

Port Nelson United Church
Council Meeting Minutes
October 14, 2009

Present: June Wright (chair), Paul Leece, John Ashfield, Steve Jones, Ruth McQuirter, Mary Carey, Tim Rayner, Michael Brooks, Ann Fleming, Pat Gilmore, Gord Dunbar, Ron Gardner, Jackie Leece, Mat Ardron, Susan Posgate,

Regrets: Richard Hansen, Marilyn Parsons, Bev Buckingham

1. Call to Order: June Wright
2. Opening Prayer: June Wright
3. Approval of Secretary's Notes from September Council Meeting: **Motion by Pat Gilmore to approve the secretary's notes for the September 14 meeting; seconded by Tim Rayner. CARRIED**
4. Correspondence:
 - a. June read a letter from Rev. David Shepherd, thanking Port Nelson for all its support before and after the passing of his mother Eleanor Shepherd.
 - b. Tim Rayner has submitted his resignation as Chair of the Communications Ministry as of December 31, 2009. June thanked Tim for his tremendous service to Council over many years.
5. Report from Property Management Committee – Jackie Leece (see attached); Jackie Leece outlined the great strides made by the Property Management Committee in the past 6-8 months (detailed in attachment). She stressed the importance of finding a new Chair soon, so that the advances can be maintained. She supported the proposal to have the Chair of Property Committee on Council.
6. Treasurer's Report: Steve Jones reported a 27% increase in weekly offerings compared with the same 4 weeks last year; income and expenses overall are in line with last year, so this is a hopeful trend (see attached report)
7. Spiritual Growth Report: (see attached) A change in role of the Adult Spirituality Committee was reported. Its new role will be as an advisory group to the many small groups that currently exist at Port Nelson. The group will also assist anyone wishing to begin a small group by providing start-up funding or connecting the group with appropriate resources (people, materials etc.) as needed. A fund is also available for members wishing to attend educational activities. Policies and procedures for accessing these funds will be brought to Council. Chairs of all ministries are encouraged to identify relevant learning opportunities and to make their members aware of this source of financial support.
8. Nurturing Ministry Report: (see attached) Welcoming letters from Rev. Michael Brooks will be sent to parents of baptized children. The Christmas in a Minor Key Service will be held Wednesday, Dec. 16, at 7:00 P.M. The Seniors Communion and Afternoon Tea will be held on May 12, 2010. The Pastoral Care Committee has accepted the resignation of Peggy Ellicott as Chair of the Pastoral Care Committee. Mary Carey has agreed to chair this committee from Jan. 1, 2010 until June 30, 2010 if no one can be found to fill this position.
9. Report from the Ad Hoc Governance Committee:
 - a. **Moved by Ann Fleming that Council adopt as recommended the following changes related to the organizational chart:** Seconded by Mary Carey. CARRIED.

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1. **That the Administrative Support Ministry be dissolved; that Property Management becomes a ministry with the chair sitting at Council.**
 2. **That the Offering Committee reports to the Finance Committee.**
 3. **That the Nominating Committee be chaired by the vice-chair of Council and be made up of one other Council member and 2 members of the congregation**
 4. **That Dedicated Funds report to the Trustees**
 5. **That Membership is part of Pastoral Care, which reports to the Nurturing Ministry**
- b. **Moved by Tim Rayner, seconded by Susan Posgate, that the Spirit Moving Ministry Committee be dissolved, and the visiting elders become part of pastoral care, which reports to Nurturing. CARRIED**
- c. Michael is investigating who might be a good facilitator to lead Port Nelson in a mission/vision experience.
- d. The policy about weekly emails will be brought back to Council next month
- e. The Ad Hoc Governance Committee continues to look at all ministry job descriptions. Over the next two years it plans to develop a handbook with a clear, consistent, and simple format. It was suggested that all ministries send their proposed policies and procedures to the governance group first so that they may edit/wordsmith before the document goes to Council. This should speed the approval process and make more efficient use of Council's time.
- f. Pat Gilmore thanked Paul Leece for his dedication to Administrative Support Ministry (being dissolved)
10. Stewardship Ministry: Pat Gilmore reported that the first meeting has taken place, and that the group explored the meaning of Stewardship. Resources were shared, and the committee may have someone speak with them about Stewardship.
11. Personal mission statements and experiences around mission/visioning: Various members of Council shared their proposed Mission Statements for Port Nelson. Tim Rayner suggested we begin by examining our core values and that any mission statement will need a strategic plan to go with it. It was agreed that a mission statement should be easily remembered by the congregation and that attention be paid to what programming is needed to fulfill the mission statement. This focus should drive the budget, rather than the budget driving programming. Various images were presented to describe how a mission statement is different than a vision.
12. Next scheduled meeting: Nov. 11, 2009
13. Other Business: Information was shared about donations to the food bank, the upcoming Hot Five jazz concert, and the Taize service. Compliments were extended to Tim Rayner for the excellent Portside; positive comments were also made about the weekly email to the congregation.

Closing Prayer: Pat Gilmore

Motion to adjourn at 9:30.