

Westworth United Church

259 Council Meeting Minutes

September 27, 2022 Time: 7:00 pm

1. Call to Order:

The meeting was called to order at 7:02

2. Present: Dianne Sjoberg, Chair; Sharon Stanley, M & P; Keith Love, Member-at-Large; Loraine MacKenzie-Shepherd, Minister; Joyce Clouston, Secretary

3. Regrets: Ron Bailey, Bruce Tefft, Pat Stephenson

4. Opening prayer: Led by Dianne Sjoberg

5. Approval of Agenda:

MOTION:

That the agenda be approved as circulated.

Moved by: Keith Love

Seconded by: Sharon Stanley

Carried

6. Approval of Minutes:

MOTION:

That the minutes of Council of August 30th be accepted as circulated.

Moved by: Joyce Clouston

Seconded by: Keith Love

Carried

7. Correspondence:

a) **Letter from Loraine Mackenzie Shepherd:** Received by Council as information

b) **Letter re: Black Excellence Day:** Referred to Outreach

8. Ministry Team and Ad Hoc Committee Reports:

a) **Affirm (Liaison Dianne):** No Meeting

b) **Archives (Liaison Dianne):** Report attached

c) **Chair:** Report attached

d) **Christian Education (Liaison Bruce):** Minutes attached

e) **Communications (Liaison Joyce):**

f) **Community Care (Liaison Keith):** Report attached

g) **Finance:** Report attached

h) **Minister:** Report attached

i) **Ministry and Personnel:** Report Attached

k) **Music:**

l) **Outreach (Liaison Bruce):** Minutes attached

m) **Property (Liaison Keith):**

n) **Regional Reps:**

- p) Trustees: Kent Magarrell:* Report attached
- q) UCW (Liaison Joyce):* Report Attached
- r) Visioning (Liaison Dianne):*
- s) Worship (Liaison Bruce):* Minutes attached

MOTION:

That the reports be accepted as circulated.

Moved by: Keith Love

Seconded by: Sharon Stanley

Carried

9. Business arising from reports:

- a) Affirm (Liaison Dianne):* None
- b) Archives (Liaison Dianne):* None
- c) Chair:*

Moved by: Keith Love

Seconded by: Sharon Stanley

that the roster of emails as presented in the report from the chair be approved for use by the church administrator.

Carried

Action: Dianne Sjoberg to work with our office administrator to put in place.

Dianne Sjoberg to work with team leads and committee chairs to explain transition.

Moved by: Sharon Stanley

Seconded by: Keith Love

That the quote from Doowah Designs re: the production of a Westworth Brochure be approved.

Carried

Action: Dianne Sjoberg to request the necessary photographs, then meet with Steven Rosenberg to finalize the brochure.

d) Christian Education:

e) Communications (Liaison Joyce):

f) Community Care (Liaison Keith):

Concern remains re: physical set-up for funerals and other events remains.

It was noted that the funeral and wedding fees include \$85 for custodial work (setup, cleaning, take down) Dianne Sjoberg will contact Community Care to remind them of the fee.

g) Finance:

h) Minister:

i) Ministry and Personnel:

k) Music:

l) Outreach (Liaison Bruce):

m) Property (Liaison Keith):

Keith reported a phone call from property around protocols/fee structure around rentals that include the use of the sound system.

After discussion, the following actions were suggested.

Actions:

1. Keith Love to draw together property, communication, and finance to discuss protocols for use of the equipment and the fees required.
2. Dianne Sjoberg to draw together a group to test the speaker system during month of October.

MOTION:

That Communication Team be authorized to proceed with ordering the necessary microphones to replace our out-dated technology, using funds from the Memorial Fund.

Moved by: Keith Love

Seconded by: Sharon Stanley

Carried

Action:

Keith Love will convey this information to request that Peter Sim send quotes to Ron Bailey as soon as is possible.

Request from property regarding the engineering assessment is referred to Visioning Committee to assess the need for clarification.

n) Regional Reps: None

o) Safe Reopening Committee (Liaison Dianne):

p) Trustees: None

q) UCW (Liaison Joyce):

r) Visioning (Liaison Dianne):

s) Worship (Liaison Bruce):

10. Old Business:

- a) Email addresses: Addressed above
- b) Organizational Chart: Tabled
- c) Music Team: Tabled

11. New Business:

a) Letter From Loraine Mackenzie Shephard dated September 4, 2022

It was noted that Loraine will be attending to increased duties now that fewer restrictions are in place.

b) Documents re: Pastoral Relations were distributed

c) Community Profile:

Dianne Sjoberg and Keith Love (who attended the Profile Development Committee on Sept 24th) outlined that to proceed in a timely way to attract (hire) a minister for 2023, development of a community profile, and approval (by congregation) of the community profile is an urgent need. Dates to gather Westworth community to approve Westworth profile were discussed (see retreat date below: Nov 5th).

Council members are asked to consider pertinent information needed from congregants in regard to a current and fully formed community profile. Members are asked to submit these “questions” to Keith Love or Dianne Sjoberg by Monday, October 3.

d) Nominating: The following positions will be vacant as of our 2023 AGM

- i. Vice-chair
- ii. Finance Chair
- iii. Ministry and Personnel: two team members
- iv. Worship Team Lead

Persons to fill the above positions were discussed.

e) Retreat: i. Date: November 5th, reception to follow hosted by Loraine.

ii. Location: 300 Assiniboine Avenue, details to follow.

iii. Theme/topics: Discussion of Community Profile, as well as potentially gathering clusters of teams to carry out necessary business.

f) New Musical Project:

Moved by: Keith Love
Carried.

Seconded by: Sharon Stanley

That Westworth honour the parameters of the original fund-raising proposal for the Buller/Erskine musical in anticipation that the fundraiser will go on as planned in the future.

Action:

Keith Love will convey this message to John Erskine and to Paul Chard.

g) Black Excellence Day: (as noted above, deferred to Outreach)

h) How to thank the Outreach Team: Dianne Sjoberg will draft a thank you to all involved in an outstanding weekend and submit to the congregational email.

i) Meetings: January 3rd (tentatively scheduled) meeting is to be cancelled.

12. Other:

13. Important Dates:

Next Council Meeting: October 25th

Retreat: November 5th

Dianne Sjoberg will send a note to leaders to: Save the date for Retreat on Nov 5th.

Loraine Mackenzie Shepherd and Dianne Sjoberg will discuss others who may be important to invite to retreat (leaders as well as staff).

November Council Meeting: Nov 29th

14. Closing Prayer: Led by Loraine

15. Meeting Adjournment: 9:15

The meeting adjourned with a motion by Keith Love

Minutes respectfully submitted by:

Approved by:

Joyce Clouston,
Secretary of Council

Dianne Sjoberg,
Chair of Council