

Westworth United Church
Minutes of Council Meeting held on Tuesday, March 23rd at 7:00 pm

1. Call to Order: 7:05 pm

2. Attendance: Pat Stephenson, Chair; Dianne Sjoberg, Vice-Chair; Bruce Tefft; Brett Lougheed; Ron Bailey; Keith Love; Sharon Stanley; Joyce Clouston; Loraine MacKenzie Shepherd

3. Regrets: None

4. Opening prayer and check-in: Loraine and Pat

5. Approval of Agenda:

MOTION: That the agenda be approved as circulated

Moved by: Keith Love

Seconded by: Bruce Tefft

Correction: Brett Lougheed noted that Ministry and Personnel provided a report but it was not forwarded. It is included in the compilation of committee and team reports.

6. Approval of Minutes:

MOTION: That the minutes of January 26, 2021 be approved as circulated.

Moved by: Keith Love

Seconded by: Bruce Tefft

7. Business Arising from Minutes of Jan 26th: (Items carried over discussed under 9. New Business)

8. Correspondence:

a) Response/Letter from MB Government; Re: offer of use of space for COVID vaccine
Discussion: Specifications for COVID Vaccine Sites require resources unavailable at Community sites such as Westworth. Important to note is that the offer of space was a community service/goodwill gesture that was appreciated.

b) Request from Shahina Saddiqui for sponsorship (Feb 22nd) for: **Justice, Policing, Media and Human Rights** July 15 and 16, 2021.

Discussion: It was proposed that as the conference is intending to provide a 'middle ground', promoting a positive approach to the issues outlined. This aligns with Westworth values, and conveys a message of support of community service. Therefore, Westworth approves the initiative in principle, and through congregational information should members of Westworth wish to participate and/or support. As well, of key importance, Council agrees that Westworth United Church be named as a sponsor in promotional materials for the conference.

ACTION:

That Joyce to convey approval of Council. (Completed March 29th)

c) Correspondence forwarded from Tammy Ernst: **Request from Elections Canada (March 22nd)** for use of Westworth as a polling site in potential June election:

Discussion: Suggestion is that Westworth engage with Elections Canada providing that Elections Canada take responsibility for all spaces used. Parameters of intended use of the building by Elections Canada should be clearly specified.

- Westworth requires a clear understanding of the reimbursement costs for the use of the building and our cleaning and sanitizing.
- The decision is to be referred to the Safe Re-opening Committee for a meeting on March 24th with the intent that this committee will manage the details.
- It was noted that the use of this building for Elections Canada is a service to the community that adds to the potential success of grant requests to funders.
- The Property Team will be asked to recruit hosts during the hours the polling site is open to the public. Dianne Sjoberg, liaison with Property, will contact Paul Chard, Property Team Leader.
- Jeff Kremer is to be given information to make the necessary arrangements for cleaning and sanitizing after each day. We suggest that the cost for a thorough cleaning and sanitizing of the narthex, gym, lower kitchen and washrooms for both the public and the pollsters will be \$100/day.

MOTION:

Moved by: Keith Love

Seconded by: Ron Bailey

That this plan be approved by Council subject to the approval of the Safe Re-opening Committee; this committee is to work out the details as outlined above.

9. New Business

Follow up from AGM regarding where to go with plans for the building and meeting our church goals over the next few years.

Questions: Should we broaden the mandate of the redevelopment committee to include looking at alternative opportunities with other churches or other community programs? How should we plan for worship: online and church opening, and communications strategies moving forward?

Response/Discussion:

- Westworth is dealing with increasing changes and interacting needs/ drivers (social, demographic, and an ongoing, slight decrease in the number of congregants due to an aging population) that are important to address, needs that have been exacerbated by the pandemic. Council affirmed the vision to be clear on the importance of responding to these changes when we are still a well-functioning congregational body – and with a view to strengthening the mission of the church in the process.
- The Formal Joint Committee with St. Andrews United Church exploring amalgamation has completed its mandate to gather information from other successful amalgamations and is therefore disbanded. Westworth understands that St. Andrews is not yet in a

position to move forward on amalgamation. (It was noted that shared ministries such as occasional joint services, youth and adults' studies continue as in past). Westworth continues to be welcoming to discussions with St. Andrews, should they wish to respond positively.

- At the same time, other strategies must be explored. Westworth needs to begin casting a wider net and pursue partnering with other churches, such as Harrow United, as well as other faith groups.
- Researching and making applications for grants is imperative at the earliest opportunity. Several potential grant opportunities have passed; this is a matter of urgency as grants typically require a six-month period prior to approval and work cannot begin until we have been approved. Tammy has skills in this area, and will be asked to explore potential grants.
- Mission of Westworth: is to be the hands and feet of Christ in this congregation, community, and the larger community. We need to stay true to this mission in the face of the current transformational changes to church bodies.
- Council Members affirm that decisions need to be made to promote the vision to move forward in a positive direction, rather than allow the physical building to fall into disrepair, and more importantly, to continue to be faithful to the Church's mission.
- A decision needs to be made about gym re-development. The Redevelopment Committee's report at the AGM indicated that the developer did not believe that it would be possible to rezone the church to allow the building of apartments. We heard at the AGM that Council needs to pursue other opportunities for the gym and the church building. One congregant expressed concern about putting money into the building if we were going to amalgamate and move out of the building. At the same time, the gym is deteriorating and needs repair. We need to invite the neighbourhood to give input into how the building could best serve the needs of the community. The congregation also needs to give input into this discussion.
- Enhanced use of the church by various community groups, including choirs and special events was reported to be a positive mission/ service to the community – in upgrading this system. Community use is extremely important to mention in grant applications.

ACTIONS TAKEN:

The Council unanimously approved:

1. That the congregation needs to be up to date on potential partnerships that have been pursued to date.

ACTION:

That: Lorraine is to write a summary paragraph to be included with a congregational e-mail prior to Easter Sunday or the following week to bring the congregation up to date on: explorations with potential partners, possible amalgamations & building redevelopment to date.

2. That we need to discuss with the Leadership Team how to involve both the congregation and the community in a multi-year plan for the congregation's ministry and the use of the building.

ACTION:

That: a date be set for the Leadership Team Spring Meeting, and a Statement of Purpose be developed, and that the Council discuss and confirm the Statement of Purpose at our next meeting on Monday, April 19th.

LEADERSHIP TEAM DATE: Saturday, April 24th: 9:00 am to 12:00 noon.

Joyce to forward a 'Save the Date' email to Leadership Team: (March 29th)
Lorraine/Pat to develop Statement of Purpose to be on agenda of April 19th Council meeting.

It was noted that: Consideration of a gym and redevelopment 3 – 5 year plan should be included in the agenda of the Leadership Team Meeting April 24th.

3. That understanding and clarifying the community needs/ desires, how the community would see the church moving forward, is critical to visioning and moving forward on a plan for the church's mission in the immediate community of River Heights:

ACTION:

That: A research design be developed to accurately assess community needs led by Bruce Tefft (Chair), assisted by Keith Love. Assessment of community needs requires answering the questions: 1) What new information is required out of this survey? And: 2) how best to capture the information required. This is to be discussed with the Leadership Team with invitation for an additional minimum two to three members required to support Bruce and Keith in this endeavor. It was noted that the Redevelopment Committee could support this plan.

4. That if we are to continue online worship services upon resuming in-person worship, both safety and aesthetics will require some sanctuary renovation. Important to note were comments including:

- A wireless system may enable reaching broader audiences;
- At present we don't have a marketing capability;
- Query: Do we have a sense of who we are reaching now? Who is watching?
- How do we remain current? Workable? Operational?
- Going forward: how much do we invest?
- We have an obligation to the elders in the community;
- We need to check analytics to see who is watching, and her they are from.
- Important to take a measured approach – before investing heavily;
- A significant learning is that the expanded option of 'online' services is
 - i) a 'mission' to seniors/elders who may be unable to attend regular services;
 - ii) those leaving for summer cottages for several months;
 - iii) students unable to attend at the regular time.

ACTION:

That: Council recommends proceeding immediately with the grant writing, based on the quotes forwarded by Peter Sim. Important to note that in grant-writing, quotes are used to outline to describe most complete AV sanctuary renovation. Additional quotes will be sought that will outline smaller renovations. The decision on which option to pursue may be based upon successful grants and donations.

MOTION:

Moved by: Dianne Sjoberg

Seconded by: Bruce Tefft

Unanimously Approved by Council

ACTION

That we proceed with quotes for costs. We need rough estimates. After a full discussion this matter will be referred back to Paul Chard to proceed with requesting quotes to determine costs of each of the options as outlined in the communications report. Dianne Sjoberg, liaison with Property Team, will talk to Paul about this. Loraine will also talk to Tammy.

10. Committee and Ministry Team reports and specific requests within reports:

- a) Finance- report: Accepted.
Discussion: Ron Bailey noted that Choir has two funds: 1) Social (contributed by choir members to an amount of \$25.00 each; and 2) Choir Endowment Fund: used for Choral Scholars.
Neil Arnason is working with Ron Bailey on clarity and naming of these funds.
- b) Safe Reopening Ad-Hoc Committee report: Accepted.
Action: Pat to forward a quick e-mail to 'safe-reopening'.
- c) Worship Team – report (*see new business above*)
- d) UCW – report
Rummage Sale team - 2-4 people want to do some sorting and culling of dated items(mainly clothing) stored under the west stairs. Masks and social distancing protocols will be followed. Please advise when this is permissible? (refer to Safe Redevelopment Committee)
- e) Community Care report
One of our congregation members is turning 90 on April 3, Community care team would like to recognize this day by dropping cards off to his home from congregation members;
Action: Joyce to purchase and drop off a card to Dorothy Reid, with greetings on behalf of Council. (Completed March 30th)

- f) Affirming Ad Hoc Committee report - (Chair will contact re: decision-making process)
- g) Communications Committee: report. A detailed outline of options to address the issues outlined by Peter Sim was discussed – in relation to the above discussion on future addressing future needs.
ACTIONS: Refer to above.
- h) Outreach Minutes – report to be clarified to include ‘ecological’ as follows:
Actively offering our time, talents and resources; advocating for social and ecological justice; demonstrating compassion and living our commitment to service in all our relationships

MOTION:

Moved by Bruce Tefft;

Seconded by Keith Love

That the word ‘ecological’ be added to Vision of Westworth, and updated on the website.

- i) Re-development Committee: no report
- j) St. Andrews River Heights/Westworth Joint Committee: no report
- k) Ministry and Personnel – A verbal report was made by Brett Lougheed. (Report submitted by Brett: (Apologies – original attached to these minutes).
Content noted: 1) Staff evaluations are deferred to 2022; and 2) M&P liaisons have been appointed for each staff.
- l) Prairie to Pine Regional Council Representatives: no report
Action: Dianne to contact Tammy to note: change of ‘Presbytery’ to ‘Prairie to Pine’ in Manual.
- m) Trustees: no report
- n) Archives: no report
- o) Christian Education: no report

Note: Dianne Sjoberg is to track Council policy decisions and update Westworth Manual accordingly.

11. Minister’s Report: note above in new business

12. Important Date: Next Meeting: April 19th, 2021, 7 pm

13. Closing Prayer

14. The meeting adjourned at 9:15

Respectfully Submitted,

Joyce Clouston

Secretary of Council, March 31st/ 2021