



Westminster Board of Management Meeting Nov. 29, 2011 Minutes

- **Welcome** – Cathy Cherwinka
- **Prayers & Comments** – Rev. Bill Service
- **Regrets** - Barb Auchterlonie, Bill Hockridge, Jody Pierson
- **Correspondence** - none
- **Review of Minutes Sept. 27, 2011** – Paul Pierson motion to accept prior minutes – 2nd Susan Pleasance – carried
- **New Ministry Items** –
 - Joanne MacPherson introduced JSC presentation: Ministerial Candidate Rev. Michelle Robinson – Start date March 13, 2012. Transition team to be appointed for her. – Harry Sanderson motion for Board of Management to accept Rev. Michelle Robinson as JSC candidate for Ministry position at WUC – 2nd Heather Von Zuben – carried – Ed Rosdobotko thanked JSC for all their hard work.
 - Congregational Meetings – Sun. Dec. 4, 2011 – first meeting to confirm four (4) Board of Management Leadership Positions – 2nd JSC Presentation
 - Office Administrator role – Paul Pierson motion to appoint Garth Edwards as full time Office Administrator with the same terms and conditions as the previous office administrator – 2nd Dave Summers – carried – start date Jan.1, 2012 – Larry Laycock to clarify role title. Cathy Cherwinka to meet with Garth Edwards and M&P to provide offer letter.
 - Thank you for previous Office Administrator Donna LeClair – Sun. Dec.18, 2011

Committee Reports -

- **CE & SS** – Children's Crafty Christmas cancelled due to poor enrolment – SS has begun Advent curriculum – No SS on Dec. 25th or Jan. 1st – activity sheets will be available – Nursery care will be provided - Harry Potter bible study will resume in the New Year – dates TBA - Conference & Presbytery wide SS Teachers Workshop to be held at WUC Mar. 24th, 2012.
- **Outreach** – work continuing on Christmas Hamper program
- **Property** – Light standard in parking lot fixed – Founders Room painted
- **Stewardship** – Sound System met goal of \$7000.00. – Sound System work progressing – Rentals to be used for this year's Christmas Play – Buy Loblaw's gift cards for stocking stuffers and for gifts for University and College students
- **Finance** – Francis McQuaid motion to accept current balanced budget - 2nd Janet Hendrikse – carried
- **Worship** - Announcements before service too long; announcements guidelines to be included in Bulletin
Carole Harding motion to accept the following for Baptism – 2nd Heather Von Zuben - carried
 - Alexa Kimberly Aquanno – Jackson Scott Aquanno – children of Scott & Kimberly Aquanno – Baptized on Nov.27th 2011
 - Zachery Donald Nicholson – son of Jeffrey & Erin Nicholson – to be baptized on Jan. 22nd 2012
 - Landon Cooper Whitlock – son of Darryl & Hilary Whitlock – to be baptized on Feb. 26th 2012
- Communion to be Christmas Eve at 10:00 pm
- **Wellness** – Christmas Carols at WUC Dec.11th 2011 at 7:00 pm – Dec. 20 & 21, 2011 Labyrinth will be open – Jan. 29th, 2012 Wellness will be leading service with Gate 3:16 assisting.
- **Youth** – no report
- **UCW** – Christmas Bazaar raised \$5800.00. – Potluck Dec.5th, 2011.

- **Presbytery** – A new tool has been created to help congregations assess their Vitality and Viability. – It is called The Vitality and Viability Gizmo. It will be available on the internet – Remits to be voted on by May 15th 2012.- to be discussed further at the Exec. Meeting in Dec.2011 – to be brought back to the Board in Jan. 2012
- **M&S** – Please read brochure handed out at Board Meeting
- **M&P** – Exit interview was done for Donna LeClair – Larry Laycock would like to exit interview with Rev. Bill Service when his term is finished – Larry very happy to have new members on M & P team

Closing – Rev. Bill spoke about Bill 168 – UCC has published its own policy on violence & harassment in the workplace called The Heart Program. – WUC needs a policy in place to handle violence & harassment and it should be posted at the front door - Main purpose to make WUC a safe place. – To be discussed further at the Exec. Meeting in Dec.

Closing Prayer – Rev. Bill Service

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Next Meeting Tuesday, Jan. 24, 2012 @ 7:00 pm