

Approved by HUC Council

Humbercrest United Church
Daft Minutes of Church Council Meeting
November 24th 2020
Via Video Conference
(commenced 7:00 pm.)

Attendance: Fern Steggles, Dianna Seth, Marg Garrie, Beverley Burke, Aileen McGregor, Linda Steggles, Charlie Evans, Howard Gaskin, Brian Packham
Rev. Don Gibson, Rev. Mary Jo Patterson.
Guest : Dorothy Lothian

Gathering, Land Acknowledgement,

1. Welcome by Linda
Linda acknowledged the land.

Prayer : Rev. Don Gibson

2. *Administrative Ministry of the Church*

Approval of Minutes of the October 27 2020 meeting.

Motion: Beverley/Mary Jo

CARRIED

That council approve the revised minutes of the October 27th 2020 council meeting.

After discussion it was agreed to amend the agenda to include a discussion of the proposal in number 7.

Approval of the Agenda as amended

Motion: Dianna/Howard

CARRIED

That council approved the agenda for the November 24th 2020 meeting.

Chair's Report

Thank you to Rev. Don Gibson First, on behalf of Council I'd like to thank Rev. Don Gibson for his leadership in preaching, his support of Pastoral Care, and his participation in Devotions and Council since October. Rev. Don has decided not to extend his

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appointment beyond the end of December. He has provided invaluable feedback to us related to our needs based on his experience. As a result, the position description has been revised. He has also shared thoughts about new opportunities that this Covid time presents. HUC is grateful Don and wishes you an enjoyable retirement with fewer meetings! Communication update Our website has been updated to advertise the Hymn Sings and one of Rev. Don's sermons has been linked, thanks to David. He will add info about the Advent Bible Study as well as restore the Facebook link, once we get the word from Rev. Mary Jo and Howard. Affirming initiatives can be added as well. The point that people are looking online for more ways to engage, especially now, is being acted on. There is more to do, related to our Mission, i.e. why we exist as a church. Resignations from M and P From the Visioning Team's survey results, it was clear that merely existing to maintain a building, does not a church make. I hold myself up as an example of how one's focus can become inward and narrow very easily, when demands of existence increase, and there are fewer people willing or able to do what needs doing. Mission can come second, when the roof is leaking, for example. However, I fear that this is a prime factor in why people are losing faith in our ability to thrive as a church. We have had two resignations from the Ministry and Personnel Committee, Karen Elliott and Mary Gazel. Along with trustees, M and P is the only committee that is mandatory for a pastoral charge. I will continue the nominations process, as I have been for B and G, for M and P and will support that committee of two, in the meanwhile. I will also make an effort to keep our mission front and centre. We deliberately have entered a period of Intentional Interim Ministry to discern a plan for our situation of decline and greatly appreciate the work of the Transition Team. Emerging Needs It is becoming clear that new needs re tasks are emerging, whether from Rentals or Buildings and Grounds or Devotions. Please submit these to M and P whose responsibility it is to look at these needs as a whole, and then to propose how best they be met. Role of Chair We undertook a revision of our Constitution, approved by Region in 2019 to reflect our reality as a small church. Every team has two sub-groups or former committees. We kept our voting structure wherein the Chair and Minister have always had a vote, although for certain matters the minister would abstain. That said, the Manual may always take precedence. Owing to the time of transition that we are in, Rev. Mary Jo would like to "tighten things up" and I support this. It means that there will be increased predictability but less flexibility at meetings. I ask you to please bear with me as I learn the nitty-gritty of Bourinot's rules of order. Thank You Thank you all for being of the number that is willing to continue to volunteer to an uncertain conclusion. However, may we be mindful of why we do this work and also of those members and adherents whose voices are not represented in this group. Our covenant is with the whole congregation.

Correspondence

Dear Church Council,

At our first staff meeting this week, we discussed looking at an increased usage of technology to expand HUC's presence in the community and the wider world. The

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conversation centered on three questions: • How can we get the services on the web? • How can we improve worship technology? • How can we make the website current for instance making worship accessible for people outside of Humbercrest? The staff would like to propose we look at hiring Andrew Haji to assist HUC in finding solutions to our questions. Andrew has already been invaluable with helping Mel to achieve better sound for the worship service music. Respectfully submitted, Rev. Mary Jo Patterson Rev. Don Gibson Mel Hurst David Drake

Follow up new business

Moved: Brian/Howard

CARRIED

1. To adopt the Manual's Procedures in the Appendix, "Meeting Procedures 3.1" regarding the Chair position i.e. "Moving Aside" if they wish to speak to an issue and vote, during the transition period, otherwise voting only in the case of a tie – Rev. Mary Jo

Transition team report

2. The Transition Team has met twice since the last Council meeting. We have established our Team Norms for meetings, which have been shared in the Beacon. We have worked on getting to know each other more deeply while exploring conflict and personality styles. We have looked at the life cycle of churches, and reflected on where Humbercrest is on this cycle and what work is needed (at a high level) to arrest our decline. We have discussed two case studies drawn from Lydia's and Mary Jo's experiences, which have been informative.

We are taking time for Mary Jo to get to know us and our situation and for the committee to coalesce as a working group.

Preparations for the Covenanting Service which will be part of the Zoom service on December 13 are in hand. Paul Stott and Lydia Pedersen will be our guests.

Dorothy asked for clarification on her role. She needs to know if she is able to be a voting member of Council MaryJo said she would check with the United Church for clarification on whether the transition team chair can be a voting member of council.

3. Job Description – Short Term Supply Minister for Humbercrest United Church, Ordained or Diaconal preferred

Term: January 3, 2021 – June 27, 2021 (26 weeks, 14 Sundays)

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Purpose: The Short Term Supply Minister will lead worship services two or three (in 5 Sunday months) times a month, and cover urgent Pastoral Care, while Humbercrest is working with an Intentional Interim Minister to discern our path forward, leading to call a permanent minister.

Major Responsibilities:

Worship (5 hours) The successful candidate will lead Worship, working with the Music Director, the Child and Youth Coordinator, the Office Administrator, and the half-time Intentional Interim Minister as required, for planning and delivering.

- Prepare and deliver Sunday worship services 2 or 3 times per month
- Convey the scripture-based Christian message in a clear, concise manner that is easily understood, relevant and relates to the daily lives of the congregation
- Encourage and promote lay involvement in worship service, assisted by the Worship Committee
- Deliver the sacrament of communion

Emergency Pastoral Care (.5 hour)

Provide emergency pastoral care to those with acute needs, such as hospitalization or those in crisis

- Liaise with the Care and Welcoming Committee as needed

Administration, Communication (.5 hour)

Communicate with congregation via newsletter in advance of services as needed

- Attend monthly staff meetings

Desired Skills Profile:

- excellence in preaching that is passionate, articulate and reflective
- ability to relate biblical text to current issues and personal experiences
- computer and technological expertise (e.g. ability to prepare a slide presentation, comfort with leading worship online through Zoom)
- excellent skills in relationship building with ability to work collaboratively with staff and lay people

Accountability

- The Short Term Supply Minister is accountable to the Council of Humbercrest United Church

Salary & Benefits

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- Salary to be negotiated depending on experience and qualifications
- Benefits include a Communications Allowance, and other benefits as prescribed by the UCC Manual

Motion Aileen/Beverley

CARRIED

To approve the revised position description for a Short-Term Supply appointment from January 2021 until June 2021

Motion Aileen/Fern

CARRIED

4. To approve a mini search team of Clare Parfitt and Linda Steggles for the Short-Term Supply position.
5. Follow up from June

Motion Brian/Fern

AMENDED

To approve 4 section leads, 1 call per week from January 2021 to June 2021
(current rate per call of \$55 x 4 x 26 weeks = \$5,720)

Motion Brian/Fern

CARRIED

amended

To approve 4 section leads, 1 call per week to the end of January 2021 to a maximum of \$1100.

(\$55 x 4 x 5 weeks = \$1100)

6. Motion : Brian withdrew this motion

To discuss Section lead budget from September 2021 to June 2022. It was agreed by Council that this item would be deferred to the Budget 2021 meeting.

7. Follow from October: Section Lead Proposal

The motion was defeated, however, Brian will review the rationale provided and other concerns (equity, principle of pay for work, precedence etc) with Devotions and discuss a proposal for an increase to the rate of pay per call for 2021

Devotions plans to address this in January and will refer to new information provided.

After discussion acknowledging the challenge of the principle of pay equity and the concern for using the Music Fund for any purpose other than extra Musicians, a new motion was made and carried

Motion Charlie/Aileen

CARRIED

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That Council agree to a \$100 bonus for our 5 leads for this covid year (2020) out of the operating budget

8. Motion Aileen/Marg

CARRIED

To approve a Christmas bonus of \$100 to our staff (7)

Stewardship of our Resources

Charlie presented the financial reports for October 2020. These reports were previously circulated.

Motion Charlie/Dianna

CARRIED

That the financial reports for October 31st 2020 and the cheque register be approved as circulated.

Charlie reported there has been a strong effort regarding the furnace fund and donations total just under \$110,000

Our Shared Ministries

Community

The people who attend the Senior's Lunch will be phoned to give best wishes by the persons whose list they are on. Care and Welcoming is expanding the list of person who will receive a Christmas card of greeting this year.

Congregational Life's budget for 2021 is zero. (0)

Holly Tea will be Dec.13 after church.

We will be putting a message in the Beacon to invite people to share a favourite seasonal food or recipe and have a chat together. They can send it in to David to post in subsequent editions.

Devotions

Brian reported that he and Howard would be hosting church services on zoom to the end of December.

Fern suggested that Devotions educate congregants that leads are paid from the Operating Budget and extra musicians from the Music Fund. There is still some confusion about this.

Facilities

Boilers -We have paid BISS the final amount owing for installation of our new boiler system of \$15,820.00 which we have borrowed from Trustee funds. The total cost of the boiler work amounts to \$141,702.00 of which 86,671.00 was paid directly to the supplier

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of the boilers. The rad in room 9 can be fixed but this can only be done when the system is drained, so outside of the heating season. There is an elbow vent that will be attached to vent the third of the three boilers. It is not functioning yet. It would only be needed in the coldest weather. There is a large shut off valve for the under the floor heating in the sanctuary which is obsolete and has a slow leak onto the floor of the Mechanical Room. It's also covered in asbestos, so care needs to be taken in finding a solution. I have learned what needs to be watched in case the water pressure drops too low and how to add water to the system. The most vulnerable pipes remaining are those running under the stage. They should be replaced as they are beginning to look like the ones in the East building that leaked onto the Friendship Room ceiling. This could be done incrementally or all at once. The pump for the under the floor heating quit. I was there during a maintenance call to see it not start. BISS is pricing a high efficiency replacement. The cost of the maintenance call and the new pump will come out of the B and G budget. So for now, only the rads are on in the sanctuary. Ceiling fans should be on to support the circulation of heat throughout that space. BISS is willing and available to come in for small trouble-shooting calls at no additional cost (covered by the cost of a regular maintenance call) should we need it. Roof(s) I have met with two companies, and have two more to go. Both commented that the slate seemed to be in good shape. That the leaking may have to do with flashing or caulking in the main. All companies have been recommended by a church (3) or a slate supplier (1). I have one quotation so far: Historic Restoration: A) Cost of determining the source of the water leaks to the outside edges of the East gable and the North corner: \$4,350.00 + HST B) Cost of repairing the stone mullions and re-plastering, painting around the windows in rooms 17, 19 and 20: \$15,700.00 + HST C) Cost of roof repair to be determined based on the findings. WRoofing: A). No additional cost for determining the problem. Very knowledgeable about properties of materials and experienced with churches. No quotation received as yet. Smaller company and very busy. May not be able to do the work until the Spring.

Rental Committee Report

Since our last Council meeting we have had a film crew luncheon. (\$1600.

Stage Coach continues although they were closed for two weeks due to COVID.

Future bookings: Piano recording end of January.

Small piano recital later in the spring (same people as above.)

Wedding booked Sept 3rd 2021. (from Website)

Toronto Kidz Summer camp booked - East hall and possibly West hall.

Rentals second floor balcony.

Ruth Smith will rent a room at the top of the stairs (Heritage hall balcony) however not until this Spring as she is currently using Zoom. Ruth has her MA

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in Social Work and a degree in Counselling . She will be in three days a week (never Mondays). As her practice grows she hopes to be four days an possibly the occasional Saturday. She has offered \$350. / month rent.

Ruth and her husband both grew up at Humbercrest. Ruth is Ellen Mitchell's daughter and her husband Ry is Mary and the late Vic's son. Our thanks to Marnie Hill for sending Ruth the Beacon of Hope edition with our Rental Update in it.

We are working on a job description for the rental committee and reviewing David's as it coordinates with this committee.

The contract with Falstaff Electric has been signed.

Ministry and Personnel

As you are aware we have been working with our Intentional Interim Minister, Rev. Mary Jo Patterson and our short term supply minister, Rev Don Gibson since October. As a recently retired minister, Rev Don signed on until end of December 2020, he has let us know that he does not wish to continue in this capacity in the new year. I would like to thank Rev. Don for his leadership in worship and supporting our pastoral care needs. While he gave us some valid feedback and kindly offered to cover some dates of pulpit supply in January and February, this leaves us in the position of having to find a new part time supply minister to fill our needs going forward.

In trying to establish a search committee for this new part time supply minister I reached out to Mary Gazel and Karen Elliot of the M&P committee at which point they both indicated that they have decided to resign from their role on the M&P committee.

"I regret to tell you that I have been taking some time away from our church and am not able to help with the search. I feel it would be inappropriate for me to have a say when I am not feeling at all connected. I should have told you sooner that I should withdraw from the M and P committee as well. I am aware that my timing is poor and I apologize for that. I wish you well and hope you understand". Mary

"I've been thinking for quite some time now that I need to resign from the committee. Regrettably, I don't see a longer-term future for our congregation. In my opinion, we should close the doors and hand the keys to the building to the United Church of Canada".

Karen

With permission from Mary and Karen, I share parts of my conversations with them –

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This was not a decision that has been taken lightly, rather they have been thinking about it for months. Both shared that they care about the people and have no upset or issue with anyone, it is no one's fault, but they feel that their heart is not in it any longer as they feel Humbercrest is just not a viable congregation any more.

I thanked both ladies for their work over the years and for their honest comments. I will update council of our efforts to fill these vacant positions in the M&P committee at our next meeting.

Reopening Team

No report

Resources

No report

Trustees

Howard reported that the Trustees had approved the request from Council for up to \$10,000 be allocated to the rental committee.

He noted that the insurance had increased to \$22,000

A time of reflection and discernment Mary Jo

Since my last report I have been in conversation with 12 members of the congregation hearing of their history with Humbercrest. The conversations have been very helpful and enlightening assisting me in my work. I have also had weekly conversations with David Drake concerning administration concerns and with Mel Hurst regarding worship planning. My work with you has included two Transition Team meetings where we have discussed conflict management styles, as well as the Life Cycle of the Church, and Myers-Briggs personality tests. Again, I am thankful for this team's willingness to work with us all as we discern God's plans. We as a staff have met once and plan to do so monthly.

I have been honoured to lead worship and I have been busy formatting the Advent worship power points, as well as the service for Longest Night. I have also been planning our Advent Bible Reflection Group that starts this Sunday at 3:00 to 4:30 and the Prayer Time that will start next Sunday at 9:30 and finish at 10:10.

I want to reassure you that together we will find a way forward (what ever it may look like), however, it is going to take time as I get to know all of the congregation and as you learn to trust me. We will continue to pray for each other in our work.

Peace and Blessings,

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Closing Remarks/Adjournment

Adjournment: Dianna 9.10 pm

Next regular council meeting is **January 26th 2021**

Budget Meeting January 12th 2021

L. Steggle – *Council Chair*

D Seth – *Secretary*