

Minutes of the EXECUTIVE OF HAMILTON CONFERENCE

April 27, 2017



"Holy Shift!"

Authority

The Executive of Hamilton Conference met at the call of the President on Thursday, April 27, 2017 at Hamilton Conference Office. A quorum was present.

Attendance

Laity:

Margaret Blewett, Rod Coates, John Hurst, Nancy Risto, Sybil Wilson.

Ministry Personnel:

Gail Clarkson, Gord Dunbar (President), Nora Fueten, Peter Hartmans, Orville James, Deborah Laforet, Heather Leffler (President-elect), Janet MacDonald, Christina Paradela, Tim Reaburn, Ted Smith, Bill Thomas, Judy Zarubick.

Regrets: Rosemary Addison, E. Ann Fleming, Joyce Ward, Jane Wyllie

Corresponding Members:

Diane Blanchard, Lillian Gohn, Kim Uyede-Kai

Recording Secretary:

Barbara Hampson

Constitution

President Gord Dunbar welcomed everyone and constituted the Court in the name of Jesus Christ, Head of the Church, to deal with the business that might rightfully come before it. He opened the meeting with a brief service of worship.

Gord Dunbar shared the sad news that Eileen Burnes had died and offered prayer for Eileen.

Agenda

Motion: Bill Thomas/Rod Coates

That the agenda be approved as circulated and amended:

CARRIED

Executive Minutes

Motion: Gail Clarkson/Heather Leffler

That the Hamilton Conference Executive approve the minutes of the February 16, 2017 meeting of the Executive of Hamilton Conference as distributed:

CARRIED

Motion: Nora Fueten/Deborah Laforet

That the minutes of the teleconference meeting of the Sub-Executive of Hamilton Conference on February 14, 2017, be received for information:

CARRIED

Correspondence

Motion: Margaret Blewett/Judy Zarubick

That Hamilton Conference Executive receive the list of correspondence (Appendix A – E 83) for information:

CARRIED

Sessional Committees

The Executive broke into sessional committees at 9:55 a.m. as follows:

#1	#2	#3
Rod Coates	Nora Fueten	Christina Paradela
Heather Leffler	Nancy Risto	Margaret Blewett
Gail Clarkson	Deborah Laforet	Judy Zarubick
John Hurst	Ted Smith	Orville James
Sybil Wilson	Bill Thomas	Gord Dunbar
	Tim Reaburn	
	Lillian Gohn	

The sessional committees reviewed Conference annual reports as follows:

Sessional Committee #1: Standing Committees
 Sessional Committee #2: Education Institutions, Miscellaneous, Networks
 Sessional Committee #3: Presbyteries, Staff

The Executive reconvened at 11:00 a.m.

Reports for Action

Sessional Committee #2: Educational Institutions, Miscellaneous Reports, Networks

Nora Fueten highlighted work in the reports and made suggestions and comments:

- Chaplaincies: we support the valuable work of ecumenical chaplaincy with limited funding and encourage presbyteries to support these ministries, especially presbyteries that don't have their own chaplaincies
- Five Oaks – concern regarding energy of those volunteers as well as upkeep of the building. However, there has been a positive response from community partners. By-laws will need to be revised to include new partners equitably.
- UCW Executive – We need to address child poverty, particularly on aboriginal reserves. We noted the continuing struggle to find enough volunteers. We discussed being open to new ways of providing social outlets for younger women.
- Wesley Urban Ministries – Supported in a small way from Mission Strategy and Support. This is our only ministry that addresses urban issues. Many of the clients are actually from Six Nations; this is an important outreach ministry.
- Affirm Network – this group does excellent work.
- How well known is the work of all the networks? Could better communication happen?
- Bearing Faithful Public Witness – does not meet face-to-face; maybe more personal connections would help their work be more engaged. Could the various information this group gathers be sent to presbytery secretaries to be distributed more widely and make their work known?
- CAYTS and Youth Forum registrations are down. Should there be more of a focus on programs not connected to the Conference meeting and in more central locations? Perhaps we could study what other Conference are doing.
- Week of Guided Prayer – would be good to share the work of this network more widely; many have no knowledge of the work of this network.

MOTION: Nora Fueten/Bill Thomas

*That, having reviewed the reports, Hamilton Conference Executive receive all the reports of the **Educational Institutions, Miscellaneous Reports, and Networks** for information:*

CARRIED

Sessional Committee #3: Presbyteries, Staff

Judy Zarubick highlighted aspect of the reports and made comments and suggestions:

Presbyteries

Bruce

- Wisdom from the Cooperative trial period would be appreciated

Erie

- Uphold the clustering as a positive initiative
- Recognizing the challenges of providing leadership

- Celebrating a community Hall on church land
- Lift up Nations Uniting and Five Oaks

Halton

- Encouraged to see that in response to the challenges outlined in the report that the Presbytery is evolving with a positive proactive initiative for 3 part time staff positions

Hamilton

- Although it is not in the report we celebrate the fact that the resource center has secured a new location for its vibrant ministry
- Hold up policy of enacting a minimum phone cost of \$75 for any appointment or call

Niagara

- Hold up Youth Festival and ecumenical connections and broader church connections
- Social justice Outreach in a time of uncertainty
- Note that Caribbean Outreach Program missing, the report seems accurate but not comprehensive
- Working very hard at moving forward positively
- Can a paragraph be added on Pastoral Relations and Oversight

Waterloo

- Like the four priorities,
- Their staff person is providing great leadership but not named

Staff Teams

- We see the Hamilton Conference staff team as knowledgeable, working well together as a team, and empathetic.
- We would appreciate the ten thousand foot perspectives. What are the trends, roadblocks, opportunities, for example, Kim's learning from transition theory?

Overall

- It is clear from the Presbytery Reports and staff reports that there is a high need for more collaborative ministry initiatives.
- Generally, for the Conference see paragraph four in Halton Presbytery Report

MOTION: Christina Paradela/Judy Zarubick

That, having reviewed the reports, Hamilton Conference Executive receive the reports of the Presbyteries, and Conference Staff.

CARRIED

Sessional Committee #1: Standing Committees

Rod Coates highlighted work in the reports from the standing committees and made suggestions and comments:

General Comments

- Comments should be forwarded to report authors, not just included in executive minutes.
- Recommend that all committee reports name their members.

Archives

- What are the plans for future digital recordkeeping?

Division of Ministry Personnel And Education

- Good reminder of the variety and depth of workshops and support available.

Education and Students

- Inclusion of numbers of students and the various streams of those who were interviewed at New Ministries would be helpful.
- In the opinion of the committee, is the Vocational Review process of value?

Interim Ministry

- Good report

Internship and Educational Supervision

- Exciting to see partnership with UCC and Disciples of Christ.
- Good to see details, and the variety of programs, of students at work in the Conference

Conference Interview Board (CIB)

- Report demonstrates good balance between description of work and interviews conducted

Pensions and Group Insurance

- Should committee members be recognized?

Nominations

- Congratulations on getting a full slate of candidates. Yay!

Pastoral Care Team

- Would it be helpful to know the number of pastoral care responses dealt with by the team? Might make others know that they are not alone. Also good to know who the presbytery pastoral care reps are. Appreciation for holding the health and wellness event.

Philanthropy and Stewardship

- A little disappointing that some presbytery representation is lacking.
- Perhaps have a different design for the M&S thank-you poster from Conference (not the same as national church)

Property Committee

- Commendations to those who lived through the renovation exercise.
- Report oozes enthusiasm!

Sexual Abuse Prevention and Response Committee

- Would it be helpful to know the number of consultations dealt with by the team during the year?
- Clarify what “. . .the work of the consultants will be shifting to General Council” means.

Staff Committee

- Amazing staff. Gratitude for the committee who support our staff.

Mission Strategy & Support

- Grateful that they identify the number & the nature of grants
- 2nd paragraph, should be “\$235,910”

MOTION: Rod Coates/Gail Clarkson

That, having reviewed the reports, Hamilton Conference Executive receive all the reports of the Standing Committees:

CARRIED

President’s Advisory Committee

President-Elect Heather Leffler outlined her plan to use the Week of Guided Prayer Network to be prayer support for the president in lieu of a President’s Advisory Committee. She shared with the Executive the logo that has been designed to represent her theme, “Changing Seasons.”

Interim Ministry Designations

Sybil Wilson provided background information. Discussion followed.

Motion: Sybil Wilson/Heather Leffler

*That Hamilton Conference Executive accept the recommendation of the Hamilton Conference Interim Ministry Committee **Eleanore Scarlett** (OM, Halton) be re-designated as an Interim Minister in the United Church of Canada until March 22, 2022:*

CARRIED

Motion: Sybil Wilson/Christina Paradela

*That Hamilton Conference Executive accept the recommendation of the Hamilton Conference Interim Ministry Committee that **Hugh MacDonald** (OM, Halton) be re-designated as an Interim Minister in the United Church of Canada until March 22, 2022, with the recommendation that he seeks and develops a relationship with a spiritual director:*

CARRIED

Lunch

The Executive broke for lunch from 12:00 to 12:50 p.m.

Nomination for President

Peter Hartmans provided background information. To date we have no nominations for President-Designate.

Motion: Bill Thomas/Rod Coates

That Hamilton Conference Executive receive the nomination of Deborah Laforet for President-Designate.

CARRIED**President-Elect: Heather Leffler**

Peter Hartmans provided background information. Discussion followed.

Motion: Peter Hartmans/John Hurst

That Hamilton Conference Executive recommend to the 92nd meeting of Hamilton Conference that President-Elect Heather Leffler's one-year term be extended by up to one year if remit #1, three court model, is approved through presbytery and congregational voting.

CARRIED**Financial Statements to Date**

John Hurst provided background information.

Motion: John Hurst/Janet MacDonald

That the Balance Sheet and Income Statement (Appendix B – E 84–85) be received for information:

CARRIED**Proposed Budget 2018**

John Hurst provided background information. Discussion followed.

Motion: John Hurst/Janet MacDonald

That the Hamilton Conference Executive recommend to the 92nd meeting of Hamilton Conference that the maximum assessment for 2018 be \$651,376:

CARRIED

Sybil Wilson expressed appreciation to John Hurst, Janet MacDonald, and the Finance Committee for their work in this time of uncertainty and transition.

Erin Mills Youth Ministry Separation Agreement

Peter Hartmans provided background information.

MOTION: Margaret Blewett/Janet MacDonald

That celebrating the success and work of Erin Mills Youth Centre and responding to their request to sever their relationship, administratively, from the United Church of Canada, Hamilton Conference Executive direct Peter Hartmans, Hamilton Conference Executive Secretary, to negotiate and complete the documents for a separation.

CARRIED

Reports for Information

Division of Ministry Personnel and Education

Judy Zarubick drew attention to the report (Appendix C—E 86–87).

Motion: Judy Zarubick/Heather Leffler

That the Hamilton Conference Executive receive the report for information.

CARRIED

Remit Conversation

Peter Hartmans summarized information from General Council on the remit voting process. Discussion followed. It was noted that there are only approximately eight weeks remaining until the June 30 deadline, and that a failure to vote counts as a No vote and thus negates the work that other pastoral charges have done.

Motion: Christina Paradela/Gail Clarkson

That Hamilton Conference Executive direct Peter Hartmans to send to the Executive the information from General Council about which pastoral charges have or have not voted on remits, as Peter deems appropriate, before the next presbytery meetings.

CARRIED

January 1, 2019 is the proposed date for transition to regions if Remit #1 passes.

Motion: Gail Clarkson/Ted Smith

That Hamilton Conference Executive direct Peter Hartmans to contact the General Secretary and encourage her to consider writing a letter to the whole church regarding remit voting:

CARRIED

2016 Statistical Forms

Peter Hartmans reminded the Executive that it is important to complete and submit the forms, as they are past due.

Staff Committee

Gord Dunbar read an informal report submitted by Rosemary Addison on behalf of the Staff Committee. Gord offered prayer for Jackie Childerhose, who is undergoing treatment for a recurrence of cancer.

General Council Executive Update

Sybil Wilson and Tim Reaburn noted that General Council Executive will be meeting next weekend by conference call and highlighted some news about General Council Office and the upcoming 43rd General Council.

Motion: Margaret Blewett/Rod Coates

That Hamilton Conference Executive receive the verbal report from General Council Executive for information.

CARRIED

Agenda and Business Update

Janet MacDonald provided information about the upcoming Conference meetings in 2017 and 2018.

- The 2018 meeting of Hamilton Conference will be held at UNIFOR
- The new min service is at Port Elgin UC – parking if we car pool
- Registration deadline for meals and/or accommodation is April 28
- The children's program has very low registration and a decision will have to be made about whether or not to cancel it.
- There will not be a silent auction to raise money for M & S but there will be an offering collected.
- There will be colouring pages and crayons on the tables.

Motion: Janet MacDonald/Judy Zarubick

That Hamilton Conference Executive receive the verbal report from A & B for information.

CARRIED

Thank-you and Reflection

Peter Hartmans thanked Gord Dunbar for his work as President over the past two years and the Executive expressed their appreciation through applause.

Worship

Gord Dunbar led the Executive in a closing worship that included communion. He thanked the members of the Executive for their work.

Motion: Ted Smith/Nancy Risto

That the meeting of Hamilton Conference Executive be adjourned:

CARRIED

The meeting was adjourned at 2:20 p.m.

Next Meeting:

The Executive of Hamilton Conference will meet on Thursday, October 26, 2017 at the Conference Office.

Gord Dunbar, President

Peter Hartmans, Executive Secretary

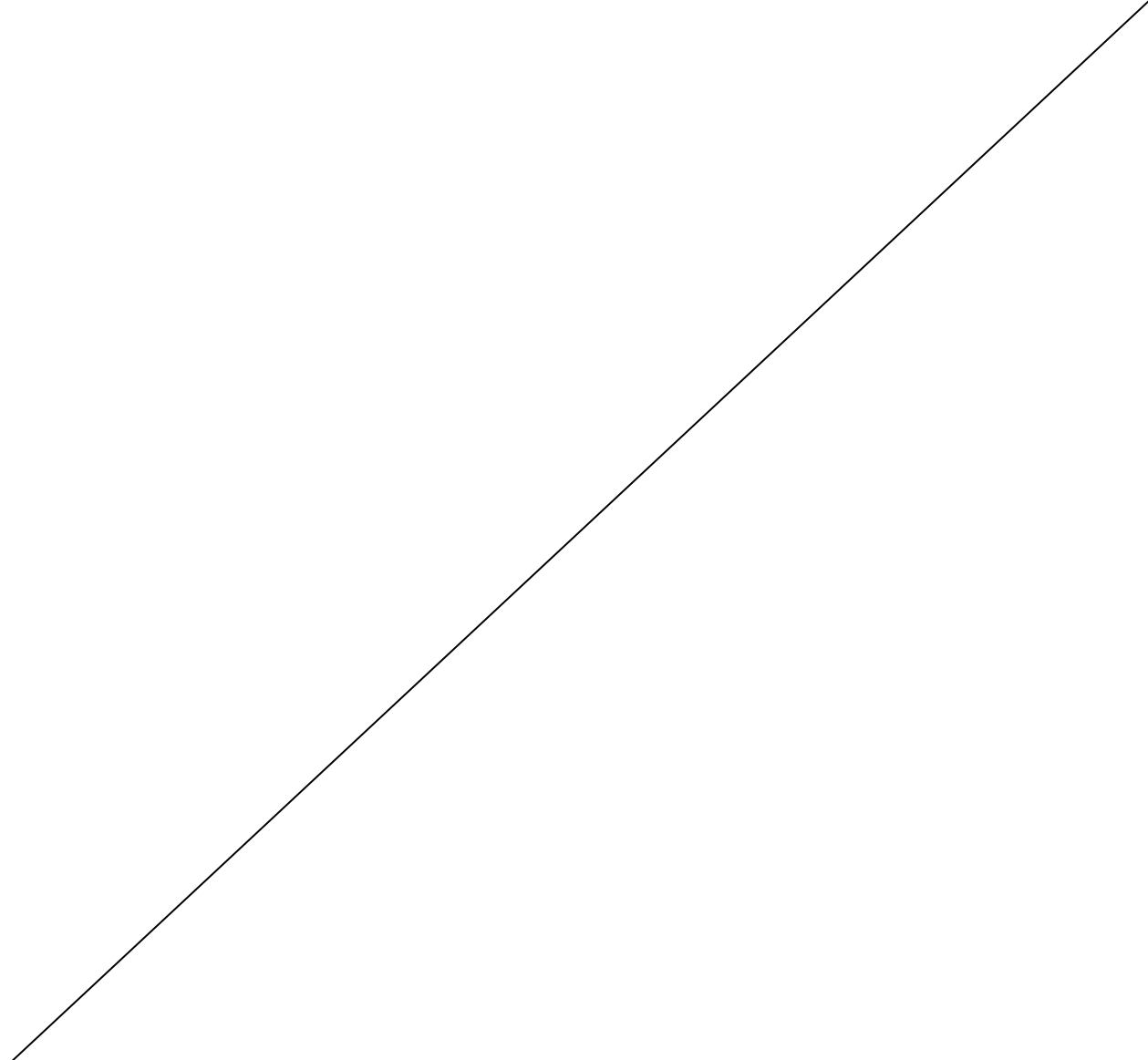


LIST OF CORRESPONDENCE
HAMILTON CONFERENCE EXECUTIVE
Spring 2017

The following correspondence comes to the Spring 2017 meeting of the Executive of Hamilton Conference:

FOR INFORMATION:

1.	November 25, 2016	Letter from Hamilton Conference Retiree's Association
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3:12 PM
2017-04-22
Accrual BasisHamilton Conference
Balance Sheet
As of 22 April 2017

	22 Apr 17
ASSETS	
Current Assets	
Chequing/Savings	
BMO- Brokerage Account	673,853.70
BMO - chequing	202,016.39
BMO - Mastercard GIC	20,250.00
BMO Nesbitt Burns Niagara	659,873.14
BMO Nesbitt Burns - Investment	242,502.73
Total Chequing/Savings	1,798,495.96
Other Current Assets	
Interest Receivable	833.37
Newfoundland Recoverable	7,585.05
Other Receivables	1,945.51
Prepaid Expenses	8,268.18
Waterloo Presbytery Staff Rec.	7,481.21
Total Other Current Assets	26,113.32
Total Current Assets	1,824,609.28
Fixed Assets	
Building	146,738.53
Computer equipment	1,448.32
Furniture, fixtures & equipment	16,400.48
Land	10,000.00
Total Fixed Assets	174,587.33
TOTAL ASSETS	1,999,196.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,811.47
Total Accounts Payable	2,811.47
Other Current Liabilities	
Accrued Liabilities	1,596.08
Accrued Professional Fees	10,000.00
Mission Council of Ham. Pres.	25,000.00
Total Other Current Liabilities	36,596.08
Total Current Liabilities	39,407.55
Long Term Liabilities	
Monies Held in Trust	1,233,768.68
Total Long Term Liabilities	1,233,768.68
Total Liabilities	1,273,176.23
Equity	
Retained Earnings	686,556.01
Net Income	39,464.37
Total Equity	726,020.38
TOTAL LIABILITIES & EQUITY	1,999,196.61

3:14 PM

2017-04-22

Accrual Basis

Hamilton Conference
Profit & Loss Budget vs. Actual
1 January through 22 April 2017

	1 Jan - 22 Apr 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Annual Meeting Income	3,868.50	0.00	3,868.50	100.0%
Assessment Income	162,727.55	162,843.91	-116.36	99.9%
MP&E Income	2,440.00	1,555.53	884.47	156.9%
Network Income	-1,134.30	622.19	-1,756.49	-182.3%
Other Income	7,291.43	7,777.81	-486.38	93.7%
Salary Grant	47,763.00	59,438.40	-11,675.40	80.4%
Total Income	222,956.18	232,237.84	-9,281.66	96.0%
Expense				
Agenda and Business	545.61	466.67	78.94	116.9%
Annual Meeting	436.00	0.00	436.00	100.0%
Archives	0.00	12,725.33	-12,725.33	0.0%
Archives Committee	274.33	146.67	127.66	187.0%
Avel/Bookstore Support	8,000.00	6,933.33	1,066.67	115.4%
Capital Expenses	0.00	2,177.81	-2,177.81	0.0%
Conference Oversight	446.92	12,444.47	-11,997.55	3.6%
Contingency	1,625.49	3,111.14	-1,485.65	52.2%
Corporations Overview	759.75	1,866.67	-1,106.92	40.7%
Executive and Subexecutive	1,573.59	2,000.00	-426.41	78.7%
Finance Committee	2,501.96	4,109.15	-1,607.19	60.9%
Ministry Personnel & Education	3,521.01	6,474.99	-2,953.98	54.4%
Mission Strategy and Support	0.00	550.00	-550.00	0.0%
Networks	5,878.89	4,666.67	1,212.22	126.0%
Nominations	0.00	183.33	-183.33	0.0%
Office Operating	16,678.37	26,065.62	-9,387.25	64.0%
Pastoral Care Team	0.00	466.67	-466.67	0.0%
Presbytery & Congregational Res	0.00	466.67	-466.67	0.0%
President's Expense	1,380.54	1,244.47	136.07	110.9%
Program Partnership Expenses	1,000.00	0.00	1,000.00	100.0%
Property Committee	23.40	0.00	23.40	100.0%
Recovery and Healing	0.00	466.67	-466.67	0.0%
Resource Development	0.00	311.14	-311.14	0.0%
Sex. Abuse Prevention/Response	1,504.97	1,244.47	260.50	120.9%
Staff	133,256.54	178,978.34	-45,721.80	74.5%
Staff Committee	46.20	528.94	-482.74	8.7%
Stewardship Education	0.00	466.67	-466.67	0.0%
Uncategorized Expenses	4,038.24	0.00	4,038.24	100.0%
Total Expense	183,491.81	268,095.89	-84,604.08	68.4%
Net Ordinary Income	39,464.37	-35,858.05	75,322.42	-110.1%
Net Income	39,464.37	-35,858.05	75,322.42	-110.1%

Division of MP&E Report to Conference Executive April 27, 2017

The Division of Ministry Personnel & Education met on Apr. 19, 2017 by conference call. Requests for sacrament privileges were received from Halton and Bruce Presbyteries for retiring Ministry Personnel, the following motions were approved:

1. that having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Doug Brown, Designated Lay Minister-retired, to conduct the sacraments within the bounds of Bruce Presbytery while he remains a member in good standing. Effective from July 1, 2017 until June 30, 2018.
2. that having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Judy Zarubick, Designated Lay Minister-retired, to conduct the sacraments within the bounds of Bruce Presbytery while she remains a member in good standing. Effective July 1, 2017 until June 30, 2018.
3. that having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Russell Rogers, Designated Lay Minister-retired, to conduct the sacraments within the bounds of Bruce Presbytery while he remains a member in good standing. Effective until June 30, 2018.
4. that having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Gail Clarkson, Diaconal Minister-retired, to conduct the sacraments within the bounds of Bruce Presbytery while she remains a member in good standing. Effective Aug. 1, 2017 until June 30, 2018.
5. Confirmed the request from Halton Presbytery and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Kathy Toivanen, Diaconal Minister-retired, to conduct the sacraments within the bounds of Halton Presbytery while she remains a member in good standing. Effective until June 30, 2018.

Appendix C – Report for Information

CIES has one intern so far for the National Matching Meeting and no sites as of yet. The deadline to National Office for sites and students is May 19.

Karen Willis (DLM student) is completing her SME and she will then be recognized at Hamilton Presbytery.

Registration for the next Ministry of Supervision Course is available on the Emmanuel College website. The first session is on October 10-13, 2017 at Cedar Glen with the second session at Emmanuel College April 30-May 4, 2018.

From Transfer and Settlement there are nationally 30 candidates looking for their own calls (most of them from BC). Average age is 44.7 years (younger than the past years) For Information, it is on July 2018 that the Candidacy Pathway remit begins – transfer & settlement policies and procedures may change after that but until then will remain as is.

Conference Interview Board dates for fall 2017 and spring 2018 are Sept. 16th, 2017, Nov 18th, 2017, Jan. 13th, 2018, March 10th, 2018, May 12th, 2018.

We have quite a few ministers applying from other countries but it is very difficult to get Search Committees to accept them. Most Search committees don't realize that our funding commitment begins when they arrive in Canada and NOT from their country of origin. To assist in the process the General Council office is going to set up an immigration consultant to deal with questions as they arise. ie what visas are needed etc.

The Called to Leadership Event “Awakening to Contemporary Spiritual Voices” April 24, 2017 with Diana Butler Bass at the Conference Office was full.

An Interim Ministry Retreat “Dealing with the Congregational Skeletons and Using the Wisdom from your Enneagram number to help you better deal with conflict” was held at Loyola House on March 22-23. Next retreat scheduled for November 14-15, 2017.

Intentional Interim Ministry is looking at how Interim Ministry is perceived by congregations and presbyteries, and investigating how they can change the idea that Interim Ministry is somehow a punishment.

Submitted by Judy Zarubick