

Westworth United Church
204th Council Meeting
June 21, 2017
7:15 pm

Attendance: Norm Snyder, Alma Acheson, Loraine MacKenzie Shepherd, Cheryl McNabb Davis, Eunice Pratt, Paul Chard, Keith Love, Bruce Tefft

1) **Regrets:** None

2) **Invitations:** None

3) **Call to Order:** at 7:25 by Norm Snyder

4) **Opening prayer:** Loraine MacKenzie Shepherd

5) **Approval of Agenda:**

MOTION: That the agenda be approved as distributed with the addition of Stewardship after the Ministers report.

Moved by: Cheryl McNabb Davis Seconded by: Keith Love

CARRIED

Question regarding minutes from meetings of the Ministry Teams - these should be given to the office who will give them to Archives. This can be done on a monthly or yearly basis.

6) **Approval of Minutes:**

The minutes of May 23, 2017 were not approved as they have not yet been circulated and will be approved at the next meeting.

7) **M&P Report -**

a) **MOTION:** That the Position Descriptions be approved as Amended.

Moved by: Paul Chard **Seconded by:** Eunice Pratt

There are a couple of editorial changes to the Music Director and Organist Descriptions. Questions were raised regarding several of the Position Descriptions and minor changes were made. Paul Chard will redistribute the final approved amended Position Descriptions. Discussion arose about responsibility for the Newsletter. Liaison for Communications Team to approach Communications team and ask that they consider ways the Newsletter may be accommodated or some other form of periodic update circulated.

CARRIED as amended

b) **MOTION:** That Nicholas Firth be hired to unlock and lock the church for 8 Sundays in July and August at a rate of \$20 (Twenty dollars) per week.

Moved by: Paul Chard **Seconded by:** Bruce Tefft

Discussion occurred regarding summer lockup during the week and Custodian hours and scheduling during the rest of the year. Liaison for Property to bring these issues to Property Committee's attention.

CARRIED

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- c) **MOTION:** That the position of Coordinator of Children, Youth and Family Ministries be offered to Maggie Barnett for a term of 10 (ten) months with a 5 (five) month probationary term. This would include a salary of \$20 (twenty) per hour and 20 (twenty) hours per week with a start date Aug 15.

Proposed by: Paul Chard **Seconded by:** Bruce Tefft

Liaison to Christian Education Team to ensure that VBS Planning comes under Coordinator position and remind them that VBS is supposed to be cost neutral. Clarification of contract issues discussed

CARRIED

Thank you to the Hiring Subcommittee for all their work on the hiring process.

8) Property Update:

For information only – issues brought to the attention of Council included a credit card for Custodian, walk through of church has been done, repair of parking lot by refuse container, other repairs identified.

9) Finance Update: May Financial Statements distributed.

10) Minister's Report:

Stewardship: Stewardship Sub-committee only has Barb Magarrell left on it. This is a sub-committee of Finance that historically had been constituted to plan the Stewardship Campaign. There was no response to the notice which went around asking for participants for the Sub-committee. Can this be run more like a time limited, specific project rather than a committee? It's mandate might then be limited to a couple of months. The expectation is that the Finance Committee would continue to be involved in certain aspects of the Stewardship campaign and could work with any volunteers that can be identified. Council members were of the view that shortening the Stewardship Campaign last year worked out well.

Lorraine MacKenzie Shepherd presented a proposed schedule for a Stewardship Campaign in the fall which was amended to just Oct 15, with the dedication of pledges occurring on October 29. She needs to know to plan services.

Discussion regarding the structure of a Stewardship Campaign raised questions of whether we need the same type of campaign based on the new Team Ministry structure where Teams find their own members. It was decided that Finance will do the letter and stuff the envelopes. They also have people who can do the phoning. Finding speakers can wait until the August Council meeting. Lorraine MacKenzie Shepherd and Norm Snyder to discuss finding speakers and possible volunteers to coordinate the campaign. Discussion also as to whether a different format or methods of communication should be considered for future years.

Summer Pastoral care and pulpit coverage: Loraine has distributed the coverage for services and emergency Pastoral Care for the times she is away this summer. This information will be published in bulletin, message on phone, and on website. It was thought that we may attract congregants over the summer by publicizing who the speakers are, even putting it up on the sign outside.

11) Old Business:

Fall Retreat set for Saturday, Sept 30, 2017 here at Westworth.

Update from Outreach:

Update from Bruce Tefft, The Outreach Team has recruited 3 new members. They have a Sabbath Supper planned for Oct 15, 2017, and the Lenten studies topic will be Buddhism.

12) New Business:

Communication regarding Maggie Barnett's appointment – Norm Snyder or Paul Chard to send out notice to Ministry Teams once Maggie has been contacted and her acceptance is confirmed. Notice can then be placed in bulletin, on website, and group email to congregants. At the same time, the congregation should be notified that Ian's custodian hours have been increased to full time.

13) Next Meeting: Council: August 29, 2017 7:15

14) Benediction: by Loraine MacKenzie Shepherd

15) Adjournment:

MOTION: That the meeting be adjourned at 9:59.

Moved by: Keith Love

Norm Snyder, Chair of the Board

Alma Acheson, Secretary

