



Parkminster United Church
Annual Congregational Meeting, February 21, 2021

MINUTES
PARKMINSTER UNITED CHURCH ANNUAL CONGREGATIONAL MEETING
SUNDAY, FEBRUARY 21, 2021 - 11:00 AM
VIA ZOOM VIDEO CONFERENCING

Attendance: Quorum was met with a total of 96 members and 12 adherents present (45 participants are required for a quorum, i.e., 20% of the number of the households under pastoral oversight as given in the Annual Report).

1. Mission and Vision Statements: Kathy Shortt, the Chair, shared Parkminster's Mission and Vision statements as printed on page 1 of the 2020 Annual Report.

*God is calling us to be an evolving community of faith inspired to embrace
our future as we:*

- *Deepen our commitment to each other*
- *Nurture our spiritual vitality and growth*
- *Live a life of loving influence in the world.*

2. Chair's Opening Remarks:

- a. Kathy Shortt welcomed everyone to the first ever Virtual Annual Congregational Meeting. She admitted that if Nominating had told her that she would have to run a Virtual Annual meeting as part of her Chair duties, she might have given them another answer!
- b. Kathy noted that there have been many changes this year as a result of the pandemic but one thing that has not changed is the quality of our Annual Report. She thanked Jennifer Allan for another stellar Annual Report! The congregation appreciates all the hard work involved.
- c. Something else that she noted that has not changed is Parkminster's dedicated, talented and caring staff. Heather, Joe and Neil are now Zoom masters and Parkminster coffee time talk show hosts. They have risen to the challenge of online services, and done such a great job helping us find strength, hope and inspiration, through their messages and music. Thank you from the congregation. Melanie has thrived while working from home and Allan is going to have our church gleaming in every corner when we return. Thank you.



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- d. Kathy also expressed her gratitude to the Church Council and the newly formed COVID-19 Working Group. These groups of people have spent countless hours making decisions and drawing up safety protocols. She thanked them for their gift of time and their dedication to Parkminster.
 - e. Kathy was proud to say that the work of Parkminster did not stop during the pandemic. The congregation cared and nurtured each other, sewed hospital gowns and masks, baked for Mary's Place and A Better Tent City, sponsored and helped a refugee family get settled in our community, and gave money to families in Nicaragua. The congregation supported the Black Lives Matter movement and is moving forward with educating itself on White Privilege.
 - f. Even with the challenges of the pandemic, Kathy reported that she thoroughly enjoyed her time as Chair. She cherished the new relationships she developed and she enjoyed deepening other relationships. She noted that it was inspiring to see the leadership in this church and to be a part of that leadership team. She was proud of this community and the caring work done by it. This pandemic has proven that the Holy Spirit is strong at Parkminster.
 - g. Kathy enthusiastically welcomed Jennifer Allan as the new Council Chair and she looks forward to assisting Jennifer, Council and the congregation to fulfilling its dreams for Parkminster and the world.
 - h. Kathy Shortt then asked Joe Gaspar to give the opening prayer, memorials and celebrations.
3. Opening Prayer/Memorial/Celebrations - Rev. Joe Gaspar
See page 32 of the Annual Report "The Life of Our Church"
4. **Motion** that the congregation approve Kathy Shortt as the Chair of this Annual Congregational Meeting: moved by Jennifer Allan, Seconded by: Richard Jackson, **Carried**
 5. **Motion** that the congregation approve Richard Jackson as the Secretary of this Annual Congregational Meeting. Moved by: Jim Bowman, Seconded by: Liz Forde. **Carried**
 6. **Motion** that all active adherents be allowed to participate and vote in this Annual Congregational Meeting. Moved by: Doris Jakobsh, Seconded by: Sheila Rule. **Carried**
 7. **Motion** to accept the Agenda. Moved by: Bert Blackburn, Seconded by: Bruce Mutton. **Carried**
 8. **Motion** to accept the Minutes of the Annual Congregational Meeting dated Sunday, February 23, 2020, pages 28-31. Moved by: Jim Bowman Seconded by: Liz Forde. **Carried.**



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9. **Motion** to accept the Committee Reports as recorded in the Annual Report of 2020: Moved by: Jeff Stacey, Seconded by: Nancy Dykstra. **Carried.**
10. Finance Report, pages 19-25 - Gregg King, Treasurer, summarized the present situation:
 - a. Our Net Operating Revenue is off by approximately \$71K.
 - b. We saved \$27K on total expenses giving us a deficit of \$44K.
 - c. The endowment helped us and the Canada Emergency Wage Subsidy provided \$91K giving us a resulting surplus of over \$47K, which is large by any measure.
 - d. However, this CEWS is auditable by the CRA and there may be a clawback but there has been no indication of one yet and CEWS is continuing in 2021.
 - e. The Budget column takes an averaging approach with expenses of \$357K.
 - f. We anticipate needing an increase in offering of over \$30K to meet our budget.
 - g. Gregg thanked Jack Reynolds for his behind-the-scenes accounting work.
11. **Motion** to approve the 2020 Local Fund financial statements as presented in the Annual Report of 2020. Moved by: Heather Watts, Seconded by: Jeanne Foster. **Carried**
12. Motion to approve the 2021 Operating Budget as presented in the Annual Report of 2020. **Moved** by: Don Pendlebury, Seconded by: Lee McWebb. **Carried**
13. Motion to appoint John Dippell to do the 2021 Financial Review. Moved by Anne Dunbar, seconded by Mary Willsie. **Carried**
14. Outreach Report pages 26-27 - Wendy Watson (Report)/Jim Bowman (Finance/Budget); Wendy Watson urged the Congregation to keep up their contacts. Jim Bowman reported that we have raised over \$20K for Siham and her family. The budget indicates 70% is for Mission & Service with the remainder to be divided among several outreach projects.
15. **Motion** to approve the 2021 Outreach Budget as presented in the Annual Report of 2020. Moved by: Rob Vanderlinden, Seconded by: Wendy Ridgeway. **Carried**
16. Conflict between Schedule (Governance Diagram) and the Constitution - Kathy Shortt described the contradiction regarding the Past Chair and the Vice Chair using slides of the relevant portions of the Constitution:
 - a. First, Kathy showed Section 3:1 of the Constitution on Composition of Council in which the Chair of Council, the Past Chair of Council and the Vice Chairperson are each members of Council.



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- b. A second slide showed that each member of the Church Council has a vote such that the Chair of Council, the Past Chair of Council and the Vice Chairperson all have voting privileges.
 - c. Then Kathy showed a slide of the Schedule (Governance Diagram) which illustrated the administrative structure.
 - d. The problem is that the Schedule is inconsistent with the Constitution. The Schedule says 'Past Chair or Vice Chair' but the Constitution points out that there is to be a Past Chair and a Vice Chair.
 - e. This inconsistency was missed by many. The main focus at the time was to reduce the size of council to make it more nimble and responsive to the issues and to make the various committees more autonomous in their decision making. In truth there had not been a Vice Chair for many years. Council has found having a Vice Chair to be very helpful. It allows incoming chairs, who serve as Vice Chair before they become Chair, the opportunity to become more familiar with the Chair's role and the issues that come before Council
 - f. We have been very thankful to have both a Vice Chair and Past Chair on Council during this past year. Both serve two-year terms like the Chair.
 - g. Since the schedule (Governance Diagram) is part of the Constitution, it requires a Council vote and a Congregation vote to amend. Council passed a motion at our May Council meeting acknowledging the conflict between the Schedule (Governance Diagram) and the text of the Constitution and moved that we adhere to the text of the Constitution and that the Schedule be amended at a Congregational meeting at a date to be determined.
17. **Motion** to acknowledge the conflict between the Schedule (Governance Diagram) and the text of the Constitution and that we adhere to the text of the Constitution and amend the Schedule accordingly. Moved by: Barb Leask Wynne Seconded by: Ted Oldfield. **Carried**



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Discussion: It was mentioned that one reason the committee didn't have a Vice Chair and Past Chair is that a commitment of six years (Vice Chair, Chair, Past Chair) would make it difficult to find a Vice Chair.

18. Honouring the Retiring Committee Chairs and Members - Kathy Shortt honoured the Retiring Committee Chair and Members and read their names:

- a. Jennifer Allan, Vice Chair of Council
- b. Maureen Crawford, Development Liaison
- c. Colleen Daly, Inclusive Ministries Committee
- d. Jeanne Foster, Funeral Committee
- e. Marilyn Hill, Funeral Committee
- f. Virginia McQuay, Funeral Committee
- g. Kathy Shortt, Chair of Council, Chair of COVID-19 Working Group
- h. Henry Tensen, Inclusive Ministries Committee
- i. Barb Leask Wynne - Past Chair of Council and Envelope Stewart

Kathy then called on Mary Reynolds to give the Nominating Report.

19. Nominating Committee Report: presented by Mary Reynolds.

20. **Motion** to approve the Leadership Team for 2021 as outlined by the Nominating Committee.

Moved by: Virginia McQuay Seconded by: Shelley Mutton. **Carried**

Mary Reynolds thanked everyone for approving the slate of leaders. Amazingly, there are 101 names on that list, and that doesn't even include the many who lead house groups; participate in music groups; contribute as youth leaders; serve as offering counters; those involved with the Monday morning play group, the Sunday toddler room, and the food truck initiative when they begin operating again, and countless others.

21. Welcome to New Volunteers - Mary Reynolds introduced the following:

- a. Jennifer Allan, Chair of Council and Chair of the COVID-19 Working Group



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- b. Adrienne Barrett Hofman, Inclusive Ministries Committee
 - c. Fern Dempsey, Stewardship Committee
 - d. John Dippell, Year End Financial Review
 - e. Jayden Jones, Inclusive Ministries Committee
 - f. Sandi McMullen, Development Liaison
 - g. Marg Parkinson, Stewardship Committee
 - h. Karen Quehl, Resettlement Committee
 - i. Maedith Radlein, Region 8 Rep
 - j. Kathy Shortt, Past Chair of Council and Envelope Steward
 - k. Deb Siertsema, Vice Chair of Council
 - l. Bill Spall, Stewardship Committee
22. Any Other Business: Jennifer Allan, on behalf of the Congregation and Council thanked Kathy Shortt for her service as Chair for her leadership during the pandemic. Heather Power, on behalf of herself and Joe Gaspar, thanked Kathy and the Congregation. Heather wished blessings on Jennifer Allan and her new team.
23. Closing Prayer - Rev. Heather Power
24. **Motion** to Adjourn. Moved by: Wendy Watson Seconded by: Franceen Wagner. **Carried.**

Those Officiating

Chair: Kathy Shortt
Tech Host: Sue MacQueen
Scrutineer #1: Barb Leask-Wynne
Scrutineer #2: Jennifer Allan
Participant Tech Support: Rob Hehl