**Executive**

**Horseshoe Falls Regional Council**

**of The United Church of Canada**

***Supports, Connects, Empowers Communities of Faith***

February 22,2023, 4 PM via zoom

**Roster:** Robert Lawson (President), Lennox Scarlett (President Elect), John Hurst (Treasurer), Judith Gilliland, Marilyn Johnston, Sula Anne Kosacky, Deborah Laforet, Wendy Lowden, Adrianne Robertson, Pat Tooley, Yvonne Wright

**Staff Support:** Cheryl-Ann Stadelbauer-Sampa, Executive Minister, Sue Duliban, Executive Assistant

Present: Robert Lawson, Lennox Scarlett, John Hurst, Judith Gilliland, Marilyn Johnston, Sula Anne Kosacky, Deborah Laforet, Wendy Lowden, Adrianne Robertson, Pat Tooley, Yvonne Wright

**Regrets:** Wendy Lowden

**Welcome:** Cheryl-Ann Stadelbauer-Sampa introduced Jenny Stephens and Bill Allen, Regional Council Evaluation Team, and invited the Executive to introduce themselves to Jenny and Bill.

President-Elect Lennox Scarlett assumed the chair as President Robert was dealing with computer tech difficulties and welcomed Jenny and Bill to the meeting.

**Constitute Meeting:** President-Elect Lennox Scarlett

*I constitute this meeting in the name of Jesus Christ, the one true head of the Church and by the*

*authority vested in me by this meeting of the Horseshoe Falls Regional Council for whatever business may properly come before it. The bounds of the meeting will be the Zoom call.*

**Acknowledging the Land**: President-Elect Lennox invited all present to name the land/treaty upon which they are located or with which they identify.

President Robert resumed the chair briefly and then left the chair.

President-Elect Lennox assumed the chair.

# Opening Agreements

## Consent Docket

## **MOTION:** Yvonne Wright / Judith Gilliland

## That the Consent Docket for the HFRC Executive meeting of February 22, 2023 be adopted as circulated.

1. Enabling Motions/Proposals
2. That the proposed Agenda be approved as presented.
3. That the minutes of the December 7, 2022 and January 25, 2023 meetings be approved as distributed.
4. That motions be written and given to the Secretary.
5. Correspondence Received
6. Amending agreement to Halton U.C. Extension Council's agreement with Toronto United Church Council: Received for Information.
7. Receive 5 Regional Council Staff Position Descriptions for information: Administrative Assistant, Finance; Administrative Assistant, Discipleship and Office Site Management; Administrative Assistant, Website Management; Administrative Assistant, Communication and Records; Executive Assistant.
8. Horseshoe Falls Regional Council (9) Omnibus motion – February 22, 2023

That the Horseshoe Falls Regional Council (9) Executive take the following action(s):

a) Cave Springs Camp Inc.

…based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve BY-LAWS OF CAVE SPRINGS CAMP INC. as approved by the members on April 6, 2019, and changes approved by the members on November 21, 2020, December 8, 2021 and November 19, 2022 of the incorporated ministry known as Cave Springs Camp Inc.

This is based on the Corporation Meeting minutes of April 6, 2019, November 21, 2020, December 8, 2021, draft Annual General Meeting minutes of November 19, 2022, and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

**CARRIED**

President Robert resumed the chair.

**Business Arising**

1. Commission Reports
   1. Congregational Support Commission: Chair Adrianne Robertson shared an information video prepared by ARWRC Congregational Support Commission chair Greg Simpson explaining why the commission name was changed and encouraging participation in the wider regional council. Cheryl-Ann noted it was prepared for ARW as a recruitment initiative. It was suggested that the video be adapted for HF.

The commission is currently working on updating the pastoral charge supervisor (pcs) policy, including pcs payment. It is anticipated that after the new accounting software program is implemented, quarterly statements for pcs will be able to be provided by staff.

The commission is looking at setting a retreat day to look at the bigger picture re: work of the commission.

* 1. Human Resources Commission: Chair Pat Tooley. Most of the HR Commission on Feb. 22 was devoted to conversation with Bill Allen. This conversation led to a general discussion about looking at various ways to firm up some of the structures of the HR commission. Micol Cottrell, Minister Pastoral Relations, will be meeting with Lynne Allin, ARW/HF Congregational Support Minister and WOW Congregational Support Minister John Neff.
  2. Discipleship and Justice Commission (Chair Sula Anne Kosacky). No report as the commission has not met since the last executive meeting.
  3. UCW

: Marilyn Johnston noted the UCW has not had a meeting since the last executive meeting. An invitation from Cheryl-Ann regarding hosting the UCW’s 65th anniversary in five years, is being considered.

1. Update on .5 Minister, Social Justice position (C-A)

Reworking of the position description (making it a single position description; the regional councils’ with

the addition of the 5 Oaks position description) was requested by UCC Human Resources. That has been

completed and it has been resubmitted to HR for categorization and posting.

1. UCOM update

President Robert noted that at the last meeting the executive talked at some length about the UCOM issue. As a result of that discussion, President Robert prepared and sent a letter to the UCOM board, outlining areas of non-compliance, and inviting them to a zoom meeting March 21 at 6:30 pm. President Robert, President-Elect Lennox, Yvonne Wright, Cheryl-Ann Stadelbauer-Sampa, Kathy Douglas, and representing WOWRC executive, Heather Leffler, President-Elect Jennifer Irving and Brent Caslick, will be attending the meeting with UCOM.

Cheryl-Ann briefly reiterated potential consequences for UCOM, emphasizing that this is not about camp programs/organizations, it is about governance and non-compliance with the reporting requirements of the United Church either as a corporate entity or as a camping ministry.

1. Update on East Plains U.C., Burlington

Cheryl-Ann informed the executive that East Plains U.C. continues to negotiate with the mortgage holder and they do have legal representation managing the process for them. Because the executive offered support and stood behind them (see December 7th minutes), they are in a much better position.

1. Nominations

Cheryl-Ann flagged that it will soon be that time of year when the regional council should be recruiting for folks to serve on executive/commissions and a way to address this has not yet been devised. Commission chairs agreed to ask anyone on their commission whose first term is ending if they will stay on for a second term. Nominations discussion to be carried forward to the March executive meeting.

**New Business**

1. Proposal 1: Sabbatical (the Sabbatical Proposal outline is included in the Proposal 1 document)

Cheryl-Ann shared that Mark Laird will be Acting Executive Minister during her sabbatical; a request for a three-month leave of absence having now been approved by his Ministry and Personnel Committee and governing body.

**MOTION:** Judith Gilliland / Pat Tooley

Horseshoe Falls Regional Council Executive endorses the proposal for the Executive Minister to be on sabbatical from September 1, 2023 to November 30, 2023 to explore leadership in a time of transition. Any additional costs will come out of unrestricted reserves.

**CARRIED**

1. Proposal 2: Deepening Understanding of Inter-Cultural Ministry (DUIM)

**MOTION**: Deborah Laforet / John Hurst

Horseshoe Falls Regional Council Executive agrees to cover the cost for any member of the staff enrolled in Deepening Understanding of Inter-Cultural Ministry program at Five Oaks, March, 2023 from unrestricted reserves. This to be in addition to staff’s current continuing education allowance.

**CARRIED**

The total to the regional councils is approximately $2,700, divided between three regional councils.

1. Orientation Event? If yes, when—June or September?

To give the executive time to consider this question, it will be carried forward to the March executive meeting. One of the things to be considered, besides timing, is sharing the regional council evaluation feedback – how and when.

1. Regional Council Evaluation Team: Jenny Stephens, Bill Allen

Jenny and Bill posed various questions to the Executive for input and feedback.

President Robert closed the meeting with The Lord’s Prayer.

Adjournment.

**Upcoming Executive Meetings**

March 22, 2023: 4 PM, zoom

April 26, 2023: 4 PM, zoom