

**Christ First Council Meeting Minutes**  
**Wednesday, September 20, 2023 at 1900h**  
**Merigold Room**

**Present:** Carol Wilson, Al Hubbard, Nancy Hori, Richard Cranston, David Wheeler, Heather McGillis, Teresa Madeira, John McGillis, Joan Cobbold, Andy Choles, Clarke Grice, Pat Skinner, Jill Robinson

**Regrets:** John Anderson, Louise Sinclair, Rick Donaldson, Shawn Bausch, Steve Shaver, Mary Dowding-Paré, Christine Whiting

**Ministry Staff:** Rev. Heather Weaver-Orosz, Victoria Keane

**Office Staff:** Janis Cowie, Ashley Fanourgiakis

**Committee Reports:**

Welcome & Fellowship , Spiritual Development, Real Estate Oversight Committee, Ministry & Personnel, Congregation Support, Stewardship, Trustees, Regional Rep. Report, Worship Report:- Wedding Policy, Funeral Policy, Policy on Fees–Wedding & Funeral, Property Report & Capital Expenditures, Communications Report, Privacy Policy June 24, Privacy Policy Sept. 23, Finance Report, August Financial Summary

**Other Reports:**

Sunergo Presentation, Motion to Council Software Task Force, Visioning Session Planning Report, Sheridan United Letter

**Call to Order:**

Chair of Christ First Council Carol Wilson, called the Council Meeting of September 20, 2023 to order. A quorum of 15 Council members were present.

**Opening Prayer:** Rev. Heather Weaver-Orosz led the opening prayer.

**Opening Remarks:** Carol Wilson

Carol welcomed Council members, ministry team and office staff to the meeting. From this meeting forward, there will be a representative from the office attending Council meetings.

There were no additions or changes to the agenda.

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### **Review & Approval of June 7, 2023 Council Meeting Minutes:**

No errors or omissions were noted.

MOTION to Council by David Wheeler that that Council minutes of June 7, 2023 be approved.

SECONDED by Joan Cobbold. Motion CARRIED.

### **Email Voting - August 15, 2023**

An email vote was issued to Council on August 15 regarding the distribution of proceeds from the Metropolitan Silver Band concert to be held on October 14, 2023. Motion 1 and 2 addressed how proceeds are to be used. Motions were approved on August 16, 2023. See summary at the end of this document.

### **Report from Executive Council**

No Executive Council meetings were held over the summer. Any activities, discussions by Executive Members will be covered under business arising from previous minutes, committee reports and new business.

### **Business Arising from Previous Minutes**

#### **Hub & Spoke**

Carol sent out an email on August 29 to Council summarizing the follow up that occurred over the summer after the June 7 Council meeting regarding the Hub and Spoke project. Carol presented a recap and elaborated on the discussions between the two churches and status of review of related contracts:

1. Letter to Faith United (June 12) conveying the June 7 decision by Council
  2. Response from Faith United (June 15)
  3. In response to Faith United's reply, Rev. Heather, Shawn and Carol met on Zoom (August 15) with members of Faith United to address their questions and concerns and to share Christ First Council's perspective on what led to their decision.
- Following a meeting with their Council to discuss our decision and explore their options, the Faith United team advised Carol, Rev. Heather, and Shawn that they will not continue with us in the September-October timeframe. As a result, no further action regarding contracts was needed at this time.
  - See Worship report for an update on equipment and billing matters
  - Assessment & Review of Project
    - Ideally one report will be sent to Regional Council, to potentially incorporate Shawn's assessment, for CF Council's feedback and endorsement.
    - Target date November 1 for final assessment and to be approved by Council November 22.

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### UCC Remit

- See Rev. Heather's report
- Nancy will circulate a Remit package with video links and details about the optional workshop to be offered by Regional Council

### October 1 Vision Workshop

- See Carol's *Visioning Session Planning Council Report*
- Carol gave an overview on how the session would proceed.
- The purpose is to revisit the vision themes established at the 2019 session, and to set and prioritize goals to flesh out the top four themes.
- Break-out groups with a Council member to keep the group focused
- How to deal with questions outside of scope of discussion – The facilitator will set expectations for and direct the discussion.
- In addition to appreciations mentioned in her report, Carol thanked Victoria for arranging childcare with lunch so that parents can attend.

### Other Business

- **Council Meeting Preparation and Agenda Planning**
  - This Council year, we asked that reports be submitted earlier than they have in the past, for agenda planning and addressing issues if any, prior to the meeting. Carol thanked everyone for their efforts to work to these timelines and Nancy briefed the members of this new process.
  - To be respectful of member's time and other commitments, we are also trying to keep the meeting to about two hours. This requires a great deal of advance planning and preparation.
  - This meeting there were 26 attachments to read and process. Council members are in favour of submitting reports earlier, the suggestion being one and a half weeks prior to the meeting. This would allow enough time for review and any follow-up required by Carol or Nancy. The finalized package of reports could then be released four – five days in advance instead of the current two days. This will give Council members more time to read and process the reports.
- **Council Handbook**

A Council Handbook is in the works to help and direct members to resources

### Reports from Ministerial Team – Rev. Heather Weaver-Orosz, Victoria Keane

#### Affirming Church Update

- The group has had one meeting on June 7. Rev. Heather and Victoria commented on how the diversity of the group will provide different perspectives.
- The Study Group will meet next week to discern who will lead the group. Cannot be staff or ministry staff.
- Bob Johnstone has directed the group to Affirmed United <https://affirmunited.ause.ca/> to use as a resource. Affirmed United is a partner of the United Church of Canada.

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**Rev. Heather Weaver-Orosz**

- Rev. Heather has outlined in her report the Regional Council workshop to be held on October 5, from 7:00-9:00pm at Westminster United Church, 4094 Tomken Road. As the vote for the Remit is by Council Members on November 22, she encourages Council to attend in-person or by ZOOM.
- To register <https://united-church.zoom.us/meeting/register/tZ0scOmsrD0qGNXWrazsbwOul4PsAUgDcOfn#/registration>
- Heather has linked a short video on the remit in her report.

**Victoria Keane** -See Spiritual Development report

**Committee Reports**

**Communications – Al Hubbard**

Al presented a new policy for *Protection of Personal Information* to replace the policy dated June 24, 2020. The new policy was drafted by the team of Al Hubbard, Charlie Black and Rick Cranston and clearly defines how personal information should be handled and protected in a church setting. The policy from June 24, 2020 is to be rescinded and replaced, rather than revised, in view of the new approach being taken towards handling of personal information.

Motion 1: Moved by Al Hubbard that the current Privacy Policy approved by Council on June 24, 2020 be rescinded. SECONDED by Heather McGillis. Motion CARRIED.

Motion 2: Moved by Al Hubbard that draft policy on Protection of Personal Information dated September 20, 2023 be approved by Council and implemented immediately. SECONDED by Richard Cranston. Motion CARRIED.

Joan Cobbold has agreed to lead the new photo directory project and highlighted an issue for Council input.

- Last directory for both Christ Church and First United was 2013.
- The First United directory has photos but no roster information, unlike that of Christ Church.
- If we move forward with a directory, which pieces of information can be included? TBD
- There may be other options of producing a directory which is TBD

**Worship – Andy Choles**

Andy highlighted the following matters detailed in his report:

- Hub & Spoke project follow up
- Request for and challenges surrounding the holding monthly Sunday Services at the Port Credit Campus

**Wedding & Funeral Policies:** Two separate policies were introduced pertaining to Weddings and Funerals. A third policy document regarding fees is available in this package for review, but as further discussion is required, the motion will be deferred until the November meeting.

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Motion 1: Moved by Andy Choles that the September 2023 Christ First Policy for Weddings be adopted by this Council. SECONDED by Al Hubbard.

The following points in this policy were reviewed, revised and approved by Council via friendly amendment:

- **Under General Intent:** “regardless of their genders or identities” changed to “regardless of their gender *expressions* or identities.”
- **Under Exceptions** include the following item add as point # 2
- If no minister from Christ First is available (and no arrangements have been made for backup), the Chair of the Church Council will authorize another minister to conduct the service.

Motion CARRIED.

Motion 2: Moved by Andy Choles that the September 2023 Christ First Policy for Funerals be adopted by this Council. SECONDED by Joan Cobbold.

The following point in this policy was reviewed, revised and approved by Council via friendly amendment:

- In **Specific Policies**, point #9– The sentence “The fee must be paid by the date of the service” will be removed.

Motion CARRIED.

#### **Property – David Wheeler**

- Inn from the Cold program update:
  - Region of Peel has approved the lease from October 24, 2023 to March 31, 2024

#### **Stewardship – Louise Sinclair**

- On Stewardship Sunday, there will be a blended 10:00am service with one lunch only, not two as we have done in the past.

#### **Welcoming & Fellowship – Heather & John McGillis**

- Chicken Barbecue follow-up
  - Around 75 attended with an intake of \$1,081, Expenses= \$850
  - Minimum chicken orders =100
  - Leftovers went to the Compass & a hotel for refugees.

#### **Ministry & Personnel – Jill Robinson**

- Panic button in the church works – linked to Security Company *Pasword Protection*.

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**Trustees – Joan Cobbold**

- The Trustees' walk for both campuses is scheduled for late October

**Spiritual Development, Congregation Support, Regional Estate Oversight Committee, Regional Council**

- No additions to or discussion arising from submitted reports

**Financial Reports - Clarke Grice**

**2023 Financial Update - August**

Clarke reviewed the financial summary setting out the position of Christ First as of August 31, 2023. Balance sheet and Profit & Loss statements were not available due technical issues and will be distributed to Council when available.

Motion to Council by Clarke Grice, that the financial statements of Christ First as of August 31, 2023 that have been reviewed and approved by the finance committee be accepted as presented. SECONDED by Andy Choles. Motion CARRIED.

**Banking Signing Authority**

Motion to Council by Clarke Grice, that any two of the following officers/members of Committees of Christ First the United Church of Canada, be approved, as the designated signing authorities for the day to day, banking financial transactions: Chair-Carol Wilson, Vice Chair-Louise Sinclair, Treasurer-Vacant at Present-Chair of Finance and interim Treasurer-Clarke Grice, Chair of Community Outreach-Christine Whiting, Office Administrator-Janis Cowie, Member of Finance Committee-Ian MacDonald. SECONDED by John McGillis. Motion CARRIED

**Signing authority for e-Transfers under \$500 to pay hosts**

Motion to Council by Clarke Grice, that for *Interac* e-Transfers of not more than \$500 with respect to paying hosts-the Office Administrator -Janis Cowie is authorized as the sole signing authority. SECONDED by Pat Skinner. Motion CARRIED.

**New Business**

**Church Data Management Software – Ashley Fanourgiakis**

- The *Motion to Council Software Taskforce* document provides context for upgrading the software used in the church, what has transpired so far and next steps of investigation.
- Carol thanked Ashley for taking the lead and initiative in searching for products that would assist the office and church operations.
- Ashley's presentation focused on reasons for change and how the proposed Sunergo web-based software, in the office staff's assessment, will assist in streamlining administrative tasks.
- Next steps: To review and assess the proposed Sunergo product.

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MOTION by Al Hubbard, SECONDED by Nancy Hori, to establish a task force to review and assess the proposed Sunergo web-based software as the new church data management system to replace ChurchWatch. The team shall be comprised of Ashley Fanourgiakis, Nancy Hori and Al Hubbard. This team will invite additional members with relevant technical and business skills and experience to join this core team as main or consultative members. The task force will bring their report and recommendation to Council for action on November 22, 2023. Motion CARRIED

Daphne Donaldson and Matthew Gittings have offered to be on the committee as consultative members. The team invites anyone with technical and business skills and/or experience to join the team.

**Correspondence – Sheridan United – Carol Wilson**

- Sheridan United Church's Transition Team and interim minister are evaluating their present situation and options for the future. A letter dated May 22, 2023 was exchanged between the Chairs of Council for Sheridan United and Christ First. This letter outlined Sheridan United's current situation and their request for a meeting to discuss some options for their future.
- Considerations for the future include amalgamation or a shared ministry of some form.
- They would like to maintain their property for future development such as affordable housing.
- Conversations between the two churches have taken place over the summer and into early September.
- It was concluded that Sheridan United is still in the exploratory phase of discerning a path for their future. We will remain open to hearing their plans as they develop and will keep Council informed of any future communications on this matter

**Closing Prayer:** Rev. Heather Weaver-Orosz led the closing prayer.

**Adjournment:** MOTION to adjourn the meeting – Richard Cranston

**Next Meeting:** November 22, 2023.

**Committee reports are due November 13, 2023.**

**Council Retreat: November 4, 2023**

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## Email Voting by Christ First Council August 15, 2023

### Motion for Silver Band Concert

**From:** Nancy Hori [mailto:nancy.hori@sympatico.ca]  
**Sent:** August 15, 2023 1:59 PM  
**To:** Christ First Council  
**Cc:** 'Carol Wilson' <carol.wilson92@gmail.com>  
**Subject:** Motion for voting by email - please reply by August 19.

### To Council Members on behalf of Carol Wilson:

Earlier this year, Council approved a motion for an upcoming concert at the Port Credit Campus on October 14th. Please see the attached proposal circulated at the time, which stated that funds raised would go towards the Christ First General Operating Funds. Andy Choles has recently notified me that he had neglected to include the intention to share a portion of the proceeds of the concert with The Compass in his proposal, explaining that this was likely owing to the need for haste in securing the preferred concert date and the uncertainty around the projected deficit for 2023 at that point. The organizing team are now seeking approval for The Compass to receive a portion of the proceeds, a change which requires a reconsideration of the original motion. They need to move forward with publicity as soon as possible, so please **reply to this email by end of day August 19 if possible**, indicating clearly whether or not you support the motions below, noting that Motion 2 is contingent on approval of Motion 1:

### **1. Motion to Council by Andy Choles, seconded by Christine Whiting, to reconsider the treatment of proceeds stated in the following motion approved on March 17, 2023 by email vote:**

*Motion to Council by Andy Choles, seconded by Victoria Keane, that Council approve a concert by the Metropolitan Silver Band on Saturday October 14, 2023 at the Port Credit Campus with the proceeds going to Christ First General Operating Funds.*

### **2. Motion to Council by Andy Choles, seconded by Christine Whiting, to approve a donation to the Compass of up to 50% of the proceeds of the concert by the Metropolitan Silver Band on Saturday October 14, 2023, with the actual amount to be determined by the Finance Committee. The remainder of proceeds will go to Christ First General Operating Funds.**

Instructions for email voting:

- **reply to all** with your questions of clarification and comments so that they are visible to all members; your concerns will be responded to by Andy and/or Clarke
- **reply to all** with your vote, to ensure it is visible to all members
- **vote in the affirmative or negative** without any conditions, e.g., I approve/I do not approve (for each motion)

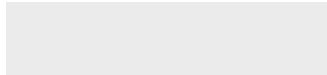


I look forward to your timely responses.

Carol

Thank you.

**Result of email vote:** Motion CARRIED.

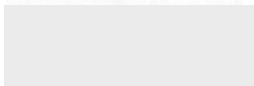


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Council Chair – Carol Wilson

November 22, 2023

Date



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Secretary – Nancy Hori