

KINCARDINE UNITED CHURCH
ANNUAL CONGREGATIONAL MEETING
SUNDAY, DECEMBER 13th, 2020

The congregation of Kincardine United Church was called to meet via the Zoom platform on Sunday, December 13th, 2020 at 11:40 a.m., following the morning worship service for the Annual Congregational Meeting, to review the 2019 Annual Report, to approve the 2021 budget, as well as, elect nominated positions.

Approximately 57 persons were in attendance.

1. **Call to Order and Constitution of the Meeting** (Rod Coates)
Having been given due notice of this congregational meeting, Rod Coates declared the meeting duly constituted for the stated purpose of conducting the business set before it and as outlined in the agenda.
2. **Opening Prayer** (Gord Dunbar)
Gord Dunbar led the participants in prayer.
3. **Behavioural Covenant** (All)
All present read in unison the Covenant as presented on the screen.
4. **Enabling Motions** (Liz Dillman)
Moved by: Liz Dillman
Seconded by: Barry Schmidt
 - a) That all adherents have full participation and voting privileges.
 - b) That Rod Coates chair the 2020 Annual meeting.
 - c) That Angela Hazlewood act as recording secretary for the 2020 Annual Meeting.
 - d) That the meeting Agenda be accepted as distributed.
 - e) That the Congregational Meeting minutes of April 7th, 2019 and December 8th, 2019 be approved as printed (in the 2019 Annual Report).

Rod Coates declared this motion carried.

CARRIED

5. **Business Arising from the Minutes** (Rod Coates)
Financial Viability
Having reviewed the minutes of the congregational two meetings of 2019, Rod Coates wanted to note comments made at both meetings regarding Kincardine United Church's financial viability. The December 8th, 2019 congregational meeting created a financial task group led by Barry Schmidt. That team met during the spring and summer and presented its recommendations at the September Council meeting, with several of its recommendations implemented and others ongoing. Rod Coates thanked the financial task group for all they

have done to reach concrete goals and their ongoing work to complete their recommendations.

6. In Memoriam (Gord Dunbar)

Gord Dunbar read all of the names as printed in the 2019 Annual Report and led participants in prayer.

7. 2019 Financial Report (Donna Mowry)

Donna Mowry shared that the total revenue for Kincardine United Church was \$221, 313.00 in 2019. Donna Mowry went on to say that all committees came in under their budgets and in spite of deficits, wonderful improvements had been made to the church like the television screens that are being used during the live-streamed services. Donna Mowry said that Leanne Guppy, Bev McLelland, and Pat Porter had reviewed the 2019 Financial Report. Rod Coates asked if anyone had any questions/comments.

Moved by: Donna Mowry

Seconded by: Rad Michielson

That the 2019 Financial Report be accepted as printed.

Rod Coates declared this motion carried.

CARRIED

8. 2019 Written Annual Reports

Moved by: Liz Dillman

Seconded by: Barry Schmidt

That the rest of the written reports be received/adopted as presented.

Rod Coates declared this motion carried.

CARRIED

9. 2020 Financial Report & 2021 Budget (Donna Mowry)

Donna Mowry shared that because 2020 had not been a “normal” year and said in the future that 2020 would be a one word catch phrase like “Today has been a total 2020”. Donna Mowry asked a chair person from each committee to speak about their budget.

a) **Programme Committee** (Judy Zarubick)

Judy Zarubick shared that this committee was under budget in some areas this year, however, the worship supplies would be over budget which covers worship equipment, pulpit and organist supply. Barry Schmidt asked about decreasing the church school supplies. However, Judy Zarubick answered by saying that the budget already reflects the purchase of the curriculum for only half of the year since the teachers used previously purchased curriculum for the other half of the year. There have been some Zoom programs offered and the idea that

committees were asked to set budgets as if 2021 would be a “normal” year. Liz Dillman clarified that when the budgets were set in September and October 2020, it was felt that the church may have been able to re-open in January of 2021 so as a result all committees were asked to budget as if 2021 would be a “normal” year. Judy Zarubick went on to say that the licensing is a large part of the budget that covers Zoom costs to allow live-streaming, ability to project words on the screen, and if videos/movies are shown at the church when it re-opens. As the church is considered a charity, there are discounts for this item. The total for their budget is \$9400.00.

- b) **Membership and Mission Committee** (LouAnne Dudman)
LouAnne Dudman shared that the Mission and Service target for this committee will remain at \$30000.00 which is the same as the previous year. LouAnne went line by line to present each part of the budget which in total will be \$10400.00.
- c) **Administration** (Donna Mowry)
Donna Mowry said that even though the church has been closed since March of 2020, there are still regular expenses mainly for the office and for the property. Many expenses have to be paid regardless if the church is open or not such as insurance, hydro, and other on-going expenses. Donna Mowry mentioned Ralph Knowles and all he has done to look after the maintenance issues. Donna Mowry spoke about John Phillips who looks after all of the on-line changes for donations. As of November 30th, this committee had used less than what was budgeted. 2021 of course will be the same expenses. Although, Gregg McClelland had tried to get the insurance decreased, it has increased by \$2000.00. The budget has had to be increased. The Administration budget will be \$58932.00.
- d) **Ministry and Personnel** (Mary Phillips)
Before Mary Phillips began, Gord Dunbar and David Hamilton excused themselves from the Ministry and Personnel budget presentation.
Mary Phillips commented that 2020 has been a very unusual year. Mary Phillips stated that there had been an increase in Stu Metzger’s job responsibilities as he would be taking care of snow removal as well. Mary Phillips continued by thanking David Walker and stated that the committee is thankful for all of the wonderful staff. Mary Phillips mentioned that there is a 2.2% increase in salaries which is a recommendation from the United

Church of Canada. Mary Phillips stated that the budget is \$162657.00 for 2021 for staff compensation and benefits.

Barry Schmidt asked about the balance of the trust funds and Jack Nancekivell answered by saying that there is approximately \$95000.00 and reminded everyone that \$20000.00 had been transferred to the general funds. Barry Schmidt stated that these funds do allow a backup fund to be used if needed.

Moved by: Donna Mowry

Seconded by: Krista Ritchie

That the 2021 budget be approved as printed.

Rod Coates declared this motion carried.

CARRIED

Rod Coates thanked Donna Mowry and everyone involved with presenting the budgets and all of the work done to view all of the information.

10. Nominations (Presentation & Elections – Gord Dunbar)

Rod Coates let everyone know that he would be asking Gord Dunbar to step participants through the nominations process. Rod Coates stated that it is simpler to have someone not being nominated to go through this process rather than a nominee and stated that Gord Dunbar is willing to do this.

Rod Coates continued by giving a reminder regarding terms of office since this frequently causes confusion. Terms of office for committee members and appointments are stated as ending in a calendar year, with the understanding that the term expired with the annual meeting in the year following. So if one's term expired in 2019, one would still be in the role until the following congregational meeting – recently, that would have been April of the following year. This year is unusual in many ways as our annual meeting is today, December 13th, 2020.

a) These Committee members' terms have expired:

Charles Ludlow, Ursula Portz, Krista Ritchie, Jim Zarubick, Rad Michielson

b) These Committee members have decided to retire:

Marilyn Meldrum, Ron Smith, Gerry Stephens

Gord Dunbar thanked all of the people who have decided to retire and acknowledged their wonderful, committed service over a great deal of time.

c) These yearly appointments have expired:

Regional Council Reps – Marion Boyd, Rod Coates, Liz Dillman, Emily Perry
Gord Dunbar mentioned that 2 years ago that the Presbyteries and Conferences ceased to exist. These people had all agreed to be appointed again and he thanked everyone. Gord Dunbar continued by asking each representative what their respective roles are in the Regional Council. Gord

Dunbar stated that he is in awe of the work of Rod Coates and how Rod Coates serves the region so well.

Marion Boyd stated that she is on the Human Resources Commission and is dealing with pastoral relations. Emily Perry shared that she is part of Human Resources Commission Resource Pool and she would let us know in the spring what she has been involved with. Liz Dillman continued by saying that she is part of the Southwestern Ontario Candidacy Board to interview students and help train Lay Supervision Teams.

Judy Zarubick is part of the Board of Vocation and the National Office of Vocation. Judy Zarubick oversees the work of Liz Dillman and Gord Dunbar in this capacity.

Gord Dunbar went on to name the reviewers, Council President, and the Council secretary whose yearly appointments have retired:

Reviewers - Leanne Guppy, Bev McLelland, Pat Porter

Council President – Rod Coates

Council Secretary – Angela Hazlewood

d) These adherents and members are continuing or have agreed to stand for election to the following Committees:

Administration:

Resource Persons: Liz Dillman, Gord Dunbar, John Phillips

Gord Dunbar mentioned the great work of Liz Dillman as the Treasurer and of John Phillips as the Envelope Steward.

Members:	Term Ends at Annual Mtg In	Electoral Status
Ralph Knowles	2022	Continuing
Gregg McClelland	2022	Continuing
Julia Metzger	2022	Continuing
Donna Mowry	2021	Continuing
Jack Nancekivell	2022	Continuing
John Phillips	2022	<u>Continuing</u>
Vacancy		

Gord Dunbar announced the vacancy for this committee and stated that there would be an opportunity to have nominations from the floor.

Membership and Mission:

Resource Person: Gord Dunbar

Members:	Term Ends at Annual Mtg In	Electoral Status
Liz Dillman	2022	Continuing

LouAnne Dudman	2020	<u>Seeking election</u>
Charles Ludlow	2020	<u>Seeking re-election</u>
Bernd Portz	2022	Continuing
Ursula Portz	2020	<u>Seeking re-election</u>
Krista Ritchie	2020	<u>Seeking re-election</u>
Melinda Smegal	2021	Continuing

LouAnne Dudman is seeking election as she has been appointed by Council.

Programme:

Resource Persons: Gord Dunbar, David Hamilton

Members:	Term Ends at Annual Mtg In	Electoral Status
Sheila Bauer	2021	Continuing
Charles Clarke	2022	Continuing
Joan Gillespie	2021	Continuing
Randy Norris	2022	Continuing
Teresa Perfrement	2021	Continuing
Emily Perry	2022	Continuing
Jim Zarubick	2020	<u>Seeking re-election</u>
Judy Zarubick	2022	Continuing

Ministry and Personnel:

Members:	Term Ends at Annual Mtg In	Electoral Status
Sheryl Elliott	2020	<u>Seeking election</u>
Rad Michielson	2020	<u>Seeking re-election</u>
David Mullenix	2023	Continuing
Mary Phillips	2023	Continuing
Pam Plagos	2022	Continuing

Sheryl Elliott is seeking election as she has been appointed by Council.

Trustees:

Gord Dunbar, ex officio

Members:	Term Ends at Annual Mtg In	Electoral Status
Art Danahy	2022	Continuing
Ron Elliott	2024	Deceased
Gregg McClelland	2024	Continuing
Stu Mowry	2023	Continuing
Jack Nancekivell	2021	Continuing
Joan Norris	2024	Continuing

Gord Dunbar recognized all of the contributions of Ron Elliott over the many years and stated that we grieve his death and appreciate all that he has given to the trustee role.

e) Nominations from the Floor

Nominations may be made for any Committee position from the floor.

Nominations will be requested three times.

Gord Dunbar asked if there was any nominations from the floor, he waited and then asked a second time, he waited, and then asked a third time.

f) Motion to Close Nominations from the Floor

Moved by: Barry Schmidt

Seconded by: Julia Metzger

That the nominations from the floor be closed.

Rod Coates declared this motion carried.

CARRIED

g) Election of nominees presented from the floor

Since there were no nominations from the floor, the congregation moved to the election of the slate of volunteers for election and re-election.

h) Members putting their names forward for yearly appointments:

Regional Council Reps: Marion Boyd, Rod Coates, Liz Dillman, Emily Perry

Seeking re-election

Reviewers: Leanne Guppy, Bev McClelland, Pat Porter

Seeking re-election

Council President – Rod Coates Seeking re-election

Council Secretary – Angela Hazlewood Seeking re-election

Moved by: Donna Mowry

Seconded by: Julia Metzger

That the yearly appointments be approved.

Rod Coates declared this motion carried.

CARRIED

Gord Dunbar mentioned the Administration Committee vacancy and reminded participants that Council will be able to appoint volunteers between congregational meetings should the following motion be carried.

i) Motion to empower Council to fill any vacancies on Council or Committees that arise between congregational meetings.

Moved by: Jack Nancekivell

Seconded by: Julia Metzger

That Council be empowered to fill any vacancies on Council or Committees that arise between congregational meetings.

Rod Coates declared this motion carried.

CARRIED

Rod Coates thanked all of the volunteers – both elected and working behind the scenes - for their support of the life and work of this congregation.

12. Other Business

a) Report from the Western Ontario Waterways Regional Council (WOW)

(Rod Coates)

Rod Coates shared that Kincardine United Church is part of the Western Ontario Waterways Regional Council, which is comprised of four former presbyteries, parts of three former conferences, and contains approximately 138 Communities of Faiths and the fact that Presbyteries and Conferences ceased to exist as of December 31st, 2018.

Connecting

Rod Coates went on to say that: WOW's values are Connecting, Supporting, Transforming.

Rod Coates said that Kincardine United Church remains "well connected" with our regional council since it has 4 elected lay representatives and 2 ministry personnel from this congregation who are part of the regional council.

Rod Coates also said that WOW held two regional council meetings in 2019: the first at the Unifor Centre in Saugeen Shores for three days in May - held jointly with the other two regional councils in south western Ontario - followed by a second one-day regional meeting in November at Fergus.

Rod Coates continued by saying that WOW issues regular newsletters and website information on events, initiatives, and the ways in which we all remain connected.

Supporting

Rod Coates stated that Kincardine United Church's relationship with the regional council is such that we make decisions – when/if required - in partnership with the regional council and it is talking with Communities of Faith, not talking about Communities of Faith.

The regional council also arranges outreach, training, and support events, and initiatives for communities of faith. It provides ongoing advice and opportunities to respond in faith, and support one another, during a pandemic. It also provides pastoral relations and congregational support toolkits on the WOW website.

Transforming

WOW proposed and supported funding of various educational events and initiatives and in this formative year of existence, the regional council has

devoted time discerning and evolving its role and relationships as a new governing body within a new church structure and learning new ways to support Communities of Faith within our region. Commissions have assumed the necessary role of addressing the more detailed work of the region.

Although not part of the 2019 events, Rod Coates noted there was an October 2020 regional gathering theme through Zoom, demonstrating that the church, even while isolated by pandemic, is still connected.

Rod Coates concluded by saying: "We are not alone. Thanks be to God".

b) Other Business

Gregg McClelland noted the misspelling of one of the names standing for election which has been corrected.

13. Recommendation for the Date, Place & Format for 2020 Annual Meeting & 2022 Budget Presentation

Moved by: Mary Phillips

Seconded by: LouAnne Dudman

That the date of the 2020 Annual Meeting and 2022 Budget Presentation be on the following dates respectively:

February 28, 2021 (annual meeting).

December 12, 2021 (budget meeting).

Rod Coates declared this motion carried.

CARRIED

14. Adjournment and Prayers

Rod Coates thanked all those attending with a special mention to Judy Zarubick and her tech crew for making this meeting possible. Rod Coates acknowledged everyone in the meeting and appreciated the willingness to attend and to participate with the challenges of this format of a meeting.

Rod Coates declared this meeting closed at 1:00 p.m. and Gord Dunbar led the participants in a prayer to end the meeting.

Signature of Chair

Signature of Secretary