

**Orchard Valley United Church
Council Meeting October 19, 2016
Minutes**

1) Call to order and constitution 7:01

Present: Jane McDonald, Thea Burton, Cynthia Bruce, Jean Millett, Joanne Olive, Sue Smith, Ruth-Anne Stirling, Norma Mailman, Chris Seymour, Andy Pitter, Bill Simpson, Bruce Smith, Sylvia Jacquard, Rebecca Godfrey, Susanne Sweatman, Rev. Ivan Norton, Judy Norton, Betty Curry, Joy Waterbury, Gary Dunfield
Regrets: Susan Cater

2) Opening Prayer: Rev. Ivan Norton

3) Approval of Agenda:

Moved: Norma Mailman; Seconded: Betty Curry

APPROVED

4) Approval of minutes September 28, 2016

a) Correction: Christmas Hampers were \$60.00

Moved: Susanne Sweatman; Seconded: Sue Smith

APPROVED

5) Business Arising from the Minutes

a) Role descriptions for Church handbook: Judy is waiting for the remainder of the role descriptions. Nominating would like to have the mandates by the time they start looking for people to fill spots. Deadline is November 1. Stewardship will have their mandate and roles by November 8th meeting. Digital format is appreciated. The goal is to have the binder completed by the November council meeting.

b) Transition Team workshop: The next meeting is October 29th.

6) Correspondence: None at this time.

7) New Business for discussion from Committee/Team Reports

a) Communications

i) Review webpages: The webpages for each committee are available to be perused. If there are any changes to be made, let Sylvia Jacquard know.

b) Congregational Life

c) Covenanter:

- Ernie Draper is acting chair, and Ivan Norton is taking over the secretary role temporarily.
- Old organ has been cleaned and repaired.
- An Inventory list of items in the church will be compiled.
- Ernie Draper will come to the next council meeting to discuss Christmas services.
- There is a need for new, younger members.
- There is a recommendation to M&P that the care of the musical instruments and providing musical selections in worship be removed from the Music Director's responsibility and given to the Covenanter Committee.

- d) Faith Formation
- e) Finance: Committee budgets are due November 1st (except Stewardship, which will be forwarded after their next meeting, Nov. 8). We are \$6700 ahead of budget to date. Revenue exceeds Expenses by \$15,500.

MOTION: To approve transfer of \$20,000 from Trustees to Operating Accounts

Moved: Bill Simpson; Seconded: Bruce Smith

APPROVED

- f) Inter-church councils
 - i) Kentville/New Minas
 - ii) WAICC – Incorporation has been recommended to give the volunteers more liability protection.

MOTION: Orchard Valley United supports efforts for WAICC to become an incorporated society.

Moved: Gary Dunfield; Seconded: Bill Simpson

APPROVED

g) UCM:

- The entryway painting was completed by Richard Clattenburg and Ian Godfrey.

- h) Ministry & Personnel
 - i) Salaries – Contract

MOTION: To approve the Letter of Employment for Judy Norton as Congregational Designated Minister October 2015-October 2016.

Moved: Susanne Sweatman; Seconded Cynthia Bruce

APPROVED

MOTION: To approve the Letter of Employment for Judy Norton as Congregational Designated Minister for October 2016-October 2017 with an increase of salary of 1.1% retroactive to October 1, 2016.

Moved: Susanne Sweatman; Seconded: Joy Waterbury

APPROVED

MOTION: To approve a salary increase of 1.1% for Rev. Ivan Norton retroactively to October 1, 2016.

Moved: Susanne Sweatman; Seconded: Ruth-Anne Stirling

APPROVED

ii) Technically, Judy and Ivan are only here until June, 2017, but our contract with them extends to October 2017.

- i) Outreach: Sylvia Jacquard is the new secretary
 - i) Thank you
 - ii) Meet Your Feet: Grant received from EKM and Eastern Kings Health Board a year ago to get the program started was for \$6700. A \$2000 grant was from Rotary Club. The health grants were only for start up costs, and are not available again. We will need to think about how we will continue to fund this project. The budget is close to \$7000/year. It was suggested to contact Wolfville Rotary and Lions, as well as contact DCS.
 - iii) It was suggested that an advertisement be placed to the broader community to see if people are interested in supporting the work of Outreach.
 - iv) Ministry and Personnel was requested to consider possible policy regarding when we pay people in the congregation for their professional services.

- j) Presbytery
- k) Property
 - i) Keys, Security: There have been several incidents where the building has not been properly locked. Thea and Jane will create reminder signs to be placed at each exit. The reminder will be made at announcements as well.
 - ii) Wheelchair: We have one transfer chair and one larger chair to be used in the sanctuary. We only need one chair for emergency.

MOTION: To sell the smaller transfer chair.

Moved: Norma Mailman; Seconded: Sue Smith

APPROVED

- iii) Signage at end of road. We cannot have 2 signs on one property, so we cannot have a sign on Speedy Auto's property. We will continue to investigate how to achieve either a bigger sign or increasing visibility of other signs, such as the one just out of the church parking lot. The discussion including ideas of advertising in the paper, radio and Facebook.
- iv) Internet Access dropping: there is a problem with Theresa's computer/internet connection. This issue will be forwarded to Property to investigate possible solutions, and the possibility of hard wiring both Theresa's computer and photocopier. Gary Dunfield will discuss this with Property.
- l) Pastoral Care: Reminder of the conversation of End of Life on October 26th 2-4 at the church.
- m) Stewardship
- n) UCW: Will not be doing the Christmas sale this year, but are willing to help any other group wishing to organize something.
- o) Worship
 - Senior Worship schedule will be forwarded soon
 - Looking into buying a few resources for short devotionals to use at Seniors' services.
 - It was requested that Worship consider how we can meet the needs of Wickwire residents who are unable to stay for fellowship after the service.
- p) Trustees

MOTION: To adopt reports as discussed.

Moved: Susanne Sweatman; Seconded: Betty Curry

APPROVED

8) New Business

- a) Transition Team – Mission Statement work is on-going.
- b) Wreaths – Remembrance Day – Jane McDonald will lay Kentville's wreath. Rev. Ivan Norton will confirm someone for Canning's service. Chris Seymour will lay Wolfville's wreath.
- c) Executive meeting – November 9th, 2016 at the church. 5:00.

9) Authority for Executive to conduct business on behalf of the Council between meetings.

Moved: Norma Sweatman; Seconded: Rebecca Godfrey

APPROVED

10) Clergy's Report: Rev. Norton assured us that he and Judy will not "abandon" us before we have a new minister. They are committed to help us through the full process of the JNAC

and calling a clergy. The first few weeks of the Fall have been very busy, so they will be pulling back a bit to re-group, and will take vacation after Christmas.

11) Next Meeting November 30, 2016

12) Closing Prayer: Judy Norton

13) Benediction & Adjournment, 8:40 pm, Ruth-Anne Stirling