**Discipleship and Justice Commission**

**Horseshoe Falls Regional Council**

**of The United Church of Canada**

*Supports, Connects, Empowers Communities of Faith*

**APPROVED Minutes**

***2023/05/30 at 10 am  
via Zoom***

**Roster:** Sula Anne Kosacky (Chair, as of Feb 1, 2023), Diane Viney, Ryk Brown, Phyllis Buchner, Michelle Hogman, Karen Orlandi, Geof Thompson, Irene Ty

**Staff Support:** Kathy Douglas - Minister, Faith Formation

Thérèse Samuel – Minister, Right Relations and Social Justice

Brenna Baker – Community of Faith Stewardship Support

Michele Petick-Administration

Ruthanna Mack-Administration

Position Vacant - Minister, Social Justice

**Present**: Sula Anne Kosacky (Chair), ~~Ryk Brown~~, Phyllis Buchner, ~~Michelle Hogman~~, ~~Karen Orlandi,~~ Geof Thompson, ~~Diane Viney~~, Irene Ty, Kathy Douglas, Thérèse Samuel, ~~Brenna Baker~~, ~~Michele Petick~~, Ruthanna Mack

**Guest**: Mervyn Russell

**Regrets:** Ryk Brown, Michelle Hogman, Diane Viney

**Agenda**

1. **Acknowledgement of the Land/Territory: Sula**
2. **Opening Prayer/Worship: Sula**
3. **Establishing/reminder of Equity Monitor and Pastoral Presence for our meeting(s): Irene Ty**
4. **Approval of Agenda for May 30 2023**

MOTION by *Geof Thompson/ Phyllis Buchner* that the Discipleship and Justice Commission of Horseshoe Falls Regional Council approve the Agenda as circulated.

MOTION CARRIED

1. **Approval of Minutes from April 18 2023 – not moved since there were not two people who attended that meeting present to move the minutes.**

MOTION by: that the Discipleship and Justice Commission of Horseshoe Falls Regional Council …

MOTION

1. **Funds available** *(As recorded in Events and Meetings Funds Tracking sheet in Dropbox)*
   1. **Events fund balance available as of the last meeting: $8900**
   2. **Meeting Fund balance available as of the last meeting: $4000**
2. **Record of Email Votes since the last meeting:**

Date and Motion April 26th 2023   
  
**MOTION**:  Moved by (Diane Viney/Irene Ty) that the Horseshoe Falls Discipleship and Justice Commission approve the allocation of $100 from the Events Budget for a contribution toward covering the costs of “MarioKart Tournament/Fun Day with a Cause” held at Norval United Church, Georgetown and Central United Church, Sarnia.

**VOTING WILL CLOSE** at Friday, April 28th at 6 p.m. *(allowing at least 48 hours).* Please vote by replying to *the Chair*. You can vote at any time before the closing date and time, and are free to change your vote at any time until the voting closes.

**QUESTIONS AND COMMENTS** are welcomed, and must be visible to all voting members.

**CANCELLING EMAIL VOTE**: If two voting members object to making this decision by email, a meeting will be scheduled to discuss it.

**QUORUM:** We require a quorum from the Commission to respond by the closing time for the vote to be valid.

**CARRIED**

1. **Business Arising:** 
   1. Reaching out to the churches
      1. Greeting newsletter sent out and posted on the HFRC Facebook page
      2. Positive feedback immediately
      3. Working with John Neff to create a template for information gathered
2. **New Business:** 
   1. Grand River Bookstore Financial Statement received  
      not part of an application as 2024 Grants have not been opened yet
   2. Recruiting for Commission and Executive
      1. Two incoming expressions of interest for this commission – need two more (including Mervin Russell and Jake Girton)
   3. Recruiting for fall 2024 event planning team: Lennox Scarlett planning a day of worship in the fall - need folks to help plan
   4. Thanks to Phyllis for her work on the Commission
   5. Road trips to camps: during camp or after camp is over?  
      Kathy and Geof to work together on this: Ryerson and Cave Springs
3. **Reports:**

**Kathy:**

**Thérèse**

**Motion: Irene Ty/Geof Thompson to purchase a supply (50 - $2000) of Pride Flags out of the Events budget for replacement or parade purposes.  
CARRIED**

**Motion Geof/Phyllis that Thérèse send a replacement pride flag to Trinity Beamsville as soon as possible.  
CARRIED**

1. **Summary of Fund Expenses or Adjustments made at this meeting or email votes:***(To be recorded in Events and Meetings Tracking form in Dropbox)*

EVENTS FUND:

|  |  |
| --- | --- |
| **2023 Events Budget** | |
| **Description of Expense or Adjustment** | **$ 8900** |
| April 26th email vote | $100 |
| May 30th , 2023 Pride flags for Regional Council Churches as needed | $2000 |
| May 30, 2023 Postage to send a Pride Flag to Trinity Beamsville as soon as possible | TDB |

|  |  |
| --- | --- |
| **2023 Meetings Budget** | |
| **Description of Expense or Adjustment** | **$4000** |
|  |  |

1. **Next Meetings:** September 19th at 2pm
2. **Closing Words**
3. **Adjournment**

**HF D&J Priorities**

**Children & Youth**

**Chaplaincy**

**Social Justice**

***See Motion, Email Motion and Fund Recipient templates below…***

**TEMPLATES:**

**Example Template of Motions**

***For Money***

Moved by (mover/seconder) that the Antler River Watershed Discipleship and Justice Commission approve the allocation of $\_\_\_\_\_\_ from the Events (or Meetings) Budget for \_\_\_\_\_\_\_\_\_\_\_\_\_.

***Email voting Template to be included with every email motion***

You are being asked to vote on the following motion;**MOTION**: Moved by (mover/seconder) that the Antler River Watershed Discipleship and Justice Commission approve the allocation of $\_\_\_\_\_\_ from the Events (or Meetings) Budget for \_\_\_\_\_\_\_\_\_\_\_\_\_. *(or wording appropriate to the context)*

**VOTING WILL CLOSE** at *time and date (allowing at least 48 hours).* Please vote by replying to *the Chair*. You can vote at any time before the closing date and time, and are free to change your vote at any time until the voting closes.

**QUESTIONS AND COMMENTS** are welcomed, and must be visible to all voting members.

**CANCELLING EMAIL VOTE**: If two voting members object to making this decision by email, a meeting will be scheduled to discuss it.

**QUORUM:** We require a quorum from the Commission to respond by the closing time for the vote to be valid.

**RESULTS:** After the close of voting, the Chair will send an email to everyone with the results of the vote.

*Please let me know if you have any questions and thanks for your participation.*

LETTER to FUND RECIPIENT:

\_\_\_\_\_\_\_\_\_ *(Date)*

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_,

On behalf of the Discipleship and Justice Commission of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Regional Council, I am pleased to inform you that the commission has approved a grant of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(organization)* for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(*program or event*).

Our financial department requires a void cheque so that this payment can be processed for direct deposit. Please forward it as soon as possible.

We also request that after the event you send us a brief reporting to give us a snapshot of how this program is making a difference in God’s world.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_