Westworth United Church

Council Meeting 258 Minutes

August 30, 2022, Time: 7:00 pm

1. Call to Order: 7:00 pm.

- **2. Present:** Dianne Sjoberg, Chair; Pat Stephenson, Past Chair; Ron Bailey, Treasurer; Sharon Stanley, M & P; Keith Love, Member-at-Large; Bruce Tefft, Member-at-Large; Marilyn Corkum Anderson; Representing Ministry; Joyce Clouston, Secretary of Council.
- 3. Regrets: Loraine Mackenzie Shepherd
- 4. Opening Prayer: Dianne Sjoberg
- 5. Approval of the Agenda:

Additions of Finance report at 9c, and gesture of thanks at 13g were added

Moved by: Keith Love Seconded by: Bruce Tefft

that the agenda be approved as amended.

Carried

6. Approval of the Minutes:

Moved by: Bruce Tefft Seconded by: Sharon Stanley

that the minutes be approved as circulated.

Carried

- 7. Business Arising from Minutes: see old and new business
- 8. Correspondence: None
- 9. Ministry Team and Ad Hoc Committee Reports:
 - a. Council Chair:
 - b. UCW:
 - c. Financials
- 10. Approval of the Reports:

Moved by: Keith Love Seconded by: Sharon Stanley

that the reports be approved as distributed

Carried

11. Business Arising from Reports: (See old and new business)

12. Old Business:

a. Email addresses on Website:

<u>Action:</u> Council members are asked to suggest generic addresses for each of their liaison groups. These will be analyzed for common traits, adapted for continuity, then implemented for use on website and print materials.

- b. Organizational Chart: tabled until Office Administrator in place.
- c. Recognition of Communications/Property on AV Booth: Motion is brought forward under New Business.
- d. Music Team: in progress
- e. Bulletin Boards: tabled until Office Administrator in place
- f. Visioning Committee: Congregational meeting that was tentatively scheduled for early October is postponed.
- g. Congregational brochure: in progress

13. New Business:

a. Ministry and Personnel: Sharon Stanley

i. **Moved by** Sharon Stanley **Seconded by:** Ron Bailey

that the resignation tendered by Bill Quinn be accepted effective September 25th, 2022

Carried.

ii. M&P membership: Due to a resignation and a death in the membership of this committee, Sharon Stanley is requesting that Council consider and forward to her names of potential new members

b. Community Conversation:

Council took time for discussion as to how best to support new staff and set new staff up for success. M & P reflected on challenges of staff positions with Council and will be considering how best to support all staff.

<u>Action:</u> M & P will be analyzing the job descriptions for overlap, more efficient distribution of tasks and the possibility of the addition of positions.

<u>Action:</u> Council will reflect on and work with M&P to consider aspects of the office administrator's position that may be handled in different ways as soon as is possible.

Action: M&P will advise council as to suggestions regarding increased support of new staff being hired.

c. Reports:

Chair is requesting that Teams and Committees attach reports (not minutes) for Council consideration.

<u>Action:</u> Dianne Sjoberg will consistently attach the report template to the notice of Council Meetings for the Leadership Team along with an explanation the necessity of condensed reports.

d. Nominating:

<u>Action</u>: Council is to consider individuals to be nominated to Council prior to the Annual Meeting (Treasurer; Past-Chair; consideration of new individuals for M & P are invited as well).

e. Manual: Work is proceeding on the Manual with good input from Team Leads and Committee Chairs. Barb Magarrell has offered support in this task. A final draft can be expected by mid-October. The revised manual is to be presented at the Annual General Meeting. Affirming Team will be included in the edited manual, with the understanding that the Affirming Team is working toward embedding their goals and actions in the work of all Teams and Committees, with a view to becoming redundant and thus formally dissolved int the futures.

Recording of services policy will be reviewed. In the past, recording of services was done only with permission. Dianne Sjoberg affirmed that the policies in the manual should reflect current practice.

- g. **Fall Kick-off: i.** September 11th Worship at Assiniboine Park ii. Residential School Display, Presentations and Special Worship: The week of 18th 25th, Westworth is hosting a very special week of work on Reconciliation, culminating in worship at which Stan McKay will preach. Council was asked to make special effort to encourage their Teams and Committees to participate in as many of the week's activities as possible.
- f. **Fall Retreat:** Council needs to consider the best use of the Leadership Team's time during the Fall Retreat.

In discussion, topics to be included are Visioning and Re-engagement with Westworth and all its activities. Council is to reflect on, and further consider at next Council meeting.

g. **Communication:** Council confirmed the intent to offer a token of our deep appreciation to Peter Sim for the many hours in support of the development and operation of the sound studio and organization of volunteers in support of this initiative, therefore it was

Moved by Joyce Clouston

<u>that</u> in recognition of the exemplary contribution of Peter Sim to the establishment of online broadcasting capability, Westworth provide gift certificate of 150.00 to Peter at a restaurant of his choice.

Seconded by: Ron Bailey

<u>Carried</u>

Broader appreciation of the work done on recording services, then moving to the acquisition of permanent equipment and the establishment of the AV booth is to be acted upon as soon as possible.

14. Important Dates:

Fall Retreat: Date to be determined in consultation with Loraine.

Next Council Meeting: September 27th, at 7:00 pm

- 15. **Closing Prayer:** by Marilyn Anderson-Corkum
- 16. **Adjournment:** with a motion by Keith Love.

Respectfully Submitted by: Approved by:

Joyce Clouston, Council Secretary Dianne Sjoberg, Council Chairperson