

**James Bay United Church**

*Opening Doors to God's Love*

511 Michigan Street, Victoria, B.C. V8V 1S1

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## **Territorial Acknowledgement**

We acknowledge that we are occupying unceded land  
of the Strait Salish, lək<sup>ʔ</sup>wəŋən speaking people  
who have been sustained in body, mind and spirit  
through their relationship with this land for  
thousands of years.

I am grateful to be part of a congregation that is hearing  
the call to continue learning of our colonial history  
and the on-going impacts of our privilege,  
and taking up the challenging and healing work  
toward reconciliation.



**JAMES BAY**  
**United Church**

*Opening Doors to God's Love*

## **Priorities for JBUC** (established Oct. 20, 2019)

Inspired by (bold and vulnerable) love to risk new ways as spiritual activists:

We commit to attend to all church activities\* through a  
**“Green New Deal”** lens.

\*including all ministries and programs, building maintenance and development, procurement, travel and administration

It is our sacred duty to live in harmonious relationship with all creation –  
the most precious and profound of all God's gifts.

*Called by earth and sky, the promise of hope held high.  
This is our sacred living trust, treasure of life sanctified,  
called by earth and sky.*

We commit to create a culture that **invites people of the congregation to boldly name their sense of call**, testing if there are others who feel the Spirit's stirring to join them, in the hope that shared ministry will grow within and beyond the congregation.

We commit to pursue ways of **deepening relationships**  
within the congregation  
with the neighbourhood  
with First Peoples

We commit, to the best of our ability, to create a **safety plan**  
to preserve an open welcoming environment for peaceful worship,  
to take action if action is needed to preserve life.

# **JBUC Annual Meeting Minutes for the Year of 2022**

**April 13, 2023**

James Bay United Church Sanctuary and Zoom at 7-8:15 PM

Attendance: In person : Chris Bodnarchuk, Cliff Boldt, Joe Bradley, Cheryl Caldwell, Charlotte Caron (secretary), Christine Chepya, Linda Clegg, Kathleen MacDonald Date, Paul Date, Deborah Davis, Karen Dickey, Len Drew, Carol Garceau, Vanessa Hammond, Aleksa Harkness, Judy Krzesowski, Maureen Leroy, Pauline MacKenzie, Cheryl Macpherson, Gordon Miller, Gwenna Moss, Colleen Nichol, Milt Papageorge, Martin Stewart, Kim Tadei (Chair), Bev Tracey, James Troutman, Brian Troutman, Richard Wey, Linda Wreggit.

On Zoom: Colleen Adair, Pat Callan, André Fontaine, Karen Halliday, Jerry Hoult, Sarah Hovey, Marilyn Jones, JoAnne Keelan, Dave Klassen, Felicity Klassen, Marg Lunam, Doug MacIntyre, Darcy McPhearson, Sharon Miller, Magdalena Muir, Steve Nichol, Kathie Putt, Franklyn Roy, Alan Thurston, Karla Weir, Barb Whitney, Carol Yanisch.

Chairperson Kim Tadei opened the meeting with a welcome, land acknowledgement and introduction of the Board [Christine Bodnarchuk (Member at Large), Charlotte Caron, (secretary), Karen Dickey (ex-officio and Life Long Learning Team Lead), Andre Fontaine (Ministry and Personnel Team Lead), Kathleen Date-MacDonald (Treasurer), Colleen Nichol (Worship Team Lead), Kim Tadei (Chair), Barbara Whitney (Member at Large)] plus those available to the Board upon request:

Christine Chepyha, Director of Communications; Sinan Demirel, Director of Social Justice; Kelby MacNayr, Director of Arts Ministry; Bev Tracey, Property Team Lead, Marg Lunam, Thrift Shop Team.

## **Procedural Motions:**

Members only of JBUC voting:

M/S Aleksa Harkness / Linda Clegg: that adherents be granted voting privileges for all our motions at tonight's meeting. Carried.

M/S Pauline MacKenzie/ Judy Krzesowski: that Charlotte Caron be elected

Recorder for this AGM

M/S Colleen Nichol / André Fontaine: that the agenda as presented be accepted

The Reverend Karen Dickey led in a prayer remembering those of our congregation who have died in 2022: Duncan Maclean, Louise n ha' Ruby, Herb Whitney, Carol Charlton, Pam Brown.

Karen explained that when the Board meets they repeat this covenant together and asked the group present to say it together.

We covenant together to ... Listen and speak with respect ... to express our views ... to be aware of each other and ourselves ... to be mindful of time, making room for each person to contribute ... to consider prayerfully ... to care about the life of the congregation, the community and the world ... to ask for help as needed ... to meet our commitments

M/S Linda Clegg/Cheryl Caldwell: that the minutes of the March 30, 2022 congregational Annual General Meeting be adopted as circulated. Carried.

People were invited to recall our life and work of this past year, and to lift up what celebrations.

Three Board members spoke about highlights:

Colleen Nichol spoke about returning to in-person church with a few people coming at first and more each week, often people new to the congregation. Charlotte Caron spoke about

JBUC's on-line presence –high quality worship, other programming on Zoom and the weekly newsletter. André Fontaine spoke of the excellent work done by all the staff members. Congregation members were asked, What stands out for you? Richard Wey noted that as a greeter he sees all the new people coming and how eager they are to get involved with serving coffee or other aspects of the congregation. Len Drew noted the significance of the on-line study group about reconciliation with excellent speakers and with people from all over the region joining in.

M/S Linda Wregitt/Bev Tracey: the 2022 Annual Reports be adopted. Carried.

Karen spoke of her upcoming retirement and the need to cover costs pertaining to calling a new minister. She introduced Milt Papageorge to help us into raising that money. Milt invited the congregation through the imagery of singing together to join in a quick fund-raising pledge session. He announced that \$5000 had been donated by Marion Handcock and urged the congregation to match with their pledges. The bidding started and ended with pledges to more than meet the match.

Kathleen MacDonald Date presented the 2023 budget (p. 33-35 of Annual Report). Several questions were raised and explained. It is hoped that with the pledges received at the meeting that the deficit will be decreased. The Thrift Shop insurance assessment and cost is not included since the budget was prepared before the problem was determined.

M/S Pauline MacKenzie/Brian Troutman: that we adopt the 2023 budget as proposed. Carried

Often at the AGM the church takes time to express our thanks and recognize people who have served on our Board and are stepping down, and those who have offered extraordinary service. *This year we're going to do that instead in the space of our Sunday service within the next few weeks.*

Karen introduced Deborah Davis and indicated that she is willing to stand for nomination for Chair of the Board.

M/S Linda Wregitt/Aleksa Harkness – that Debra Davis be elected as Chair of the Board.

M/S Gordon Miller/Cheryl Caldwell: that the members as named Chris Bodnarchuk, Charlotte Caron, Kathleen MacDonald-Date, Deborah Davis, Karen Dickey, André Fontaine, Colleen Nichol, Kim Tadei (past chair), Barbara Whitney be affirmed as the Board of JBUC for 2023. M/S Bev Tracey/Richard Wey: that we accept Steve Nichol's resignation from the Board of Trustees.

M/S Cheryl Macpherson/Bev Tracey: that we elect Martin Stewart to the Board of Trustees. Current trustees:

M/S James Troutman/Joe Bradley: that trustees Karen Dickey, Dorothe Lindquist, Sue Ross, Martin Stewart, Alan Thurston be confirmed. Carried.

Thanks were expressed to Christine Chepya and Gordon Miller for their technical work on sound and Zoom to make tonight's meeting work.

Karen led in a blessing and hymn.  
Sarah Hovey moved the meeting adjourned.

Kim Tadei, Chair

Charlotte Caron, Secretary

# James Bay United Church Congregational Meeting

February 19, 2023

Purpose: to consider the Congregational Profile that had been prepared by the Profile Team and approved by the Board.

Attendance: Kim Tadei (chair)

In Person: Colleen Adair, Paul Baker, Chris Bodnarchuk, Cliff Boldt, Gary Brandstadt, Marjorie Brown, Cheryl Caldwell, Charlotte Caron, Linda Cleq, Paul Date, Karen Dickey, Len Drew, André Fontaine, Aleksa Harkness, Norma Hill, Sarah Hovey, Joanne Keelan, Judy Krzesowski, Doug Lunam, Marq Lunam, Kathleen MacDonald-Date, Pauline MacKenzie, Cheryl Macpherson, Owen McCooey, Darcy McPherson, Gordon Miller, Denise Nadeau, Colleen Nichol, Steve Nichol, Milt Papageorge, Sue Ross, Franklyn Roy, Joan Ryan, Elvira Sentes, Martin Stewart, Bev Tracey, Jennifer Turner, Barbara Whitney, Linda Wreggit, Carol Yanish, Bonnie Zeigler, Mark Zeigler.

On Line: Sandy Forsyth, Kam McKim, Diane Monteith, Gwenna Moss, Karla Weir.

Count: 43 in the sanctuary, 5 online.

Chairperson Kim Tadei called the meeting to order at 11:25 and opened the meeting with prayer.

Motion: M/S Pauline MacKenzie/Sarah Hovey: that adherents of this congregation be given full discussion and voting privileges at this meeting. Carried.

Kim introduced the Profile Team of Colleen Adair, Cheryl Caldwell, Charlotte Caron, Kathleen MacDonald-Date, and Colleen Nichol.

The meeting was delayed due to some technical problems which Dylan, Nathan and Gordon remedied.

Cheryl Caldwell led a presentation on the Congregational Profile which had been sent to the congregation twice during the week. (Appendix A)

Discussion followed with many questions and comments about the report which were recorded by the Profile Team.

Motion: M/S Cheryl Caldwell/Colleen Adair: That the congregation accept the Community of Faith Profile presented today; that our Minister of Communication add inclusive language and create Hyperlinks for this document, and that the Profile Team make editorial changes raised by the congregation; and that the Profile Team submit it to the Regional Council for review and approval: - Living Faith Story, - Demographics and Finances, - Job Description. Moved by Cheryl Caldwell, Seconded by Colleen Adair  
Carried unanimously.

Barbara Whitney moved adjournment of the meeting and Colleen Nichol ended with prayer.



## Membership

### New Members

Deborah Davis  
André Fontaine  
Carol Garceau  
Vanessa Hammond  
Kim Keinath  
Dave & Felicity Klassen  
Maureen LeRoy  
Owen McCooev  
D'Arcy McPherson  
Doug MacIntyre  
Owen McCooey  
Milt Papageorge  
Brian Troutman  
James Troutman  
Carol Yanisch  
Raymond Yee

### Baptisms

Luka Luciano Michael Lorenzo  
Arta (Shahriavi) Nicki

### Marriages

Sandra Smith, Wendy Aitken  
Emily Miller, Brian Bahn  
Tameen Haddad, Karlissa Lem  
Dawn Smith, Mary Stocks  
Mark Moldowan, Bradley Nelson

### Deaths

Marion Handcock  
Doug Lunam  
Jeremy Williams  
Sally Wise

## 2023 JBUC Minister's Report

Timeline - September 2023 – April 2024

the Rev. Hilde J. Seal

What a privilege it has been to be among the people of this Community of Faith. You are open-hearted, faithful, loving, questioning, hard-working, supportive and willing to journey with each other with compassion and gentleness. My seven months with you was a journey of change, new awareness, challenges, growth and more change. In all of that, the Spirit of the Creator God was steadfast and Loving, even if we could not always experience that presence.

Worship was to be the main focus of my Ministry while among you. We began in the season of Creation, celebrating the glorious diversity of all parts of creation. We explored the idea of a Cosmic Christ and feasted from the 'Theological Banquet' learning how to appreciate the variety of gifts we each bring with us and how to honour and support each other.



Advent brought visits from an angel, a sheep, a shepherd and some inn keepers, in the midst of uplifting music and story. The candles of Hope, Peace, Joy and Love joined us on the journey. Christmas came swiftly and we shared the faithful story in partnership with Fairfield United Church. Music was a highlight with special guests intermingling their gifts with Jennifer's.

In the light of the Star, on Epiphany Sunday we began a new year filled with hope, wonder, possibilities and deep faith. The early part of 2024 seemed to fly by. At the invitation from Jesus 'to follow', we gathered at the Mountain top on Transfiguration Sunday and then in mid-February began the journey of Lent. Our final Sunday together will have us sharing the words 'Christ is Risen, Christ is Risen Indeed!' and Hallelujahs will dance among us. Butterflies will remind us of the transformative Love of God and Spirit will continue to connect hearts and lives and faithful Ministry.

I feel blessed to have worked with the other staff members. Vanya in the Office, is a friendly face for folks who stop by and the one who knows something about everything, which I appreciated. Jennifer delights us on Sunday mornings with her open-heartedness and musical talents. As we crafted Sunday Worship she shared her creativity and knowledge, making the planning rich. Kelby connects with a variety of programs to encourage and promote the spirit of the Arts. His delightful energy is a gift and I enjoyed hearing about the many projects. Christine was moving on to new adventures when I arrived and Gordon moved back into the Communication Lead. I admire his ability to see whole pictures and connect things in meaningful ways as he creates ways for information to be shared.

Nathan oversees things and expertly manages the computers and cameras on Sundays, and Jamie efficiently handles the sound and other things that come up, always with a smile on his face. I appreciated the hard work of Dylan, who was only here for a short time. The work of the Tech Team is invaluable. Many of the staff also 'show up' and support the many activities of this Community of Faith offering many of volunteer hours. Thank you all. I am deeply grateful... for your patience with me and for your support and care.

Although my connection with the various Ministries of James Bay United was limited, I did get a good sense of the diversity of partnerships that create this eclectic Community of Faith. Many people inside and outside the walls, have a profound relationship with James Bay United Church and the spirit that this sacred space holds and extends.

All Community of Faith's know the immeasurable value of volunteers. The Lay Leadership at James Bay United is diverse and loyal throughout all its Ministries, on every day of the week. Let's keep acknowledging and supporting this diverse group of people.

As the people of God, we are a people of story. We learn about God, the Prophets, Jesus, the disciples and many other characters by reading our Scriptures.... stories about faith, relationships, encouragement and love, fill our hearts. Many of our hymns tell us a story as well, and as we sing we learn the story and even become a part of it.

This Annual Report tells a story as well. Read it with a sense of wonder and adventure and recall the many journeys that this Community of Faith has shared this past year. Celebrate each other and this 'family'.

Thank you to each one for the roles you play, and thanks to the Creator for being present in all things. In the end, the story is God's.... how amazing to be a part of it!

In service of the Christ,

Hilde



## 2023 JBUC Board Report

### Message from your Board

A little church with a big heart. That's what they say about us. And it's how we express ourselves through actions of compassion, connection and change.

At JBUC, we don't do it alone. We know that strength comes from relationships, inside and out. In 2023, congregants, employees and community came together to keep our programs growing. By sharing skills and showing up, pitching in and promoting, we delivered comfort, care and joy to many people.

Alongside sustaining the flourishing Thrift Shop and programs such as Tuesday Night Jazz and Thursday Community Lunch, our volunteers introduced two new ministries: Healing Pathways, and Reconciling for Indigenous Peoples and the Land. We also strengthened community bonds by offering exciting and relevant arts, seniors and cultural events. Mission in action is a beautiful thing!

Our church congregation too is thriving. In April, we welcomed 20 new members. We're grateful for regular participants, for our many snowbirds, and for those who come through our doors to worship and support what we do. We're also delighted when people step into leadership roles for the first time, such as those who answered the call for lay-leaders at Sunday service and others who volunteered to head committees. We trust that our intention to grow the Pastoral Care team will attract similar interest.

No year is without challenges. We faced a major transition with the retirement of Reverend Karen Dickey, as well as a significant shift in staff positions during the fall. Through it all, our faith community rallied to provide spiritual, emotional and physical care, and continues to stand behind leaders as we adapt to the changes and together re-imagine the way forward. We support our Search team as they work toward finding a new ordered minister, a process that takes time and discernment.

Thank you to our donors for following your passion and supporting our vision. This past year, your generous gifts paved the way for social justice action, enabled us to expand performance space, and helped maintain our building for future use. By working as one, donors and volunteers make transformation happen.

More great things are taking shape. So, let's continue to connect, invite and welcome. To care, challenge and celebrate. As we've shown—when working in partnership—anything is possible.

With heartfelt gratitude,

Charlotte Caron, Martin Stewart, Colleen Nichol, Kim Tadei, André Fontaine, Franklyn Roy, Hilde Seal, Deborah Davis

## 2023 Sunday Morning Hospitality Report

Good coffee and tasty goodies appear in the lower church hall each Sunday following worship. This comes together with the help of five teams of two who are on a rotating roster. Others sign up to provide goodies.

During the summer we offer lemonade and cookies set out on the back patio. The picnic tables and umbrellas make for a festive summer gathering place.

Easter Sunday morning breakfast was served in the lower church hall between the early morning outdoor service and the 10:15 celebration in the sanctuary.

Colleen Adair, Christine Bodnarchuk, Carol Garceau, Colleen Nichol, Milt Papageorge, Elvira Sentes, Nicki Shahriari, Bev Tracey, Carol Yanisch, and Raymond Yee are the crew who made it happen. It's a fun and satisfying way to make connections with friends old and new.

Submitted by Beverley Tracey for the Sunday morning coffee crew.



## 2023 Greeters Team Report



Being met with a welcoming smile and warm hospitality makes all the difference when we enter any space. Thanks to our team of Greeters, that is just what people encounter when they arrive on our doorstep for Sunday morning worship. Those first few moments of connection with both "regulars" and "newcomers" set the stage for a meaningful experience as people settle in for the service.

Yet the work of our Greeters begins well before people arrive and continues even after they have left. From re-positioning the chairs to opening windows, from setting out hymn books, bulletins and name tags to preparing the chancel and a space for toddlers, and then tidying all away afterwards, the Greeters ensure the Sanctuary is both ready to welcome people for worship and then is left in good shape for the next group of people making use of this busy space.

So our gratitude goes out to each person who has been part of this important ministry throughout the year, even as a few have had to step away: Paul Barker, Hazel Blennerhasset, Chris Bodnarchuk, Len Drew, Carol Garceau, Vanessa Hammond, Norma Hill, Ryon Johnston, Marg Lunam, our beloved and sorely missed Doug Lunam, Kathleen Macdonald-Date, Steve Nichol, Sue Ross, Brian Troutman, James Troutman, Richard Wey, Karla Willems, Byron Woods.

There is always room on the team for more Greeters! We would be glad to welcome you aboard ... "with our welcoming smile and warm hospitality" of course!

Respectfully submitted by Colleen Nichol, Greeters Coordinator

## 2023 Worship Team Report

Inspiring and nourishing worship is such a vital component of our personal and communal life here at James Bay United Church for both our in-person and on-line congregations. As a team we are comprised of the minister and "full time" members along with others who may join in for a particular liturgical season as we support the minister in planning fresh engaging worship services and related activities for the various "seasons".

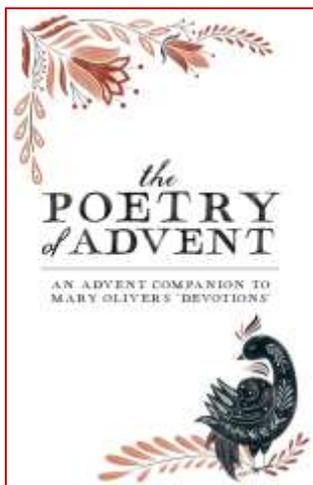
Our live-streamed services have become such an integral part of our capacity of "opening doors to God's love". We are so fortunate to have such an accomplished and committed Tech Team who continue to make this high-quality offering possible. Our thanks go out to a whole range of people for their involvement throughout the year: Nathan McDormand (Visual Tech), Dylan Kelk (Audio Tech) and Jamie Waters (Audio Tech substitute & Camera Operator); Paul Date, Sarah Hovey, Steve Nichol & Alan Thurston as our volunteer Camera Operators; Gordon Miller as volunteer consulting partner; Colleen Adair, Paul Date & Kathleen McDonald Date, Owen McCooley, Steve and Colleen Nichol, Byron Woods & Karla Willems as drivers for the Tech Team.

As for the work of the Worship Team, we meet several weeks ahead of each "season" to decide on and explore an over-arching theme, to plan the individual components of that theme, and to contact and provide support for people who might be involved in related activities and worship leadership.

- **Lent/ Holy Week / Easter.** We made use of a brilliant resource from the SALT Project (<https://www.saltproject.org/>) called "*Henri Matisse & the Colours of Lent*". In addition to creating a jumping off point for a weekly "Contemplation & Conversation" series (facilitated by Karen Dickey) and providing bulletin and e-news inserts for personal home reflection, it also inspired weekly art creations by Worship Team members Gary Brandstadt and Owen McCooley as they created an evolving sanctuary "banner".
- We were also gifted by Kam McKim offering 2 one-hour online sessions inviting people to explore "intentions" through discussion and meditation. Holy Week held our usual profound extra services on Maundy Thursday and Good Friday, with the sanctuary open on Holy Saturday from 1-3pm for silent vigil. Easter morning's celebration began with our 7:30 "sunrise" service taking us from the corner of Michigan and Douglas into MEE-qan / Beacon Hill Park with hot "meditative stones" in hand, followed by a light breakfast in the lower hall, and all culminating in our 10:15 celebratory worship service.



- **Season of Creation.** We landed on the theme of “sacred ground” — an opportunity to focus on the sacredness of ALL things. Sunday morning worship was preceded by an invitation to “walk in creation” and linger there with some guided meditation: MEE-qan/ Beacon Hill Park with Hilde Seal; Irving Park with Kam McKim; ocean-side with Martin Stewart; James Bay urban gardens with Carol Garceau. While the low numbers indicated that an 8:30am gathering time was perhaps not the most workable for people, these meditative strolls proved to be powerful for those who attended.



- **Advent / Christmas.** With December 24th falling on a Sunday this year, we began Advent one week earlier on November 26th. Once again we drew upon an excellent resource from the SALT Project, “The Poetry of Advent: An Advent Companion to Mary Oliver’s “Devotions”. As with the Lenten booklets, gratitude to our Office Administrator, Vanya Smith, for the considerable task of preparing these for the congregation. A special feature for Sunday worship was having people from different groups lighting the Advent candle each week: Healing Pathways, Search Team, James Bay Community Chorus and Thrift Shop. On Christmas Eve Rev. Beth Walker and her Fairfield United congregation joined us for our two services: a 10:15am “Paper bag Pageant” and an 8pm “Candlelight Service”.

Throughout the year, the Worship Team arranged for a whole host of Lay-Led services (9 to be exact) — one of the most popular being the “Singing Our Faith” service on June 11th. We so appreciated the response of so many offering such engaging insights into what made a particular hymn so special to them. Throughout August, we once again centred our worship experience around an inspiring book, this year “Sabbath Rest” by Wayne Muller with excerpts forming the Reflection and being read by a range of gifted lay-leaders from our midst. Immense gratitude goes out to such a marvellous array of lay-leaders who all throughout the year have stepped forward — sometimes out of their comfort zones — to provide such nourishing worship for us all.

Sunday, July 15th saw us bid a sad farewell to our minister, Karen Dickey, who retired on July 31st. Particularly moving features to mark this momentous occasion included special music by Christine Chepyha and guest flutist Hanne Fair, the celebration of communion, a “liturgy for parting company”, and a profound Blessing written and offered by Cheryl Macpherson as Deborah Davis (Board Chair) and Norma Hill enwrapped Karen in a prayer shawl, knit by Norma on behalf of the congregation.



Sunday, September 3rd saw us welcome our Supply Minister, Rev. Hilde Seal. The Reflection took the form of a conversation with Board Chair Deborah Davis, enabling Hilde to share with the congregation something of herself, her faith journey and her hopes for her time with JBU. Both the celebration of Communion and the offering of a "Blessing of Hilde" (crafted and offered by Cheryl Macpherson) formed a meaningful way for our faith community to celebrate this new journey together.

It has indeed been another full year! With the Worship Team now taking on the extra responsibility of providing lay-led worship once a month (to uphold our congregational commitment to support the 3/4 time position of our minister AND to nurture the lay-leadership gifts in our midst), we wish to thank the congregation for the ways in which you uphold us in prayer, encourage us through your messages of appreciation, and offer yourselves either through your participation in worship leadership or by "simply" and significantly being present for worship.

Respectfully submitted by Colleen Nichol (Chair) on behalf of the team:  
Gary Brandstadt, Cheryl Macpherson, Owen McCooey, Kam McKim, Hilde Seal, Karla Weir



## Ministry & Personal Report 2023

Throughout 2023, the Ministry & Personnel (M&P) Board at James Bay United Church has remained steadfast in its commitment to supporting the church's staff and fostering a healthy working environment. Here is a summary of our activities, achievements, concerns, and plans for the upcoming year:

### **Activities & Achievements:**

- Oriented the three new M&P Committee members to the M&P work (Kim Keinath, Sarah Hovey, & André Fontaine) in January 2023.
- Conducted regular check-ins with all staff and contractors to ensure their well-being and address any concerns.
- Initiated online M&P training provided by the Region to enhance our skills and knowledge.
- Facilitated conflict resolution within the Leadership team to promote healing and progress.
- Developed an Onboarding Manual to streamline the orientation process for new staff members, Board members, and M&P Committee members.
- Drafted the "James Bay United Church - People Who Are Unhoused Policy and Procedure" to address community needs and establish clear guidelines.
- Collaborated with staff members on job performance evaluations and contract negotiations.
- Accepted the resignation of M&P Member, Sarah Hovey in September 2023
- Welcomed new member, Mahima Silvester, to the M&P Committee in September 2023, strengthening our team and expanding our capabilities.
- Changed of contractors in different position:
  - Social Justice Ministry – Sinan Demiral contracted ended and not renewed – and no replacement
  - Communications – Christine Chephya and Anne Schaefer resignation – Gordon Miller is now interim.
  - Worship Audio Tech Support – Dylan Kelk contract not renewed – a new contract with Jamie Waters.
  - Minister -- Karen Dickey retired – Hilde Seal Interim Minister

Written new contracts and employment agreements with best practices outlined by the United Church of Canada:

- Jennifer Turner, Music Director
- Kelby MacNayr, Arts Ministry
- Vanya Smith, Office Administrator & Bookkeeper
- Nathan McDormand, Worship Visual Tech Support
- Jamie Waters, Worship Audio Tech Support
- Dritan Pashaj, Janitorial Support
- Hilde Seal, Interim Minister

## **Concerns & Challenges:**

- Identified a need for expertise in contract writing and financial management within the M&P team.
- Experienced workload and communication issues among staff, contractors and Board members.

## **Plans & Objectives for the Future:**

- Continue to update the Onboarding Manual for staff/contractors, Board Members and M&P and create an organizational chart.
- Seek additional M&P Committee member that may have Human Resources expertise to address contract and job description needs.
- Continue refining and updating M&P policies and procedures to meet the evolving needs of the church and community.
- Provide ongoing training and support for staff members to ensure their success and satisfaction in their roles.
- Strengthen communication and collaboration between the M&P Board, staff/contractors members, and the congregation to foster a sense of unity and shared purpose.
- Address workload concerns and streamline processes to improve efficiency and effectiveness in fulfilling our responsibilities.

As we reflect on the past year and look ahead to the future, we remain committed to serving James Bay United Church with dedication, integrity, and compassion. We appreciate the support and collaboration of the congregation and the Board as we continue our important work together.

Thank you for your ongoing trust and partnership.

Sincerely,  
Kim Keinath, Mahima Silvester, and André Fontaine  
Ministry & Personnel Committee  
James Bay United Church



## 2023 JBUC Property Report



It has been a full and satisfying year for the property team. Here is a glimpse into the work we have been about.

~ Janice Edwards faithfully repaired and painted the lower half of both stairwells, and the higher regions were painted by Ray (the fellow who painted the lower hall and washrooms). The interior sanctuary doors and frames were painted as well. Cleaning, patching and touching up the paint is an ongoing task that keeps Janice busy most Tuesdays.

~The gardens have been beautifully maintained by the whole team with a full spring cleanup, weeding and supporting plants in the garden beds throughout the summer and a fall clean up in preparation for winter. The watering systems were repaired in the spring and shut down in the fall.

~The back patio was made ready for parties with the concrete getting a power wash, the picnic tables back in place and planters filled with beautiful flowers. Thanks to Martin Stewart for clean up and set up, and to Carol Garceau who faithfully watered the planters and pots throughout the summer.

~Pacific Coast Fire did their annual inspection of our emergency fire equipment.

~Martin Stewart applied for grants and consulted experts for the work of repairing the rear sanctuary windows, painting the church and thrift shop, and replacing thrift shop roof.

~The chancel was completely renovated: pews were removed, the floor reconstructed to be completely level, new flooring laid and the woodwork repaired, replaced and stained to match the front paneling. The cost for this project was covered by a special donation. Thanks to Gordon Miller for overseeing this project, and along with Paul Date attending to all the wiring so that our sound and camera equipment wiring is improved, concealed and tripping hazards have been eliminated.

~The side room off the hall was cleaned and painted, the carpet shampooed, and the room set up so that it is a private space for meetings and study groups.

~ Since reopening after covid restrictions and with the amazing growth in programs and people in our facilities the task of keeping our rather fussy sump pumps working has increased significantly. Bev, Martin and Mark have learned a lot about pumping out tanks, cleaning up after flooding, and when to call the plumber. One of the two pumps that clear the tank had to be replaced. In the late summer sewer flies became a problem, and we have finally sorted out a system to control and eliminate them.

~In early December regular renters were informed of the need to increase rental fees to help with rising costs, and 2024 rental agreements were signed by year end with their expressions of gratitude for the well cared for space in which to hold their meetings.

~All of this, to say nothing of the endless stream of small items that need attention!

*We have a great team – faithful and practical people sharing our lives on Tuesday mornings over coffee, and then working well together!*



Team members are: Janice Edwards, Carol Garceau, Martin Stewart, Bev Tracey, Mark Ziegler and Bonnie Ziegler (who tends the library on Tuesday mornings)

*Submitted by Beverley Tracey on behalf of the Property Team*

## 2023 JBUC Trustee Report

**Trustees:** Martin Stewart (Chair), Alan Thurston and Sue Ross

**Overall matters:** Dorothy Lindquist retired as a Trustee in 2023. We thank Dorothy for her wisdom and dedication.

Until Karen's retirement it was business as usual for the Trustees in 2023. With retirement came the need for the Trustees to meet the challenge of continuing its work in a new way. At that time Sue Ross joined as a third Trustee The Trustees met that challenge through engagement with the congregation and board, and through its own discernment.

**Fiscal matters:** The fiscal health of the church is in good standing with a strong balance sheet comprised of adequate income to meet all church obligations on a daily basis, cash reserves to support capital projects such as painting the church and thrift shop exterior, monies bequeathed to continue the life and work of the church community, and all programs operating independently of church financing and in some cases contributing significant funds back into church operations.

The Trustees have confidence in the IFC to manage congregation finances responsibly and report to the Board and Congregation

**Land and Title Registry matters:** Trustees contacted the Land Title and Survey Authority of British Columbia and confirmed all is in order.

**Banking matters: Not Trustee's responsibility:** All banking is in good order with the necessary current and saving accounts in place for daily operations, investments and monies bequeathed to support defined purposes.

**Property and Liability Insurance matters:** HUB led Alan on a tortuous route to bring JBUC's insurance coverage up to date and in compliance with current operations, as follows:

**March:** In response to some questions regarding the relationships between the Church, the various volunteers and contractors, and WorkSafeBC, Alan began to develop an understanding of our policy with HUB International.

Alan spoke to Fenny at the HUB and learned that the Thrift Shop building and activities were no longer insured. The current policy only listed 511 Michigan Street. The previous version also listed 517 Michigan Street.

HUB immediately added the Thrift back onto the policy so that liability would be included. We began the process of having the Thrift more fully insured.

**April:** We engaged Katie Snell of Cunningham and Rivard Appraisals to appraise the Thrift Shop building for insurance purposes. Her usual fee of \$1000 was reduced to \$750 in exchange for a tax receipt.

**May:** We received a preliminary quote from HUB to add the Thrift Shop Building Limit \$540,000 and Commercial General Liability Limit \$2,000,000 into the above policy would increase the annual premium by \$2,030.

**July:** We received the endorsement add the thrift store location effective from July 7, 2023 to December 1, 2023 with an additional premium \$832 for the balance of the year.

**October:** Because of the ongoing lack of response from HUB to emails and phone calls, Alan inquired as to whether we could have the files moved to the Victoria office of HUB. The answer from UCC was no.

**December:** We approached HUB with specific questions and the requirement for third parties to have their own liability insurance. Response from HUB on Jan 2, 2024:

*The simple guidance is if an activity is sanctioned under the direction and control of the church, such is automatically covered. Whereas, when a group is renting a space such third party should be requested to provide evidence of their own insurance naming the church as an Additional Insured.*

Submitted by Martin Stewart, JBUC Trustee

## 2023 JBUC Search Team Report

The Profile Team was appointed by the church Board in the fall of 2022, after the retirement announcement by Rev. Karen Dickey in October. That team - comprised of Charlotte Caron, Colleen Nichol, Cheryl Caldwell, Kathleen Date-MacDonald and Colleen Adair – worked on assessing the needs of the congregation and determining ‘who we were’ as we prepared to call a new minister to James Bay United Church.

A Living Faith Story was written and a Job Description crafted after numerous meetings over four months, and with input from the congregation and Rev. Karen Dickey. The congregation had an opportunity to review the drafts and then vote on accepting the written material that would be posted on ChurchHub, the national ‘job posting site’ of the National United Church.

The call – including the Living Faith Story and Job Description - was posted on ChurchHub, reviewed by Pacific Mountain Regional Council (PMRC), and went ‘live’ in March.

Once this last step was done, the Profile team was finished their work.

The Board then appointed a Search team, and they began meeting March 23<sup>rd</sup>.

The Search team worked diligently through the rest of 2023. The members – Karen Halliday, Colleen Nichol, Martin Stewart, Owen McCooey and Colleen Adair – met weekly for the first six months, beginning with reviewing UCC resources and attending online training provided by Rev. Gail Miller of PMRC. The team reviewed confidentiality, personal biases, interview scenarios and questions, among various other pieces helpful to the task in front of them. Using password-protected access to ChurchHub, three team members read through many of the minister profiles available for perusal, looking for ministers who looked like they might be a possible candidate for interviewing.

When the Board and team realized we would not have a new minister in place by the time Rev. Karen Dickey retired in mid-July, we made other inquiries through networking and 'found' Rev. Hilde Seale. The Search team interviewed Rev. Hilde Seale, discussing the possibility of a 6-month Supply Minister with both her and our PMRC liaison, Rev. Gail Miller. Rev. Hilde Seal began work with us at JBUC September 1<sup>st</sup>; she met with the Board in August to get a sense of what are needs were and what her plan would be for her time with us. Meanwhile, the Search team continued their work, reviewing potential candidates on ChurchHub and reaching out to ministers. Calling a minister for .75 FTE in a city with our cost of living has its challenges. And there are fewer people going into ministry.

Through these months the team has remained clear and steadfast in their belief that the congregation would rather have a minister that is a 'good fit' rather than 'just getting someone' into the pulpit. That discernment, along with guidance from the Spirit, continues to lead the team.

In November D'Arcy McPherson joined the Search team, bringing the number of members to six. Each member brings different skills and ways of approaching the work.

In December the Board, on the advisement of PMRC, paused the Search for a new minister. The Board and PMRC had identified some gaps in our administration and governance; it was determined that work need to be scoped out and a plan forward drafted. This work is in the best interest of JBUC, and a new minister called to be with us.

As of February of 2024, the Board requested the Search team resume their work to search for, interview and recommend a minister to call to James Bay United Church.

Respectfully submitted,  
Colleen Adair, Chair

## Volunteers

**Church Office Volunteer:** Joan Ryan

Thank you so much for Joan's continued help each week with folding bulletins, updating the wall events calendar, answering the door to visitors and bringing a nice warm smile to the church while offering her lovely wit and positive input each week in the office.

**Sunday Offering Counters:** Thank you to Elvira Sentes and Chris Bodnarchuck for taking on the role of counting the Sunday offerings on Wednesday mornings during the first half of the year. And Elvira's filing in the office was more than appreciated by Vanya. Thank you also to all the Sunday offering counters that have recently signed up. Your time after Sunday service is much appreciated.

A big shout out to all the other volunteers within the Church and Thrift Shop who graciously give their time. We couldn't do it without you all.

Respectfully submitted by Vanya Smith,  
Church Office Administrator



## 2023 Arts Ministry Report

Hello! This is Kelby MacNayr, it has been a joy to be at the helm of a dynamic, inspired and thriving Arts Ministry! I have been continually inspired, thrilled and humbled in witnessing the power of the Arts to build community, nurture the spirit and support an interconnected, diverse and compassionate world.



Below are some of the things we have accomplished together this past year.

\*Please note, it is just a brief summary in words and does not do justice to the beauty and possibility of people sharing love and community.

Please come join us for some amazing opportunities, building on the work we have done and finding new ways forward it.

The James Bay United Church Arts Ministry is dedicated to finding ways to improve the world through the Arts.

Writ large, the Arts are anything that you can put yourself into that serves as a medium for the whole person – mind body and spirit!

We celebrate art forms that support diversity and inclusion and help us build community, health and spiritual well-being.



We have had a wonderful year in the Arts Ministry as we built upon the legacy of Arts Ministry founding director Gordon Miller and the Tuesday Night Jazz Program.



Over the past year we have facilitated programs including:  
A movement/postural rebalancing program called moving with Grace, facilitated by renowned modern dancer Grace Mikagawa.

-

- Monday night guitar jam with facilitator Aaron Watson. This program brings people together in community to celebrate sharing time and the joy of music making!
- Tuesday Night Jazz continues to thrive seeking to bring people together through diversity of musical styles with a central focus on the soul and spirit of the art form.
- Wednesday morning Chi Gong class with facilitator Curtis Nagy offers a dynamic set of time honoured movement and meditative practises for physical, mental and spiritual well-being
- Friday mornings we have expanded into offering two different traditions of tai chi classes presenting the original Chin form of Tai Chi and the more recent Yang form, both offered through an important lineage and offered by Curtis Nadj
- Sound Healing with Sara Marreiros offers a restorative, 30 minute meditative session with the sound of voice and prayer bowls by one of the countries most respected vocalists
- Saturday mornings the renowned singer songwriter and educator Anne Schaefer offers Awakening the Spirit Through Music which supports individuals developing spiritual well-being through the practice of music making
- The Swing and Tea dance offered a wonderful opportunity for intergenerational dancing, live music, snacks and community building in the lower hall for eight months last year and is looking forward to re-emerging as a monthly Saturday night offering with dance lesson and live music!



The James Bay United Church Arts Ministry is grateful for the support from the Government of Canada through the New Horizon's for Seniors Program which has supported us to pay professional fees and honorariums as well as related supplies and expenses to support a variety of programs.

All Arts Ministry programs are operating in a financially sustainable and equitable manner, providing "low to no barrier" access to participants.

Thank you to the James Bay United Church Board, congregation and community at large for everything we have been able to accomplish and share in the world through Arts Ministry to date!

With thanks and joy, Kelby MacNayr,  
Director of Arts Ministry

## 2023 Social Justice Thursday Lunch Program

Our guest numbers have grown from 8 to 46 since December 1, 2022. We also continue to get new volunteers. Most reside in James Bay and many are low income. 30% are unhoused, 10 attend the church and the rest live in the neighbourhood. Some are seniors on fixed incomes, individuals with physical and mental disabilities, and those with substance use issues. We see guests in their 30s and 40s, Indigenous people, new immigrants, International students, people of colour and newly-widowed. For many, the Community Lunch is the highlight of their week.

Research from Health Canada has discovered the connection between social contact to the health of individuals. The pandemic helped us realize the importance of even small interactions to our general well-being. The Community Lunch puts as much importance on the Social Contact as on the food. Volunteers are assigned tables to serve and thereby get to know and talk with guests. The lunch is opened with a welcome, a Land Acknowledgement and announcements on happenings in the area. Everyone is served a 3 course hot meal. The Foodshare table enables guests to take home groceries to carry them through the week. Tables are arranged with sociability and accessibility in mind and guests can enter 30 minutes before lunch and linger for an hour after. Our Victoria MLA Grace Lore and her case worker have attended twice to inform guests of how they can help as well as listen to their specific concerns.

More presenters on *relevant topics and resources are planned for the future.*

*We are nine months into our \$12,000 Community Wellness grant from Island Health and funds will be dwindling by June. We have \$2,000 from donations at the lunch in an account at Van City Credit Union. We have just applied for a grant of \$30,000 from the Victoria Foundation which we will hear about in June. We also had guests and volunteers complete evaluations and received glowing feedback. These responses will be shared in the church newsletter in the near future.*



*Submitted by Joanne Keelan  
Lunch Coordinator*



## 2023 Pride Parade Report

What a day!! What a party!! What a fabulous group from James Bay United Church!! The Pride Parade of 2023 is an event to be remembered for teamwork, participation, laughter, colour, creativity and holding high the commitment of JBUC to be a fully inclusive church as we 'Open Doors To God's Love'. The team – Aleksa Harkness, Judy Krzesowski, André Fontaine and Colleen Adair – first met in May to talk about the parade, a theme, what we wanted to do differently, and how we might make that happen. There were ideas drawn out, lists made, shopping excursions, and excitement building through May and June. The congregation was invited to participate in the creation of our theme, as well as march in the parade on July 9th. Many of you answered those calls. Doing the math for the 5 doors painted on both sides to replicate the Progress Pride Flag was a challenge at times, and we were successful. A few do-overs but a lot of fun, with lots of laughter.

We had a colourful ensemble as we marshalled at 10:30 downtown. Multicoloured Styrofoam doors, a new horizontal banner replicating the doors and our 2 Blue JBUC Flag banners waited for the parade to begin. A few of us had bookmarks to hand out to folks as we marched. Given the delay of the parade start, and the fact that we were near the end of the parade allowed a few more to join us after a short service finished at the church.



We couldn't have asked for a better placement in the parade! In front of us was a mobile bar service that had great dance music blaring for the entire parade. It gave those walking with the doors a beat to dance to and then be creative as they circled and dipped with the doors, all while walking forward! I'm not sure who had more fun – us, the mobile bar people or the thousands watching the parade!

Every bookmark was handed out, every voice rang out with 'Happy Pride' and sang along with tunes being played by the mobile bard float. An hour and a half, at least, of walking, dancing, moving to the beat and smiling as we held up our church, our inclusivity, and our pride. Other members of the church joined in with us along the way, including Doug Lunam. His smiling, energetic, engaging presence with us warmed many hearts.

Yep, we were a bit tired by the end and totally buoyed by the positive energy we felt everywhere. What a day! What a party!

Respectfully submitted, Colleen Adair, Team Lead

## 2023 Healing Pathway Report

Gratitude to JBUC for "Opening Doors to God's Love" through welcoming the Healing Pathway Ministry to emerge in our community through workshops, distance healing, monthly practice group, monthly soaking prayer to congregants.

### **Workshops 2023:**

*Phase 1 - Intro to Healing Pathways* - Offered at JBUC March 10-12, 2023 with 14 participants including 9 members from our church attending and 4 from other congregations and 1 from the mainland. Our amazing Instructors were Jannice Foreman from Victoria and Jan Morrissey from the mainland.

*Phase 2 - Healing from the Heart* - Offered at JBUC November 10-12, 2024 with 8 participants including 2 participants from our church and 6 from other congregations. Heart led instructors were Jannice Foreman from Victoria and Sharon Yetman from the mainland.

### **Future Workshops Scheduled for 2024:**

*Phase 2 - Where Two or More Gather* - Will be offered April 12-14, 2024 - 10 registrations are confirmed with 15 spots available. Registrants are coming from Knox United in Parksville, Broadview United and JBUC. We are so fortunate to have as Instructors Sharon Moon and Howard Clark from First United Church in Ottawa and Jannice Foreman as a Trainee for this level. We are looking to billet 2 practitioners from Chilliwack.

**Contact [carolgarceau@yahoo.ca](mailto:carolgarceau@yahoo.ca) if you can help with billeting**

*Phase 1 - Intro to Healing Pathways* - Scheduled for October 18-20, 2024 - To be confirmed We have 14 interested participants from JBUC, Knox United, Parksville, Saltspring Island and Victoria. Jannice Foreman will be the lead Instructor for this workshop.

**Monthly Practice Group:** Based on our first workshop held in March 2023, interested participants gathered late March to discuss and create a monthly practice group following HP Code of Ethics and creating our own group boundaries. \$300.00 seed money was given to our Ministry from JBUC which allowed us to purchase a massage table a big thanks goes to Sarah Hovey. Since then, we have had 3 massage tables generously donated to our Ministry from Broadview United, First Met United and Fairfield United. In total we now have 5 massage tables to use for our workshops and practice group. We are doing our best to find space to store the tables and bedding at the back of the sanctuary under the pews. We come together on the last Wednesday of the month 3:30-5:30pm with 5-8 Healing Pathway practitioners grounding and practicing the HP techniques on each other supporting each other's learning and growing confidence offering HP to each other.

**Soaking Prayer:** *Soaking Prayer* is a HP technique that provides relaxation and grounding to a receiver by HP practitioner(s) placing their hands on the shoulders of the receiver. Since July 2023, we have been offering this HP technique to congregants after the church service in the sanctuary and/or in the balcony. There is usually 3-5 HP practitioners offering to 2-5 congregants and some regularly come to receive this offering on a monthly basis and look forward to it.

**Distance Healing:** *Distance Healing* is offered when requested by a congregant or the minister for pastoral care.

1-2 HP Practitioners offer distance healing to the receiver communicating with them to support their intention of healing and being a conduit of healing energy. This practice has been well received by many congregants of all ages over this past year.

The Healing Pathway Ministry at James Bay United Church has been a beacon of light for many people wanting to learn and be in a Christian energy offering learning and growing community. Our ministry is enriching the community and other congregations here in Victoria and in other communities. We look forward to sharing more in the future with our congregation including leading a worship service in the Spring.

A huge thank you to Jannice Foreman who has been mentoring me each step of the way as well as God's loving guidance. We thank Victoria Healing Pathway who has provided bursary funds to support our workshops. It has been wonderful to have Cheryl Macpherson help coordinate and be a helper with myself for our Phase 2 workshops. Thank you to Gordon and Vanya for communicating our many activities on a monthly basis in e-news and bulletin insert. We thank our interim minister Hilde Seal for reminding others about soaking prayer and the benefits.

Gratitude to our Bakers for each workshop: Aleksa Harkness, Colleen Nicol, Colleen Adair and Marg Lunam...our billetters for offering their homes for out of town registrants . . . members of JBUC that help us set up/tear down for our workshops as well as greet the participants . . . our congregation that provides the beautiful sanctuary space for learning, growing and practicing Healing Pathway energy techniques; for the many prayers that support our emerging healing ministry, we thank you.

In light and in service,

Carol Garceau



## 2023 Artist Gatherings



The monthly Artist Gathering came about after an open call to interested artists in July 2021. There were 15 people that day and the upshot was to start a monthly gathering for artists to come together and have time to practice their art.

The group started meeting in September 2021 and we have met every month for 2 hours on a Saturday afternoon since then. Artists of all stripes are invited. I set up 6 tables with chairs in the Lower Hall and see who shows up. Over the year and a half, the numbers have ebbed and flowed, the least being 2, the most 13. Typically, 6 – 8 show up.

There are a few who show up each time, some every now and then. New people come to try us out, some come back, some don't.



My sense was to keep it completely simple and stress free – come if you want, no fee, no expectations, no refreshments, though some people may bring a drink or small snack and the kitchen is open for use of the sinks for water and cleaning brushes.

People bring their own art or craft to work on. We have – drawing, painting, knitting, beadwork, colouring, quilting, origami, collage and other things.

Everyone sets up and starts doing their artwork. When we are all settled, we go around, introduce ourselves and show what we are working on.

Most of the time is fairly quiet. Mostly what people seem to appreciate is having a nice quiet space to work on their projects. It is friendly and folks do go around at some point to see how everyone is doing, but for the most part it is not a big social gathering.

In December 2021 I started a kind of abstract art book where each month I choose 2 colours, plus black and white, and ask everyone to do some kind of mark or shape on the same page, then sign the facing page. It is our way of saying 'I was here'. Apart from that there is no attendance record and I don't have a contact list of attendees.

People can sign up through the JB website so I know who is coming. It seems to only be used by a few newcomers.



A few times I have been approached by other groups at church, thinking of this group as an artist resource to be used by the church. My response has been to say, 'it's not that kind of group'. I checked that out with our members and they were quite relieved.

This group could have gone in many different directions. I determined at the beginning to let it unfold how it would.

This is not a big group, doesn't make big waves or bring any income to the church, and while most of the people who come have some kind of connection to JBUC, at present most do not attend here. It feels like a quiet oasis where people from the church and the community can come to do their art projects with no pressure at all, and receive a warm welcome. My intention is to carry on doing this until something changes.

With thanks to our generous Creator.  
Sarah Hovey, February 25, 2024



## 2023 JBUC Thrift Shop Team Report

2023 began with the shop closed for our 6-week Winter Break. Floors, shelves and curtains are cleaned, donations shelved so the shop looks and smells brand new when our thrilled shoppers come streaming in. The lineups begin at least ½ hour before we open.

Our weekly revenues continue to be healthy, with a very gratifying year-end total. For this we have to thank the hard work of 36 active volunteers including 2 brand new volunteers from the church who transport the boxes of items we can't sell to Value Village. Our volunteers are thankful to be able to contribute to the work of the church in the community.

Housewares recently had a lovely set of Petit Point dishes for sale. A woman walked in for the first time, saw the dishes and bought the set for \$120. She really only needed a single piece for a newlywed daughter, but didn't know exactly which piece so decided to be safe and buy the whole thing!

Our Outside area is often mistaken for a garage sale until folks venture inside our Little House. A young woman was enormously pleased to find a very fancy party dress on our popular \$2 rack, saying, on her way out, "This is so much fun - and it was through a completely random walk-past that I found you!"

More comments:

- "I can't tell you how much I enjoy shopping here. It's about perfect!"
- "I saw you on Facebook and I'm so glad I did. You are all awesome."
- "This is the best shop in Victoria – without a doubt!"

Alex was originally a volunteer who went on to buy and run Bastion Books and contributes in a special way. There are many books that don't fit with our shop (including those with bad theology!) but we know there's a market for them elsewhere so we offer those books to Alex, where they may be offered for sale at her store or be sent to other community agencies, e.g. the prison reading group or literacy groups. Alex supports us by taking a percentage of the sale price she assigns to the books we give her, and returns that amount to the Shop.

We heard of a couple who challenged each other to buy the coolest clothing from both the Women's room and Kaboodle (men's clothing) racks for the least amount of money. Our customers know how to have fun!

Two regular shoppers spent some very successful time in Housewares recently. It turns out the son is apprenticing to get his 'Red Seal', a very prestigious certification of chef skills and experience. He found a meat grinder ("Made in France!"), and enough kitchen items and cookbooks to fill a large grocery bag.

Volunteers were grateful for the end-of-year party organized by Rev Hilde and Char (and friends) at which we enjoyed delicious handmade sandwiches, sweet goodies and handmade swag. We all had a chance to have some conversation time with members of the Church Board and get to know each other better.

Submitted by the JBUC Thrift Shop Steering Team:  
Judy Langford, Aleksa Harkness, Lenore Morrey



**2023 James Bay United Church**  
**FINANCIALS**  
**Submitted by the JBUC Financial Team**

## 2023 Finance Team Report

The Interim Finance Team was appointed in January with the tasks of compiling the 2023 Statements and preparing a 2024 Budget. This has been an interesting challenge as none of us were involved with the Church's finances prior to the appointment. We have learned a great deal over the last three months!

With the success of our community programs, initiated in 2022 and 2023, our accounting has greatly expanded and become more complex, requiring more time to compile the records and a new way of presenting the material to the congregation so that it can be fully comprehended.

In the Financial package in the Annual Report you will find that Programs, which now generate their own revenue, are shown separately, as are Designated funds (given for a specific purpose) and Flow Through funds (passed on someone else). All these funds are segregated and can only be used for the purpose for which they were granted or donated. The remaining core budget of the church now shows exactly what the revenues and expenses were for the congregation itself.

Overall, the financial picture is strong. The congregation's income and expenses show a surplus of \$16,169, largely as a result of an excellent year at the Thrift Shop, and with increases in offerings and rentals as well. We would especially like to thank the volunteers who run the Thrift Shop for their time and effort, as it is this venture that allows us to thrive financially as a congregation. Congregational expenses were very much in line with what we expected, except for salaries and benefits which were lower because of staff vacancies.

Renovations to the chancel were entirely covered by a special appeal. A professional assessment of our buildings, at a cost of \$8,925, was commissioned to identify repair and maintenance that will be needed.

Our new community programs are proving to be a source of great strength for the congregation. Jazz Night donations now cover all the program costs, including a contribution to the congregation for use of space. Our Arts Director, Kelby McNair obtained a \$25,000 New Horizons grant last year to cover expenses for a wide variety of activities that are offered in our building. The good news is that he has obtained another \$25,000 for 2024, so our Arts Ministry is secure. Joanne Keelan, leader of the Community Lunch program obtained three grants totalling \$13,325 in 2023, and together with donations from guests and members of the congregation the program was fully funded. A grant application is now under consideration by the Victoria Foundation for 2024. Healing Pathway covered its costs, with a small surplus, with fees for their workshops. Thus we are learning that the programs provide community engagement and service, fully use our building, and can cover their own operating costs, which is wonderful!

We are also very fortunate to be holding \$85,473 in various designated accounts. These are funds given for a specific purpose, which can be used to fund programs and activities of the congregation.

Some of the funds have been on hand for a number of years, but of particular note is a \$30,000 bequest received in 2023 for Reconciling with Indigenous Peoples and the Land. There are already plans under way for activities that we can fund with this very generous bequest.

Having access to these various funds gives us the opportunity to "think outside the box" in planning things the church can do, so we are very fortunate. We also have a substantial reserve fund, managed for us by the Victoria Foundation, which give us some long term security.

Occasionally the congregation receives funds on behalf of a group or activity with which we are associated. We forwarded funds for Refugee Sponsorship and the Sing Your Joy choir to their respective designees last year.

From the point of view of financial management, 2023 was a confusing year. As well as the expansion in financial activity to support the programs, we had many changes at both the Board and Staff level which have necessitated a great deal of work to secure access to accounts for new people, change signing officers as needed, update payroll office and so on. We know that it has sometimes been frustrating both for the congregation and those leading programs; we apologise for that and want to assure you that we are working hard to improve our financial system.

Looking to 2024, we note that our insurance costs have substantially increased, partly from a general rise in rates, but also because the Thrift Shop building has now been added to our policy. Staff costs are also higher. There was a 6% increase in United Church salary rates for 2024, and we are budgeting for an additional cost of living top up for a new Minister as it is expensive to live in our beautiful city. This year we are beginning to work on property renovations, starting with the replacement of the leaking Thrift Shop roof.

The Finance Team notes that the congregation has often held large amounts of money in cash accounts at the bank. We will be putting in place a system to take advantage of interest bearing GIC's to shelter funds that we do not immediately need, and we recommend that this system continue after our Term is completed. We would like to acknowledge the hard work of past Treasurer, Kathleen MacDonald-Date and Office Administrator Vanya Smith during the rapid growth of programs and the changeover of personnel in 2023.

Submitted by,  
Franklyn Roy, Alan Thurston, Hazel Blennerhassett,  
Interim Finance Team, March 22/23

David Baanstra  
**Affirmative Tax  
& Accounting  
Services**

661 Hess Crescent  
Victoria, BC V8Z 3N1  
[affirmativetax@gmail.com](mailto:affirmativetax@gmail.com)  
(250) 590-4880  
Monday, March 25, 2024



That's|Affirmative!

**James Bay United Church**  
11 Michigan St,  
Victoria, BC V8V 1S1

**Hazel Blennerhassett :**

This will confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services provided:

Affirmative Accounting Solutions has reviewed the balance sheet of James Bay United Church as of 2023-12-31, and the related statements of income. The review consisted primarily of the supporting documentation provided.

A review does not contemplate obtaining an understanding of the internal control structure or assessing control risk, tests of accounting records and responses to inquiries by obtaining corroborating evidential matter, and certain other procedures ordinarily performed during an audit. A review is substantially less in scope than an audit. Thus, a review does not provide assurance that we will become aware of all significant matters that would be disclosed in an audit.

I also note your comments about the simplification of the Financial Statements produced. This has not resulted in changes to the general accounting produced in prior years. This has not appeared to have produced any errors in the Financial Statements

Sincerely,

David Baanstra  
Affirmative Accounting Solutions

<b>JBUC: Cash Reconciliation at Dec 31/2023</b>		
1	Cash in the bank	123,949
2	GIC	9,591
3	GIC	10,250
4	Community Lunch cash in the bank	1,592
5	<b>Total cash and GIC's</b>	<b>145,382</b>
6		
7	Accounts Payable	(4,518)
8	2023 Salary Payable	(3,265)
9	Total Accounts Payable	(7,783)
10	Accounts Receivable	802
11	<b>Total cash</b>	<b>138,401</b>
12		
13	Accumulated Surplus carried forward Jan1/23	6,685
14	Operating Surplus Jan - Dec, 2023	16,169
15	Program Funds carried forward at Dec 31 /23	30,074
16	Designated Funds carried forward at Dec 31 /23	85,473
17	<b>Total funds</b>	<b>138,401</b>

JBUC 2023 Statement				
1	REVENUE	2023 Budget	Actual 2023	Notes
2	Offerings	84,000.00	92,128.00	
3	Rentals	20,000.00	22,081.00	
4	Contribution from TN Jazz		3,000.00	
5	Lifelong Learning	300.00	40.00	
6	Pastoral Care		500.00	
7	Broadway Subscriptions	475.00	250.00	
8	Mission & Service	5,200.00	6,473.00	
9	Thrift Shop	90,000.00	122,499.00	
10	Hospitality	600.00		
11	Victoria Foundation	10,300.00	11,162.00	
12	Music Donations		347.00	
13	Thanksgiving Stewardship	3,000.00	2,983.00	
14	On-line Viewers	3,000.00	1,900.00	
15	Special Appeals, etc.	10,000.00	750.00	4
16	Bank (GIC) Interest	30.00	1,740.00	2
17	Appeal for Chancel Reno		13,984.00	
18	<b>TOTAL</b>	<b>226,905.00</b>	<b>279,837.00</b>	
19				
20	<b>EXPENDITURES</b>	<b>2023 Budget</b>	<b>Actual 2023</b>	
21	Staff Payroll & Benefits	132,400.00	116,326.42	3
22	Janitor	8,200.00	7,508.00	
23	Communications Staff	12,000.00	12,500.00	
24	Arts Ministry Staff	12,000.00	12,000.00	
25	Social Justice Staff	12,000.00	8,000.00	
26	Board: Leadership Training	1,600.00	252.00	
27	Pastoral Care	600.00	420.00	
28	Worship			
29	Pulpit Supply	960.00	200.00	
30	Live Stream Equipment	450.00		
31	Technical Crew	7,500.00	7,206.00	
32	Supplies   Internet	300.00	1,095.00	1
33	Music			
34	Piano Tuning	900.00	710.00	
35	Guest Performers	1,000.00	1,075.00	
36	Licensing   New Music			
37	Lifelong Learning	550.00	194.00	
38	Hospitality	2,000.00	1,042.00	
39	Web Hosting & Online Tools	3,000.00	1,517.00	
40	Property Building Maintenance	8,400.00	9,276.00	
41	Thrift Shop Expenses	9,600.00	6,955.00	

42	<b>EXPENDITURES</b>	<b>2023 Budget</b>	<b>Actual 2023</b>	
43	Utilities	15,000.00	16,020.00	
44	Office Supplies	5,000.00	5,150.00	
45	Petty Cash	500.00	70.00	
46	Janitorial Supplies	1,800.00	1,372.00	
47	Regional Assessment	15,000.00	13,543.00	
48	Taxes & Insurance	9,400.00	9,628.00	
49	WCB Worksafe	250.00	161.00	
50	Mission & Service	5,200.00	6,470.00	
51	Safety Planning	1,000.00		
52	Broadview Subscriptions	475.00	250.00	
53	Minister's Benevolent Fund			
54	Special Appeals & Gifts Expnse	1,000.00	1,442.00	
55	Bank   Visa Charges	350.00	377.00	
56	John Dam Property Assessment		8,925.00	
57	Chancel Renovation		13,984.00	
58	<b>TOTAL</b>	268,435.00	<b>263,668.42</b>	
59	<b>Surplus   (Deficit)</b>	<b>(41,530.00)</b>	<b>16,168.58</b>	

## NOTES

- 1 Includes Licensing
- 2 Includes \$1,740.00 from CEBA GIC
- 3 Now includes Music Director
- 4 Sale of pews

JBUC Program Funds 2023			
1	Arts Ministry		
2		Opening Balance	398.00
3	<b>Income</b>	TN Jazz	43,004.00
4		Canada Helps	2,201.00
5		<b>Grant (Province)</b>	25,000.00
6		Community Choir Fees	2,055.00
7		<b>Total Income</b>	<b>72,260.00</b>
8			
9	<b>Expenses</b>	Jazz	40,073.00
10		Community Choir	2,300.00
11		Pride parade	727.00
12		Seniors Programs	7,290.00
13		<b>Total Expenses</b>	<b>50,390.00</b>
14		Income minus Expenses	21,870.00
15		<b>Closing Balance</b>	<b>22,268.00</b>
16	Healing Pathway		
17	<b>Income</b>	Fees Collected	5,920.00
18	<b>Expenses</b>	Expenses	5,273.00
19		<b>Income minus Expenses</b>	<b>647.00</b>
20	Thursday Lunch		
21		Opening Balance	0.00
22	<b>Income</b>	<b>Grant (Province)</b>	12,000.00
23		<b>Grant (City)</b>	500.00
24		<b>Grant (Foundation)</b>	825.00
25		Donations - Guests	1,592.00
26		Donations - Congregation	448.00
27		<b>Total Income</b>	<b>15,365.00</b>
28			
29	<b>Expenses</b>	Honorarium for Chef Jun - Dec	1,400.00
30		Purchased Food	4,548.00
31		Kitchen & Janitorial Supplies	163.00
32		Kitchen Equipment	168.00
33		Travel	110.00
34		Office Supplies & Advertising	117.00
35		Volunteer Appreciation	370.00
36		Special Events (Christmas Baskets)	505.00
37		Refrigerator Purchase	825.00
38		<b>Total Expenses</b>	<b>8,206.00</b>
39		Income minus Expenses	7,159.00
40		<b>Closing Balance</b>	<b>7,159.00</b>

41	<b>Social Justice (Unhoused &amp; Reconciliation)</b>		
42		Opening Balance	986.00
43	<b>Income</b>	Donations for Unhoused	4,100.00
44		Donations for Reconciliation	2,883.00
45		<b>Total Income</b>	<b>7,969.00</b>
46			
47	<b>Expenses</b>	Support for Unhoused	6,462.00
48		Reconciliation activities	2,878.00
49		<b>Total Expenses</b>	<b>9,340.00</b>
50		Income minus Expenses	(1,371.00)
51		Deficit drawn from Christine Wilson Fund	1,371.00
52		<b>Closing Balance</b>	<b>0.00</b>

JBUC Designated Funds 2023			
1	Memorial Garden		
2	_Jan 1	3,008.62	
3	_Dec.31.23	3,008.62	
4	Memorial Historical		
5	_Jan 1	6,353.29	
6	_Dec.31.23	6,353.29	
7	Grace Priority Fund		
8	_Jan 1	22,550.93	
9	_Interest	340.60	
10	_Dec.31.23	22,891.53	1
11	CEBA GIC		
12	_Jan 1	40,000.00	
13	Interest	1,740.00	
14	Value at redemption	41,740.00	
15	Interest moved to operating fund	1,740.00	
16	Loan payment	40,000.00	
17	_Dec.31.23	0.00	
18	Reconciliation Fund		
19	_Bequest made in 2023	30,000.00	
20	_Dec.31.23	30,000.00	
21	Johan Heskes Social Justice Fund		
22	_Jan 1	10,000.00	
23	_Dec.31.23	10,000.00	
24	Christine Wilson Social Justice Fund		
25	_Jan 1	5,000.00	
26	Transferred to Social Justice Account	1,371.00	
27	_Dec.31.23	3,629.00	
28	Refugee Sponsorship Account		
29	_Jan 1	8,543.00	
30	Paid to Capital Rainbow Refugee Assoc:	8,543.00	
31	_Dec.31.23	0.00	
32	New Minister Appeal		
33		9,591.00	
34	<b>Total Designated Funds</b>	<b>85,473.44</b>	

## Notes

1. Source of funds for new roof on Thrift Shop

JBUC Flow-Through Funds					
1		Received	Paid Out	Balance	Notes
2	Sing Your Joy	6,250.00	6,250.00	0	
3	Minister's Leaving Gift	XX	XX	0	Confidential

## JAMES BAY UNITED CHURCH FUND

### FUND ACTIVITY

01 January 2023 – 31 December 2023

<b>BEGINNING BALANCE, <i>market value</i></b>	<b>\$221,591.67</b>
Add: Contributions to Fund	0.00
Total Investment Returns	27,878.18
Less: Grants Paid	11,162.00
Fund Management Fees	1,172.30
<b>ENDING BALANCE, <i>market value</i></b>	<b>\$237,235.55</b>

### GRANTING ALLOCATION

<b>AVAILABLE-TO-GRANT BALANCE AT</b>	<b>\$11,392.00</b>
<b>JANUARY 31, 2024 *</b>	

[tbody]

\* Any grants or rollbacks to capital processed in January 2024 have been deducted from this balance.

### INVESTMENT RETURNS

- Investment Returns on endowed funds for the January 1, 2023 to December 31, 2023 period are 12.75% compared to our benchmark of 12.32%.
- The 10-year annualized investment returns on endowed funds to December 31, 2023 are 7.50% compared to our benchmark of 7.14%.

<b>JBUC 2024 Budget</b>				
<b>1</b>	<b>REVENUE</b>	<b>Actual 2023</b>	<b>Proposed 2024</b>	<b>Notes</b>
2	Offerings	92,128.00	91,000.00	
3	Rentals	22,081.00	24,605.00	
4	Contribution from TN Jazz	3,000.00	3,000.00	
5	Lifelong Learning	40.00	300.00	
6	Pastoral Care	500.00		
7	Broadway Subscriptions	250.00	250.00	
8	Mission & Service	6,473.00	6,000.00	
9	Thrift Shop	122,499.00	110,000.00	
10	Hospitality	0.00	1,000.00	
11	Victoria Foundation	11,162.00	11,800.00	
12	Music Donations	347.00	300.00	
13	Thanksgiving Stewardship	2,983.00	3,000.00	
14	On-line Viewers	1,900.00	2,000.00	
15	Special Appeals, etc.	750.00	1,000.00	
16	Bank (GIC) Interest	1,740.00	800.00	
17	Appeal for Chancel Reno	13,984.00		
18	<b>TOTAL</b>	<b>279,837.00</b>	<b>255,055.00</b>	
19				
<b>20</b>	<b>EXPENDITURES</b>	<b>Actual 2023</b>	<b>Proposed 2024</b>	
21	Staff Payroll & Benefits	116,326.42	139,854.42	1,2,4
22	Janitor	7,508.00	8,200.00	
23	Communications Staff	12,500.00	12,000.00	
24	Arts Ministry Staff	12,000.00	12,000.00	
25	Social Justice Staff	8,000.00		
26	Board: Leadership Training	252.00	2,250.00	
27	Pastoral Care	420.00	700.00	
28	Worship	0.00		
29	Pulpit Supply	200.00	690.00	
	Live Stream Equipment	0.00		
30	Technical Crew	7,206.00	8,277.00	
31	Supplies	1,095.00	340.00	
32	Music	0.00		
33	Piano Tuning	710.00	600.00	
34	Guest Performers		1,050.00	
35	Licensing   New Music	1,075.00	327.00	
36	Lifelong Learning	194.00	200.00	
37	Hospitality	1,042.00	1,500.00	
38	Web Hosting & Online Tools	1,517.00	1,500.00	
39	Building Maintenance	9,276.00	12,150.00	
40	Thrift Shop Expenses	6,955.00	10,450.00	

41	<b>EXPENDITURES</b>	<b>Actual 2023</b>	<b>Proposed 2024</b>	
42	Utilities	16,020.00	16,500.00	
43	Office Supplies	5,150.00	3,000.00	
44	Petty Cash	70.00	250.00	
45	Janitorial Supplies	1,372.00	1,800.00	
46	Regional Assessment	13,543.00	13,561.00	
47	Taxes & Insurance	9,628.00	19,500.00	3
48	WCB Worksafe	161.00	250.00	
49	Mission & Service	6,470.00	6,000.00	
50	Safety Planning	0.00	250.00	
51	Broadview Subscriptions	250.00	250.00	
52	Minister's Benevolent Fund	0.00	500.00	
53	Special Appeals & Gifts	1,442.00	1,000.00	
54	Bank   Visa Charges	377.00	350.00	
55	John Dam Property Assessment	8,925.00		
56	Chancel Renovation	13,984.00		
57	Healing Pathways		500.00	
58	Pride Parade		650.00	
59	<b>TOTAL</b>	<b>263,668.42</b>	<b>276,449.42</b>	
60	<b>Surplus   (Deficit)</b>	<b>16,168.58</b>	<b>(21,394.42)</b>	
61	Surplus from Prior Years	6,685.00		
62	Total Surplus Carried Forward	22,853.58		
63	<b>Accumulated Surplus at Dec 31</b>		<b>1,459.16</b>	

## NOTES

- 1 Line 22 includes Hilde, 4-months TSM at top rate, 6 months New Minister at top rate, Music Director, Office administrator at 2024 rates
- 2 Assumes TSM is a retired Minister
- 3 Line 47 Insurance increase due to the new addition of Thrift Shop building coverage and increase in insurance premiums
- 4 Includes back pay

Capital Projects
It is recommended that the congregation approve the allocation of up to \$22,891 from the Grace Fund to renew the roof on the Thrift Shop Building. This amount will cover the anticipated costs.