

**MINUTES OF THE OFFICIAL BOARD  
OF SYDENHAM-HERITAGE UNITED CHURCH  
On Wednesday, June 9, 2021**

Present: Andrew Advincula, Sharon Davidson, Norma Janzen, BJ Leighton, Terry Matheson, Larry Pickard, Darrell Picketts, Jacquie Scatcherd, Rev. Paul Shepherd, Ron Stinson, Lorne White, Yvonne Wright

Absent: Shelley Grisdale

Sharon called the meeting to order.

Terry offered the **Land Acknowledgement**

A moment of silence was observed in memory of the 215 children whose remains were discovered on the grounds of a former Residential School in Kamloops, BC and the four Afzaal-Salman family members that were killed in a targeted terror attack in London.

**Devotion** offered by Yvonne – based on Matthew 5:44 “Loving All” authored by Valerie Hess

**Congregational Health** – no items

**Motion to accept the agenda moved by Ron Stinson and seconded by Darrell Picketts. Carried with the following addition**

- **Re-opening date**

**Motion to accept the Minutes of May 12, 2021 moved by Yvonne Wright and seconded by Lorne White. Carried.**

**Business Arising from the Minutes**

1. Outreach
2. Governance
3. Newspaper drop off signage

**Minister Report**

- Outreach to other faith communities
- Healing Circle went well
- Forgiveness will be focus of a summer workshop
- Will participate in vigil at Mosque on Friday

**Correspondence**

Thank you from Rev. Bill MacKinnon to the Board and Congregation for parting gift and the opportunity to be in ministry

**Governance Structure**

- Current structure was developed at time of Amalgamation
- Intention was to review the structure after one year to determine what was working, what needed changing
- Original structure ensured co-chairs representing the original congregations
- Rotation in original structure was to eliminate burn out, to ensure fresh perspective to roles
- Since amalgamation we have not reviewed the entire structure but the following changes have been made and approved by the congregation

**Board Meeting June 9, 2021**  
**2021-200**

- 1) Treasurer – eliminated the need to rotate position beyond the original recommended two years for ease of signing purposes with the bank
- 2) Trustees – eliminated the need to rotate membership beyond the original recommended two years for ease of bank signing purposes
- 3) Confirmed that the Chair(s) of the Board will not vote except to break a tie
  - Discussion about terms for other roles
  - Discussion about need to nominate chair for congregational meeting and Annual General Meeting
  - Discussion that secretary does not need to be nominated for congregational meeting or Annual General Meeting
  - Co-chairs no longer need to be determined by prior membership (Sydenham and Heritage)

**Action**

- Sharon will wordsmith the changes discussed today and bring back to next meeting for review
- Discussion about further areas of the Governance will be placed on agenda for next meeting
- When the document is fully reviewed and changes documented will be brought forward to congregation for review and approval

**Oversight of Financial and Audit**

- Updates to our financial position need to be included in Board Minutes
- There have been no financial updates for last few meetings
- Norma expressed that she has not been able to attend to the tasks necessary to provide monthly updates; she is not happy with her difficulty accomplishing the tasks; she has met with Ron Stinson about this situation; Ron has reached out to Cindy Aniol (with Norma's agreement) to determine if she would be interested/able to step into the Treasurer role; Cindy is currently a signing officer; Norma wondered if the Board would wish to receive her resignation

**Discussion**

**Decision**

- Board appreciates Norma identifying this challenge and her honesty and transparency in this discussion
- Board does not wish to receive Norma's resignation, the option of having Cindy step into the role over a transition period would offer one solution; also Board open to Cindy and Norma in consultation with Ron identifying if the tasks could be shared as second potential solution
- Norma's 24 years of service in this role (inclusive of service to Heritage and Sydenham-Heritage) is valued and appreciated
- Auditor (Tammy Crayne) has been identified, but not yet begun the work
- The necessary paper work has not been forwarded to Tammy to accomplish her task
- We have an obligation to the Region and the Congregation to have this completed as soon as possible

**Action**

- Progress on audit and proposed solutions for treasurer role to come back to the next meeting

**Committee Reports**

***Spiritual***

- Paul's Education and Vacation leave will be 7 weeks over the summer
- Actively canvassing for Worship Leaders
- Trevor will be away 3 weeks
- For most part pre-recorded music will be available

**Board Meeting June 9, 2021  
2021-201**

- Covenanting Services Sunday, June 13<sup>th</sup> at 1:00pm on Zoom
- **Pastoral Care and Youth** reports both received
- **Youth** – two productive conversations with Diane Matheson and Paul Shepherd
- First initiative is VBS in a box

***Stewardship***

- Paul, Darrell, Gail and Verna participated in four session webinar
- Region has made a report on M&S available, will bring this back to the Board

***M&P***

- Job descriptions have been revised and shared with the Board
- Question raised – should COVID tasks/expectations be included in Linda's job description
- **Discussion**
- **Decision:** COVID tasks/expectations do not need to be articulated in the job description

***Communication***

- Snippets and Facebook are active and demonstrate regular utilization
- Feedback positive from recent newsletter featuring pastoral care, birthday celebrations and in memory
- Larry Pickard and Property will do a feature on Don Wood for next newsletter

***Property***

- Security system upgrade required, the system was found not to be monitoring for fire
- Two quotes received – digital system for \$1,752.00 and full motion detector system \$6,000.00
- **Discussion**

**Motion to upgrade the security system to a digital system to ensure adequate fire protection moved by Larry Pickard and seconded by Lorne White. Carried.**

- Leak identified in roof above Paul's office, will be repaired prior to finishing plastering inside

***Finance*** - No report

- A bequeath from the estate of Margaret Bowden in the amount of \$500 has been received
- No instructions/wishes with respect to use included in gift
- **Discussion**
- **Decision** – the gift will be applied to the General Fund

***Trustees*** - No report

***Faith Profile***

- Less engagement with second questionnaire
- This may be work of the committee to complete
- Committee needs to be able to access the Region Hub to upload our report

**Motion to permit Terry Matheson access to the national church hub to update content and place Faith Profile on behalf of Sydenham-Heritage moved by Yvonne Wright and seconded by Ron Stinson. Carried.**

**Board Meeting June 9, 2021  
2021-202**

***Horseshoe Falls***

- Region in third year of operation
- It has been identified there is a disconnect between the region and congregations
- The Regions goal is intentional connection over the next year
- Region providing racism workshops, book studies and poetry

***Sharing Ministry***

- September 30<sup>th</sup> next meeting
- Potential areas to share – youth ministry, bible study
- Group calendar accessible from all websites

***Re-Opening Update***

- As province moves to next stage in reopening, Sydenham-Heritage can consider reopening
- **Discussion**

**Motion to open the church to in person worship in keeping with provincial guidelines moved by Terry Matheson and seconded by Ron Stinson. Carried.**

- details regarding registration, expectations during service, will be available in Snippets

**New Business**

**Day Camp Request**

- Local group has requested renting space for summer day camp
- Board has requested Aileen follow up with the caller to obtain more details before the board can make an informed decision

**Pride Stickers**

- Paul brought forward a request to post stickers indicating a welcoming congregation
- **Discussion**
- **Decision** – Board supports the plan to have stickers placed on outside sign

Paul closed the meeting with prayer

**Next Meeting:** July 21<sup>st</sup> at 7pm

**Devotions:** Terry Matheson

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Sharon Davidson, Co-Chairperson

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Darrell Picketts, Co-Chairperson

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Jacque Scatcherd, Secretary