. Judy Zarubick gave everyone copies of the Review Questions and asked that they be returned completed by Sunday February 16, 2020.
2. **Mission and Membership Requests**
 - List of house leaders and contact info posted in kitchen so can contact if needed

- Could house leaders be prepared to set up after church coffee every Sunday and assist with clean up on Sundae and potluck Sundays

These requests were agreed to by the Committee.

3. **Requests from Emily Perry** –

- move cushion racks as they create a bottle neck for those who wish to use the elevator at the end of the service.
- advertise Iona and Taize Services

Judy Zarubick will move the cushion racks to behind the last pew on the south side of the sanctuary to hopefully alleviate the problem. The advertisement put in the papers will be updated to include all our services in consultation with Gord Dunbar re: mid-week service. Update the web site to include these services. Questions were raised as to whether the sign outside should be updated and whether we need a facebook page.

4. **Extra bibles and hymn books** –

54 Bibles from the pews that were removed from the sanctuary have been shipped to Trinity-St. Stephens United Church in Nova Scotia for a cost of \$142. The church expressed its deep thanks for our donation to their worship space. We are still looking for a home for about 75-100 hymn books. A reminder regarding the disposal of the pulpit bible was raised.

5. **Strategic Plan** – and the item about strengthening our Significant Relational Groupings, Gord Dunbar would like to begin a programme to create more small groups with training and support in order for group discussions to go deeper in the faith. Suggestions for groups include: Resurrecting the after-Sunday-worship group to discuss the sermon and service content/theme in the Fellowship Hall, a small group meeting at the Knotty Pine Restaurant after worship with the same focus, groups that the Affirming Committee might like to initiate, youth similar to worship planning, a men's group which is centred around projects to be completed around the facility and the grounds, a group centred and led by folks at institutions like Trillium Court, Malcolm Place, RVilla. These groups would meet at a frequency the group themselves decide, but they would all sign a covenant indicating their commitment to the group with a stated end date for the group.

The Programme Committee supports Gord Dunbar in this initiative.

6. **Annual Meeting** – April 19, 2020

Term Ends at Annual Mtg in 2020 – Jim Zarubick– Jim will be seeking re-election

7. **David Hamilton** was granted permission to purchase 20 Service Books to be used this year in a Service of Lessons and Carols proposed as a joint service on May 31 with Liz Coates and the Anglican Church Choir. The Service Books have the capacity to be used for many years.
8. **David Hamilton also raised** the issue of the carpet on the chancel. Permission had been given by council many months ago and nothing has been done. Property has been busy with other more pressing matters. Judy and Jim Zarubick have volunteered to spearhead this project. Members of the committee were invited to come on Wednesday, February 12 at 2 pm to take the carpet out. Property will be informed and invited to participate.
9. A parishioner would like to donate a painted portrait of Jesus to be hung in the sanctuary. Although we appreciate donations and the spirit in which they are given in this instance we must decline the offer.

10. The House System Instructions were updated and Judy Zarubick will have Sarah put them in the Procedure Manual.

As all the business before this committee had been completed, Judy Zarubick closed with prayer from Off to a Good Start. Page 67 and then adjourned the meeting.

Date of next meeting April 14, 2020 at 11 am in the Resource Room