

**THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYERY
COMMUNITY MINISTRY COMMISSION MINUTES**

September 23, 2011 – 12:00 p.m.

at Humber Valley United Church

Present: Svinda Heinrichs (Secretary, Steering Committee Representative), Barry Rieder (Community Minister of Jane Finch Community Ministry), Brian McIntosh, Mark Aitchison, Karen Williams (Community Minister of Davenport-Perth Community Ministry), J.T. MacNeil, Mark Winger (chair)

Welcome and opening prayer

Constituting meeting

Approval of Agenda

APPROVAL OF JULY 7, 2011 MINUTES

MOTION by Brian McIntosh / Mark Aitchison

that the Community Ministry Commission of South West Presbytery approve the minutes of the July 7, 2011 minutes, with the following amendments:

Addition to MOTION TO APPROVE DAVENPORT PERTH COMMUNITY MINISTRY 2012 BUDGET, to read in its entirety as follows:

MOTION by Mark Aitchison / Svinda Heinrichs

that the South West Presbytery Community Ministry Commission approves of the Davenport Perth Community Ministry 2012 budget as presented by Karen Williams, including the Mission Support Grant application in the amount of \$37,387.

CARRIED

Addition to MOTION TO APPROVE JANE FINCH COMMUNITY MINISTRY 2012 BUDGET, to read in its entirety as follows:

MOTION by Mark Aitchison / Svinda Heinrichs

that the South West Presbytery Community Ministry Commission approves of the Jane Finch Community Ministry 2012 budget as presented by Barry Rieder, including the Mission Support Grant application in the amount of \$31,500.

CARRIED

ACTION: The budgets for each Community Ministry will be sent along with the minutes.

APPROVAL OF ADMINISTRATIVE COSTS

MOTION by Brian McIntosh / Mark Aitchison
that the Community Ministry Commission of South West Presbytery approve the minor administrative costs of the secretary.

CARRIED

APPROVAL OF COST FOR TODAY'S LUNCH

MOTION by J. T. MacNeil / Mark Aitchison
that the South West Presbytery Community Ministries Commission approve the payment of today's lunch.

CARRIED

COMMUNITY MINISTERS' UPDATES:

Davenport Perth Community Minister – Karen Williams:

Just returned from vacation and continuing education. Waiting to hear on SIF grant at Pelham. Staff still doing Cyber Connection. Working with Voting Matters, trying to encourage the voters. More demand for pastoral care over the last 6 months. Need to develop Risk management plan by November 1, 2011. Ongoing facilitation discussions.

Karen Williams would like to go to Iona for sabbatical for three months beginning March 1, 2012. A focus on sabbatical could be what came out of Greenbelt experience. Brian McIntosh wants a plan; there is a need for using a specific planning process.

JANE FINCH COMMUNITY MINISTER UPDATE – BARRY RIEDER:

Micro credit program – two applications this month with several more possible ones next month. **Firgrove Learning Centre** – 20,480 approved from the City SDIP program. Short 9,000 for the year (July to June) but have a grant request to G.H. Wood foundation for \$5,000 - \$10,000. **Back to School drive** – great summer student. 1,000 back packs with supplies that 25 volunteers assembled. \$36,000 income and \$30,000 expenses. HST receivable covered coordinators salary. \$1,000 from TDSB. 300 attended back to School BBQ including MP and MPP. \$1,000 given out. **Summer trips** – Pinehurst beach trip 60. Five Oaks Retreat 22 – participant contribution \$420. Fundraising \$400. **CRCD** – compiling a presbytery wide Environics report - hope to present

BUSINESS ARISING FROM PREVIOUS MEETING:

Secondment – York would like someone in place end of October. Barry Rieder would prefer to begin part-time so that the South West Presbytery Community Ministry Commission can have a bit more time to find someone. The Commission’s hope is to fill the position full-time and that we can get someone by the end of November 2011. Barry Rieder’s interview is on September 29, 2011 and would know early October 2011.

ACTION: Karen will send to Barry her job description to refine it and send out to the Commission

It was suggested to include some people of the community in the hiring process (Lorraine and Maryann). Also ask them to do coverage and to do some orientation for the new person. There would be surplus money because Barry Rieder would be part-time. It would also be good to have the individual start while Barry Rieder is still there.

ACTION: Mark Winger to coordinate a process of hiring. Brian McIntosh and Svinda Heinrichs will join Mark Winger for the interview – then when we have a name to suggest we can call a meeting.

We will post the position.

Mark Aitchison to liaison with Barry while on secondment.

NEW BUSINESS:

Community Ministries Commission budget submission for 2012

ACTION: Brian McIntosh will find out what our budget was last year. It needs to be in by mid-October.

BUDGET FOR THE SOUTH WEST PRESBYTERY COMMUNITY COMMISSION REQUEST 2012

MOTION Brian McIntosh / J. T. MacNeil

that the South West Presbytery Community Ministry Commission make a \$500 budget request of South West Presbytery for 2012.

CARRIED

Comment – this Commission feels the need to open the discussion with South West Presbytery about hiring someone to fundraise, because we also need to raise funds for all community ministries in South West Presbytery. Karen Williams is aware that there is a Director of Philanthropy at Church House.

Contract letters:

Barry Rieder offered some changes to the contract letter – pensionable earnings, time of study leave, paid vacation, early termination.

Discussion about severance if dismissed without cause:

The question: ought community ministers receive severance rather than the usual 90 days notice, rather following the policy regarding congregational ministers – 90 days’ notice and can be initiated by anyone – church or minister? Is it different vs. call position?

Some questions: What are standards at General Council office? We need to inquire of National Church what their policy is.

We need to give notice through Program Circle to South West Presbytery Coordinating Council that we are trying to sort this through.

Years ago there was a full year exit plan for ministry if the funding stops.

Of note: If funding reduces then we would have to have a Joint Needs Assessment.

UPDATE THE PREVIOUS PRESBYTERY’S POLICY WITH REGARDS TO THE ENDING OF A COMMUNITY MINISTRY

MOTION Brian McIntosh / J. T. MacNeil

that the South West Presbytery Community Ministry Commission affirms and adopts the previous policy of Toronto West Presbytery that if there is a plan to terminate a community ministry, a year’s notice must be given to allow for appropriate transitions and closure.

CARRIED

GH Wood Foundation Grant for Learning Centre:

Jane Finch Community Ministry will be submitting a grant for \$5,000 - \$10,000.

Fundraising Strategy meeting:

This meeting needs to include someone from the finance committee of Presbytery. As part of this discussion, we need to raise the issue of the dispersal of funds from church closures. In the previous Presbytery, funds from church closures built the “pot” that sustained Community Ministries. It would be good to let those who contribute to the United Way, that they can direct the funds to a Community Ministry. This is a Presbytery-wide conversation. Action needs to be taken now.

ACTION: request Presbytery to bring it up on the agenda.

Brochure:

**AUTHORIZATION TO HAVE 200 PRINTED FOR DISTRIBUTION IN
PRESBYTERY**

MOTION J. T. MacNeil / Brian McIntosh

**that the South West Presbytery Community Ministry Commission approve covering
the cost of the printing of 200 brochures.**

ACTION: Approach the nominating committee to let them know that we need 1 or 2 more people.

CONCLUDING PRAYER

Svinda Heinrichs led the Commission in prayer.

NEXT MEETING

November 4, 2011 at 10:00 a.m. at Humber Valley United Church.

Mark Winger – Chair

Svinda Heinrichs - Secretary