

Kincardine United Church Council Meeting
Tuesday, April 11th, 2023

Present: Rod Coates (Chairperson), Gord Dunbar (Minister of Word, Sacrament, and Pastoral Care), Judy Zarubick (Programme), Emily Perry (Regional Council Representative), Jack Nancekivell (Trustees), Liz Dillman (Treasurer), Angela Hazlewood (Council Secretary)

Regrets: Donna Mowry (Administration)

The Council of Kincardine United Church was called to meet via the ZOOM platform on Tuesday, April 11th, 2023. Notice of this meeting was given seven days prior to the meeting via e-mail by the secretary and a second e-mail was sent to let Council members know that all documents had been added to the shared drive.

Rod Coates called the meeting to order at 7:03 p.m. and thanked everyone for being there.

1. Welcome and Constitution of Meeting (Rod Coates)

Rod Coates declared this meeting duly constituted in the name of Jesus Christ, the one true head of the Church, for whatever business may properly come before it.

2. Call to Order and Acknowledgement of the Territory (Rod Coates)

Rod Coates shared these words with Council: “As we gather this evening, we acknowledge that we are gathered on the traditional territory of First Nations Peoples – Peoples who have lived on this land and by these waters for thousands of years. We gather as a non-Indigenous community of faith on the traditional territory of the Saugeen Ojibwe Nation, giving gratitude for their stewardship through the ages. We are newcomers to this land and we have gained so much in coming. Our gain, however, has come at a great cost to First Nations Peoples. We acknowledge that we have gained much within racist systems of our creation, systems which have benefitted those who are white, Christian and heterosexual. Our acknowledgement is only the beginning of our journey toward reconciliation, toward healing of all our relations with those we have belittled in this culture. Our words must now be followed up with action. We pray the Holy Spirit breathes forgiveness, hope and love into all our relations and sets us free from the evil of colonialism”.

3. Lighting of the Candle (Rod Coates)

Rod Coates with his pun-making humour began: “This evening’s virtual candle is somewhat easier to light since we’ve just come through a long Easter wick-end” and continued in prayer, “As we gather this evening, lighting this Christ candle reminds us of

God's presence and love, the Holy Spirit in our midst, and the presence of Christ in all of us. Amen".

4. Devotion (Gord Dunbar)

Gord Dunbar began letting Council know about a Board Member of the Kincardine Pride committee who had passed away named Lanny Irving. Gord Dunbar continued by reading the book entitled: *My Shadow is Purple*, by Scott Stuart. This is a lovely story about gender identity and inclusion. Sometimes we have to lean into the uncomfortableness of certain topics to really understand and to show our respect and love for all.

5. Consent Docket

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That the minutes of the Council meeting from March 14th, 2023 be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. Action

1. That Kincardine United Church Council approve the removal of the names of members from the current and historic membership rolls in accordance with Attachment #1. (MART (Membership and Adherent Review Team) Recommendation to Council document).
2. That Kincardine United Church Council approve the addition of the "Connected Friend" definition to the 5.2.2 Membership Records Policy (Attachment #2).

Judy Zarubick noted that the section in the 5.2.2 Membership Records Policy regarding the definition of an "Adherent" needed to be updated to someone who donates twice in a calendar year.

Rod Coates declared this consent docket approved by consensus with one minor change (i.e., modify the definition of "Adherent" per Judy Zarubick's comment above).

6. Business Arising

i) Council Retreat and Visioning (Gord Dunbar)

Gord Dunbar reminded Council about the retreat and visioning exercise which would be about 1.5 hours. It was agreed that in-person would be best for the retreat and Rod Coates will be sending out a poll with dates. Gord Dunbar stated that he will be meeting with a variety of groups to engage in feedback sessions.

7. Reports from Committees-Standing Items

i) **Administration/Trustees** (Jack Nancekivell)

In Donna Mowry's absence, Jack Nancekivell presented the Administration report. Jack Nancekivell stated that Ms. Galyna Katkevych has been hired for the permanent custodian position and will be shadowing Stu Metzger for some training. Jack Nancekivell also reported that a new roof will be required by 2024 as simple repairs will no longer suffice. An appeal will be made to the congregation to help pay for the roof which will be approximately \$60000.00. Judy Zarubick asked if the roof will be replaced with shingles or metal. Jack Nancekivell answered and said that he will be getting quotes on several options.

ii) **Programme** (Judy Zarubick)

Judy Zarubick shared that Gord Dunbar was given approval to conduct the offsite wedding of Traci Phillips (daughter of John and Mary Phillips) and Dylan Davidson to be married early in June. Secondly, Judy Zarubick stated that the June 4th, 2023 Communion will be both by the little cups and intinction so the congregation will have a choice.

iii) **Membership and Mission (M & M)** (Gord Dunbar)

Gord Dunbar asked Council's approval to put stickers on the church doors (including the glass doors) of the new Progress Pride flag which supports inclusion and progress within the community. The black and brown represent the marginalized people of colour, and the white, pink, and light blue colours reflect those of the transgender Pride flag. Gord Dunbar noted that having these stickers on the doors will help to make Kincardine United Church a more welcoming place to more people and a safer place (a brave space) to enter. A discussion ensued about the Affirming committee. M & M at their last meeting discussed the fact that the Affirming Committee has lost many of its members due to graduation to university as well as COVID-19 hiatus.

Judy Zarubick suggested that the Progress Pride flag could be discussed during the church services much like the Survivor flag was presented and shared.

Council did have a discussion about the need for creating systems to support and welcome people "living in the margins".

8. Treasurer's Report (Liz Dillman)

Liz Dillman stated that the "investments cashed" line is not correct as the numbers do not belong there. This line may need to go under miscellaneous income and she will make sure this is fixed before the next meeting. Liz Dillman shared that PAR (Pre-authorized remittance) is covering the pay roll each month and the rest of the funds can cover the other expenses. Liz Dillman stated that everything else is in line and there was \$7000.00

spent which was more than what was brought in, but this is lower than last year at this time. The net funds available if the church wrote cheques for all the capital projects would be minus \$10000.00 at which point, the Trustees would have been asked for some funds. In the bank, there is \$25000.00 so cash flow is good. The first cheque from Bervie Kinloss United Church should be coming in the month of May.

Closing/Prayer

The agenda having been completed and with no additional business to discuss, Rod Coates declared the meeting closed at 8:03 p.m.

Gord Dunbar let Council in prayer to end the meeting.

Next Council Meeting: May 9th, 2023

Signature of President

Signature of Secretary

Attachment #1

Name	Current Status	Recommendation
BLENKINSOP, Carolyn	Member	Remove from current & historic membership rolls. [By Request]
CERSON, Lynda	Member	Remove from current & historic membership rolls. [By Request]
DAVEY, Debby	Member	Remove from current & historic membership rolls. [By Request]
DAVEY, Ken	Member	Remove from current & historic membership rolls. [By Request]
GIBSON, David	Member	Remove from current & historic membership rolls. [By Request]
GIBSON, Janice	Member	Remove from current & historic membership rolls. [By Request]
PENALAGAN, Craig	Member	Remove from current & historic membership rolls. [By Request]

Attachment#2

5.2.2 Membership Records Policy

Purpose: This policy defines the principles for maintaining membership records for members and adherents of Kincardine United Church, Additionally, it defines who are members, non-resident members, and adherents.

Definitions:

1. A **Resident Member** is someone who has joined Kincardine United Church by Profession of Faith or by Transfer.
2. A **Non-Resident Member** is defined as:
 - a. a member whose permanent address is outside the municipality of Kincardine and who is not expected to attend worship regularly, or
 - b. a member whom Kincardine United Church has been unable to contact for at least one year.
3. An **Adherent** is defined as:
 - a. someone who participates in the life and the ministry of Kincardine United Church at least twice a year, or
 - b. someone who donates financially at least **twice** each calendar year, or
 - c. a child baptised in the church and their parent(s).
4. A **Connected Friend** is defined as:
 - a. Someone who is not in any of the above categories and has asked to be on our email list.
 - b. Someone who donates once in a calendar year.
 - c. Someone who has made use of the minister(s) for pastoral care but doesn't wish to be classified as Member or Adherent.

Policy:

- 1) Kincardine United Church Council is responsible for ensuring the current membership roll and the historic member roll of the congregation are maintained.
- 2) A person becomes a member of Kincardine United Church with the approval of Council. Admission to membership will be documented in the minutes of Council meetings.
- 3) A person becomes a member of Kincardine United Church through one of the following ways:
 - adult baptism and profession of faith
 - confirmation
 - reaffirmation of Christian faith
 - through certificate of transfer of membership
- 4) A non-resident member is a) a member whose permanent address is outside the Municipality of Kincardine and who is not expected to attend worship regularly, or b) a member of Kincardine United Church has been unable to contact for at least one year.

- 5) An adherent is a person who is not a member of the United Church of Canada but who supports Kincardine United Church by providing finances, time and/or talent.

References:

- 1) The Manual 2019, B3. Membership and Other Participation in a Congregation.
- 2) Membership & Mission Minutes of Meeting - 23 March 2017, 19 Nov 2019 & 21 Mar 2023

ADOPTED: March 2018

REVISED: March 2023

5.2.3 Historic & Current Membership Rolls Procedure

Purpose: This procedure defines the responsibilities and tasks associated with maintaining records for members and adherents of Kincardine United Church.

General

- 1) The role of Membership Steward is the responsibility of, and accountable to, the Membership & Mission Committee.
- 2) All information regarding changes to membership is coordinated through the church office (Office Coordinator).

A. Historic Membership Roll

- 1) A Member is added to the Historic Membership Roll:
 - upon confirmation, or
 - upon profession of faith, or
 - reaffirmation of Christian faith, or
 - after a certificate of Transfer of membership has been received
- 2) A Member is removed from the Historic Membership Roll:
 - after the Member's death, or
 - after a request for Transfer or Removal has been received from the Member, or
 - after Council approves the removal of a Non-Resident Member who has been on the roll for three years or more, and has not been part of the life and ministry of Kincardine United Church, or
 - by an action of Council.

B. Current Membership Roll

- 1) A Member is added to the Current Membership Roll:
 - upon confirmation, or
 - upon profession of faith, or
 - reaffirmation of Christian faith, or
 - after a certificate of Transfer of membership has been received
- 2) All baptisms are recorded in the Current Membership Roll.
- 3) A Member is removed from the Current Membership Roll:
 - after the Member's death, or

- after a request for Transfer or Removal has been received from the Member, or
 - after Council approves the removal of a Non-Resident Member who has been on the roll for three years or more, and has not been part of the life and ministry of Kincardine United Church, or
- 4) A Non-Resident Member is removed from the Current Membership Roll:
- after the person's death, or
 - after a request for Transfer has been received from the person, or
 - by their request, or
 - when Kincardine United Church has not been able to contact them for another two years after their status was changed from Resident Member to Non-Resident Member due to lack of contact, or
 - by an action of Council.
- 5) A Resident Member is changed to Non-Resident Member:
- when their permanent address changes to outside the municipality of Kincardine and who is not expected to attend worship regularly, or
 - when Kincardine United Church has not been able to contact them for 12 months.
- 6) A Non-Resident Member is changed to Resident Member:
- when their permanent address changes to inside the municipality of Kincardine and Kincardine United Church has been able to contact them.
- 7) A Non-Resident Member is removed from the Current Membership Roll:
- after the person's death, or
 - after a request for Transfer has been received from the person, or
 - by their request, or
 - when Kincardine United Church has not been able to contact them for another two years after their status was changed from Resident Member to Non-Resident Member due to lack of contact, or
 - by an action of Council
- 8) An Adherent is removed from the Current Membership Roll:
- after the person's death, or
 - when Kincardine United Church has not been able to contact them for 2 years, or
 - when the Adherent has not been part of the life and ministry of Kincardine United Church and who has not donated any money to Kincardine United Church for 2 years, or
 - by their request, or
 - by an action of Council.
- 9) The Membership Steward adds and removes the names of Adherents to the Current Membership Roll upon the advice of the Membership & Mission Committee and the Minister of Word, Sacrament & Pastoral Care.

ADOPTED: March 2018

REVISED: December 2021