

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

December 7, 2011 - 10:00 a.m. to 3:00 p.m.
at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Susanne VanderLugt. A quorum was declared present.

ATTENDANCE

Present: Eva Breeze, Lilla Gilbert, Don Laing, Ross Leckie, Louise Mahood, Neil R. Parker, Bryan Ransom, Catherine Smith, Glenn Smith, Lois Thompson, Susanne VanderLugt, Doug Varey, Linda Wheler, Stephen Wickett, Deanna Wilson (15)

Visitors: Susie Henderson, Ken MacDonald (2)

Regrets: Karen Williams

Absent: Michael Fraser

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Susanne VanderLugt called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME AND INTRODUCTIONS

Susanne VanderLugt welcomed members of the South West Presbytery Coordinating Council and special guest Susie Henderson, Toronto Conference Minister for Program and Public Witness.

WORSHIP

Susanne VanderLugt conducted worship which began with the singing of VU Hymn 34 *Come Now, O Peace of God*. She followed with a scripture reading from John 1:6-8, 19-28 and asked those present to name 'what jumped out' for them. Then those present were asked to identify 'what in their lives testified to the light.' Worship concluded with a time of prayer.

CHAIRPERSON'S REMARKS

Susanne VanderLugt reminded those present about the Restructuring Review and the questionnaire presbyters were asked to complete, as well the *Light Reflections* blog for this season of Advent.

APPROVAL OF AGENDA

MOTION by Deanna Wilson / Lilla Gilbert

that the agenda of this December 7, 2011 meeting of the Coordinating Council of South West Presbytery be adopted as presented.

CARRIED

APPROVAL OF MINUTES

MOTION by Don Laing / Bryan Ransom
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of October 26, 2011 as amended.

Two amendments were proposed and accepted. The first of these was the inclusion of a withdrawal of the motion by Stephen Wickett that the Coordinating Council of South West Presbytery accept the following motion which had been carried at the meeting of the Mission Support and Finance Committee October 18, 2011:

Whereas in our correspondence and conversations it appears that Heart Lake United Church's \$8,840. outstanding assessment is in danger of default with no remedy in sight, the Mission Support and Finance Committee recommends to the Coordinating Council that Heart Lake Pastoral Charge be placed under supervision by the Pastoral Oversight Committee and the Pastoral Relations Commission, including a possibility to implement a 333 Review.

Secondly, the Coordinating Council of South West Presbytery decided to include the motions that the meeting move into and out of "camera mode" during the report of the Nominations, Support for Members & Leadership Development Committee

Motion as amended

CARRIED

RECEIPT OF SOUTH WEST PRESBYTERY MEETING MINUTES

MOTION by Lilla Gilbert / Glenn Smith
that the Coordinating Council of South West Presbytery receive for information the minutes of the South West Presbytery meeting of November 19, 2011.

CARRIED

EVALUATION OF THE NOVEMBER 19, 2011 PRESBYTERY MEETING

How is the church different because of what was done or said in our time together?

- Jamie Holtom's opening remarks
- time of prayer
- presentation on Missional Church by John Lawson and Steve Willey
- ratification of two church amalgamations

In what ways was our meeting a blessing to those gathered?

- worship & praise

On the negative side

- several individuals left the meeting before the adjournment: this was disheartening
- theological reflection provided little spiritual edification
- some people questioned the need for a theological reflection

How might we have strengthened the business portion of the meeting?

- addition of time to Agenda problematic for some people
- 2012 budget with amendments could have been expedited with omnibus motion
- ratification of Mission Grants should have taken less time

CORRESPONDENCE**APPENDIX A**

MOTION by Ross Leckie / Louise Mahood
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of October 19, 2011 to December 5, 2011.

CARRIED**BUSINESS ARISING****Seeking Clarity, Accountability and Transparency in Decision-making**

The reporting of draft minutes on the web can be a problem in regard to sensitive issues. On the one hand, committees and commissions need to be transparent in their decision-making, but transparency must be tempered with discretion in matters potentially “awkward” for individuals. Examples cited were “recommendations” for students during the candidacy process or the invocation of “363’s.”

Follow up on turn-around time for all minutes and the posting of all draft Commission minutes on the website.

At times minutes are not posted on the web, at other times difficult to find. Ample time for reading minutes is a necessity for effective meetings. The seven-day turn around for availability of minutes for members of commissions and committees is a goal to which South West Presbytery remains committed.

Davenport Perth Mediation

Further to their conference-call meeting with the Davenport-Perth Community Church Glenn Smith and Ron Ewart did not perceive a need for a meeting “of all parts.” Glenn Smith and Ron Ewart will meet with representatives of the Community Ministry Commission and the Davenport-Perth Community Ministry December 14, 2011 in order to determine the response of the latter to the emerging situation. In the meantime the Pastoral Relations Commission has permitted the Joint Needs Assessment Committee to proceed. A report on those items which are the responsibility of the Coordinating Council of South West Presbytery is forthcoming.

Completion of the Position Description for Volunteer Chaplain **APPENDIX B**

Further to considerable discussion the Coordinating Council of South West Presbytery proposed the following additions to the Position Description for Volunteer Chaplain of South West Presbytery as formulated at the meeting of October 26, 2011:

Qualifications: Membership in South West Presbytery;

Deadline for Application: Friday January 27, 2012;

Key Attributes:

- Membership in good standing in South West Presbytery
- Ability to maintain absolute confidentiality
- Ability to recognize and respect boundaries
- Good communication skills
- Good listening skills
- Compassion;

Key Responsibilities

- Provision of prayerful, emotional & spiritual support to Ministry Personnel and Presbyters during times of transition, upheaval, personal challenges or conflict

- Attendance at all meetings of the Presbytery (full-court).

Susanne Vanderlugt requested Neil Parker to send the final version of the Position Description to all members of the Coordinating Council of South West Presbytery. An invitation to apply for the position shall be extended to all presbyters as soon as possible through Elaine Eve. Those interested must apply in writing to Elaine Eve. Alternatively Presbyters may approach individuals whom they deem suitable for the position. The deadline for applications is Friday January 27, 2012.

NEW BUSINESS

Development of a Covenant:

APPENDIX C

a litany to use at the beginning of meetings of the full court

Susanne Vanderlugt presented two examples of covenants for consideration by the Coordinating Council of South West Presbytery. The first was deemed more suitable to current needs. Additions and modifications included:

line 1: the prefixing of the phrase “As God’s people”;

between lines 13 & 14: insertion of the clause “will speak respect to those who breach this commitment”;

line 15: strike “as necessary”;

line 20: strike “ourselves”;

line 21: strike “lightly” and add the clause “while respecting those of others”.

A Day Apart for Ministry Personnel

Susanne VanderLugt indicated the availability of the sum of \$1,000.00 to cover the cost of two days apart, one each for male and female ministry personnel during Lent and proposed;

the second or third Wednesday of Lent for each event. Islington United Church is the venue for both events. Laverne Jacobs, Don Parsons, Ray Piercy and Keith Reynolds are possible facilitators for the day apart for male ministry personnel; possible facilitators for the day apart for female ministry personnel are Joyce Kelly, Debbie Johnson and Joan Wyatt.

General Council Commissioners

Six Commissioners to General Council are nominated by each Presbytery, three clergy, three lay. An additional six Commissioners are nominated at the Annual Meeting of Conference. One designated lay minister may be elected by Conference, thus Presbyteries may not nominate such ministry personnel. The Nominations, Support for Members & Leadership Committee will present a slate of nominees for selection at the April 21, 2012 meeting of South West Presbytery, but presbyters are permitted to present nominations from the floor at that meeting.

LUNCH

Susanne VanderLugt invited Lilla Gilbert to offer the blessing.

REPORTS FROM CIRCLES

PROGRAM CIRCLE

Mission Support & Finance

Stephen Wickett thanked Susanne VanderLugt for her assistance to the Mission Support & Finance Committee in having the 2012 Budget approved in timely fashion at the meeting of South West Presbytery November 19, 2012.

Treasurer's Report**APPENDIX D**

Louise Mahood had little to report in the way of new information as she has received no updates from Toronto Conference Finance & Property Administrator Rose Cambourne since November 7, 2011. However, Louise Mahood guided the Coordinating Council of South West Presbytery through the Treasurer's Report of the General Fund Detailed Income/Expenses and Other Funding for 2011-2012.

The arrears in congregational assessments continue to be a concern and engendered considerable discussion.

MOTION by Glenn Smith / Ross Leckie
that the Coordinating Council of South West Presbytery refer the matter of assessment arrears and the possible funding thereof to the Mission Support & Finance Committee to report back to the Coordinating Council of South West Presbytery for its January 4, 2012 meeting.

CARRIED**LEADERSHIP CIRCLE****Education & Students**

Linda Wheler reported that the Education & Students Commission had passed a motion to recognise Michael Shewburg as a Designated Lay Minister at its meeting of December 6, 2011. The Education & Students Commission will assume the responsibility of introducing Michael Shewburg and report thereon at the next meeting of the Coordinating Council of South West Presbytery January 4, 2012.

The Education & Students Commission is currently conducting its annual interviews.

Pastoral Relations

Deanna Wilson reported that she had presided at the covenanting service in connection with the recent amalgamation of Toronto Japanese United Church and Centennial Japanese United Church. It was noted that the amalgamation was a reunion of two congregations that were originally one

The Pastoral Relations Commission is currently assisting congregations to gain greater clarity in their self-understanding. A number of Needs Assessment reports have evidenced a need for deeper reflection on their relationship with God and the direction in which the Spirit is guiding them in their ministries.

Nominations

MOTION by Lois Thompson / Ross Leckie
that the Coordinating Council approves the recommendations of the Nominating Committee and make the following appointments;

Victor Kitagawa as a member at large and,

Su Won Hong as a member of the Intercultural and Diverse Communities in Ministry Committee.

CARRIED

MOTION by Lois Thompson / Ross Leckie

that the Coordinating Council of South West Presbytery appoint Kate Young the Co-chair along with Doug Varey of the Pastoral Oversight Committee.

The general thinking of the Coordinating Council of South West Presbytery was that Kate Young is sufficiently occupied with her current position as Secretary of the Education & Students Commission.

MOTION DEFEATED
Lilla Gilbert abstained

MOTION by Lois Thompson / Ross Leckie
that the Coordinating Council of South West Presbytery agree with the recommendation from the Nomination Committee to move Sylvia Powers to the Mission Support & Finance Committee from the Education & Students Commission.

CARRIED

MOTION by Lois Thompson / Ross Leckie
that the Coordinating Council of South West Presbytery name Linda Wheler and Kelly Thomson Co-chairs of the Education & Students Commission.

CARRIED

FUNDING FOR SUNDAY SUPPLY FOR LANSING UNITED CHURCH

MOTION by Lilla Gilbert / Ross Leckie
that the Coordinating Council of South West Presbytery approve the funding for Sunday supply for the Lansing Pastoral Charge in the amount of nine hundred dollars (\$900.00) during the sabbatical of Bryan Ransom from January 1 – April 1, 2012.

CARRIED
Bryan Ransom abstained

ENGAGEMENT CIRCLE

The Good Tree congregation represents the “Progressive Christianity” wing of the Korean church and currently meets at the St. James United Church building. In the absence of Karen Williams, Ken MacDonald expressed the hope that the congregation be assumed as a mission of South West Presbytery. Oversight of new congregations would normally lie within the responsibility of the Intercultural & Diverse Communities in Ministry.

Further to a communication from Irene Ty, Susanne VanderLugt announced the following events:

- the one-hundred-year celebration of Sparrow Lake 2:00 -5:00 p.m. Saturday March 3, 2012 at ‘a central church in Etobicoke; and
- “Rhythms of the Presbytery, Listening to the Pulse” concert 4:00-8:30 p.m. Saturday April 28, 2012 at a venue to be determined.

AGENDA PLANNING

Meetings of January 4, 2012 & February 1, 2012

Susanne VanderLugt proposed that the Coordinating Council of South West Presbytery conduct the bulk of its upcoming business at the January 4, 2012 meeting, and at the

February 1, 2012 meeting invite Jamie Holtom to engage its members so as to envision a “Missional Presbytery.” Jamie Holtom would be available 11:00 a.m. February 1, 2012.

February 11, 2012

The Missional Church follow-up

Remits – #6A, #6B, #6C: 10 minutes table-time

Viability/Vitality Initiative – Norm Greene

General Council Executive Representative – Lynella Reid-James:

a written accountability report of the November 2011 meeting by February 1, 2012

Intercultural Worship 11:45 a.m.

Congregational Renewal & Community Development Committee –“speed-dating event”:

the Coordinating Council of South West Presbytery deemed this event sufficiently important as to warrant a separate period of time either after full-court meeting or on separate day so as to do it justice

April 21, 2012

General Council Commissioners & Proposals – deadline April 23, 2012

TIME OF APPRECIATION FOR LILLA GILBART’S MINISTRY AMONG US

Susanne VanderLugt expressed appreciation for Lilla Gilbert’s diligence in having reestablished the administrative function of the Pastoral Oversight Committee and invited members to offer their own words of appreciation of Lilla Gilbert’s work. The latter reflected positively on her experience and the time of appreciation concluded with the singing of VU Hymn 429 *May the Blessing of God be upon you.*

EVALUATION OF TODAY’S MEETING

How did we do?

- The meeting moved along well: its business was completed by 2:25 p.m.

What did we accomplish?

- initiation of the process for the installation of two chaplains
- confirmation of funding for pulpit supply during the sabbatical leave time for Bryan Ransom
- acknowledgement of Lilla Gilbert’s service as a presbyter

How can we do it better?

- remain better focused on business at hand

Where did you experience God’s grace, God’s holiness in our time together?

- honesty in debates around table
- beginning of proceeding with God’s word
- work on statement of commitment

NEXT MEETING

Wednesday, January 4, 2012 at 9:30 a.m. for refreshments and the call to order coming at 10:00 a.m. The meeting will take place at the South West Presbytery office.

CLOSING PRAYER

Susanne VanderLugt thanked everyone present and offered a prayer by Jennifer Henry.

ADJOURNMENT

MOTION by Ross Leckie
**that this meeting of the South West Presbytery Coordinating Council be
adjourned at 2:28 p.m.**

Susanne VanderLugt - Chairperson

Neil Parker - Secretary

DRAFT

APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – October 19, 2011 ~ December 5, 2011

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- General Council Youth Forum Publicity and Process (Oct. 2011)
- News Release – United Church Moderator – Comments on the Occupy Movement (Oct. 26, 2011)
- United Church Urges Caution with regards to Omnibus Crime Bill (Nov. 24, 2011)
- Moderator's Advent Message (Nov. 25, 2011)

TORONTO CONFERENCE

- Email regarding next steps in the Accessibility for Ontarians with Disabilities Act

TORONTO UNITED CHURCH COUNCIL

- Green Awakening Network
 - Grants available in your congregation (Oct. 26, 2011)
 - Green Audit Program and E-News Special (Oct, 26, 2011)
 - News #12 (Nov. 3, 2011)
 - More on the Durban Climate Talks

MISSION SUPPORT AND FINANCE COMMITTEE

- Letter from Onnuri Korean United Church regarding 2009 assessments

MINUTES

- Coordinating Council – October 26, 2011
- Congregational Renewal and Community Development – October 14, 2011
- Education and Students Commission – November 15, 2011
- Faith Formation Committee – September 28, 2011, November 2, 2011
- Holy Land Awareness – October 10, 2011, November 1, 2011, November 15, 2011
- Intercultural and Diverse Communities in Ministry – November 15, 2011
- Mission Support and Finance Committee – October 18, 2011, November 16, 2011
- Pastoral Relations Commission – October 18, 2011, November 15, 2011
- Property and Environment Commission – November 15, 2011
- Social Justice and World Affairs – October 13, 2011
- South West Presbytery – November 19, 2011
- Toronto Conference Executive – November 16, 2011, November 23, 2011

SENT

- Letter to Toronto Conference regarding outstanding assessments in South West Presbytery

- Correspondence regarding decisions made at Coordinating Council and the plenary Presbytery meetings
- An invitation from The United Church of Canada to ministries in South West Presbytery to attend the viewing of the film “Force of Nature”.
- Presbytery’s decisions to General Council regarding Remit #4, Remit #5A and Remit #5B
- Email to members of South West Presbytery regarding ways to support Occupy Toronto

DRAFT

APPENDIX B

South West Presbytery Position Description for Volunteer Chaplain

Effective Date: March 1, 2012

Number of Positions: two: one male, one female.

Qualifications: Membership in South West Presbytery

Deadline for Application: Friday January 27, 2012

Remuneration:

An honorarium of \$1,000.00 per annum and re-imburement for travel expenses.

Accountable to: Court of Presbytery

Terms of Office: three years

Selection

Selection of personnel would be the responsibility of an Interview & Selection Committee comprised of the Chairs of the Circles and one representative from the Pastoral Relations Commission and chaired by the Chairperson of the Leadership Circle.

Committee Membership: Does not serve on a committee or commission.

Key Attributes

- Membership in good standing in South West Presbytery
- Ability to maintain absolute confidentiality
- Ability to recognize and respect boundaries
- Good communication skills
- Good listening skills
- Compassion

Key Responsibilities

- Provision of prayerful, emotional & spiritual support to Ministry Personnel and Presbyters during times of transition, upheaval, personal challenges or conflict.
- Attendance at all meetings of the Presbytery (full-court)

APPENDIX C

Our Commitment As Members of South West Presbytery

As God's people we promise to relate to one another with:
**respectfulness, open mindedness,
and the spirit of grace and
forgiveness we have received
in Christ Jesus.**

In our Christian love for one another we will:
**listen to others with our whole selves:
our physical senses, intuition,
imagination and intellect**

not interrupt when others are speaking

speak with respect towards those who breach this commitment

**affirm the deep wisdom of silence and pause,
in order to ponder what others have said**

**leave space for anyone who wishes to speak for the first time
before speaking a second or third time**

hold our beliefs and opinions while respecting others

hold one another in prayer.