

Council of Guiding Elders – Minutes Video-Conf April 19th, 2023
Edith Rankin Memorial United Church

In Attendance: Bill Spencer, Peter Merkley, Ruth Pettis, Gordon Sinclair, Andrew Robb, Ken Williams, Rev. Michelle Down

Regrets: Margaret Merkley

Guests:

1. **Call to order:** Bill called the meeting to order at 9:00 am.

Mission Statement: We seek to be a welcoming community, anchored in God’s love, challenged to sail on the winds of the spirit, sharing the Good News of Christ with each other and the world.

Devotional: Ruth Pettis read from a poem “Early Spring” by Bliss Carmen reflecting on the changing seasons.

Commendations, Regrets, Prayer Concerns: Council wanted to extend their appreciation to both Gord and Sandra Sinclair for all the work they had put in to organizing the trip to see “Hamilton” the play. There was \$4000 in profit. Also Lorna Thorne has put an extraordinary effort in to organizing the upcoming garage sale which has already raised some money. Thank you!

Michelle remarked how she had been struck in recent weeks with the number of ERMUC families experiencing grief in one form or other including death of a family member or close contact.

A number of member’s names were offered up in prayer including some who had recently been admitted to long term care.

Michelle also noted that this was “Earth Week” and our need to keep the environment and it’s impacts on species at risk in mind.

Correspondence: None

2. **Minutes of the Previous Meetings:**

Motion:

Moved by Ken Williams, seconded by Ruth Pettis to accept the minutes of thee regular council meeting of March 15th, 2023 by Video conf.

CARRIED

3. **Business Arising:**

4. **New Business:**

1. **Covid Update:**

It was noted that a few mild cases of Covid had been reported by members of the congregation but Council didn't feel it was necessary to insist on a full mandatory mask policy at the point. Masks are available for those who may wish to wear one.

2. **Turnaround Column Repairs:**

There have been a number of strikes on the columns in the past. Often the repairs are covered by the insurance of the car which struck it, however, with regards to the most recent hit, the contractor has not yet been paid. Council authorized that a draft letter be prepared to ask the responsible party to pay up or that ERMUC would pursue legal action. Peter Merkley offered to prepare the draft.

Council also asked that the Property Committee follow up with a more longer term design solution.

3. **M&P Report:**

A process of progressive discipline has been used in the past. The process was "normal" but did not indicate when the process would end. The following was adopted by the M&P Committee at its meeting on April 3rd:

Progressive Discipline:

- If there are issues about the performance of an employee, clarify the job expectations with the incumbent; give training and provide supervision as required.
- Give time and opportunity for the performance to improve.
- Give a verbal warning if the job performance does not improve.
- Give a written warning if the job performance does not improve.
- The supervisor will review the performance during the process.
- If there is satisfactory improvement, the progressive discipline process will end after 6 months from the time performance has been considered satisfactory.
- If performance is not considered to be satisfactory, the employee will be dismissed.

Motion:

Moved by Peter Merkley, Seconded by Andrew Robb to move in camera to discuss personnel related matters:

CARRIED

Motion:

Moved by Peter Merkley, Seconded by Andrew Robb to move out of in camera:

CARRIED

4. **2023 Financial Plan Update:**

At the Congregational Meeting in November 2022, the Congregation approved a Financial Plan for 2023. As part of that process, Council made a commitment to review the Financial Plan and to provide the Congregation with an update by the end of April. Since then, Council has reviewed a number of draft updates to the Financial Plan including the decision of the Discernment Team to go on hiatus, a plan to establish a “Stewardship Committee” and a “Planned Giving Committee”, the role of volunteers and unexpected repair costs. An updated 3rd draft has been prepared and reviewed by Council.

Motion:

Moved by Peter Merkley, Seconded by Gordon Sinclair to accept the April 2023 Updated 2023 Financial Plan and that it be distributed to the congregation prior to April 30th:

5. **Stewardship:**

Gordon Sinclair has asked Peter Merkley, Rev. Down and Marcus Robertson to work with him on an approach to issues as disparate as Stewardship/Development, Planned Giving, Vision of the congregation and “priming the pump”. They hope to have an approach to recommend to Council at the May 17th meeting.

6. **Pastor Miguel:**

Gordon noted that Pastor Miguel from San Salvadore will be with us at Edith Rankin September 17th.

Reports:

1. **Treasurers Report:**

Peter’s report noted the updated financial Plan as discussed earlier; new numbers coming for the Interim Financial Statement; we are dealing with Secker, Ross & Perry regarding the “Annual Notice to Reader” Financial Statements for Dec 31, 2022 and the new bookkeeper is working well.

2. **Minister’s Reports:**

Rev. Down reported on the progress working towards collaboration efforts with Cookes Portsmouth U.C. and was encouraged by the support from ERMUC members. She felt the Welcome Center volunteer effort was working well and that volunteers

were helping with taking in deposits and helping to prepare the weekly Tidings. Planning for the next “Merry, Merry Minstrels Concert” is moving forward with an eye to serving beer and wine.

Michelle also noted that the topic of Appreciative Energy (preaching from the focus of abundance) is still on her radar.

Announcements: none

Closing Prayer: Michelle closed with a prayer.

Adjournment: the meeting adjourned at 11:30am

Next Meeting: The next regularly scheduled meeting of council will be virtual, on Wednesday May 17th, 2023 beginning at 9:00 am.

Bill Spencer, Chair

Ken Williams, Secretary