**Westworth United Church**

**197th Board Meeting – Board retreat**

**November 5, 2016**

**9:00 am**

1. **Call to Order and introductions:** at 9:10 by Norm Snyder at Centre for Christian Studies. Members did self introductions.
2. **Opening Prayer and Worship:**  led byLoraine MacKenzie Shepherd.
3. **Attendance:** Norm Snyder, Shirley Watts, Alma Acheson, Nancy Doern-White, Ruth Wiwchar, Loraine MacKenzie Shepherd, Dianne Sjoberg, Arlene Hintsa, Petra Thanisch, Judy Sjoberg, Kirk Windsor, Dorcas Windsor, David Puranen, Lorraine Moore, Dan Wiwchar, Paul Chard, Barb Magarrell, Kent Magarrell, Gerald Davis, Cheryl McNabb-Davis

**Regrets:** Bruce Tefft, Dorothy Reid, Dave Lewis, Diane Riordan

1. **Governance:**
2. **Review of Visioning Committee and JNAC recommendations:** Norm Snyder presented a review of the work of the Visioning Committee and the Governance Committee that has been done in the past and present as well as the history of why these changes are being looked at. Barb Magarrell presented on the JNAC recommendations focusing on the area of human resources, Governance of the church, and the continuity and expectations of various committees.
3. **Presentation of Governance Group Model by Governance Committee:** Gerald Davis led the presentation starting with getting us all moving. This was followed by reviewing the report that was pre-distributed by the Governance Committee (see attached 862a). Discussions and clarifications took place regarding the organization, roles, and communications between the various Ministry Teams, the Council, and the congregation.

**This was followed by small group discussions.**

1. **Group Discussion reports:** The small group discussions centered around the

best features of the proposed model and the changes that would be necessary to

the manual under this new proposed model.

**Best features**: Communication, integration and flexibility, focuses on the work of the ministry team, teams compelled to make own decisions and act within budget and parameters set forth, possibility of creating new connections, purpose to Members at Large, teams can draw in new members, focus on long term goals, increased accountability at all levels and therefore improved decision making, increase ability to recruit, more focused tasks and engagement, less meetings for many, Chair commitment reduced from 6 to 4 years, Council to support Ministries, .

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**Manual changes**: Communication portion; organization section; several sections and words need to be changed/removed (all reference to nominating committee, committees, board etc.); job descriptions for teams; section for new team members; initial orientation to congregation; index; readability of manual; consolidation of information; draft outline so people know terms, references, and structure; definition of what is ministry; each group reviews own section; ministry team report template be revised and included; what to do with interest groups. Basically, we need a draft manual to explain and offer guidance as new Governance structure is trialed.

It was brought up that it is important to get to know people before you start to ask them to help so you know their strengths and interests, and that team building events are important to help the overall functioning of the team and its members.

1. **a) Recommendations from EDGE Committee:** Shirley Watts gave a recap of what has transpired so far with the Edge Committee. The report from Edge was pre-circulated (see attached 862b and 862c). The EDGE recommendations were discussed. Our EDGE committee has agreed to proceed with additional fact finding which would be done at no cost to us at this point

**b) Property committee on roof repair:** Lorraine Moore presented a report on

the state of the church roof. A roofing consultant has been consulted and found that the roof can no longer be patched and must be replaced. The Property Committee recommends that we proceed with hiring the roofing consultant and proceed with roof replacement. The estimates are for fifty-five thousand ($55,000) to replace the part of the roof that is critical.

**MOTION**: The Property committee be given the authority to hire Ian Forest for the sum of six hundred dollars ($600) to oversee the replacement of the critical portion of the flat roof over the narthex.

**Moved by**: Lorraine Moore **Seconded by**: Shirley Watts.

**CARRIED**

**MOTION**: That the Property Committee be given the authority to hire a contractor to do the necessary roof replacement based on the recommendation of Ian Forest to a maximum of sixty thousand dollars ($60,000).

**Motion**: Lorraine Moore **Seconded by**: Petra Thanisch

**CARRIED**

1. **Implementation plan and next steps for trial governance model:**

Our discussions have indicated that the presented model is agreeable to the board. Presbytery has asked that before we present the proposed Governance Model for

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approval, we trial it for 1-2 years. This model will be presented to the congregation at a series of informational sessions. Those presently occupying positions on the

existing board and committees will be asked to take on the new roles as defined under the new Governance structure. The biggest change is that there will not be a nominating committee and committee chairs (new Ministry team leaders) will find their own committee members and/or leaders. The Ministry teams will need to meet to define their job descriptions, membership and roles. Motion to approve trial of the new Governance model to be presented at Nov 22, 2016 board meeting and implementation as discussed above by started Dec. 2016.

**Final approval of the new Governance model will be required from Presbytery and the Congregation at the conclusion of the trial period.**

1. **Discussion of house group model:** Loraine MacKenzie Shepherd presented the

Kenora model of using House Groups. The reasons for looking at this model was to examine how the model helps look after Sunday Tasks (and other tasks such as funerals), how it connected over 300 families, how it handled welcoming of new members, how it handled intergenerational connections and building of community. I was presented for informational and discussion purposes.

1. **Christmas Donations:** Dianne Sjoberg brought up the issue of Christmas Hampers. This was previously looked after by Mona Denton. Discussion followed that Outreach committee is focusing on 1JustCity and socks this year rather than hampers. Ruth Wiwchar will put in announcements regarding this. Ken Dwyer will be asked to set up the tree for mittens and Petra Thanisch volunteered her husband Chris to deliver them. Andrea Firth has volunteered to look after poinsettia sales.

**10)** **Closing Benediction**: by Loraine MacKenzie Shepherd

**11) Wind Down reception at home of Loraine MacKenzie Shepherd.**

Norm Snyder, Chair of the Board Alma Acheson, Secretary