

**MINUTES OF THE OFFICIAL BOARD
OF SYDENHAM-HERITAGE UNITED CHURCH
On Wednesday, December 14, 2022**

Present: Sharon Davidson, Maureen Hall-Gilmore, Norma Janzen, BJ Leighton, Terry Matheson, Larry Pickard, Jacquie Scatcherd, Rev. Paul Shepherd, Lorne White, Yvonne Wright

Regrets: Verna Timpener,

Absent: Andrew Advincula

Maureen called the meeting to order.

Land Acknowledgement offered by Maureen

Behavioural Covenant read by Maureen

Devotion offered by Terry reading authored by Anna Guillozert – pastor of Linworth Methodist Church West Ohio Conference based on Isaiah 35

Congregational Health

Paul is stunned at the sniping in the congregation. As a congregation that says it wants to be welcoming and inclusive it is his observation we are not living out this inclusivity. He has witnessed churches where individuals need to leave some part of themselves outside the door to be accepted. He is seeing a similar pattern here. He has been told by individuals at SHUC “I’m not going to leave the church but I won’t help cook in the kitchen again because I was told I did it wrong.” This is not inclusive.

Discussion

Paul was asked if he could address this in a sermon. His response was he has touched on this in sermons in the past.

Board has identified wanting to focus on engagement and affirming messaging but has not talked about how to spread this message through the congregation.

The minute we say to someone ‘thanks but we don’t need anymore help’ we are closing someone out.

There is a place for feedback/constructive criticism that can be learned from....examples running out of eggs at a breakfast, lumpy potatoes at Turkey dinner.

How do we respectfully engage in conversation, respectfully communicate?
We need to create a healthier culture.

Paul stated he is attracting people with mental health challenges who may be fragile.

Bring Paul into the conversation if there are challenges.

Paul wants the board to reflect on this issue and bring it forward for more discussion.

Motion to accept the agenda not completed

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Motion to accept the minutes of November 9, 2022 moved by BJ Leighton and seconded by Lorne White with the following correction. Carried.

- Under Business Rising first bullet point name should read Mr. Michol Cottrell not Nicole Catro

Business Arising from the Minutes

1) Custodial Replacement

- Job description has been updated
- The hours of position have been adjusted down from 22/week to 18/week. Property is satisfied this will meet needs of the building
- Pay will be \$18/hour
- Rental agreements continue to include janitorial charge
- One interested individual has submitted an application
- One individual was interested but the physical requirements of the position precluded them from applying formally
- One individual has expressed interest through a congregational member but not submitted an application to date
- Ron Stinson is investigating cleaning companies and that information will come back to the Board when available
- Property has a temporary plan in place until replacement in place covering kitchen, snow removal, bathrooms, floors
- Discussion
- **Action:** one final ask out for a formal application will be made to the potentially interested individual will be made this week
- The interview of the formal applicant and this additional individual (if formal application is received upon request) will occur as soon as possible
- The boards endorsement of a proposed hire will be sought by Sharon and Maureen via email if required
- Police check will be required prior to successful applicant commencing position
- Payroll will be arranged upon hire and approval by Board and clear police check
- Should there not be a hire, an external advertisement will be placed by the Hiring Committee (Larry Pickard, Ron Stinson, Lois White and Paul Shepherd)

2) Smith-Woltz Donation

- \$2,500.00 annual donation has been received
- Temporarily placed in Future Projects account
- Discussion

Motion to utilize this donation towards the repair of the Sanctuary ceiling moved by Norma Janzen and seconded by Lorne White. Carried.

Ministerial Report

- Nora Fueton is covering six month maternity leave of Caitlyn MacKenzie so Paul is able to step back from this support role for this time.
- January - beginning Mindfulness Meditation
- Longest Night Service December 21st shared with Harmony
- January 29th – shared worship by the four United Churches in Brantford at Harmony
- Regional workshop “Struggling to Balance a Budget” January 11th no registration cost.
- Discussion

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- **Action** – the Board Meeting of January 11th will participate in this workshop (1.5 hours) and final half hour will be discussion and any board business
- Paul facilitated a Christmas Service at Seasons today – 18 residents and 4 church members in attendance – enjoyed by all
- Paul has planned the music and stories for Christmas Day service, if participants wish they can arrange food to be offered at Victoria Park
- Sharing Group/United Church Working Together Group most recent meeting November 24th
- Sharon expressed wishing the larger vision was articulated – are we working towards one United Church of Canada in Brantford? She was aware that the vision of shared music discussed at our last board meeting was not the experience of all the music directors and mirrored Trevors challenges to have the music directors come together in the past, also concerned that only clergy are doing the planning – that the Worship Committees for the four churches have been excluded
- Paul stated that there is no unified dream or vision for this group
- He stated it will be work to get the clergy to work together, having many people at the planning meetings will not be helpful
- Paul committed to bringing the view of our Board and Worship Committee to the next meeting

Correspondence

- Thank you note to SHUC from Delores Jackson and Family
- Request for donations to the Salvation Army to support marginalized people in our community

Strategic Planning

- There has been a wish expressed ‘to clean up the membership list’
- The list has been updated through the mailing of the newsletters, when members pass away, when members transfer membership to another church, and again with the recent directory project
- We don’t pay Presbytery fees any longer based upon membership list numbers
- We do need to find ways to reach out to those we haven’t seen at worship or events
- There is a certain amount of responsibility that individuals have if they wish their name to be removed from the list
- We need to focus on engagement and affirmation
- We need to ask people how are you, what can the church do for you? And not do you want your name on the list still?
- There was a large turnout for Linda’s retirement celebration and the worship service that proceeded it – many people we haven’t seen for a long time
- Moving into 2023 how do we reengage with people?
- **Action**
- Bring engagement forward for more conversation at next meeting

New Business

Nomination Committee

- Need to review Board terms
- Need to reconvene Nominating Committee
- 2021 Committee was Sonny Sinclair, Cynthia Advincula and Maureen Hall-Gilmore

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- Discussion
- **Action**
- Maureen will reach out to the previous committee members to determine if they are willing to serve for 2022
- Larry Pickard agreed to be backup should any of the previous committee members not able to serve again

Annual General Meeting

- Date set for Sunday, February 19, 2022 following worship
- Committee reports due January 18, 2023

Request for Board Secretary coverage for February

- Terry Matheson has offered to provide coverage for February Board Meeting and Annual General Meeting

Counters

- During reopening phase Norma and Cindy have been collecting, counting and depositing offering
- With attendance growing again we need to reinstate weekly counter teams to ensure greatest transparency
- Three persons historically was adequate
- **Action:** bring forward to January meeting for further planning

Lift Training

- A review/refresher is needed
- Have approximately 6 people trained in how to operate
- Discussion
- **Action:** bring forward to January meeting for planning

Coffee Time

- Donation jar is back in place
- Committees need to be assigned on rotating basis to coffee time responsibility
- Discussion
- **Action**
- Sharon and Maureen will ask Aileen to create the list for circulation

Committee Reports

Spiritual

Motion brought forward from the Worship Committee that a meeting be held with those involved in the Seasons Bell Lane ministry to determine the nature of our relationship with Seasons Bell Lane, what they need from SHUC and what we can do to facilitate that relationship. This meeting would include Paul, Ngozi, Evelyn and Darrell, Meghan (Seasons Activity Coordinator) and representatives of the residence.

Discussion

Board supports this motion

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M&P

- Confirmed that Linda will be paid vacation owing on December 15th

Finance

- Pleased that January workshop on Budget Deficits will be attended by full Board
- Budget meeting will be scheduled before December 31st

Communication

- Open to ideas to refresh Snippets and Newsletters

Property

Motion that a cage system be purchased and installed to protect the sound and video system (to a maximum cost of \$800.00 plus HST) as well as locks being purchased and installed for the Sanctuary, Kitchen, Mrs. Scott's room and the Custodian room moved by Larry Pickard and seconded by Terry Matheson. Carried.

Horseshoe Falls

Regional representative training this past week, the following issues are follow up from that meeting

1. **Faith Story** – to be updated annually along with the statistics and names of all chairs and co-chairs – Terry and Aileen will ensure our original documents are on the hub
2. **Deed for the church** – is name on deed correct?
 - The name on our deed is Sydenham Street Congregation of the Methodist Church of Canada 1910
 - Trustees sought out legal advice to update – lawyers did not return calls
 - The deed is in the safe
 - Yvonne will determine how to move forward with this process and bring information back to the Trustees for action
3. **Documents on Regional Website**
 - Need to work through checklists to ensure we are in compliance with requirements
 - Policies, privacy officer, copyright licenses, M&P Policies and Procedures, performance appraisals, police checks
 - Need to update Faith Story annually and ensure we stay on top of United Church of Canada requirements
 - To come forward to future meetings

Next Meeting: January 11, 2023

Devotion: None as the meeting will begin with the Deficit Budget Workshop

Closing Prayer offered by Paul

Sharon Davidson, Co-Chairperson

Maureen Hall-Gilmore, Co-Chairperson

Jacque Scatcherd, Secretary