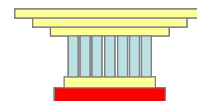




ST. MICHAEL'S CHURCH COMMITTEE MEETING #4

2018



MAY 29, 2014 MINUTES

PRESENT: Rev. Wilmer Toyoken, Moses Kajoba (chair), Terry & Marg Cutforth, Brigette Castro, Sandra Baldo, Sam Copley, Greg Tatchell.

Call to Order: Meeting #4 in 2014 was called to order at 6:25, with an opening prayer by the Rev. Wilmer.

1. **Adoption of May 29 Agenda:** Moved by Terry, passed.
2. **Adoption of 1 May Minutes:** After being read seriatim, moved by Wilmer, seconded by Terry, adopted with a single typo correction.

MINISTRY

3. **SANCTUARY PLANNING COMMITTEE** - Wilmer presenting, from 11 May SPC Minutes
 - i. **Sister Church** - Status unchanged, pending Bart's return with a "Simple Willingness" list of potential candidates. This is the 1st of our seven 125th Anniversary objectives/projects.
 - ii. **Restoration Project** - Project list shared with Church Committee. Prioritization to be completed with Terry prior to his departure on holidays June 9. Capital Fund budgeted for the restoration now stands at \$5,288.66. This is the 2nd of our seven 125th Anniversary objectives/projects.
 - iii. **MBSM** - A Men's group has been formally established, as the Multicultural Brotherhood of St Michael's (MBSM). They will meet monthly during Potluck weeks. The MBSM is co-ordinating with the ACW for the June 29 picnic as their first 'official' act, and will be taking on one of the Sanctuary Restoration 'projects' as their contribution to our 125th Anniversary. Initial officers are Rafael Chan, Cyril Castro, and Teofilo 'pilog' Bosaing.
 - iv. **Bishop's Visit** - Wilmer reviewed initial planning for the liturgy on 28 September, the St Michael's day visit by the Bishop. Church Committee could see that detailed planning was well under way. This is the 3rd of our seven 125th Anniversary projects/objectives.
 - v. **EAM** - Wilmer reviewed the progress of the EAM group, and its growth to '12 Disciples', comprised of 8 priests/deacons, and 4 lay leaders. St. Michael's particular interest in Anti-Racism training was again noted, and the encouraging fact that Synod increased the budget for this item from \$1314 to \$5500.
 - vi. **Church Sign** - High resolution pictures have been forwarded to Luc.

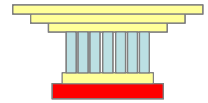
COMMITTEES

4. BUILDING COMMITTEE: - TERRY

Six items were covered in considerable detail; the Sign (see 3.vi above), Ethiopian clutter (BC & GT to re-do their contract with them), Lighthouse Insurance, Electrical requirements for the fans and wall sockets, disposition of the marble sink, and Gary Cutforth's leave of absence for hip surgery. Terry & Marg will be gone in June, but are hopeful of being back in time for the June meeting.

5. FINANCE/EXECUTIVE COMMITTEE - MOSES & GREG

- i. **2Q Financial Statements** - to be available in July.
- ii. **2018 Strat Plan Retreat** - Sandra Baldo and Brigette Castro agreed to bring back a proposal to the June meeting for a Whistler location for Sept 12, 13 & 14, working within the limits of the budget for this item.
- iii. **Job Description** - For information only, the Church Committee was advised that the trustees have completed draft 1 of Wilmer's job description, based on a Diocesan template, and that the trustees will meet next week to evolve draft 2. It is hoped to have a job description brought to Church Committee in June for review.
- iv. **ODNW** - Wilmer went down to the Diocesan office on Monday to finalize St Michael's two nomination submissions. This item is pending a final decision by the Diocesan ODNW committee. This is the 4th of our seven 125th Anniversary objectives/projects.
- v. **Treasurer's Workshop** - Moses, Brigitte & Greg attended the Treasurer's Workshop on 10 May, bringing back the overall summary that St Michael's closely follows Diocesan SOP's, and that we have evolved substantially this way since 2010. A brief four point summary was presented as follows:
 - a. **Separation of Duties** - the Diocesan emphasis on Separation of Duties between the Treasurer, Stewardship, and the Book-keeper has been well established at St Michael's.
 - b. **Inventory of Assets** - this was the 3rd Treasurer's Workshop in 5 years (2010, 2012, and 2014). The only item of significance arising that has not been done is an inventory of assets, with photo's. This has been listed under action items at the last two Vestry's, but remains undone. Church Committee to add this to all future agenda's until it is completed.



- c. **Fraud** - this has been an issue in some churches. Moses, Brigitte & Greg, as well as the full Finance Committee, believe this is unlikely to be a concern at St Michael's given our procedures, including division of responsibilities, and the reliability of the Trustees themselves.
- d. **Reliability** - this is in no small part due to Moses, Brigitte and Greg's belief that St Michael's meets the criteria for one of the Diocesan Treasurer's Workshop measures of strength; "*the reliability of the Book-keeper, the Treasurer, and the Wardens.*"
- vi. **Stewardship Workshop** - Bart & Greg attended a Stewardship Workshop on 3 May, dealing specifically with Narrative Budgets. In Bart's absence, Greg shared with the Church Committee the detailed processes that will facilitate producing a rigorous Narrative Budget, and that they would develop a draft for workshopping at the 2 summer Strat Plan workshops.
- 6. **STRATEGIC PLANNING COMMITTEE** - Preparation meetings prior to the Whistler Retreat in September are well underway. As per the minutes above, Brigitte and Sandra are coming up with a proposal for accommodations, while preparatory workshops, focusing on the Narrative Budget & the 'Packaging' are to be held over the summer, on July 31 & August 21. We appear to be on track to have our 2018 Strat Plan 95% complete by our 125 Anniversary date. This is the 5th of our seven 125th Anniversary objectives/projects.
- 7. **BIBAK CHARTER:** The most recent draft developed by the four member drafting team (Ramon and Fanny for BIBAK, and Bart and Greg for St Michael's) was read aloud and discussed. With a small formatting change, Church Committee endorsed the draft as presented and as attached. The 4-member drafting team to convene one more time to share the feedback from their respective organizations, and return in June to have it officially endorsed. It will be signed at a gathering of the two communities on either 24 or 31 of August. This is the 6th of our seven 125th objectives/projects.
- 8. **Induction of Wilmer** - This item remains outstanding, pending Moses hearing back from the Rev. Douglas Fenton. The position of the Trustees/Finance Committee regarding the pending induction, which position echoes the sentiments of the congregation, and the Church Committee's sentiments that remain unchanged from the 27 March meeting, that:

"Church Committee wanted to more forcefully explore an Induction service for Wilmer."

Moses to continue with follow up.
- 9. **DAY CARE - MOSES** - Meeting with the City and three of the Board Members plus Dana went very well. It was observed how very impressive Dana was in answering the questions put to the Board by the City. A cursory discussion was held around the need for succession planning in the years ahead as Dana slowly reduces her days worked.

OTHER BUSINESS

- 10. **SYNOD** - Wilmer and Marg gave a warmly confirming account of the weekend Synod. The key theme for the new Bishop in the next seven years will be Congregational Development. Wilmer reinforced the summary he gave in his homily on Sunday, and further stated that in the context of the Bishop's Congregational Development focus, St Michael's was well "*on track.*" Marg shared that in her experience over the years "*it was fun, it was the best Synod.*" The Rev. Douglas Fenton had asked Wilmer if he would be willing to give the 'vote of thanks,' at the end of Synod, which he did, to enthusiastic response. Along with Judith Carling, St Michael's was well represented.
- 11. **Future Meetings - START EARLIER** - food/fellowship to begin at 5:30, the meeting at 6:00 precisely.
- 12. **UPCOMING MEETINGS**
 - 1. Church Committee Meeting #5 - Thursday, June 26th
 - 2. Finance Committee Meeting #3 - Thursday, July 11th
 - 3. Day Care Board Meeting #3 - Wednesday, July 16th
 - 4. Strategic Planning Workshop Prep Meeting #1 - Thursday, July 31st
 - 5. Strategic Planning Workshop Prep Meeting #2 - Thursday, August 21st
 - 6. **BIBAK** Charter Signing Ceremony - Sunday, August 24th or 31st
 - 7. Strategic Planning Weekend Workshop Year 3 - Weekend of Sept 12-14
 - 8. 125th Anniversary with the Bishop - Sunday, September 28th
- 13. **ROUND TABLE – HOW DID WE DO? - WE AGAIN ACCOMPLISHED A LOT! AND**, consensus was that given our experience with no agenda last meeting, and an agenda this meeting, that we ensure in the future that we always conduct business with an agenda.

Adjourned at 8:30, essentially on time, with Wilmer leading us in the Grace.

2014 JOINT DECLARATION

Between



A Parish of
The Diocese of
New Westminster
ANGELICAN CHURCH OF CANADA

ST. MICHAEL'S
MULTICULTURAL
ANGLICAN CHURCH

and

BIBAK BC



ST. MICHAEL'S MULTICULTURAL ANGLICAN CHURCH, AND BIBAK BC, AFFILIATED WITH THE INTERNATIONAL FILIPINO ORGANIZATION OF THE SAME NAME, DO HEREBY JOINTLY DECLARE AND RE-COMMIT TO THE 2007 STRATEGIC PARTNERSHIP. IT WAS ORIGINALLY RATIFIED ON 12 AUGUST 2007, AND IS UPDATED AS PER THE FOLLOWING SHARED VISION:

1. A PRIMARY GOAL AT ST. MICHAEL'S, WITHIN OUR MULTI-CULTURAL FOCUS, CONTINUES TO BE AS A CENTER FOR FILIPINO-CANADIAN GROWTH IN CANADA.
2. THE SUCCESS OF ST. MICHAEL'S IN GROWING IN VITALITY & SUSTAINABILITY SINCE 2007 IS IN NO SMALL PART ATTRIBUTABLE TO THIS PARTNERSHIP.
3. BIBAK AND ST. MICHAEL'S HEREBY COVENANT TO RENEW THIS PARTNERSHIP IN SUPPORT OF CONTINUED MUTUAL GROWTH IN VITALITY AND SUSTAINABILITY.
4. AS PART OF ITS 2018 STRATEGIC PLAN, ST. MICHAEL'S CONTINUES TO COVENANT TO SUPPORT BIBAK IN THEIR ROLE AS THE INITIAL CONTACT POINT FOR NEW FILIPINO IMMIGRANTS ARRIVING IN CANADA.

As in 2007, it is understood that this partnership carries with it no financial obligations by either partner. Rather, it is a declaration of intent to jointly support new Filipino immigrants in Canada, and to continue working together in furtherance of that objective.

Originally signed on 12 August 2007, at a Joint Gathering of the two Communities, and again on 24 August 2014, at a second Joint Gathering of the two Communities:

Rev. Wilmer Toyoken, Rector

Ramon Busaing, BIBAK President

James Baldo, Peoples Warden

Helen Stewart, **BIBAK** (Bontoc)

Moses Kajoba, Rectors Warden

Mary Leger, **BIBAK** (Ifugao)

Bart Alatan, Rector's Associate Warden

Clifford Belgica, **BIBAK** (Benguet)

Brigitte Laweng, Treasurer

Penda Taloza, **BIBAK** (Apayao)

Greg Tatchell, People's Associate Warden

Florentino Layugan, **BIBAK** (Kalinga)