

**GLEN WAVERLEY UNITING CHURCH**  
**MINUTES OF THE MEETING OF THE CONGREGATION HELD**  
**WEDNESDAY 17<sup>th</sup> DECEMBER, 2008**

Graham Lockhart, Chairperson of the Congregation, chaired the meeting.

1. **WELCOME** The Chairperson welcomed 62 members to the meeting.
  2. **QUORUM REQUIREMENTS** The Chairperson noted that a quorum at GWUC would be 75 members. Since only 62 were in attendance, it was suggested that therefore other members have made the decision not to attend. It was put to the meeting 'that this is a legal meeting', and we should proceed with the meeting. By Consensus vote this was agreed to.
  3. **APOLOGIES** were received from: Evelyn Ellemor, Geoff Willis, Nancy Burns[1], Marjorie Bedford, Ted Bedford, Denise Baker, Carmel Stork, Cliff Baker, Beverly McGlead, Margaret Lemke, Laurel Muir, John Muir, Gavin Blakemore, Margaret Frecker. Alanee Hearnshaw.
  4. **DEVOTIONS** were given by Amy Whittaker, who spoke of "Time".  
The bible tells us of a time for every purpose. Amy reflected on Jesus' time in the wilderness. Time is a gift, and at GWUC there is time for reflection. Amy led us in prayer.
  5. **PURPOSE OF MEETING** as per distributed Agenda - to receive reports, and review the financial position at GWUC.  
The Consensus method would be followed at this meeting, and this was explained.  
Consensus - orange cards [warm to idea presented]  
blue cards [cool to idea presented]  
yellow [have questions]
  6. **MINUTES** of the meeting held 29<sup>th</sup> September, 2008 were accepted as a true record.  
Moved John Hurst. Agreed by consensus
  7. **BUSINESS ARISING**
    - 7.1 Distribution of Fete Monies.  
The Chairperson noted a point of clarification - "that the Council had not yet received full details of the fete money received. Matter still in abeyance.
  8. **REPORT FROM CHURCH COUNCIL** given by Graeme Frecker, Chairperson of Church Council  
Graeme brought to the meeting's attention the resolution from the November 2007 meeting of the congregation:  
*"that this meeting ask the Church Council to:*
    - *prepare a balanced budget for 2008 [annual expenditure=annual income].*
    - *discuss with Port Philip Presbytery that GWUC contribute substantially less than \$120,000 to Mission and Service in 2008.*
    - *in consultation with Congregation and Presbytery recommend a ministry team appropriate to the mission of the church.*
    - *investigate ways to increase annual income."*
- Graeme reported:-
- [a] that a meeting had been held with representatives of *new* Port Philip East Presbytery and GWUC representatives, Graeme Frecker, Greg Fry and Roger Vass.  
Discussion involved:-
- GWUC's role as a regional contributor to the Presbytery and other congregations [eg. telecasting to other congregations, and our role in the 2009 NCYC].

- expectations of GWUC's contribution to Mission & Service
- composition of ministry team [short term - supply], and long term -incl. part time, lay participation, and ordained.

[b] **"On the Way Together":**

In April [2008] Church Council invited the new Presbytery to become involved in

- supporting the congregation in discerning its vision
- assist with setting an appropriate Mission & Service contribution
- support the congregation in thinking about the shape of the Ministry Team.

"On the Way Together" conversations followed, facilitated by Rev. Steve Terrell, Presbytery Minister Mission & Education. This was consistent with Synod program, and incorporated the 'Isaiah Festival'.

**Ministry** - Graeme brought to the meeting's attention the resolution from the Congregation meeting of May 2007 [when Rev. Lynette Dungan began working 0.6].

*"that this meeting of the Congregation authorises the Church Council:*

*[b] to arrange to fill the vacancy in the ministry team, with the approval of Presbytery.*

*[c] in consultation with the ministry team, to determine the duration of this transitional arrangement, and negotiate the respective roles of the members of the ministry team.*

*[d] to initiate the steps necessary to call a minister to succeed Rev. Dungan."*

Over the past 12 months, Rev. Wal Baker, Alison Dingwall, Carolyn Blakemore, Rev. Brace Bateman have taken a role in assisting the ministry team with the workload. Graeme formally thanked them for their assistance.

The present supply ministry arrangements following Rev. Lynette Dungan's departure:

Rev. Ineke Gyles 0.5 - replaced Lynette 0.6 since October 2008 to December 2008.

Church Council has a commitment to Rev. Ineke Gyles 0.5 supply, until 20<sup>th</sup> June 2009 [2.875EFT]

Long term ministry still to be resolved.

**Mission & Service** contribution - matter still unresolved.

Graeme Frecker and Roger Vass met with Chris Begg, Presbytery Treasurer.

New 'formula' taking property assets into account - request expected to be <\$100,000.

There will a further meeting with Presbytery and Congregation Treasurers early 2009 to explore new arrangements.

**Building Developments**

The manses are completed. Hall annex expected completion by Easter. There has been much volunteer work done which has saved a considerable amount of money.

Cost manses and other building work covered by monies received from sale of 5 Berkley Court.

Cost of tanks installation covered by Government grant.

Cost of telecasting of services to Beeac covered by Synod/Bomar.

Future use of 19 Southdown Avenue and hall annex to be determined.

Graeme thanked Ross Lennon, Project Manager of Manse construction, for all his hard work in overseeing this project. The meeting responded with acclamation.

**Volunteers**

Graeme stressed the importance of lay participation alongside the ministry team, and the difficulty of recruitment. There are many contributions to ministry outside the formal structures of the congregation.

**Funding**

Graeme reported that in November 2007 Church Council appointed a group under the leadership of Beverly McGlead, to consider how we might increase our giving. This group initiated a program and

raised \$40,000 + to "balance the books", and maintain the ministry team to the end of 2008. Short term measure that does not correct the potential operating deficit for 2009. [This will be elaborated on by Roger Vass, Interim Treasurer, in his report.]

A Planned Giving Program must be undertaken.

#### **Next steps**

Interim budget for January-June 2009, including ministry team composition decision and Mission & Service contribution.

Conclusion of "On The Way Together" program.

Planned Giving Program to be conducted.

Questions were asked and answered:

- Can Church Council outline what measures it has taken to address the faith growth and spiritual growth of the church?  
A: Graeme responded : The role of Elders and Eldership at GWUC being reviewed.  
The Isaiah Festival was part of the spiritual development.  
Small groups who meet for study.
- Has Council addressed the effect of the fragmentation of the church congregation - having 5 different services.  
A: We are a large community with different needs - and we endeavour to meet those needs by offering different types of worship.

The Chair extended thanks to Graeme Frecker for his comprehensive report.

9. **"ON THE WAY TOGETHER"** Greg Fry presented a PowerPoint presentation of this program. The results of the discussion mornings etc will be available shortly [when photocopier repaired!] We can all stand together and work together. We all have gifts that God can use.

There have been five groups established:

- Community Faith Development
- Community Outreach
- Community Re-sourcing
- Inclusive Community
- Community Hub

Greg then gave a **Ministry Team Summary** - a copy of which is attached to these minutes.

Questions were asked and answered.

10. **TREASURER'S REPORT** given by Roger Vass, Interim Treasurer.  
Roger spoke to a PowerPoint presentation. A copy of this report is attached to these minutes.

The meeting was asked to ratify the decision taken by Church Council.

Seconded Graham Peters.

Questions were asked and answered.

- Has there been a total decline in numbers?  
A: over the five services - no. Average total attendance at all services, 263, in 2007 the average was 278.
- Has there been a decline in open plate giving?  
A: Yes.
- What are the plans for 19 Southdown Avenue?  
A: Warren Greenwood, Convenor of Property Committee responded to this question, and advised that this property will be refurbished and brought up to "habitable" standard. The congregation will then decide at a later time what it will be used for. The house has to be brought up to minimal standards for use by minister, and the cost of doing this will be in the vicinity of \$25,000-\$30,000.
- Church Council will establish a Task Group to consider the use of 19 Southdown Avenue, and the new hall annex - hopefully by the middle of February.

The meeting was then asked to vote by Consensus on the report given by Roger Vass.  
Carried by Consensus

Roger Vass then presented the proposed Budget for January 2009- June 2009.  
Church Council resolved that maybe we should look at a 6 month budget, in light of the On The Way Together program.

The Mission and Service contribution, although reduced, would be well above that which would be required under the new formula, as set down the Presbytery.

The proposed Budget [ a copy of which is attached to these minutes] was then presented.

Roger moved "that the proposed 6 month budget for 2009 be adopted.  
Seconded Graham Peters.

Questions were asked and answered;

- Disappointment expressed at reduction in Mission and Service giving.
- Planned Giving program amount hoped for in 2009?  
A: Hopefully an increase on amount received in 1008.
- How did Presbytery arrive at new Mission and Service formula?  
A: Presbytery taking into account the outreach work that churches are doing, and how they derive their income.

The motion was put to the meeting. Carried by Consensus

The Chair expressed thanks to Roger Vass for his work and comprehensive report.

Some further discussion took place :-

- Re: timing of Planned Giving Program [this is urgent]
- Fragmentation of congregation
- Resources of people
- Intention to publicise tonight's Budget decisions.

Rev. Ineke Gyles then addressed the meeting with words of encouragement, and our need to become enthusiastic with all that happens here at GWUC.

The meeting responded with acclamation.

#### **11. ELECTION OF MEMBERS TO CHURCH COUNCIL**

The Chair advised the meeting that this would take place shortly. There are 9 positions vacant on Church Council. Nominations will be called for and will close on 17<sup>th</sup> January, 2009. The election will take place on 1<sup>st</sup> February, 2009, and the Commissioning Service will be held on 8<sup>th</sup> February, 2009.

#### **12. ELECTION OF MEMBERS TO ELDERS**

The Chair advised the meeting that will take place in March.

Nominations close on 15<sup>th</sup> March, 2009, Election will take place 29<sup>th</sup> March, 2009 and Commissioning Service will be held on 19<sup>th</sup> April, 2009. Prior to this happening a meeting of the current Elders will take place.

#### **13. ANY OTHER BUSINESS**

- 13.1 Ross Mackinnon, seconded by Graham Peters formally moved a vote of thanks to Roger Vass for all that he has done in his role as Interim Treasurer. The meeting responded with acclamation.
- 13.2 Beth Hancock expressed her disappointment at some aspects of the meeting, and felt that the meeting was not conducted in the spirit of consensus.
- 13.3 Letter from Julie Ross. As a matter of record a letter of thanks from Julie Ross was read to the meeting. This followed the farewell given to Julie [from GWUC] to her call to ministry at High Street Road Uniting Church.

#### **14. CLOSING**

The Chair closed the meeting with the saying of The Grace.

## USE OF OUR MONETARY RESOURCES 2008 AND 2009. (Dec 2008)

### Actions on 2008 budgetary position

Church Council felt it was necessary to take certain actions to ensure our everyday operating expenditures was in line with our actual income. With a forecast that our income will be some \$37,000 below expectations for 2008 the December 17<sup>th</sup> Congregation meeting resolved, on the recommendation of the Council, to:

- Set Mission and Service giving to \$83,333 for the year (\$100,000 was the target.) Presbytery has been informed of this change.
- Reduce our annual allocation to the Deferred Maintenance Reserve to \$10,000 (\$20,000 was the target). This is possible given the general state of our buildings.
- Make up the balance in the deficit from unallocated reserves (\$10,000).
- Council has resolved to honour employment commitments.

### **Proposed half year budget for January- June 2009**

Several factors make it difficult to forecast a full year budget. These include:

- The outcomes of the “On the Way Together” review are still to be finalised
- The review of ministry team composition will follow this. *(There is currently a vacancy created by the departure of Rev Dungan. Congregation endorsed Council’s recommendation that this position be partly filled on a 50% time basis by Rev Ineke Gyles in a supply ministry arrangement until 30<sup>th</sup> June)*
- The need to prepare a full year and 3 year budgetary view to support a planned giving program that is proposed to be conducted in early 2009 based on the outcomes of the first two points above.

Council recommended to Congregation that we operate on a 6 month interim “balanced” budget pending the resolution of the above.

Assumptions made on proposed expenditures for the Jan-June period include:

- The ministry team is Greg (1.0), Alanee (1.0), Ineke (0.5), Carolyn (0.25), Alison(0.125). Total equivalent full time (EFT) = 2.875. Costs will rise on Jan 1 and Synod also requires an adjustment to be made to bring stipends of those in Placement or in Supply into parity with the other States (this adjustment will be staggered over several years)
- Office administration and materials will be at 2008 rates and costs with award adjustments and allowing for inflation. The office will operate full time.
- Mission and Service is set at \$50,000 for a full year and thus \$25,000 in the first 6 months. Presbytery has accepted this and is thankful for the full scope of the ministries and mission at GWUC. Presbytery advised that overall M&S giving across the UCA Vic-Tas is marginally up on 2008.
- Day to day property costs including repairs, power, water, telephone and insurance is forecast at some \$44,000 in a full year but is constrained to \$15,000 for the first 6 months (about the same rate as 2008). Major property upgrades such as refurbishment work on the vacant No 19 Southdown are funded from the Deferred Maintenance Reserve which will stand at \$110,000 at Dec 31 following the action taken above *(read earlier under section “Actions on 2008 budgetary position”)*.

*(Please Note: the Manse-Hall development, the Tanks project and the Broadcast Ministry are not funded from our operating budget. These are funded from external grants or the proceeds from the sale of Berkley Court in 2007).*

- Worship, youth, pastoral and other groups’ costs remain as per 2008 for the first 6 months.
- \$1000 has been budgeted for the proposed Planned Giving program in the first half.

Expected income for the Jan-June period is assumed to be at 2008 actual end-of-year forecast levels. The outcomes of the Planned Giving program will allow a full year budget to be prepared and presented in the first half of the year.

The following budget was presented and accepted by the Congregation:

Ministry Team	\$ 96,000
Office costs	\$ 29,500
Service & Mission	\$ 25,000
Property Costs	\$ 15,000
Maintenance Provisions	\$ 8,000
Worship, C&F, youth, seniors, pastoral	\$ 7,500
Stewardship	\$ 1,000
<b>Total Expenses</b>	<b>\$ 182,000</b>
Planned Giving	\$ 150,000
Open Plate & Donations	\$ 16,500
Rent & Interest	\$ 15,500
<b>Total Income</b>	<b>\$ 182,000</b>

Roger Vass, Interim Treasurer, Dec 2008