

**Westworth United Church
199th Board Meeting
January 17, 2017
7:30 pm**

1) Call to Order: at 7:37

2) Opening Prayer: Loraine MacKenzie Shepherd opened the meeting with a prayer and special thoughts for those in our congregation and the community who are facing difficult times.

3) Attendance: Norm Snyder, Shirley Watts, Alma Acheson, Arlen Hints, Dianne Sjoberg, James Loewen, David Lewis, Judy Brown, Cheryl McNabb-Davis, Ruth Wiwchar, Dorcas Windsor, Kirk Windsor, Lorraine Moore, Loraine MacKenzie-Shepherd, Gerald Davis, Kathy Wilson, Larry Strachan, David Puranen

Regrets: Dorothy Reid, Nancy Doern-White, Petra Thanisch, Diane Riordan, Bruce Tefft, Kent Magarrell.

Welcomes: Larry Strachan (representing Trustees), Kathy Wilson (representing Archives)

4) Approval of Agenda:

MOTION: That the agenda be approved as amended.

Moved by: Kirk Windsor **Seconded by:** David Lewis

CARRIED

5) Approval of Minutes:

MOTION: That the minutes of November 22, 2016 be approved with the clarification below.

Moved by: Cheryl McNabb Davis **Seconded by:** Shirley Watts

CARRIED

Clarification: Regarding the motion for the roof that was passed at the meeting on November 22, 2016 it should be clarified that by repair, what was meant was the work recommended by the contractor, which involved repairing and replacing. It doesn't change the cost or the concept.

6) Reports and Motions

- a. Archives: nothing to report
- b. Chair: as distributed
- c. Christian Education: no report
- d. Communication: as distributed
- e. Fellowship: as distributed
- f. Faith and Future: as distributed
- g. Finance: as distributed

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- h. Membership: as distributed
- i. Ministers: as distributed
- j. Ministry and Personnel: as distributed
- k. Nominating: no report
- l. Outreach: as distributed
- m. Pastoral Care: as distributed
- n. Presbytery: nothing to report
- o. Property: as distributed
- p. Trustees: as distributed
- q. UCW: as distributed
- r. Worship: as distributed
- s. EDGE: as distributed
- t. Governance: as distributed

MOTION: That the reports be approved as circulated.

Moved by: Lorraine Moore **Seconded by:** David Lewis
CARRIED

There was a question and clarification of Loraine MacKenzie-Shepherd's report.

Christian Education report was only sent to Norm Snyder who will circulate it to the rest of the board. There were no motions to be addressed.

7. Business arising from reports:

a) Faith and Future:

After careful consideration, the Faith and Future Committee voted that the sum of \$15,000 be granted to Westworth Property for the roof repair and replacement project. The decision was based on the fact that the Westworth Building Fund currently has a surplus and it was felt a fund designated as the "Building Fund" should participate in the costs.

MOTION: That in light of receiving confirmation from the Faith and Future Committee of the awarding of a grant of \$15,000, that the Board authorize the balance of the costs of repairing and replacing the roof be paid out of the Westworth Building Fund.

Moved by: David Lewis **Seconded by:** Ruth Wiwchar
CARRIED

b) Finance:

Cheryl McNabb-Davis reported that the budget is not yet finalized but will not be a deficit budget. There was a surplus as put forth in the report that was transferred to the Building Fund.

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There will need to be a meeting to approve the budget before the AGM on March 19, 2017

MOTION: That the Board accept the 2017 Budget as presented. – deferred to future date.

c) Membership:

MOTION: that the following members be removed from the Westworth congregation list: **Sandra Allison, Osvaldo Ardila, Wilson Peinado, Michael Valladares**

Moved by: Gerald Davis **Seconded by:** Ruth Wiwchar

CARRIED

d) Ministry and Personnel:

After reviewing with the Finance committee and considering CRA policies on Charitable donations there were taxation issues that resulted in the decision to rescind the motion previously passed at the November 22, 2016 meeting.

MOTION: That the motion passed at the November 22,2016 Board meeting regarding the approval of an additional two weeks paid vacation for Loraine MacKenzie Shepherd be rescinded.

Moved by: Arlene Hintsa **Seconded by:** Gerald Davis

CARRIED

MOTION: To grant a leave of absence of a half-month duration to Loraine MacKenzie-Shepherd to be taken during the summer of 2017.

Moved by: Arlene Hintsa **Seconded by:** Shirley Watts

CARRIED

Arlene Hintsa clarified the information regarding the Mission and Values statement being added to job descriptions for staff positions.

- e) **Trustees:** The Trustees and Property Committee have been reviewing the personal and building liability insurance issues regarding Westworth Church and members when facilities are used by uninsured renters. Considerable investigation has gone on and further information is being obtained in order for a recommendation to be made. In the interim the following recommendation is being made:

Recommendation:

The Trustees along with Property recommend the following interim rental guidelines for use until the Board deals with this matter at their February Board meeting. These guidelines to go into effect January 18, 2017.

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- No new bookings from these uninsured renters will be accepted for an event being held after June 30 2017.
- No new bookings from any other non-insured renter category will be accepted.
- Any renter from the recital or member event categories that wish to book after June 30 will be told that we are not accepting those bookings right now as the Board is reviewing the rental policy. They will be directed to call again after March 1 as we are currently assuming that the Board will deal with this item at the February meeting.
- Current bookings for before June 30 will be honoured as is unless the Board decides otherwise at either the January or February meetings. Any bookings for after June 30 2017 will be held under the new policy - whatever it will be. Renters with bookings after June 30 will be contacted after the new policy is implemented.
- For each new authorized booking until June 30 2017, Heather is asked to inform them that the Board is reviewing our rental policy and that there is a chance that they may be required to be insured.

This is intended to be an interim measure until a permanent solution is implemented.

The hard work of the Trustees and the Property Committee members is gratefully appreciated and acknowledged.

8. Old Business:

- a) **Faith and Future Fund – 5 year review** – There are presently 3 on the committee. It is now time for the 5 year review. This could be an Ad Hoc committee for the purposes of this review. Recommended that someone on Finance Committee and a member of the congregation be a part of the review committee. Suggestions for this review committee be forwarded to David Lewis and Norm Snyder. It needs to be done before the Congregational meeting and needs to be presented to the Board beforehand (preferably at the meeting in February).
- b) **Nominating Committee** – canvas of committees. Shirley Watts reported on need for Ministry Team Leaders and Council Members.
- c) **Remits Update** – have done the first 3. Presbytery will be dealing with the 4th one in February. Will present the next remits at April Meeting.
- d) **Review and update of Policy Manual** - Reminder for each team to review manual for any changes.
- e) **April 23 City Wide Worship Service** – as of Presbytery meeting today, this is not going forward. Perhaps in 2018
- f) **Church Directory** – James Loewen has looked in to this and has found an online directory that might be suitable to our needs. It can be updated easily and maintained by more than one gatekeeper. There is a monthly cost. Communication Committee to come back to Board with more information regarding technical requirements and a trial date.

9) New Business:

Correspondence:

Remits: Information from General Council Office that information that the Frequently Asked Questions document that spans all the eight remits before the church has been updated, with the newest queries separated from the others, as requested at the fall 2016 Executive of the General Council meeting. This information can be found in the Documents section on GC42.ca/remits or questions can be directed to remits@united-church.ca.

Habitat for Humanity – Jimmy Carter will be attending. Looking for support. Contact name available. Shirley Watts volunteered to call for more information

- 10. Next Meeting:** - Board meeting -Budget, Trustees and Faith and Future Wed Feb 22, AGM on March 19, 2017
March 28, 2017
- 11. Benediction:** Loraine MacKenzie Shepherd gave a closing prayer.
- 12. Adjournment:** Motion to adjourn 9:29 by Shirley Watts.

Norm Snyder, Chair of the Board

Alma Acheson, Secretary

