

Westworth United Church

250 Council Meeting Agenda

January 25th, 2022 Time: 7:00 pm

1. Call to Order: at 7:05

2. Present: Dianne Sjoberg, Acting Chair; Joyce Clouston, Secretary; Keith Love; Bruce Tefft; Sharon Stanley; Loraine MacKenzie Shepherd; Ron Bailey, joined at 9:00 pm

3. Regrets: None

4. Opening prayer and check-in: Dianne Sjoberg opened with prayer.

5. Approval of Agenda:

MOTION:

That the agenda be approved as amended.

Moved by: Bruce Tefft

Seconded by: Keith Love

Carried

6. Approval of Minutes:

MOTION:

That the minutes be approved as circulated.

Moved by: Joyce Clouston

Seconded by: Keith Love

Carried

7. Business Arising from Minutes:

a) CE Leadership (please see new business and Ministry and Personnel)

b) Leadership Team Email Addresses: to be placed on website (generically).

Photos to be placed on “Westworth Community” board in Narthex, once photos can be arranged.

Action: Dianne Sjoberg to contact Brett Lougheed and request that the emails be placed on website following AGM.

c) Revised Organization Chart

Action: To be refined by Loraine McKenzie Sheppard, Dianne Sjoberg and Tammy Ernst, then brought to council.

8. Correspondence:

Letter from Prairie to Pine: circulated (see 11.d)

9. Ministry Team and Ad Hoc Committee Reports:

- a) Affirming Ministry: Attached**
- b) Archives: Nothing to report**
- c) Christian Education: (report only received by Bruce Tefft; will be forwarded to rest of Council**
- d) Communication: Attached**
- e) Community Care Team: Attached**
- f) Council Chair: (acting) Attached**
- g) Finance: Attached**
- h) Minister's Report: Attached**
- i) Ministry and Personnel: Attached**
- j) Outreach: Attached**
- k) Prairie to Pine Regional Reps: Attached**
- l) Property: Attached**
- m) Safe Re-opening: No report**
- n) Trustees: No report**
- o) UCW: Attached**
- p) Visioning Committee: No report**
- q) Worship: Attached**

MOTION:

That the reports be accepted as circulated.

Moved by: Keith Love

Seconded by: Bruce Tefft

Carried

10. Business arising from reports:

a) Finance:

i. AGM Approach to Budget:

MOTION:

That the budget be approved as presented by the finance committee

Moved by: Ron Bailey

Seconded by: Keith Love

Carried

ii. Fund Raising Ideas:

We are exploring the possibility of a grant that addresses financial loss because of COVID through the Winnipeg Foundation and have a few contact ideas. This has been circulated, and persons interested may contact Loraine.

Affirming Team will offer a PIE sale on Pie Day Sunday March 16, and Westworth would appreciate that funds raised by donated to contribute to the 2022 deficit. PIE stands for Public, Intentional and Explicit in being an Affirming Ministry. **Approved.**

Action: Dianne Sjoberg (liaison with Affirming) will contact Heather Robbins with thanks and a reminder of paperwork for Finance.

Those that have agreed to do fundraising are to be invited to speak at the annual meeting

Dianne Sjoberg will highlight current fund-raising plans that are in place and will encourage teams/committees and individuals to consider their own initiatives while reminding folks to fill out the form for Finance regarding fund raising, in order to prevent duplication and scheduling issues.

11. Old Business:

a) **Office Administrator Job Position:** revised job description has been approved by M&P and Tammy Ernst is included in the M&P report.

b) **Extension of Jani-King Contract:** Contract was extended until the end of January 2022 due to recruitment into the Building Maintenance/Custodian position. Contract has been cancelled as of February 1.

c) **AV Update:** A maximum expenditure of \$80,000 was approved last year by council, and the group of people who have navigated this project are to be highly commended and thanked! We are still on track in keeping the cost at \$80,000 and installation is beginning this week.

Action: A note of thanks and commendation will be placed in the congregational email by Dianne Sjoberg.

d) Building Maintenance/Custodian recruitment:

Moved by: Sharon Stanley

Seconded by: Bruce Tefft

That Council approve the hiring of Chris Watson, effective December 20, 2021, working 20 hours per week at a salary of 20,800.00 annually (plus pension and benefits).

Carried

12. New Business:

a) Communications Team: Change in Mandate: Please review mandate in our Manual for comparison purposes.

Tabled to next meeting (Feb 22nd).

b) Ministerial Proposal:

MOTION: (Loraine McKenzie-Shepherd recused herself for this motion and discussion)

That Council approve Loraine MacKenzie Shepherd's request to reduce her working hours to 11/12 annually for a one-year period, commencing January 1, 2022.

Moved by: Sharon Stanley

Seconded by: Bruce Tefft

Carried

c.) Visioning Opportunity: Loraine McKenzie Shepherd will be attending

CONVERSATIONS ABOUT COLLOBARATIVE MINISTRY

JANUARY 29 @ 10:00 AM - 1:00 PM. Members of council and the Visioning

Committee are invited to join Loraine by contacting the Pastoral Relations Minister, Judy Hare (jhare@united-church.ca or 204-421-8151).

d.) AGM Organization:

i. Worship/timeframe/Visioning breakouts: Worship will begin at 10:30, followed by a break to ensure people can transition from worship to the AGM at approximately 11:15. Visioning will be included as a breakout session.

Action: Dianne Sjoberg and Loraine McKenzie Shepherd will meet to fine tune the process of the meeting.

Action: Bruce Tefft will work with Visioning to draft the questions to elicit the most information possible in a short time frame.

ii. Salary disclosure:

Moved by: Sharon Stanley

Seconded by: Ron Bailey

That council eliminate all but the minister's salary and benefits from disclosure in the Annual Report.

Carried

e) **Organist Salary**

MOTION:

Moved by: Sharon Stanley

Seconded by: Ron Bailey

That council support a review of the organist salary based on the RCCO salary scale (Royal Canadian College of Organists) and that this information be brought to council for further discussion and consideration of salary. As an expression of goodwill, council approves the increase of \$4,500 annually effective January 1, 2022.

Moved by: Sharon Stanley

Seconded by: Ron Bailey

Carried

MOTION:

Moved by: Ron Bailey

Seconded by: Bruce Tefft

That the budget for 2022 being presented to the Annual Meeting be modified to reflect the adjustment in the organist salary.

Carried

g). **Nominating**

i). CE: Needs team leader

ii. Ministry and Personnel: Need people, particularly liaison for property.

iii). Affirming: Have expressed a need for more diversity in their Team membership, ie: young people, males, BIPOC

iv) Communications: There is no direct request, but suggestions might be persons interested in print media and in writing for repost on Facebook and other social media platforms.

v). Vice-chair: This position needs to be in place for AGM 2023.

Action: Dianne Sjoberg, Sharon Stanley and Bruce Tefft to meet discuss CE and the position.

Nominating discussion is tabled to a special council meeting on Wednesday, February 2nd.

13. Other Business: None at this time

14. Important Dates:

- a.) January 29, 2022 visioning event 10:00 am to 1:00 pm
- b.) Next regular council meeting: February 22nd, 2022.
- c.) AGM: Feb 27th.

15. Closing Prayer: by Loraine MacKenzie Shepherd

16. Meeting adjourned by motion from Keith Love at 10:00 pm.

Respectfully Submitted by:

Approved by:

Joyce Clouston,
Secretary, Westworth Council

Dianne Sjoberg
Vice-Chair, (Acting) Chair