

Mark St. United Church
Meeting Minutes

April 12, 2016

Item	Action Required
<p>I. Call to order Peter Ferguson called to order the regular meeting of the Mark St. United Church at 6:30 pm on April 12, 2016 in the church parlour.</p> <p>II. Devotions – Jim Feairs</p> <p>III. Welcome – Peter</p> <p>IV. Approval of the Agenda: Moved by Coralee and 2nd by Mitchell. Passed</p> <p>V. Adoption of the Minutes of the meeting of March 8, 2016 Approval of minutes from last meeting Motion: by Diane and 2nd by Murray to adopt the minutes of March 8, 2016. Passed.</p> <p>VI. Business Arising Dropbox for Council use We have to be invited to be on this dropbox file. Mitchell explained that we want to share files. By opening dropbox, the files will sync on all systems when connected to the Internet. Some security issues were raised. If someone changes a file, it could be a problem because the original author will not know. There is also a risk that someone could delete a file. Anything very sensitive would not go on dropbox. The information in dropbox would only be information that we would share with others. Confidential information would not be in dropbox. Idea raised to form a committee on communication</p>	<p>a) Peter would like all people submitting reports to council that they upload it to a file called MS council 2016.</p> <p>Mitchell Parker will lead the action to establish WIFI throughout the church.</p> <p>All Members: Submit monthly reports to the dropbox folder designated for that month.</p>

including social media. Files for general information will go in the MS Council 2016 general file.

Treasurer's Report – Carolyn

Report attached. March is in a deficit. Part of that is ~\$4000 to replace the roof on one of the houses. That will be taken from the memorial fund.

Motion to accept Carolyn's report as presented. 2nd by Coralee. Discussion – The M&S budget for the year is \$15000. Passed

Reports from MS Committees

1. M&P Update from Beth Steinmiller: Beth explained that the committee is building.

1.1. Carolyn attended a recent meeting to help with wage increases. All staff have received their increase for 2016.

1.2. There is a job posting on the website for a secretary. Beth would like to post it in Peterborough This Week. We have created a temporary gmail account to receive application. Meeting again April 19 to establish interview questions and the hiring process. With long standing staff, we do not have current processes for hiring new staff. Jim Feairs is willing to participate in an exofio as needed. The closing date is April 22 and interviews will be set up the following week. Heather's last day in the office is May 20. Heather is putting an orientation manual together. The posting is a summary of the job description and there is a detailed job description.

1.3. Celebration and Gift Presentation to honour Heather's retirement. She is finished here on May 20. Date suggested May 15.

2. Music and Worship Committee – Terms of Reference

2.1. Maggie shared the report from Music and Worship. Vince and Jim attended that meeting. Kristi McLaren is new member.

b) **Carolyn** will transfer the cost of the roof from the memorial fund.

Beth will forward the full job description to Peter.

Beth will post the job posting in Peterborough This Week.

Beth will check Heather's availability.

Maggie will take back the result of tonight's discussion and we will defer the terms of reference until the next meeting.

<p>2.2. Vince will be here for a few weeks in the summer.</p> <p>2.3. Planning a children’s service and some theme Sundays.</p> <p>2.4. A church picnic is being planned, but it is up for review whether to continue the church picnic as many members with accessibility issues don’t attend.</p> <p>2.5. The big question is about baptism and whose role is the interviews and decisions about baptisms. Our recommendation is that the Music and Worship committee also include baptisms and marriage.</p> <p>2.6. The other question is finding music supply. It was suggested that the Music and Worship Committee look after music supply and pulpit supply.</p> <p>3. Operational structure of MS – continuation of March 8th discussions. There is a revised organizational chart to reflect the goals from the transition team. See file in the dropbox.</p> <p>3.1. Faith Formation – discussion of this mandate. It was suggested that having someone follow what is happening around faith formation in this church. Jim suggested that we have a minute during the service every month to talk about one of the goals. On the next agenda, we will discuss our experiences talking about faith formation.</p> <p>3.2. All the goals interconnect and we need champions to move the goals forward.</p> <p>4. Defining roles of Council members: deferred.</p> <p>VII. New business</p> <p>a) In-camera session – re: Jim Feairs</p> <p>Motion: Based on information received since last meeting, minister compensation will be 10% above the base level. Moved by Carolyn and seconded by Diane. Passed</p> <p>b) Letter from Shining Waters Presbytery: The letter outlines a creative idea of sharing resources. There is so much happening at Mark St. now that perhaps the</p>	<p>Peter will ask Ann Keys of the Music and Worship Committee to take Appendix 1 of the Transition report. Are they making sure that mandate is being fulfilled?</p> <p>Jim will choose faith formation to mention in his message this Sunday.</p> <p>Peter will do a one minute update.</p> <p>Murray will hold any action in abeyance for a few months. He will make SWP aware that the Chairs of Councils and Ministers meeting is happening.</p>
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time to get into discussion with other churches is after we get a new minister.

- c) The presbytery is also looking at pastoral charge oversight. The suggestion is to do an oversight in October at all churches in the presbytery. The process is just starting. Lyle Horne is the chair of the process. It would be a pulpit exchange with the visiting minister hosting a discussion with the congregation after church to conduct an evaluation of what people like and don't like about the health of the church.

Paul Sales spoke about a stewardship at presbytery and will visit churches on invitation. He can help get such processes as wills set up to leave money to Mark St.

Murray would like to be replaced as a presbytery rep. We need to actively engage in getting a replacement.

- d) Chairs of Council and Ministers: The group consists of chairs of council, ministers, and administrative assistants. Shared what is happening at the various churches. There was discussion about sharing resources. Nothing concrete as yet. The tentative date for the next meeting is early May. Maggie Allin is our rep on this group. Jim Feairs will attend the next meeting.
- e) Motion to accept all the reports of MS Committees as presented. Moved by Coralee and 2nd by Diane. Passed.

VIII. Closing Prayer

IX. Adjournment

Peter Ferguson adjourned the meeting at 8:50. Motion to adjourn by Diane.

Minutes submitted by: Sylvia Cashmore

Minutes approved by: [Name]

Murray has written up a page outlining the responsibilities of the presbytery rep.

All Members to think of who we might approach for the task.