

## Minutes of the SUB-EXECUTIVE OF HAMILTON CONFERENCE

November 20, 2013



*"Trust God; Trust the Body"*

### Authority

The Sub-executive of Hamilton Conference met by teleconference call on Wednesday, November 20, 2013 at 11:00 a.m. A quorum was present.

### Calling of the Roll

Peter Hartmans called the roll:

<b>Present:</b>	Peter Hartmans	Executive Secretary
	Keith Reynolds	President
	Ted Smith	President Elect
	Christina Paradela	Past President
	Gerry Hofstetter	Chair, Bruce Presbytery
	Aaron Miller	Chair, Erie Presbytery
	Stephen Huntley	Chair, Halton Presbytery
	Bob Brunner	Chair, Hamilton Presbytery
	Ken Pettigrew	Chair, Niagara Presbytery
	Jenny Stephens	Personnel Minister
	Heather Davies	Chair, Ministry Personnel and Education Committee
	Diane Walker	Chair, Education & Students Committee
	Ron Coulson	Chair, Finance Committee
	Janet MacDonald	Treasurer
<b>Regrets:</b>	Greg Case	Chair, Waterloo Presbytery
<b>Recording Secretary:</b>	Barbara Hampson	

## Constitution

The President welcomed everyone and constituted the Court in the name of Jesus Christ to deal with the business that might rightfully come before it.

## Members of Sub-Executive

***Motion: Keith Reynolds/Gerry Hofstetter***

*That Janet MacDonald and Diane Walker be made corresponding members for this meeting of Hamilton Conference Sub-Executive:* **CARRIED**

## Worship

The President opened the meeting with prayer. He reminded everyone that we live on sacred land and invited us to come with an attitude of gratitude and respect for the land we inhabit.

## Agenda

***Motion: Bob Brunner/Aaron Miller***

*That the updated agenda be approved:*

**CARRIED**

## Sub-Executive Minutes

***Motion: Gerry Hofstetter/Christian Paradela***

*That the Hamilton Conference Sub-Executive approve the minutes of the October 16, 2013 meeting of the Sub- Executive of Hamilton Conference.* **CARRIED**

## Hamilton Conference Education and Students Committee (Appendix A – E 30)

Diane Walker provided background information.

***Motion: Peter Hartmans/Heather Davies***

*That Hamilton Conference Executive requires, from January 1, 2014 for Inquirers, that a summary of the Vocation Assessment with Six Oaks Consulting be included in the prerequisites for Conference Interview Board.* **CARRIED**

## Hamilton Conference Interim Ministry Committee

Jenny Stephens provided background information.

***Motion: Bob Brunner/Heather Davies***

*That the Sub-Executive of Hamilton Conference accept the Conference Interim Ministry Committee recommendation that the Hamilton Conference Executive continue the designation of Pegi Ridout (an ordained minister in Waterloo Presbytery) as an Interim Minister in the United Church of Canada (The Manual 2013 – I 1.7.2).* **CARRIED**

## Hamilton Conference Interview Board (Appendix A – E 31)

Jenny Stephens provided back ground information.

***Motion: Heather Davies/Ted Smith***

*That the Sub-Executive of Hamilton Conference accept the recommendation of the Hamilton Conference Interview Board that the Reverend Jeffrey Chalmers be recognized as an ordained minister of the United Church of Canada at the 2014 Annual Meeting of Hamilton Conference.* **CARRIED**

Heather Davies offered prayer for Jeffrey Chalmers, Pegi Ridout, and the ongoing work of the Education & Students Committee.

## Financial Report

Janet MacDonald provided background information and answered questions.

***Motion: Peter Hartmans/Ron Coulson***

*That the Financial Statement to November 18, 2013 (Appendix B – E 32-33) be received for information.* **CARRIED**

***Motion: Ron Coulson/Gerry Hofstetter***

*That Hamilton Conference Sub-Executive approve the Budget for 2014. (Appendix B – E34-35)*

It was noted that assessments are going down in spite of a \$50,000 cut from General Council.

Aaron Miller offered prayer for the work of the Finance Committee.

## UCOM Request for Funds

***Motion: Peter Hartmans/Aaron Miller***

*That the money Hamilton Conference is currently holding in trust (approximately \$740,000) be released to UCOM for their disposal.* **CARRIED**

## Moderator's Visit Update

Peter Hartmans provided information about the Moderator's visit:

- Waterloo Presbytery is planning a service on December 1 in Guelph at 10:30 at John F. Ross Secondary School, and in the evening at First United, Waterloo
- Niagara Presbytery has put in a proposal to have a service in Niagara Presbytery
- Port Nelson United Church in Halton Presbytery has invited the Moderator for Easter Sunday

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- Halton Presbytery is negotiating with the Moderator's Advisory Committee about a drama event
  - Hamilton Presbytery Executive is working on a possible Good Friday event

Peter encouraged anyone else who has ideas about an event with the Moderator to move forward quickly as the Moderator's schedule is filling up.

### **Next Meeting:**

The Executive of Hamilton Conference will meet at Hamilton Conference on **Thursday, February 13, 2014** at 9:30 a.m. (Snow Date: February 27, 2014).

### **Adjournment**

The President thanked participants and declared the meeting adjourned at 11:50.

### **FUTURE MEETINGS**

**Spring Meeting: Thursday, April 24, 2014, 9:30 a.m. – 3:00 p.m.**  
**Hamilton Conference Office**

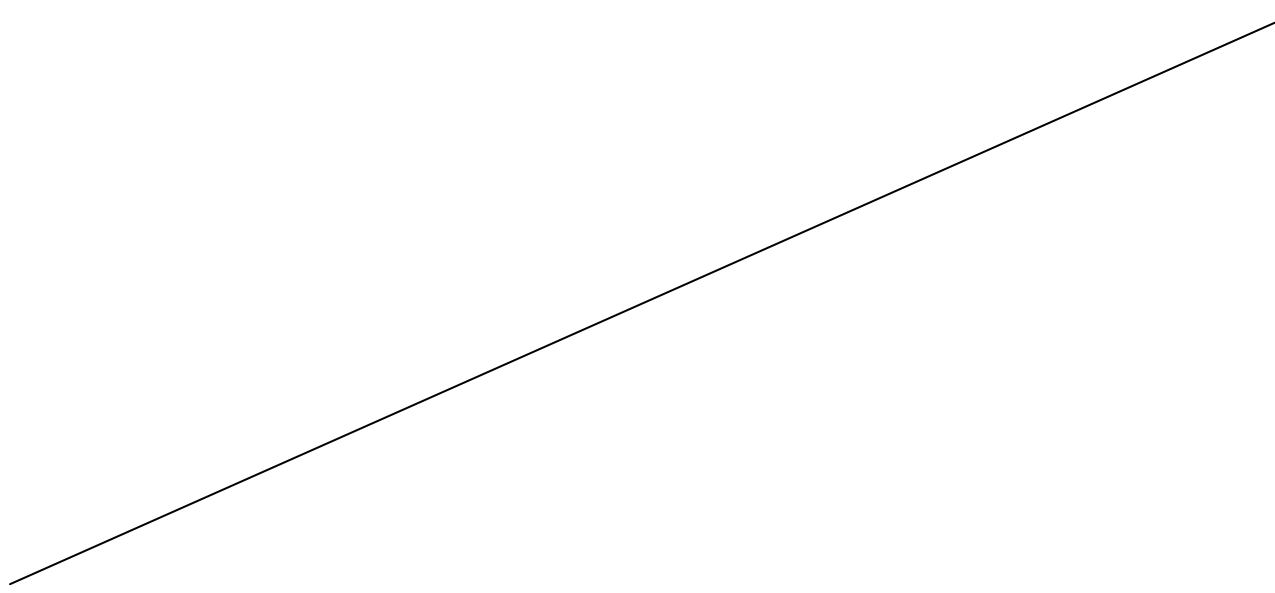
**Annual Meeting: May 24-25, 2014**  
**CAW-Canada Family Education Centre**  
115 Shipley Avenue  
Port Elgin, Ontario

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Keith Reynolds, President

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Peter Hartmans, Executive Secretary



November 4, 2013.

Rev. Peter Hartmans,  
Executive Secretary, Hamilton Conference,  
P.O. Box 100,  
Carlisle, ON  
L0R 1H0

Dear Peter,

The following is suggested content of a motion that the Hamilton Conference Education and Students Committee has discussed at the September meeting and the Interview Board has recommended that the motion move forward to the Conference Executive with concurrence.

**BACKGROUND INFORMATION:**

For some time, Hamilton Conference Education and Students Committee have considered the value of using a vocational assessment tool to help Inquirers, CIB and Presbytery E. & S. Committees to make determinations about suitability for ministry. Having met with a representative from Six Oaks and discussed this option, we believe that this assessment will provide helpful insight for all. We have asked for input from CIB on this motion. This will apply to all inquirers beginning discernment from January 1, 2014.

The assessment may be done at any time during the discernment process, the cost to be borne by the Inquirer with anticipated assistance from the sponsoring congregation.

Rev. Jenny Stephens has met with Jennifer Clarke and discussed this process in detail.

**SUGGESTED MOTION:**

That Hamilton Conference Executive requires, from January 1, 2014 for Inquirers, that a summary of the Vocation Assessment with Six Oaks Consulting be included in the pre requisites for Conference Interview Board.

Thank you for your assistance with this matter.

Blessings,

Lillian Gohn,  
H. Conf. E. & S. Committee

CC: D. Walker,  
J. Stephens.  
C. Adams.

**Appendix A – Correspondence**

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To: The Executive of Hamilton Conference  
From: Hamilton Conference Interview Board  
Re: the Reverend Jeffrey Chalmers  
Date: November 16, 2013

The Hamilton Conference Interview Board met with the Rev. Jeff Chalmers on November 16, 2013. Jeff is seeking to have his ordination recognized by the United Church of Canada. Jeff was interviewed by Hamilton Conference after his credentials were assessed by General Council. He completed the required educational requirements and is now appointed at Bethesda United Church in Hamilton Presbytery. The purpose of the interview was to assess Jeff's fitness to be received into the United Church's order of ministry at the 2014 Annual Meeting of Hamilton Conference.

Jeff is in a half-time appointment at Bethesda and works as well as a half-time prison chaplain. He reflected with us that it was partly his chaplaincy work that drew him to the United Church. He wanted to serve in a denomination that was inclusive, that supported an openness to faith differences and that took very seriously the needs and concerns that are faced by Aboriginal people. Even though working as a chaplain he needed to be part of a faith community. His ministry at Bethesda supports his spiritual needs and growth. At the same time his chaplaincy has provided some intentional outreach for the congregation.

The interview team found Jeff to be articulate and authentic, able to share his faith in a relaxed and honest way. He is well liked by the congregation he is serving and they appreciate the strong but gentle leadership he has provides for them. He respects their limitations as a small aging congregation but has also helped them to find creative ways to channel their gifts so that they have a renewed sense of well-being.

Through the courses he has taken at Emmanuel, his commitment to Presbytery and support from the Pastoral Charge Supervisor Jeff has been able to learn about and make the changes needed to move from his previous denomination to serve within the United Church and under its polity.

The interview team fully appreciated the time they spent with Jeff. As a result, the Hamilton Conference Interview Board recommends to the Executive of Hamilton Conference the the Rev. Jeffrey Chalmers be recognized as an ordained minister of the United Church of Canada at the 2014 Annual Meeting of Conference.

Respectfully submitted,

Claudia Adams, Chair, Hamilton Conference Interview Board

**Hamilton Conference - Income Statement - November 18, 2013**

	YTD	Budget - YTD
<b>INCOME</b>		
Annual Meeting	33,804.39	15,000.00
Assessment Income	509,613.76	481,795.17
Government Rebates	9,001.56	8,500.00
Hampack		400.00
MP&E Income	70.00	4,500.00
Network Income	28,625.76	4,300.00
Other Income	27,210.10	13,292.00
Salary Grant	268,995.81	281,322.64
<b>TOTAL INCOME</b>	<u>877,321.38</u>	<u>809,109.81</u>
<b>EXPENSES</b>		
Agenda and Business	1,450.89	1,769.00
Annual Meeting	79,703.10	76,700.00
Archives	42,657.02	32,483.25
Archives Committee	129.31	700.00
Avel - Bookstore Support	14,935.00	14,935.00
Capital Expenses	7,546.50	8,831.00
Conference Oversight	78,269.57	22,081.00
Contingency	525.71	8,831.00
Corporation Overview	8,828.09	5,565.00
Effective Leadership Project	3,114.43	
Executive and Subexecutive	4,043.97	7,500.00

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Finance Committee	11,152.90	15,695.00
General Council Commissioners	62.78	
Hampack		344.00
Ministry, Personnel & Education	14,253.48	27,389.00
Mission, Strategy and Support	1,703.51	2,010.00
Networks	38,484.65	13,250.00
Nominations	494.61	430.00
Office Operating	56,775.78	62,718.00
Pastoral Care Team	604.30	860.00
Presbytery & Congregational Resources	-	2,471.00
President's Expense	4,041.86	3,531.00
Program Partnership Expenses	1,050.00	3,710.00
Property Committee	73.80	300.00
Recovery and Healing	120.00	2,650.00
Resource Development	1,842.55	2,650.00
Sexual Abuse, Prevention, Response	3,227.56	3,094.00
Staff	555,736.06	577,267.14
Staff Committee	3,685.06	2,285.00
Philanthropy & Stewardship	929.24	1,000.00
	<u>935,441.73</u>	<u>901,049.39</u>
	-	-
Net Income	<u><u>58,120.35</u></u>	<u><u>91,939.58</u></u>



HAMILTON CONFERENCE	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Budget 2014
Income					
Assessments	591,518	564,300	652,584	642,394	624,539
Other	380,034	387,246	406,204	377,208	363,858
Total Income	971,553	951,546	1,058,788	1,019,602	988,397
Expenses	1,033,503	1,009,314	1,021,428	1,019,602	988,397
	- 61,950	- 57,768	37,360	-	-
To Reserves- Budget	27,500	11,000			
To Reserves - Finance	30,000				
	- 119,450	- 68,768			
CONFERENCE INCOME	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Budget 2014
Annual Meeting	13,985	17,782	39,724	15,000	15,000
Archives Reserve	15,000	10,045	3,492	1,830	24,361
Assessments	591,518	564,300	652,584	642,394	624,539
Government Rebates	9,613	17,378	17,689	17,000	17,200
Hampack Income	456	396	200	400	-
MP&E Income	554	3,040	6,916	4,500	6,500
Network/Workshop	6,060	12,169	5,264	5,000	5,000
Other Income	19,573	7,958	10,163	15,000	15,000
Salary Grant	314,793	318,478	322,755	318,478	280,797
	971,553	951,546	1,058,788	1,019,602	988,397
% increase in assessments	14.39%	-4.60%	15.65%	-1.60%	-2.78%
CONFERENCE EXPENSES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Budget 2014
Agenda and Business	1,462	3,185	2,548	2,000	2,000
Annual Meeting	56,532	76,646	90,994	76,700	68,200
Archives	40,766	40,766	42,804	45,141	47,191
Archives Committee	466	403	317	700	700
Avel/Bookstore Support	14,935	14,935	14,935	14,935	16,000
Capital Expenses			1,383	10,000	15,000
Conference Oversight			57,896	25,000	35,000
Contingency	129,401	70,342	1,153	10,000	15,000
Corporation Overview	19,416	19,663	11,747	6,300	17,000

Executive and Sub-Executive	3,767	6,544	5,720	7,000	6,000
Finance Committee	16,380	14,967	18,836	16,780	18,150
General Council Commissioners			3,075		1,500
Hampack	640	645	700	400	150
Ministry, Personnel and Education	27,058	28,700	34,174	35,090	33,950
Mission, Strategy and Support	4,143	1,882	1,095	2,010	2,010
Networks/workshops	14,846	17,425	17,505	15,000	15,000
Nominations	691	580	409	1,000	1,400
Office Operating	70,895	66,709	62,834	71,640	62,226
Pastoral Care Team	1,178	851	911	1,000	1,000
Philanthropy and Stewardship	681	853	2,712	1,000	2,800
Presbytery and Congregational Reso	2,697	25,307	13,212	2,800	2,800
President's Expenses	2,734	3,815	2,577	4,000	3,000
Program Partnership	3,275	3,743	1,350	4,200	1,500
Property Committee	288	295	131	300	300
Recovery and Healing			960	3,000	1,500
Resource Development	1,772	1,985	3,831	3,000	4,000
Sexual Abuse/Prevention/Response	2,193	1,219	3,241	3,500	2,100
Staff	614,058	604,047	621,581	653,506	609,320
Staff Committee	3,229	3,808	2,797	3,600	3,600
	1,033,503	1,009,314	1,021,428	1,019,602	988,397