

**Executive:**

Chair Bryce McGarvey ✓  
 Vice-Chair Barb Baxter ✓  
 Past Chair Bryce McGarvey ✓  
 Secretary Diana Fisher ✓  
 Treasurer Paul Cooper  
 Ministry Brad Morrison ✓  
 Pat Morrison ✓  
 Brett Boyko ✓

**Committee Representatives:**

AOTS Bill Palmer ✓  
 Christian Development Shirley Willis  
 Communications Christopher Cooke ✓  
 Congregational Care & Growth Iris Murtha ✓  
 Finance Bob Newman ✓  
 Lay Presbytery Nick Monsour  
 Outreach Earl Kilner  
 Ministry & Personnel John Cooke ✓  
 Planning Kirk Wilson ✓  
 Property Steve Siklosi  
 Proclamation and Special Events Minister(s) ✓  
 Trustees Bill Palmer ✓  
 UCW X  
 Worship Bryce McGarvey/Val Adamson ✓  
 Growth & Givings John Cooke ✓

✓ = present

The Meeting was held at Grace United Church as per adjournment, and began at 7:02pm. There was a quorum. Regrets from Brad Mackey, Paul Cooper.

**1. Devotion**

M&P – John Cooke. Shared a situation about Bri-Anne Swan, advocate and leader of the Living Presence Ministry, a community ministry of the United Church in East Gwillimbury, near Newmarket. She has stood up to bring attention to political, electoral and xenophobic concerns in North York region school board.

**2. Approval of Agenda**

Motion by CHRIS COOKE; second by KIRK WILSON; CARRIED, that the agenda be approved, with minor correction to next regular meeting to January 2019.

**3. Approval of Minutes**

Motion by BILL PALMER; second by VAL ADAMSON; CARRIED, that the October 3, 2018 AND November 7, 2018 council minutes be approved.

**4. Business Arising from the Minutes**

October minutes – Motion by IRIS MURTHA; second by CHRIS COOKE; CARRIED, to approve the revised Marriage Policy, as stated in October council minutes, New Business section and repeated here ...

Wedding Policy revision

Affirm United has approved the revised policy, which is revised as follows (in ***bold italics underline***):

“As a community of faith Grace United Church performs wedding ceremonies because of our belief:

- That marriage is a GIFT from God helping a couple, ***which includes people of all sexual orientations and gender identities***, to grow together in love and commitment to one another.
- That marriage is a RESPONSE to God’s call to be in relationship with one another in love and faithfulness.
- That marriage is a spiritual COMMITMENT involving the couple and God.

The following policy outlines our expectations for couples who wish to be married at Grace or by one of the ministers serving Grace United Church. .... “

**5. Correspondence**

NONE

**6. New Business**

NONE

**7. Pastoral Team Reports and Teaching**

PAT MORRISON

NO REPORT

BRETT BOYKO

- I filled in for Brad while he was taking on all responsibilities while he was gone on educational leave.
- I was tasked with dealing with a benevolent request for a non-parishioner that turned out to be fraudulent.
- I was tasked in dealing with a benevolent request from a parishioner and validating their claim; as per my discussion with Brad, funds will be released.
- I shadowed Brad in conducting pastoral funeral/celebration of life meetings with parishioners and was able to participate in formalized event.
- I am following up with pastoral visits both in homes and at hospitals.
- Among my learning process, continuing to refine my presiding and preaching during worship services.
- Connecting with those in the Sarnia Pride Alliance and participating in the Transgender Day of Remembrance.
- Tanya, came in and interviewed myself, the LST and Brad as part of my formal mid-term evaluation.
- I am continuing to refine my preaching in the pulpit consulting with Pat, Brad and the LST along with reviewing my performance on DVD.
- I am continuing to refine the presiding process learning how to develop and implement the liturgy.
- I’m developing connections made during the Transgender Day of Remembrance as part of the pastoral relationship and outreach.
- I was able to put my understanding and research skills to use in relation to a proposed fundraiser event and become more familiar with policy up take.
- I am in the process of extending the number of parishioners I’ll be providing pastoral visits for.

BRAD MORRISON

Key Ministry	Major Activity and Related Committees -- October 4 – Dec 5, 2018
Worship	Ongoing resource to <b>Sanctuary Guild</b> . Participation at <b>celebration of life</b> event for Fe de Guzman. Preside at <b>weddings</b> of Dowswell/Rondinelli David/Walton, Acton/Bunting, Hines/Watson, Mellon/Wright. Area nursing home and seniors residence worship services.
Inreach	Attending Sarnia Pride meetings/events (e.g., game night) on behalf of <b>Affirming</b> Cmt and organizing 3 <sup>rd</sup> annual Transgender Day of Remembrance.

	<b>New Members and Baptism</b> gathering with Pastoral Team. Ongoing monthly work continues with the <b>Seniors Drop In</b> and peer consultation at the <b>Hospice</b> .
Outreach	Support for Rain White's fundraiser for <b>St. Clair Child and Youth</b>
Teaching	Ongoing supervision with Brett's <b>Supervised Ministry Education</b> including mid-term evaluation and site visit by London Conference internship committee.
Proclamation	Attended Chamber of Commerce rehearsal and gala event for congregation's nomination for <b>Outstanding Business Achievement Award</b> . Best popcorn award at <b>Fall Fair</b> . Represent Grace United at <b>Refined Fool Catan tournament</b> .
Governance/ Support	Supported congregational meeting vote on becoming an <b>Affirming Ministry</b> . Continue as appointed <b>pastoral support</b> person for Rev. Adam Kilner for duration of Dunlop's congregational review.
Holiday/Study	Study Leave 19.1: Nov 12-18, 2018 (study research on extra marital affairs)

**8. Key Ministry Committee Reports**

**Worship**

The Committee met on November 21. New to the meeting was an initiative from Glenn and Brad to carry out staged introductions of new hymns. Via Skype, Glenn led the committee through the melody of the hymn "I am the Dream", and then provided insights into the musicology of the hymn. Brad prepared a background document about the origin of the hymn in a book of poetry, and some of the historical notes related to the creation of the hymn. The plan of Brad and Glenn is to introduce new hymns to the Worship Committee prior to singing them in weekly services.

The Committee discussed the budget, and agreed that we are able to hold a no-increase 2019 budget. Glenn did note that the cost associated with piano tuning has increased and that this may need to be a consideration in budget planning for future years.

As a result of the Congregational vote on November 25, the Worship Committee assumes formal responsibility for the Memorial Committee activities.

**Christian Development**

Nursery volunteers (2) have come forward and we are grateful; and now we are in need of Children's Worship leaders due to a retirement. Appealing to congregation for volunteers.

**Congregational Care & Growth**

One hundred percent of our donation to support Chaplain Bruce Cook's ministry at the Sarnia Jail will be applied to a program that provides reading glasses, reading material, greeting cards and educational supplies for the inmates.

The Congregational Care and Growth Committee recommends that Council approve the transfer into membership of this congregation of Elizabeth Stinson from Melville United Church in Fergus.

We are now recognized as an Affirming Ministry! Celebration to follow!

**Baptisms**

No report

**Received by Profession of Faith**

No report

**Transfer In**

Motion by IRIS MURTHA; second by VAL ADAMSON; CARRIED; to approve the transfer into membership of Grace United of Elizabeth Stinson from Melville United church in Fergus.

**Transfer Out**

No report

**To Be Removed by Congregational Care & Growth**

No report

**Removed by Death (members only)**

No report

**Change to Non-resident/Resident Status**

No report

**Upcoming Transfers/Professions/Baptisms/Confirmation**

Baptism – tbd

Aubree Marie Troiani, daughter of Laura & Jeff, already approved

**Profession of Faith/Transfer In – tbd**

Jeff & Laura Troiani, already approved

Elizabeth Stinson, transfer from Melville United Church, Fergus

**Weddings**

Amanda Dowswell and Patrick Rondinelli – Oct. 27, 2018

**Upcoming Weddings**

No report

**Funerals**

No report

**FYI** - inactive, non-members removed from phone directory & Grace Notes

(no further action required by Council)

**Outreach**

1. 111 clients served at the October IOGS meal – a full complement of volunteers serving meal prepared by the Eastman and McGuinness team.
2. October 21st soup luncheon raised \$1833 for Lambton Center Emergency Fire Upgrades. To-date, just over \$14000 has been raised with the total required \$19000. The contribution from Grace is much appreciated.
3. After review of the e-mail from Brian White, it was decided that the November 18 soup luncheon would benefit the Men’s Ally Coalition (MAC), a grassroots committee formed at the request of the Sexual Assault Survivor’s Centre and the Women’s Interval Home. Bringing men and boys into this conversation has long been considered an important yet missing piece in the mission to end gender-based violence.
4. E-mail received from Huron House Boy’s Home (HHBH) requesting a soup luncheon to support their ongoing work. It was noted that Andy Shaw (brother of Al) and Natisha Taylor (new member of Grace) are both associated with HHBH. Committee agreed that the March 2019 soup luncheon donations would go to the HHBH.
5. 2019 soup luncheon dates and beneficiaries are January 13 (RayJon – note from Pat Morrison indicates as many as 10 people from Grace may be participating in Poverty Awareness trip to D.R. in March 2019), February 17 (Canadian Food Grains Bank), March 24 (HHBH) and April 14 (open).
6. Brigden United ‘Forget-Me-Not’ grow project has been harvested with a yield of 500 bushels of Soybeans which was sold for over \$11/bushel.
7. L4L fund raising dinner will be on November 25, 2019.
8. Salvation Army has requested food donations for their Christmas food program. Rather than compete with the IOGS program, the committee thought it might be possible to communicate the specific items requested from Grace (Canned Kid’s pasta) and collect in conjunction with the mitten tree appeal. Paul to follow-up with Lori.
9. Next meeting is December 10 at 7 PM. Devotion by Paul, Hosting by ???? Thanks.  
submitted by Paul

**Proclamation and Special Events**

NONE

**9. Governance and Support Committee Reports:**

**Planning**

NONE

**Finance**

1. To the end of October, the operating budget was in a deficit position of ~\$11,000. See Appendix 1.1 for detailed operating report.
2. A cheque for \$8509 was received from High Park to be used "as a project or program of your choice as a memorial to High Park United Church". It will go toward financing the new gym floor.

3. High Park donated money to the Sarnia Community Foundation that is to be invested and dispensed to Grace for five years. It will amount to about \$4,225 per year and is to go toward the Lunches for Learning program.
4. The Gracious Quilters made a donation of \$2,000 toward the gym floor.
5. The Rotary Club made a donation of \$1,000 to Lunches for Learning.
6. If they haven't already done so committees should submit their budget requests to Paul Cooper.

Discussion about budget 2019 for Presbytery and M&S.

Recommended that Outreach and Finance discuss 2019 M&S budget targets and develop strategies for presentation of the final budget 2019 to council at January 2019 meeting.

**Communications**

Submitted budget to Finance.

Chris Cooke presented draft Communications Initiatives Fund Policy document as Appendix 2.7 to Grace United reference documents for review. See attached here as Appendix 1.2 to these minutes.

**Property**

Marion Staples met with Steve Siklosi to be trained as Invoices Manager to track property invoices.

Building Use Study

- Gym rental rate increase will be implemented in January. All impacted groups were notified by Lori.
- Reviewing sponsorship forms with Committees. To be completed this month.
- 3 gym rental groups to be reviewed for rate discounts.
- Plan to work on other actions in 2019.

**Trustees**

NO REPORT

**Ministry & Personnel**

- M&P Budget was prepared. Expecting a 2.2% increase over 2018 budget.
- Working with the Ministers to clarify the process for claiming Clergy Residence Deduction.

Motion by JOHN COOKE; second by BILL PALMER; CARRIED, to approve salary increases in 2019, with provision it can be revised or reversed at congregation meeting in 2019.

**Lay Presbytery**

NONE

**UCW**

NONE

**AOTS**

The regular monthly breakfast meeting of AOTS took place on Sunday, November 25, 2018 at 8:00 AM in the gym of Grace United. Guest speaker was Adam Kilner, Minister at Dunlop United, who spoke about, and showed several pictures of, his experience attending the World Conference of Churches on World Mission and Evangelism which took place in Arusha, Tanzania, in March of 2018. ---- Bill Palmer

**GROWTH & GIVING**

- Continuing to receive donations for the gym floor project
- Account balance is ~\$45k
- Project planning to resume in January 2019

**10. Adjournment:** 8:12 pm

Motion to adjourn by JOHN COOKE, second by VAL ADAMSON. CARRIED.

**Next regular meeting: JANUARY 9, 2019**

**2019 Devotion Responsibility:**

JANUARY -  
 FEBRUARY -  
 MARCH -  
 APRIL -  
 MAY -  
 JUNE -  
 JULY -  
 AUGUST -  
 SEPTEMBER -  
 OCTOBER -  
 NOVEMBER -  
 DECEMBER -

**2019 Sunday Lock-up Responsibility:**

JANUARY – Property  
 FEBRUARY – Planning  
 MARCH – Trustees  
 APRIL – Worship  
 MAY – CD  
 JUNE – CC&G  
 JULY – AOTS  
 AUGUST – Communications  
 SEPTEMBER – Finance  
 OCTOBER – Outreach  
 NOVEMBER – M&P  
 DECEMBER - Property

**11. Closing Prayer**

Lord’s Prayer lead by Pat Morrison

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Brad Mackey, Chair

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Diana Fisher, Secretary

APPENDIX 1.1 **OPERATING REPORT 2019**

	<b>2018 Budget</b>	<b>2018 to Oct. 31</b>	<b>2019 Budget</b>
Givings for Operating Budget	\$ 375,000.00	\$ 298,400.00	\$ 375,000.00
Designated M & S Givings	\$ 5,700.00	\$ 4,700.00	\$ 5,700.00
<b>Total Givings - Unified Budget</b>	<b>\$ 380,700.00</b>	<b>\$ 303,100.00</b>	<b>\$ 380,700.00</b>
<b>Other Income</b>			
Rental	\$ 16,000.00	\$ 15,900.00	\$ 16,000.00
Donations	\$ 1,650.00	\$ 2,300.00	\$ 1,650.00
Interest	\$ 100.00	\$ 1,400.00	\$ 1,200.00
Special Events	\$ 8,000.00	\$ 5,300.00	\$ 6,000.00
Grace Ministries			
Other Income	\$ 2,000.00	\$ 900.00	\$ 900.00
	<b>\$ 408,450.00</b>	<b>\$ 328,900.00</b>	<b>\$ 406,450.00</b>
<b>Committee Expenditure</b>			
Congregational Care and Growth	\$ 1,000.00		\$ 1,000.00
Outreach (M & S)		\$ 100.00	
Christian Development	\$ 1,500.00	\$ 1,700.00	\$ 2,100.00
Worship	\$ 1,625.00	\$ 500.00	\$ 1,625.00
Communications	\$ 8,400.00	\$ 7,300.00	\$ 8,150.00
Ministry and Personnel	\$ 320,600.00	\$ 258,100.00	\$ 327,500.00
Trustees	\$ 6,000.00	\$ 6,600.00	\$ 6,600.00
Property	\$ 38,500.00	\$ 29,400.00	\$ 38,500.00
Finance	\$ 3,500.00	\$ 2,700.00	\$ 3,500.00
Presbytery	\$ 14,000.00	\$ 13,400.00	\$ 14,700.00
Council	\$ 100.00		
M & S	\$ 27,325.00	\$ 20,500.00	\$ 25,925.00
<b>Total Expenditure</b>	<b>\$ 422,550.00</b>	<b>\$ 340,300.00</b>	<b>\$ 429,700.00</b>
Net Income vs. Expenditure	<b>-\$ 14,100.00</b>	<b>-\$ 11,400.00</b>	<b>-\$ 23,250.00</b>
Transfer to Reserve Fund			
Transfer from Reserve Fund	\$ 14,100.00		
	\$ -		



## APPENDIX 1.2

**COMMUNICATIONS INITIATIVES FUND POLICY**

APPENDIX 2.7 to Grace United Church Policy documents

November 8, 2018

## Origin and Purpose

The Communications Initiatives Fund was established in December 2018 by the Communications Committee. It is an amalgamation of two historical funds: the Audio Visual Fund (created and generously supported by Ted West) and the Office Equipment Fund (an administrative fund). As such, the Communications Initiatives Fund supports the purchase and maintenance of:

- Information technology and audio visual equipment throughout the church
- Main Office furniture and equipment

Typical uses might include: networking hardware/software, projectors, televisions, Main Office computing devices, Main Office chairs, Main Office paper cutters, etc.

Purchase or maintenance of computing devices related to staff for which the Communications Committee has no oversight are excluded.

## Investment/Accountability

In Grace's books of account, the Fund is one of several church funds. It is separated from operating funds to recognize its specific mandate within Communications Committee activities. The assets of The Fund are ensured by the overall positive balance in the Grace Church operating account.

Assets of the fund include the assets of the two historical funds, donations designated to the fund, and approved transfers from other church funds.

The Communications Committee and its Chair is accountable to Council for the Fund. The Fund's financial operations are conducted through the Church Treasurer (receipt and disbursement of monies) and the Church Accountant (the tracking of income, outgo and Fund balances).

The Church Accountant will publish The Fund's financial activities on a quarterly basis and the Grace Annual Report.

## Authority and Approvals

Spending from The Fund begins with authorization by the Communications Committee Chairperson. This authorization must be arms-length. Where there is a conflict of interest between the authorization and the recipient (be it individual or group) a third-party signature shall be required.