

**Westworth United Church**  
**196<sup>th</sup> Board Meeting**  
**September 27, 2016**  
**7:30 PM**

**Minutes:**

1) Call to Order: Norm Snyder called the meeting to order at 7:32 in the parlour.

2) Opening prayer: Loraine MacKenzie-Shepherd

3) How can we develop relationships between and amongst current and potential congregants

Diane Riordan: Small group events/activities/projects with current congregants  
Offer support groups for life events that members of the community would be welcome to attend

Dan Wiwchar: Use of house groups that are cross generational and that change over time to encourage people to come to know others

Petra Thanisch: Try to communicate our ongoing events to the broader community and ensure that they feel welcome  
Offering workshops open to the broader community

Arlene Hints: Use of collection of communication information to continue to welcome the broader community to our events. Personal invitations to new folk for coffee/meals to get to know each other

Norm Snyder: Continue to promote what we are doing with social media: Facebook, Twitter etc to spread our word/work/activities to the broader community

Dorothy Reid: Walk a blocks to get our word out.

Loraine collected our thoughts in a prayer to guide our evening activities.

4) Present: Dorothy Reid, Arlene Hints, Paul Chard, Dan Wiwchar, Kirk Windsor, Dorcas Windsor, Loraine MacKenzie-Shepherd, Bruce Tefft, Norm Snyder, Shirley Watts, Petra Thanisch, James Loewen, Lorraine Moore, Ruth Wiwchar, David Puranen, Diane Riordan, Dianne Sjoberg, Cheryl McNabb Davis

5) Regrets: Dave Lewis, Nancy Doern-White; Alma Acheson, Gerald Davis, Kent Magarrell, Judy Brown

6) Invitation to attend: David Puranen

7) Approval of Agenda:

**Moved by Shirley Watts**

**Seconded by Dorothy Reid**

8) Approval of Minutes of June 21, 2016

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9) Moved by Bruce Tefft    Seconded by Arlene Hintsa

that the minutes of June 21, 2016 be accepted.

Carried

10) Acceptance of Reports:

- |                            |                   |
|----------------------------|-------------------|
| a. Archives:               | as distributed    |
| b. Chair:                  | as distributed    |
| c. Christian Education:    | as distributed    |
| d. Communication:          | as distributed    |
| e. Fellowship:             | no report         |
| f. Faith and Future:       | nothing to report |
| g. Finance:                | as distributed    |
| h. Governance              | as distributed    |
| i. Membership:             | as distributed    |
| j. Minister:               | as distributed    |
| k. Ministry and Personnel: | as distributed    |
| l. Nominating:             | nothing to report |
| m. Outreach:               | as distributed    |
| n. Pastoral Care:          | nothing to report |
| o. Presbytery:             | as distributed    |
| p. Property:               | as distributed    |
| q. Trustees:               | as distributed    |
| r. UCW:                    | as distributed    |
| s. Worship:                | as distributed    |
| t. Edge/Building           | nothing to report |

**Moved by** Ruth Wiwchar      **Seconded by** Bruce Tefft

Question by Lorraine Moore asking for a clarification of the term “treasurer”. The Chair of the Finance may NOT be a paid position, although in some congregations that person MAY be called the Treasurer. Our Ministry and Personnel committee are studying the correct terminology for the paid staff person who cares for our congregational finances.

Lorraine Moore mentioned that Property is continuing to pursue possibilities for training for interested parties on the use of the defibrillator that has been installed in the Narthex.

Carried

11) Business Arising from Reports:

(a) Ministry and Personnel

**Motion re: Loraine MacKenzie-Shepherd's vacation request**

**Moved by** Paul Chard

**Seconded by** Dorothy Reid

M&P recommends that the Board approve Loraine's request to take two additional weeks of unpaid leave during the summer of 2017

Tabled

(b) **Motion re: Baptisms**

**Moved by** Petra Thanisch

**Seconded by** Kirk Windsor

that the following infants be received by baptism on October 16, 2016: Rowan Jason Gilmore son of Andrea Wilkie Gilmore and Colin Gilmore; and Ava Lee O'Brien, daughter of Katie and Patrick O'Brien.

Carried

**Consideration of policy re: photographs:** Worship and Christian Education to work together to merge the policy re: photography in the Sanctuary to accommodate the need for photos for use on Social Media.

**Policy concerning use of doorstops in the sanctuary:** Doorstops on fire retardant doors in public buildings are against code. Our Property Committee has employed a consulting company to come in to assess our building re: the proper and safe use of door stops/wedges in terms of fire safety.

(d) Membership

**Motion re: Removal of Members**

**Moved by** Dorothy Reid

**Seconded by** Lorraine Moore

that the following members be removed from the Westworth congregation list: Judith Anthony, Marjorie Baryl, Donna Friesen, Joan Hibbert and Weldon Scott.

Carried

**Consideration of Congregational Directory:** Membership Committee understands the need for a new Congregational Directory. Membership is not prepared to undertake such a project at this time. Communications will discuss out of the box approaches to a user friendly directory.

(e) Property

**Review of Rental policy re: Insurance liability:** Trustees and property have been researching issues related to insurance and rentals. Larger groups tend to have their own coverage. Smaller groups such as congregants using the facility for a family gathering, or community groups using it for a function.

**Moved by** Diane Riordan

**Seconded by** Ruth Wiwchar

that our trustees and Property committee research availability of third party liability insurance and purchase it.

Carried

**Thank you to the Trustees and our Property committee for all of the work done on researching the coverage necessary for us to be a welcoming, hospitable congregation.**

**Building Security During Rentals:** There is a concern that while renters are in the building, their security and that of the building is suspect when the doors remain open and unsupervised. The board suggest that Property work with Ministry and Personnel to determine a solution to this issue.

**Moved by** Cheryl McNabb Davis

**Seconded by** Dan Wiwchar

That a policy be determined to ensure that a person providing hosting/supervision/security is in place during rentals

Carried

(f) Governance

**Discussion of Preliminary Report:**

Because of the technical difficulties of the report being opened on certain personal devices, we were asked to carefully study the report before our November retreat.

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12) Old business:

- a. Remits – Schedule for Review: Dorcas Windsor outlined the remits that are pending from the National Church. We will deal with them before we all expire.
- b. New Coordinator – David Puranen: Norm Snyder introduced David as our new Children, Youth and Young Family Coordinator. David presented a flow chart of programme/logos that represented his work and ideas for implementation in our community.
- c. New Treasurer: Jenny Jeffers is our new congregation treasurer. Walter Watts is helping Jenny with the transition.

**The board wishes to express our gratitude to Walter Watts for his years of faithful, skillful and patient service to our congregation.**

- d. Board Retreat: November 5, 2016 from 9:00-5:00 at the Centre for Christian Studies. The subject of the day will be the proposal for our Governance Model. Please RSVP to Norm Snyder re: attendance
- e. EDGE Update: Shirley Watts heard from Lesley Harrison on September 27, 2016. EDGE is in the last stages of creating the report on our behalf. When Shirley Watts receives that report, the committee will have a Skype session to discuss the recommendations. These recommendations MAY determine the necessity for an October board meeting.

12) New Business:

- a. Correspondence -- Conference of Manitoba – posting of minutes  
St. Andrew's College – College/Vocation Sunday  
Steeped Tea Fundraising – solicitation
- b. Finance asks that we research our budget needs, and formulate our proposals for 2017 to Finance/Cheryl McNabb Davis before the end of October.
- c. Next Meeting: Next regularly scheduled meeting is November 22, 2016
- d. Benediction: Loraine MacKenzie-Shepherd led us in a prayer for the night
- e. Adjournment: Norm Snyder adjourned the meeting at 10:10

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Norm Snyder, Chair of the Board

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Alma Acheson, Secretary