# Westworth United Church

# **264 Council Meeting Minutes**

# February 28, 2023 7:00 pm

# 1.Call to Order: 7:05

2. Welcome: by Dianne Sjoberg

**Present:** Dianne Sjoberg, Chair; Ron Bailey, Finance; Denise Jones, Treasurer-elect; Sharon Stanley, Ministry and Personnel; Bruce Tefft; Keith Love; Joyce Clouston, Secretary, Loraine MacKenzie Shepherd,

3. Absent with regrets: Pat Stephenson

4. Opening prayer: Led by Dianne Sjoberg

## 5. Approval of Agenda:

Moved by: Keith Love Seconded by: Sharon Stanley that the agenda be accepted as circulated Carried

# 6. Approval of Minutes:

**Moved by:** Bruce Tefft **Seconded by:** Keith Love that the minutes of Council of January 31, 2023 be accepted as circulated. Carried.

## 7. Business arising from the minutes: none

## 8. Correspondence: none

## 9. Ministry Team and Ad Hoc Committee Reports:

a) Affirm (Liaison Dianne): No meeting this month
b) Archives (Liaison Dianne): Nothing to report
c) Chair: Nothing to report
d) Christian Education (Liaison Bruce):
e) Communications (Liaison Joyce):
f) Community Care (Liaison Keith): Minutes distributed, nothing to report
g) Community Profile Team :
h) Finance: Minute distributed, motion below
i) Health Advisory:
j) Minister: Report attached
k) Ministry and Personnel: Motion below

*l) Music: m) Outreach (Liaison Bruce):* Minutes distributed *n)Property (Liaison Keith): o) Regional Reps: p) Search Team: Liason Dianne* (Eunice Pratt) : Report attached *q) Trustees: Kent Magarrell: r) UCW (Liaison Joyce:):* Report attached *s) Visioning (Liaison Dianne):* Draft Vision Statement attrached, see new business below *t) Werghin (Liaison Bruce):* Minutes distributed no business for sourcel considerations.

t) Worship (Liaison Bruce): Minutes distributed, no business for council consideration

Seconded by: Keith Love

**Moved by:** Bruce Tefft that the reports be accepted as circulated. Carried.

culated.

# 9. Business arising from reports:

a) Affirm (Liaison Dianne):

b) Archives (Liaison Dianne):

c) Chair:

d) Christian Education:

e) Communications (Liaison Joyce):

Peter Sim is stepping down as Communications Team Leader so that he can concentrate on the live streaming and recording of Sanctuary services. Loraine will contact another potential Team Leader.

f) Community Care (Liaison Keith):

g) Community Profile Committee:

h) Finance:

*i) Health Advisory:* 

j) Minister:

k) Ministry and Personnel: Please see new business

l) Music:

m) Outreach (Liaison Bruce):

n) Property (Liaison Keith):

Keith reported:

Property sold surplus pews at a lower price than was asked.

Property is in the process of researching the parameters of engineering reports. Keith Love will take solicit legal advice re: these parameters from lawyers within the congregation.

*o) Regional Reps:* Annual Report should be sent to Prairie to Pine Region following the AGM with approved corrections.

p) Search Committee:

q) Trustees: None

- *r)* UCW (Liaison Joyce):
- s) Visioning (Liaison Dianne):
- t) Worship (Liaison Bruce):

### **10. Old Business:**

a) Implementation of goals coming out of retreat:

Communication Team shared that it is hoped more of the goals can be implemented as a new Team Leader is found.

### b) Nominating:

Vice-chair, Council secretary, at least one more Prairie to Pine regional representative, and Team Leader for Communications are needed.

Sharon Stanley and Denise Jones offered to share secretarial tasks should a replacement not be found in a timely fashion.

Action: Individuals will be contacted for the positions required.

### c) FUNdraiser Policy:

Conversation is to be deferred to March. Clarity on fundraising is to be further developed. Denise Jones indicated that there is potential to make the website more dynamic by including hyperlinks.

Church administrator is working with Westworth's tech support to implement networking and shared document editing. Dianne Sjoberg will meet with Christine Strike to have a conversation about updating other technology as per Denise's suggestion.

### d) AGM: Worship begins at 10:30 am. AGM is to begin at 11:15 am.

The Annual General Meeting will be fully 'in person' as a step toward reestablishing personal congregational connections.

Dianne Sjoberg to contact Ray McClelland and Allan McKay re: sound and hearing assisted devices in the gym . She will also connect with Community Care regarding food set up and the supply of Coffee, Tea and other beverages. Loraine MacKenzie Shepherd will ask Christine Strike to post food sign-up, and will also connect with Melanie Adams re physical set-up.

e) Spring Retreat: May 27<sup>th</sup> at Dianne Sjoberg's building. Loraine MacKenzie Shepherd offered to host a reception to follow.

## 11. New Business:

a) Criminal Record Check Policy:

### Moved by Sharon Stanley Se

### Seconded by: Bruce Tefft

that at time of hire, all staff are required to provide a current satisfactory Police Record Check and Police Vulnerable Sector check, the cost which is to be borne by the staff member. Carried.

b) Visioning Parameters:

### Moved by: Bruce Tefft

Seconded by: Sharon Stanley.

that council members endorse the statement in principle tonight (attached), and that this statement be presented at the Annual General Meeting for approval. Carried.

c) Finance:

Moved by: Denise JonesSeconded by: Keith Lovethat Westworth teams and committees that are entering a grant writing process consult with theFinance Committee for input into the parameters of the grant prior to presenting grant applicationto Council for approval and submitting to the granting bodies.Carried.

## c) Manual:

i. Loraine MacKenzie Shepherd will update the Leaderhip Model

ii. the new template for reporting has been included. The paper trail is to be documented as well.

iii. the Manual ought to be ready to be adopted at the March Council meeting.

## 12. Other: none

# 13. Important Dates: Next Council Meeting: March 28th, 2023.

AGM: Scheduled for: March 19<sup>th</sup>, 2023 at 11:15. Retreat: May 27<sup>th</sup>, 2023. Celebration of Loraine's Ministry: June 11<sup>th</sup>. Celebration of Dorcas's Ministry: September 10<sup>th</sup>.

## 14. Closing Prayer: Led by Loraine

# 15. Motion for adjournment by Keith Love

The meeting closed at 9:05 pm.

Minutes respectfully submitted by:

Approved by:

Joyce Clouston

Dianne Sjoberg

Westworth Council Secretary

Westworth Council Chairperson