

## GLEN WAVERLEY UNITING CHURCH COUNCIL

Meeting to be held at 7.45pm Wednesday 19<sup>th</sup> Aug 2009

### AGENDA

1. Welcome & Apologies.
2. Caring and Sharing
  - a. Devotions: David Jackson
  - b. Ministry Team report
    - i. Baptism request from Helen & David Boucher for Sept 6th at 6:30. For approval.
    - ii. Baptism requests from Gordon and Erin Chalmers (Isabella) and Pip and David Chalmers (Caitlin) September 27 11am.
    - iii. Report from Brace Bateman Attachment 1 & 2.  
Suggestions passed to Pastoral Committee
    - iv. Team leave plans. In an effort the help coordination, these are being published at:  
<http://ical.mac.com/morgans20/Team>
  - c. Joys & concerns
3. Confirmation of Minutes of June meeting. Circulated electronically 16 July.
4. Matters arising not dealt with elsewhere.
  - a. "Need for a Funeral Team, especially for Memorial Services when there is no Funeral Director."  
Suggest that we ask the stewards coordinator to ascertain week-time availability of stewards and pass to the office.
  - b. Congregational Outreach Project Committee 2009. Attachment 3  
Proposals accepted by Congregational meeting.  
Note that the COP committee had misinterpreted the Onn Chin motion, which was not supported by the meeting, so references to that are not pertinent.
  - c. On the Way Together.  
Combination of reports and proposals prepared by Roger Vass has been circulated and is available at:  
<http://gwuc.org.au/CongMeet/Aug2009/OTWTSummary.pdf>  
For adoption.
    - i. This is being used as the basis of the Growing Generous Givers (GGG) program approved by the Congregational meeting.
    - ii. Members of Missional Groups. (Convenor first)  
Inclusive: Jan Clear, Faye Wagon, Alison Dingwall  
Faith: Ross Mackinnon, Greg Fry, Mirini Lang, Jit Tan, Dean Mann, Herb Fleming  
Hub: Judy Fry, Ineke Gyles, Kimberly Easton, Judith Greenwood  
Outreach: Yan Emms, Alanee Hearnshaw, Kaye Mackinnon, Murray Lowe, Lyn McDonald, Robin Pope, Bill Norquay, Kimberley Easton
  - d. Review & support of lay staff.
    - i. Wendy. On schedule for November completion
    - ii. Caroline to proceed as planned. Team for Alison waiting till she returns.
    - iii. Modified form was included with Minutes of last meeting.
    - iv. Conversations with Placement staff about form of annual review. (John Hurst & Ross Mackinnon.)
  - e. Annual review of 'life of congregation'  
Contact list for Groups has been updated with E-mail addresses where available, for both annual review and GGG program.
  - f. Total Church Management Software System  
Evaluation still pending.
5. Correspondence.
  - a. From Carolyn Blakemore. Previously circulated.  
Decision needed on resourcing ongoing Children's and Families' Ministry.
  - b. From Leisure Time with copy of agreement with Monash Volunteer Resource Centre to undertake police checks, and thanks for Council support in an email meeting.
  - c. From Presbytery seeking copies of building inspection reports. Passed to Property. has been dealt with.
  - d. From Presbytery advising of OHS consultant services. Passed to Property.

6. Growing Generous Givers  
Overwhelmingly supported by the Congregational meeting.
7. Reports from Missional Groups.
  - a. Inclusive Community
    - i. Report attached. Attachment 4
  - b. Faith Community
  - c. Community Hub
  - d. Community Outreach
    - i. Minutes from July meeting. Attachment 5
    - ii. Update on 19 Southdown progress. Attachment 6
8. Church Structures Committee.  
Report distributed by email 11 Aug. for discussion by Elders & Councillors.  
Executive recommends that comments be sent direct to the Committee, who be asked to consider them and bring a final recommendation to September Council meeting.
9. Finance Committee.
  - a. Budget for July-Dec 2009, approved by Congregation meeting.
  - b. Handover of accountant role from Helen Boucher to David Jackson has occurred.
10. Property Committee. Attachment 7
  - a. Submissions for possible designation of room 4 for special purposes are invited.
  - b. Commissioning of tank works. Suggested that we combine with GGG program.
  - c. Affirmation of Leisure Time as an outreach program of GWUC as requested.
11. Pastoral care report
  - a. Request for a transfer to St John's by Moritz Joseph & daughter Yseult Oorloff.
12. Presbytery report.  
No meeting yet this month.
13. Other Business.
14. Next Meeting: 16<sup>th</sup> Sept 2009

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Tea and Biscuits: Lynn Boyer & Kerryn Leister

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Attachment 1

Report from Brace Bateman

## Glen Waverley Uniting Church Report from the Supply Minister in July 2009

I thank you for the opportunity to serve the Glen Waverley Uniting Church for the last three weeks.

I love the work of the ordained. Many of you know a great deal about it. A few may not, so let me tell you what this ordained minister has done.

Last October in Supply Ministry I did a big visit of our Asian members. Those pastoral conversations revealed that we are providing very little that reaches out specifically to them. A number of ideas were offered for how we could be more inclusive of these wonderful people.

In this month's Supply Ministry I was asked to do two things. First, work with Ineke in visiting a large number of our folks who are not well. In chronological order here are the people I cared for:

John De Raven, Wayne and Jenny Gray, Elaine Sadler at Murrumbeena, Greg Fry, Harry and Lilly Hodgins – new to our congregation, Brian Clarkson (2), John Pooley by phone, Eugene and Stella Quah, Bruce and Jan Clear, Nancy Burns in TAC Hospital, Sue De Raven in a Camberwell Nursing Home, Beverley McGlead, Mark Easton in St. Vincent Hospital, Doug Newberry, and later today Debbie, Bethany and Jacob Davey.

Sue had Holy Communion for the first time in a very long time. She could not take in the bread and wine but was touched by the service. Elaine Sadler was and is a keen member, sang in two of our choirs, now has Parkinson's Disease, and says she has not had any contact from our church for eighteen months. Nancy Burns spoke of how she has been surrounded by love from her family and church. Wayne is back at work, for which he is very thankful. With most of the visits prayer and scripture reading was included.

Second, I was asked to care for our folks in Aged Care facilities. Wendy provided me with a list that was very long indeed. I concentrated on one residential facility – Oaktree Village. Attached is a copy of the letter I am sending today to the residents I visited. It will explain the pastoral work but more importantly suggests how the caring they appreciated can be ongoing.

I trust you to keep this Report and the attached letter confidential.

Love and joy to you all,

Brace J. Bateman (Rev.)

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Attachment 2                      Letter from Brace Bateman to residents of Oaktree Village.

Dear Uniting Church Friends,

I am writing to you for two reasons.

First, I want to thank you for graciously receiving me when I came for a pastoral visit to your residence recently. You will recall that I am the Yank who is a retired Uniting Church minister doing Supply Ministry for the Glen Waverley Uniting Church.

I appreciated the conversation we had. I will continue to remember you and include you in my prayers. While I soon finish this term of Supply Ministry, I may see you around Oaktree Village or at the Glen Waverley Church where my wife and I attend regularly.

During these pastoral visits some of you asked who else in the Village belongs to the Glen Waverley Uniting Church. Here are the names and addresses of the people I have visited:

Dorothy Beattie, Unit 146 Oaktree Village, 55 Viewmount Road  
Laura Cassidy, Unit 134 Oaktree Village, 37 Viewmount Road  
Alan and Marj Collins, Unit 99 Oaktree Village, 37 Viewmount Road  
June Figg, Unit 13 Oaktree Village, 37 Viewmount Road  
Stella Grove, 44 Serviced Apartments, 55 Viewmount Road  
Thelma Hewitt, Unit 145 Oaktree Village, 55 Viewmount Road  
Harry and Lilly Hodgins, Unit 50, Oaktree Village, 37 Viewmount Road  
Joan Letty, Unit 41 Oaktree Village, 37 Viewmount Road  
Joy Smith, 7 Serviced Apartments, 55 Viewmount Road  
Joan Stocks, Unit 138 Oaktree Village, 55 Viewmount Road

You may like to say hello to any of these folks. Perhaps some mutual friendship and caring could grow. Maybe shared transport to church, shopping, a meal out, or whatever.

I may well have missed some Uniting Church people at Oaktree. Please tell me about them.

My phone number is 98073941. Feel free to ring me. Or in the future you might ring our Minister Rev. Greg Fry on 95613031 or our Ministry for Seniors Worker Alison Dingwall on 95603167.

May grace and peace from our Lord Jesus Christ be always with you,

Brace J. Bateman (Rev.)

1/8/2009

## COP Recommendations, 2009

A subcommittee of Council (John Hurst, convenor; Lynne Boyer; Kaye Mackinnon) met on 27 Jul 2009 to discuss the COP submissions, and make recommendations to the Congregation regarding the disbursement of funds from the 2009 Fete proceeds. It was assumed that an amount of \$20K was to be recommended, and the committee was mindful of the proposed motion (moved Onn Chin) to the Congregational Meeting, regarding the priority to be given to local projects.

A summary of the recommendations follows.

Local	State	International
\$6500 Hotham Mission	\$1000*Bush Fire recovery	\$1500*Jireh Community Village
\$1000 Karinya Counselling	\$1000*SHARE B/F counselling	\$5000 Friends of Ermera
\$1000 Kids Hope	\$2000 South Port Soup Kitchen	
\$1000*GWSC Breakfast		
<b>\$9500 local total</b>	<b>\$4000 state total</b>	<b>\$6500 international total</b>

Points to note:

1. The local total comes close to the amount suggested by the Chin motion. This was fortuitous, but the committee felt that this was an appropriate recommendation.
2. All proposals (total 9) received some funding, with only 3 receiving the amount requested.
3. Those proposals marked \* were given lower priority by the cttee. If it were felt necessary to adjust any amounts, these proposals should be the first ones to be reduced.
4. The cttee felt that it was essential that someone from each proposal should attend the Congregational Meeting to address any questions that may arise about the specifics of each proposal
5. The cttee also suggested that Church Council set up a timetable to invite responses from each group on at least 2 occasions: a) At the point where funds are disbursed, to let the congregation know that the project is proceeding as planned; and b) Within a year of the date of the Congregational Meeting, to let the congregation know of progress with the project.
6. Further recommendation: That the Congregational Meeting delegate to the Church Council the power to make further disbursements amongst the COP funded projects listed above from any surplus that becomes available through the Fete activity.

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Attachment 4

### Inclusive Community Missional Group

- 1) The craft expo will be held on Saturday 5<sup>th</sup> and Sunday 6<sup>th</sup> September and will showcase the talents of about fifty members of our church family. Teams of people are being organised to provide security, work in the kitchen, set up the displays and collect money at the entrance. Brochures, advertising the event, have also been given to people who have contacts with community groups. We will meet with the ministry team again in the next couple of weeks to arrange how the expo will fit into the theme for worship that week-end.
- 2) The combined Anniversary Service on the 28<sup>th</sup> June provided a good opportunity for members of the congregation to welcome new people. Many people stayed on for lunch, after the service. We are looking forward to the combined service on 30<sup>th</sup> August when we will celebrate thirty years of occasional childcare and have a special morning tea with past members of staff, committee members, volunteers and families who have used the program, in the past.

- 3) At the last Pastoral committee meeting, it was noted that a number of new arrivals (mostly Asian students) have been attending worship. We will talk to the Youth interns and Alanee and see when we can organise a meeting with these newcomers and hopefully begin to cater for their needs.

Jan Clear (convenor)

Attachment 5

Community Outreach Missional Group Minutes

### **Minutes of the OTWT Outreach Committee, held at Alanee's home at 7.30 23 July 2009**

**Present:** Alanne Hearnshaw, Yan Emms, Murray Lowe, Kimberley Easton, Lyn Mc Donald, Kaye Mackinnon

**Apology:** Robin Pope

Alanee opened the meeting with prayer.

***There were two main items for consideration***

1. The "vision" of transforming the existing secular playgroups into Christian playgroups that would be an integral part of the GWUC family.
2. The use of 19 Southdown Ave

#### **Play groups**

- Kimberley's proposal was again wholeheartedly endorsed
- Refer to Kimberley's proposal and implementation plan documents
- It was suggested that the expertise of OCC volunteers should be tapped into if possible
- It is necessary to set up a Coordinating Committee to work with Kimberley until the end of this year and continue into the future after Kimberley retires.
- Kaye Mackinnon agreed to take responsibility for this. She will approach some church members who may be willing to help.
- Hopefully steps 1, 2, and 3 can be implemented before the end of term 4.

#### **Possible use of 19 Southdown Avenue**

Lyn reported that he had received a detailed document from Warren Greenwood. Also forms previously used for the residents' agreement for 15 Southdown St.

Alanee is seeking information re tenancy agreements from High St Rd and Koornang (?) UC for comparative purposes

Alanee reported on extensive, detailed discussions she had held with a Synod Representative about the complexities of use of manses. This included reference to consultations with presbytery and a vast array of paper work. ( refer to Alanee's documents for details)

**Possible uses debated were:**

- Use as a student house
- Housing for a minister, if directed by Synod
- Housing to provide tenancy credentials for migrants

**Problems identified:**

- We could only offer rental a few months at a time
- Appropriate supervision would be necessary
- We cannot charge commercial rates
- **We desire, and need, to have at least some identifiable outreach component in the manse's use**

**Conclusions**

- It was decided to recommend that the property be used for student housing
- Rooms would be rented individually
- Residents would be required to have references from the Church where they are currently members
- Alanee can recommend a suitable Lead Tennant

- Students accommodated would be over 18

**Action:**

Alanee and Lyn will meet to draft a recommendation to Church Council

**Chair person for the OTWT Outreach Committee**

Yan agreed to fill this role for the next few months, pending a possible change in GWUC administrative structure.

**Next meeting:**

Thursday, August 20, 7.30 at Alanee's home.

Kaye Mackinnon 24/7/09

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Attachment 6

Progress notes on 19 Southdown Ave.

The following comments update/supersede the **Possible use of 19 Southdown Avenue** comments of our Group's Minutes of Meeting 23 July 2009.

The comments here do NOT attempt to debate the merits, or otherwise, of the possible use.

We propose that the use of the Manse include an Outreach component.

In discussion with possible user organisations, we have advised that Rental would be for 1 year maximum and the client to pay ALL Utilities.

The level of GWUC "commitment"/supervision/management/support will vary with type of use.

We are currently considering the following uses; Items 1 & 2 have "high" Outreach value, 3 some to no Outreach value and 4 no Outreach.

**1 Hotham Mission, Asylum Seeker Project (ASP)** ASP have inspected the Manse, discussed its use and provided a written proposal. They are excited about the possibility of use but are well aware that other offers are being considered.

Their Proposal ranges from use by Asylum Seekers if GWUC would offer the Manse as \$Nil/week rental right through to the other extreme where GWUC requires a rental of \$230/week.

We are continuing to investigate what other support would be needed by GWUC other than just the management of the rental arrangement.

**2 Youth For Christ**

Their representative has inspected the Manse and had discussion on its use by persons "on the fringe" under their care. YFC are also excited about their possible use of this Manse.

We are expecting their written proposal on 17<sup>th</sup> August.

As for above, we will investigate what other support would be needed by GWUC.

**3 Students (Tertiary)**

This use can vary from say a group of five individual country or overseas Students needing rental assistance and each renting one room to five GWUC Young Adults each renting a room.

**4 Commercial Rental**

We have received a proposal from one GW Estate Agent to gauge the current rental value of the Manse; good financial return to GWUC but no Outreach component.

We have been approached by a family, the breadwinner working nearby at a help organization, to rent for 6 – 12 months whilst they find a home in the area.

**Lyn McDonald**

**On behalf of the OTWT Outreach Group**

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19 Southdown works: All proposed works have been completed. The house still has a few minor works to be done subject to the nature and type of tenant Church Council approves. For example, Property committee recommends that we do not replace the broken dishwasher unless it is to be used as a manse. Likewise, any other remedial works will be done if appropriate to the tenancy and if they can be afforded by GWUC.

Building works: The Building committee have had a particularly stressful period, and negotiations with JG King to complete the works have progressed painfully. After a direct appeal to one of the principals of JG Kings, activity has been increased, however the development committee notified JG Kings that in terms of the contract, we would be assessing and making claim for late completion. The committee has this well in hand. By the time Church Council read this report works may well have been completed that involve JG Kings, however there still remain works that the committee must complete such as entrance paths, access, fences, landscaping of the rear of the manse at 15 Southdown and removal and clean up of the car park. Volunteers to assist will be required.

There are also some warranty works and equipment performance remedial work required in 15 & 17 Southdown that the building committee are managing.

The fit out of what will be the ministers office will be managed by the committee and the funds have been provided by a generous donation last year.

The store room fit out will be managed by the Property Committee who will also determine what equipment will go where between the existing rooms, the garage at 19 and the shed out the back. The completion of the foyer area of the new extension is being addressed by the building committee. The multi purpose room behind the ministerial office in the extension is at this stage just another multi purpose meeting room unless Church Council direct otherwise. No specific proposals from any groups have been received for that rooms use and so it will be added to our resources. However, Property is happy to receive and process any suggestions and bring a recommendation to Church Council if it is not for general availability. The designation of this area was originally to ensure that building permits and building works progressed smoothly, but like any other part of the complex, Church Council may designate it to be used for whatever purposes they wish. If this decision requires additional cost, Church Council will have to find the funds, as the complex as current built is all that has been provided for financially. Future changes will need there own cost benefit analysis and funding.

Worship centre lighting: There have been expression of concern at the low level of visibility within the worship centre both during the day and evenings. As this area is now being used for a wider range of purposes other than just worship, Property has commenced a review of the lighting within the area and will bring a report to Church Council and Finance on options and cost. Uses have now included Conferences, which is a part of the OTWT aspiration-al plans, concerts, movies and more traditional worship activities.

Tank works: This project also is nearing completion, although many of the delays experienced by this team are related to the JG King delays to the extension. Great progress has been achieved by this very small, dedicated (and very tired) group of workers who have very much appreciated the morning and afternoon teas being provided by various people. Commissioning and activation is not far away, and we would recommend a dedication and "first flush" ceremony should be planned.

Church Insurances: Property has been dealing with a series of questions from LeisureTime related to Insurance coverage for volunteers. We have referred some of the matters to Synod and received appropriate responses. The result of these discussions is a request to Church Council from the LeisureTime co-ordinators to formally recognise the work undertaken by LeisureTime and the volunteers that it is a part of the outreach of this congregation. This is a key criteria for the insurance coverage. Although we do not believe any such statement is required, as it has been previously recognised as such by Church Council and therefore is covered, the current LeisureTime leadership would like comfort that it remains a program of GWUC and we support the re-statement of that fact to give them comfort.

Hearing loop and service cassettes: Notices are being placed in the bulletin to see if anyone still uses or needs the hearing loop. The version in our church is a very old style that the new hearing aids do not require. The unit is failing and needs to be replaced and repaired if needed. If not it will be shut down. Also, each week, the sound operators at 9.00am record the services to audio cassette. No one has been using them for many months and so we plan to cease the process if no one shows any interest in the process. We have a DVD and can always make a CD for people if required. However, now that we have sound operators at 11.00am services, we could commence recording that service on cassette if there is interest.