

WESTMINSTER PRESBYTERY EXECUTIVE MEETING
December 14, 2011 from 9:30 – 12:00
Eagle Ridge United Church

The purpose of Westminster Presbytery is to empower, support and oversee congregations, ministry personnel, and special ministries as they raise up disciples of Jesus Christ.

Present: Jan Bihl, Barb Tunnicliffe, Brian Burke, Doug Throop, Shannon Tennant, Carol Cox, Carole Finch, Sue Kellas, Bruce Cowburn, Julie Lebrun,

Regrets: Scott Turnbrook

The meeting was opened with a reading from Luke 1:46-55.

- 1 Authority : The meeting of the Executive of Westminster Presbytery of the United Church of Canada was convened at the call of the Vice-Chair, Doug Throop, at Eagle Ridge United Church, Coquitlam, B.C. who declared that a quorum was present.

- 2 Agenda:

Motion 115/2011: It was moved, seconded and **carried** that the agenda be adopted.

- 3 Minutes:

Motion 116/2011: It was moved, seconded and **carried** that the minutes of the November 9th Executive meeting be adopted.

- 4 Business arising from the Minutes

4.1 *Hammond United Church* - a group discussed the future ministry for the congregation.

- 5 Correspondence

5.1 *from Doug Goodwin*: a ruling from the General Council Executive Secretary regarding congregational closings and amalgamations and indicating that a Presbytery can close a Pastoral Charge but must give that Pastoral Charge a chance to be heard.

5.2 *from the Trustees of Trinity United Church* : a request to encumber real property by entering into management and joint ownership of the Land and Buildings presently owned by The United Church of Canada at 2211 Shaughnessy Street, Port Coquitlam. Brian Burke described the processes that the two congregations are going through to develop the management and mission of the future ministry.

Motion 117/2011: It was moved and seconded that the Executive of Westminster Presbytery offer its approval in principal to the encumbrance of the real property located at 2211 Shaughnessy Street, Port Coquitlam, currently owned by The United Church of Canada. **Carried.**

- 6 Divisional Business

- 6.1 Pastoral Relations

- 6.1.1 *Como Lake United Church*

Motion 118/2011: It was moved and seconded that Sue Rodgers (Student Supply, category B) be appointed to the position of Minister of Pastoral Care and Christian Nurture with Older Adults, part time (20 hours/week), effective January 1, 2012, to June 30, 2013, with the following terms: \$16 240 (salary), \$13 200 (housing allowance), \$600 (telephone), \$637.50 (continuing education). **Carried.**

It is noted that Jan Bihl abstained from this vote.

- 6.1.2 *Hammond United Church* - Ivy Thomas will be coming to do some work with the congregation.

- 6.1.3 *loco United Church* -

Motion 119/2011: It was moved and seconded that loco United Church be instructed to find United Church of Canada Ministry Personnel from the list of those available for an appointment of at least 20 hours/week of worship leadership, board leadership, presbytery participation and pastoral care, to be appointed as soon after January 1, 2012, as possible but no later than February 1, 2012, until June 30, 2012. During this time the Joint Needs Assessment Committee's report must be completed and approved, and the Joint Search Committee be struck. **Carried.**

Action: Doug Throop

6.2 Communication - no report

6.3 Oversight

6.3.1 A summary of the completed and planned Oversight visits was distributed. The advisability of holding such meetings following Sunday worship was discussed. It was generally agreed that for various reasons Sunday meetings were not a good option.

6.3.2 In future, all records will be kept by and correspondence sent by Janet Babey (including Annual Reports). In addition, the handbook for Oversight Visits will be distributed throughout Presbytery so that the information is easily available for those visiting and being visited.

6.3.3 Ellesmere - since the report had been received only the evening before the Executive meeting, it was decided to table this discussion until the next meeting of the Executive (January 11th, 2012) by which time Bruce will have sent out a copy of the contract with Anna and Ellesmere United Church's 7 year plan.

Action: Shannon to send note to chair of board; Bruce to find and send out contract and seven year plan

6.4 Congregational Support

6.4.1 St Andrew's Haney United Church has a water pipe leak into their basement, with restoration work in process, which has precipitated their redevelopment plans and will necessitate the use of trust funds to pay for the restoration work.

6.4.2 The Burnaby United Churches will be meeting on Saturday, December 17th.

6.4.3 Lougheed Corridor United Church representatives continue to meet. On February 4th there will be a meeting with Chris Corrigan at Eagle Ridge for anyone from the relevant congregations who wants to come.

6.5 Treasurer's Report

6.5.1 November 30, 2011 financial statement was distributed. The allocation for 2012 was \$12 (twelve dollars) over the estimate used in the proposed budget.

6.6 Education and Students - not all of the pieces of the new process have been developed fully, but generally things are going well.

6.7 Spiritual Care - no report

6.8 Youth Ministry Advisory - everything going well, Mary Nichol does a good job.

7 New Business

7.1 Spring Retreat - Marilyn McCutcheon, Mary Nichol, Rob Berkowski, Julie Lebrun have offered to co-ordinate this. Concern has been expressed that lay presbyters who work can only come on Saturdays. This need will be accommodated if the venue is available.

8 Upcoming Meetings:

8.1 Executive - January 11th,

8.2 Feb 7, 2012 - at St Andrew's United Church, Port Moody, 5:30-9

8.3 June 12 - Eagle Ridge United Church, 5:30-9

9 Ongoing Projects

9.1 website redesign - Scott is dealing with that with Richard Bott

9.2 Presbytery Governance - concern expressed that Julie needs more help with the Spiritual Care responsibilities.

It was strongly suggested that Divisional meetings should occur at all full court meetings, preferably in the middle of the meeting. This may be a way to bring vision development into the regular work of presbytery.

10 Conference Executive

10.1 Carole Finch's six year term on Conference Executive will end with the rise of Conference on June 3, 2012, and will need to be replaced. Guidelines for selecting representatives to Conference Executive will be available shortly. She can remain on the Home Missions Committee and would like to do so.

Motion 120/2011: It was moved and seconded that the Executive of Westminster Presbytery approve the continued involvement of Carole Finch with the home missions committee. **Carried.**

The business being concluded, the meeting was declared to be closed.

The meeting was closed with prayer.

Doug Throop, Chair

Shannon Tennant, Secretary