

Westworth United Church Council Meeting
217th Council meeting
November 27, 2018
7:30 PM in the Parlour

Attendance: Loraine MacKenzie Shepherd, Eunice Pratt, Alma Acheson, Paul Chard, Keith Love, Wendy Moroz (in lieu of Cheryl McNabb Davis)

Regrets: Norm Snyder, Bruce Tefft, Cheryl McNabb Davis

Welcome: Wendy Moroz representing Finance

1. **Call to Order:** Meeting called to order at 7:40 PM
2. **Opening Prayer:** Loraine MacKenzie Shepherd led us in prayer.
3. **Approval of Agenda:**
Motion: That the agenda be approved as distributed.
Moved By: Paul Chard **Seconded by:** Keith Love
CARRIED
4. **Approval of Minutes of September 25, 2018.**
Motion: That the minutes of September 25, 2018 be approved as distributed.
Moved By: Wendy Moroz **Seconded by:** Paul Chard
CARRIED
5. **Correspondence:**
Letter received from Winnipeg Presbytery indicating approval of new governance model.
See attached Addendum 1
6. **Chair review:**
Business arising from the Retreat requiring follow-up
 - **Expression of appreciation and dissolution of the ad hoc Governance Committee**
Motion: Recognizing that the mandate of the Governance Committee is completed, that the Westworth UC Council disband this committee and express our appreciation to the members of the Governance Committee for their work in developing our new governance model and revising the Westworth Manual.
Moved: Keith Love **Seconded:** Wendy Moroz
CARRIED
Alma Acheson to send out note of appreciation.
 - **JNAC recommendations review committee** to be struck including Keith Love as chair, Dianne Sjoberg as member and others to be added as necessary.
Motion: That a committee be struck to review the recommendations of the Joint Needs Assessment Committee (January 2016) and report back to council.
Moved: Paul Chard **Seconded:** Wendy Moroz
CARRIED

- **Faith and Future Review committee** to be struck including Gerald Davis as chair, and Wendy Moroz (volunteered to assist at the September 25 Council). Discussion determined that the two members will review and report back to Council regarding how this fund should be handled in the future.

Motion: That a committee consisting of Gerald Davis and Wendy Moroz be established to review the policies of the Faith and Future Fund (2009) and make recommendations through Council for the Annual General Meeting.

Moved: Paul Chard

Seconded: Keith Love

CARRIED

- Alma Acheson to send a note of appreciation to Diane Riordan for her excellent summary of the history of the Legacy Fund and the Faith and Future Fund.
- **Continue discussion re possibilities of becoming an Affirming Congregation.** Eunice Pratt reviewed the presentation that was given at the Leadership Team Retreat. Outreach Team does not feel they can take this on because of their many activities, but Ruth Wiwchar will approach her committee to see if any of the Outreach Team would be interested in taking this on. If not, a general call to the congregation for a volunteer to investigate this will be made. Loraine MacKenzie Shepherd also has a couple of people in mind.

7. Ministry and Personnel:

Motion: That Council approves a general wage increase effective January 1, 2019 for all staff equal to 1.6%, in keeping with the United Church of Canada's mandated salary adjustment for 2019 for Ministry Personnel.

Moved: Paul Chard

Seconded: Keith Love

CARRIED

Motion: That Council approve an adjustment of 6% (above the 1.6% general increase) to the Office Administrator's salary as recommended by the Ministry and Personnel committee effective January 1, 2019 to reflect the changing job description.

Moved: Paul Chard

Seconded: Wendy Moroz

CARRIED

Paul Chard presented information gathered from other Churches regarding salaries for their Church Administrators. The position of Church Administrator for Westworth United has changed significantly over the past year. The Job Description for this position is being reviewed. There has also been discussion and review of the Custodial needs of the church. It has been decided to keep the present Cleaning Service company.

8. Christian Education

- **Request for a Mailbox Drop Brochure:** Candace Maxymowich has designed a brochure featuring Advent and other Westworth programs which was passed around. Maggie Barnett has agreed to drop these as she does other deliveries. Area to include

Centennial, Beaverbrook, and Lanark from Corydon to Kingsway, and Renfrew from Grosvenor to Kingsway. Additional copies will be available for the congregation to distribute to family and friends.

- **Parking lot issues:** Draft letter encouraging construction companies to consider supporting our efforts to repair the damage to the west parking area over the summer was circulated. Eunice Pratt to contact Norm Snyder about contacting Bloomberg developers as well.
- **Communication:** Issues regarding Remembrance Day Service were discussed. Reminder that Team Leaders should try to resolve issues on a one-to-one basis before escalating and bringing to Council. Eunice Pratt to meet with Team Leaders from Christian Education and Worship.
- **Spring Break Day Camp:** Christian Education is waiting for formal word that funding for Spring Break Day Camp and for Vacation Bible School become a consistent item in our budget planning. There was discussion that these should be break-even enterprises. If this is to be a budget item, has it been submitted to Finance and what was the amount? There was also discussion as to how this would impact the time/salary of the Coordinator – Youth and Family Ministries. Ministry & Personnel, Christian Education, and Finance need to meet to discuss. Eunice Pratt to contact Bruce Tefft to ensure this has been submitted as a budget item to cover salaries and other costs. Formal word will not occur until after the budget has been presented to Council and Finance.
- As the end of the three-year commitment to a Youth and Families worker comes to an end, your CE team encourages council to extend the support necessary to fund this position into the future. This will be reviewed as part of the JNAC review.

9. Property

- **Updates on Grant Applications** for Steep (A-frame) roof. Lorraine MacKenzie Shepherd is working on several grant applications for shingling and insulating the roof. Notice of motion to approve applications will be presented at January 22, 2019 Council Meeting.

10. Finance:

Cheryl McNabb Davis will not be continuing as Team Leader for Finance as of the 2019 Annual Meeting. They will be looking for someone to take over this position.

11. Community Care Report:

Motion: That the following members be removed from the Westworth church Roll- Susanne, Paul and Lucas Forsyth, Hailey Sorenson, Jacqueline Cleave, Lynne Riddell.

Moved by: Keith Love

Seconded by: Paul Chard

CARRIED

Lorraine MacKenzie Shepherd brought up the issue of transferring the addition/removal of names from the roll as there is some confusion between current practice and what is stated in the Manual. Lorraine MacKenzie Shepherd to consult with Community Care and Worship Teams as to which process would work best. Eunice Pratt to review the manual so it reflects current practice

12. Minister's Report:

As submitted in Compiled Reports.

13. Worship:

MOTION: To approve, upon their Profession of Faith, Janice Neumann and Candace Maxymowich, as members of Westworth United Church.

MOTION: To approve Robert & Meredith Rae as members of Westworth United Church, through their transfer of membership from First Metropolitan Church in Victoria, B.C.

MOTION: To approve Yvonne & Donald Graham as members of Westworth United Church, through their transfer of membership from Trinity United Church in Brandon, MB.

The above motions were considered as a group

Moved by: Paul Chard

Seconded by: Keith Love

CARRIED

MOTION: To approve the activation of membership within Westworth United Church for Rev. Eleanor Geib and Rev. Mac Watts.

The above motion was approved by the Worship Team.

14. Old Business:

None

15. New Business

- **Positions to be filled on the 2019 Council and Teams Leaders.** Creation of a list of positions that will need to be filled.
Vice Chair
Worship co-leader
Finance Chair
Property requires additional members
Ministry & Personnel requires 2 additional members
Secretary will be unavailable year of 2020
Please bring suggestions to the next meeting and if you think of any before then, forward them to Norm Snyder.

16. Important Dates:

Spring Council Retreat April 6, 2019

17. Next Meeting: January 22, 2019 7:30 pm

18. Benediction: led by Loraine MacKenzie Shepherd

19. Adjournment:

Motion: That the meeting be adjourned at 10:15

Moved by: Keith Love

Eunice Pratt, Chair of the Board

Alma Acheson, Secretary

