

MINUTES OF CHURCH COUNCIL
Wednesday 19 August 2009

Present: John Hurst (Deputy Chair), David Morgan, Marjorie Bedford, Roger Vass, Yan Emms, Murray Lowe, Jan Clear, Rev Greg Fry, David Jackson, Lynne Boyer, Warren Greenwood, Kerryn Leister, Ross Mackinnon, Doug Newberry, Graeme Frecker, Wendy Wyatt (Minute Secretary).

Apologies: Beverly McGlead, Max Whittaker, Amy Whittaker, Rev Ineke Gyles, Alanee Hearnshaw, Carolyn Blakemore.

Chair John welcomed all to the meeting.

Caring and Sharing:

- (a) Devotions – David Jackson spoke on leadership being a matter of balance between facts and faith. Stockdale, in prison, said that life could not be worse than at that moment and his life someday would be better than ever. Leadership can take many shapes. Need faith and hope and also a strong grip on reality. Fact and faith must work in harmony. Have to be realistic and yet at the same time have to have faith, never forsaking one for the other. Followed by prayer.

Chair John noted that in Church Council it is important to be open and honest with each other. Create an environment of a Council family. Consider the facts and bring our faith to that process. Create a forum in which all issues can be discussed in an honest and forthright manner.

- (b) Ministry Team Report
 - (i) Church Council approved the baptism of Georgie Ann Boucher, daughter of David and Helen Boucher on 6 September at the 6.30 pm service by Rev Lynette Dungan.
 - (ii) Baptism request from Gordon and Erin Chalmers (Isabella) and Pip and David Chalmers (Caitlin) on September 27 at the 11.00 am service approved by Church Council.
 - (iii) Report from Brace Bateman – concern expressed that Elaine Sadler had not been visited for 18 months. Graeme Frecker advised that he thought Iris Pederick had visited Elaine until Iris left for Geelong. Jan Clear to follow this up.
 - (iv) Team leave plans – Greg: Sundays off (1 & 22 November), Presbytery Retreat (1-3 September), Annual Leave (4-18 January 2010). Ineke: Annual Leave (21 September-4 October), Wendy: Annual Leave (14-18 September). Ministry and lay staff leave plans to be an on-going item on the Agenda for information for Church Council and Elders.
- (c) Joys and concerns

Ineke has not been well and will be back tomorrow (Thursday). Alanee is not present at CC as she has gone to Canberra to support her friend Lisa who has a possible brain tumor. Lisa's family is in the USA. Carolyn has visited the pediatrician with Sarah and whilst there is something wrong, further tests have been taken to try and ascertain what it is. Ineke and Greg going on Retreat/Conference 1-3 September. Alanee has requested that carry-over Study Leave from 2008 be added to 2009 Study Leave. Agreed by CC. Eric Laidlaw (retired minister) will cover whilst Ministry Team is absent. No Team Meeting held this week. Alex Skilton has had her operation and seems to have come through well. Peter Baker has had an operation today. Also OK. Marjorie's son Rodney and his wife have moved into Glen Waverley. Great to have them nearby.

Followed by prayer led by Chair John.

Confirmation of meeting held 15 July 2009

Agreed by all members that Minutes were a true record of proceedings.

Matters arising not dealt with elsewhere

- (a) Need for a Steward roster for Funerals. Wendy advised that she had been given a list of names by Graeme Schober.
- (b) Congregational Outreach Project Committee 2009 – concern expressed by Graeme Frecker regarding the Onn Chin motion and hoped Onn did not feel rejected. COP Committee report passed by congregation. Thanks expressed to group who evaluated the submissions, and also those who made the submissions. Letter of thanks to be sent by Secretary.
- (c) On the Way Together: Combination of reports prepared by Roger Vass and circulated available at <http://gwuc.org.au/CongMeet/Aug2009/OTWTSummary.pdf>
CC proposed we adopt this. Thanks to Roger.
 - (i) This is being used as basis of Growing Generous Givers (GGG) program approved at the Congregational Meeting.

- (ii) Members of Missional Groups (Convenor first)
Inclusive: Jan Clear, Faye Wagon, Alison Dingwall
Faith: Herb Fleming, Ross Mackinnon, Greg Fry, Mirini Lang, Jit Tan, Dean Mann
Hub: Judy Fry, Ineke Gyles, Kimberly Easton, Judith Greenwood
Outreach: Yan Emms, Alane Hearnshaw, Kaye Mackinnon, Murray Lowe, Lyn McDonald, Robin Pope, Bill Norquay, Kimberly Easton.
- (d) Review of lay staff
 - (i) Wendy's on schedule for probable November completion.
 - (ii) Caroline's review to proceed as planned with somewhat changed focus. Yet to choose her support person.
 - (iii) Modified reporting form has been finalised

Discussion took place on the composition of Ministry Team support groups and review groups. Support teams have two functions – pastoral and think tank. Up to Ministry Team to progress these. Suggested same two Councillors/Elders for review teams for both placements. Suggested a Presbytery representative be one.
- (e) Annual review of 'life of congregation'. Noted that contact list has been updated for both annual review and GGG program.
- (f) Evaluation of Total Church Management Software System pending.

Correspondence

- (a) Letter of resignation from Carolyn Blakemore previously circulated – formal acceptance of Carolyn's letter be sent to her by Secretary. Decision on appropriate form of 'thank you' to Carolyn be discussed at a further time. CC affirmed the importance of the Children & Families Ministry and assured them things would not be coming to an end. Would not be able to appoint anyone else until finances are available. Would shuffle resources around until then. Re Christmas Alight – C&F have met and considered the ramifications of Carolyn's resignation and Christmas Alight. Jan Clear advised that the volunteers involved over previous years have a depth of knowledge of how CA runs, however would need a Coordinator. CC moved that C&F Ministry be empowered to find a Co-ordinator. Noted also that as Kimberly Easton is having a baby: a replacement will need to be found for her in all the areas she is involved in. Discussion took place on 'Child Safe', a UCA initiative which is not compulsory but may be in the future. Lynne Boyer advised that GWUC complies with all regulations required by the government and Uniting Church as they stand at present, as volunteers are under the 'Working With Children Check'.
- (b) Leisure Time copy of agreement with Monash Volunteer Resource Centre to undertake police checks and thanks for council support was noted.
- (c) Presbytery seeking copies of building inspection reports has been passed to Property Committee to deal with.
- (d) Presbytery advising of OHS consultant services passed to Property Committee.

Growing Generous Givers

Overwhelmingly supported by congregation. Discussion re targeted plan or general revenue plan. Roger gave detailed report on meeting with Carolyn Kitto and her enthusiasm and ideas and suggestions. Possibility that people could specify or tag where they wished their contribution to be allocated is under discussion. Task Group should have produced a plan by September/October to show Council at the next meeting. There was a wish that Council should take the final decision on the form the plan will take, and its structure.

Reports from Missional Groups

- (a) Inclusive Community – attachment taken as read.
- (b) Faith Community – has not met. Question of workload of MoW raised. Caroline Kitto to consider how to deal with this. CC has not given direction how this matter should be considered. C&F & Seniors challenge has been considered, but not the MoW position. Moved that we want to see the equivalent of another full time position for a MoW. GGGP aim should be to fill the position of an additional MoW position. Graeme Frecker clarified the 2 issues contained in his previous report regarding the second MoW vacancy.
- (c) Community Hub – attachment taken as read.
- (d) Community Outreach
 - (i) Minutes from July meeting – attachment taken as read.
 - (ii) 19 Southdown progress – Recommendation: The OTWT Outreach Group recommend that the Manse be used for the Asylum Seeker Project (Hotham Mission) at a rental of \$Nil/per week for a period of one year, to assist the most disadvantaged and vulnerable group of people within the Australian community. Moved Ross Mackinnon and Seconded Marjorie Bedford – that this Recommendation be accepted without discussion. Motion was defeated. Discussion took place on insurance, utilities, possible neglect of property, Ministers' opinion on proximity to their manses and financial loss. Robin Pope (Asylum Seekers Group) answered questions posed by CC members. It was suggested the \$6,500 allotted through COP to the Asylum Seekers, might offset the \$11,500 we are losing by not charging rent, but Robin advised that this was already allocated paying for an existing house.

The possibility of using an excess COP project from the fete was also discussed, but was not felt to be consistent with the current Congregational approval of the COP distribution.

Roger Vass advised that Caroline Kitto was extremely encouraging about raising money for outreach and the challenge of giving. He reminded council that there is \$11,000 in a bequest fund "for charitable purposes" which could be used if we find GGGP does not raise the amount hoped for. Twelve month contract only. Hotham will pay for utilities. Emphasised that CC members must make a conscious decision on allowing rent-free accommodation for Asylum Seekers to the value of \$11,000 considering there are no monies for continuation of C&F Ministry, and a possibility the 0.5 MoW position might not be renewed, and Seniors Ministry might not be funded because of lack of funds. Moved that Recommendation be accepted with amendment that Hotham will be responsible for payment of utilities. Moved also that the bequest be used to underwrite lost revenue not covered from GGG. Re Property (19 Southdown) Group – committee already set up and they would be responsible for handling any negotiations between GWUC and Hotham. Suggested a CC member should join that group.

Church Structures Committee

Thanks to the members of that committee. Any comments on this report to be sent to the committee who will come back with recommendations. Contact for that committee – Judy Lowe.

Finance Committee

- (a) Budget for July/December 2009 approved by Congregation meeting.
- (b) David Jackson has taken over from Helen Boucher. Letter to be sent to Helen expressing CC's thanks for all her work over the years.
Profit and Loss, and Balance Sheet circulated by Roger. Robert Wood has been doing a review of pledges. Some pledges have been withdrawn, so that we now have an overall extra \$5,000 per year pledged, including increases after the last Congregational meeting.

Property Committee

- (a) Submissions for possible designation of Room 4 for special purposes are invited – a general purpose room unless CC has other ideas. Any submissions to be put in writing to the Property Committee.
- (b) Commissioning of tank works – suggested we combine with GGG program.
- (c) CC moved that Leisure Time be affirmed as an activity under the auspices of the Uniting Church.

Pastoral Care Report

Re transfer to St John's by Moritz Joseph and his daughter Yseult Oorloff. CC agreed to this and Jan Clear to do the necessary paperwork.

Presbytery Report

No meeting this month.

Other business

Alanee has requested that Study Leave accrued from 2008 be added to Study Leave for 2009. CC agreed to this accrual. Question asked as to how this will affect the interns. Yan Emms inquired whether there had been a response from Beverly McGlead. No response as yet. John Hurst has visited and she is apparently not yet 100%. She is hoping to return to Worship next Sunday.

Next Meeting

16 September, 7.45 pm in Room 1
Devotions: Beverly McGlead
Supper: Jan Clear & Graham Lockhart

Recorded Wendy Wyatt.

Papers tabled and attached:

- 1) Recommendation from the final report of 19 Southdown group. The full report was circulated Aug 18th.
- 2) A revised statement for the income and expenditure for the period Jan- July. with the comments:
 - I have shown the actual result for Jan-June and subtracted this to show the July actual figures.
 - I have then compared this to the July budget based on the July-Dec half year budget.
 - Note that I have amended the budget from that presented to the congregation meeting to account for the recent decision of Council to use the no 19 house as a rent free house for Asylum seekers.
 - I have also shown the effect of meeting some expenses (welfare, tanks and building development) from the provisions and external funds we have available for these.

The OTWT Outreach Group recommend that the Manse be used for the Asylum Seeker Project (Hotham Mission) at a rental of \$NIL/per week for a period of one year, to assist the most disadvantaged and vulnerable group of people within the Australian community.

Hotham Mission would pay the Utilities directly. (*Lyn McDonald to confirm with Hotham ASAP*)

The best *value adding* Outreach Projects of GWUC have been/are those in which the Church family are directly connected with the Project.

Examples of such Projects are:

- The 1980 group of 2 GW families (plus families from other Churches) who, at their own cost, journeyed to New Island of New Guinea and assisted in building a dormitory for the Manggali High School.

- Leisure Time,

- Occasional Child Care,

- Kombi Krew.

A group of GWUC people will be needed to support the Asylum Seeker residents in addition to the assistance given by Hotham Mission.

One or two in this group will be the appointed leaders/contacts with the residents and also liaise with the Hotham Mission caseworker(s). They would also confer with the Outer Eastern Asylum Seeker Network of Hotham Mission which already supports four houses of Asylum Seekers.

The leaders would call upon other GWUC supporters as required eg for transport to food pick-up points, medical or legal (visas) appointments.

The nucleus of this group already exists at GWUC, with a committee of seven people who collect and distribute the goods (from the boxes in the foyer of GWUC) for the Asylum Seeker Centre at Dandenong; and who support, and are represented (by Robin Pope) on the Outer Eastern Asylum Seeker Network.

Glen Waverley Uniting Church
Cnr Bogong Avenue & Kingsway
GLEN WAVERLEY VIC 3150

Income and Expenditure Statement
January 2009 through July 2009

				Actual	Actual	Actual	Forecast	Modified **
				Jan-July	Jan-June	July	July	Budget
		Comment						July-Dec
4-0000	Offerings							
4-1000	Envelope & EFT Offering	2	OK ..on budget	\$ 164,963.60	\$ 141,779.88	\$ 23,183.72	23,840.00	\$ 143,040.00
4-2001	Open Plate Offering	3	OK..above budget	\$ 23,770.30	\$ 20,681.65	\$ 3,088.65	2,750.00	\$ 16,500.00
4-3000	Rent and interest							
4-3001	Goods & Services Tax (rec)	1		\$885.74				
4-3002	Interest	11		\$5,129.34				
4-3003	Rents & Property Income	12		\$17,597.40				
			OK..on budget	\$ 23,612.48	\$ 20,322.48	\$ 3,290.00	3,333.33	\$ 20,000.00
4-5001	Fundraising - Local Church		OK..awaiting results of future events	\$ 2,924.60	\$ 2,924.60	\$ -		\$ 3,000.00
	Transfer funds from reserves		**Adjusted to ensure balanced budget					\$ 6,360.00
	Manse rent		**Nil rent as a result of decision re use					\$ -
sub-total (against budget)				\$ 215,270.98	\$ 185,708.61	\$ 29,562.37	\$ 29,923.33	\$ 188,900.00
OK..on budget overall for July								
4-4001	Fete Total surplus (clearing)			\$ 290.03	\$ 290.03	\$ -		
4-6000	Special Efforts							
4-6001	Special Efforts-Gen Purp	4		\$150.00				
4-6003	Special Effort-UC App/Proj	5		\$2,527.00				
4-6005	Special Effort-Fundraising IA			\$2,464.10				
				\$ 5,141.10	\$ 5,141.10	\$ -		
4-7000	Other Income							
4-7001	Gen Purp-Synod	7		\$25.00				
4-7008	Misc Rec-Wedding/Funeral	15		\$4,504.00				
4-7010	Misc Rec-NCYC	15		\$100.00				
4-7011	Misc Rec-Books	15		\$85.00				
4-7012	Misc Rec-Other	15		\$1,150.40				
4-7013	Misc Rec-Name Tags	15		\$72.00				
4-7014	Misc Rec-Misc			\$745.70				
4-7016	Misc Rec-Flowers			\$400.00				
4-7017	Misc Rec-Playgroup			\$1,430.00				
4-7018	Misc Rec-Choirs			\$50.00				
4-7020	Misc - Kombi fundraising			\$345.00				
4-7021	Misc - Welfare and Refugees			\$60.05				
4-7033	Rec-Flowers IA			\$100.00				
4-7041	Rec-Tele/Post/Off Exp	42		\$150.85				
4-7042	Rec-Printing & Stationary	43		\$600.45				
				\$ 9,818.45	\$ 8,609.50	\$ 1,208.95		
4-8000	Special Programs							
4-8000	BOMAR Grant - Broadcasting			\$ 583.31	\$ 499.98	\$ 83.33		
4-8001	Interns Funding			\$ 3,105.20	\$ 2,450.00	\$ 655.20		
Total Income				\$ 234,209.07	\$ 202,699.22	\$ 31,509.85		
6-0000	Expenses							
6-1000	Ministry Team Expenses							
6-1001	Minister-Stipends-Ministers	30		\$28,139.79				
6-1002	Minister-Stipends-Youth	30		\$20,137.60				
6-1003	Minister-Stipends-Part-Time	30		\$7,060.85				
6-1004	Minister's stipend - super			\$5,614.19				
6-1005	Wage clearing account			(\$0.10)				
6-1006	Minister-Car/Travel All-Min	31		\$26,370.71				
6-1008	Minister-Other Allow-Min	32		\$5,965.37				
6-1009	Minister-Other Allow-Youth	32		\$15,088.29				
6-1010	Minister-Qtly Fixed/Workcov	33		\$1,141.84				
6-1015	Payroll service fees			\$780.00				
6-1017	Employment Expenses IA			\$818.72				
			OK..on budget	\$ 111,117.26	\$ 95,527.72	\$ 15,589.54	16,566.67	\$ 99,400.00
6-2000	Office staff and expenses							
6-2001	Secretarial Assistance	41		\$22,072.47				
6-2003	Printing & Stationery	43		\$1,650.89				
6-2005	Morning tea expenses			\$96.35				
6-2006	Tele/Post/Office Exp	42		\$3,200.39				
			OK..below budget	\$ 27,020.10	\$ 23,392.60	\$ 3,627.50	4,166.67	\$ 25,000.00
6-3000	Mission & Service Giving 35			\$ 29,166.68	\$ 25,000.01	\$ 4,166.67	4,166.67	\$ 25,000.00
6-4000	Property							
6-4001	Prop Exp - Caretaking/Clean	45		\$708.50				
6-4002	Prop Exp - Prop Ser/EGWR	46		\$3,563.95				

6-4003	Prop Exp - Insurance/Rents	47		\$9,215.60					
6-4004	Prop Exp - Maintenance	48		\$3,310.09					
			**Adjusted due to insurance bill (\$9K) expected in 2nd half spent in first half		\$ 16,798.14	\$ 15,858.02	\$ 940.12	1,416.67	\$ 8,500.00
6-4500	Property Purchases								
6-4501	Prop Exp - Purchases	OK		\$ 7,967.29	\$ 7,967.29	\$ -		666.67	\$ 4,000.00
6-9100	Deferred Maintenance	OK		\$ 13,011.53	\$ 9,999.96	\$ 3,011.57		1,666.67	\$ 10,000.00
6-5000	Worship & Christian Education								
6-5001	SS&OO-Flowers	IA		\$742.50					
6-5002	SS&OO-Youth	IA		\$919.38					
6-5003	SS&OO-Sunday School	IA		\$355.59					
6-5004	SS&OO-Children's ministry			\$645.13					
6-5008	SS&OO-Miscellaneous	IA		\$5.59					
6-5009	SS&OO-Others	IA		\$36.36					
6-5010	SS&O - Playgroup			\$528.27					
6-5012	Organist, Choir, Music	40		\$785.21					
6-5013	Misc - Worship			\$623.97					
		OK..below budget			\$ 4,642.00	\$ 3,886.28	\$ 755.72	1,166.67	\$ 7,000.00
	Mission Development								
6-6000	Community Outreach Program								
6-6003	Community Hub			\$18.14					
					\$ 18.14	\$ -	\$ 18.14		\$ -
6-7000	Pastoral & welfare								
6-7001	Pastoral Care expenses			\$116.73					
6-7002	Mission Only-Welfare Act Pay53	funded from Welfare res		\$500.00					
					\$ 616.73	\$ 553.18	\$ 63.55		\$ -
	Stewardship								\$ 10,000.00
	sub-total (against budget)	OK..below budget overall for July			\$ 210,357.87	\$ 182,185.06	\$ 28,172.81	\$ 29,816.67	\$ 188,900.00
6-8000	Special Efforts								
6-8002	Don's - UC Appeal/Proj	36			\$ 2,682.00	\$ 2,682.00			
6-9000	Miscellaneous								
6-9001	Fundraising expenses			\$63.80					
6-9002	Advertising expenses			\$210.00					
6-9003	Stewardship Expenses	44		\$68.18					
6-9004	Interest & Bank Chg-Cash	49		\$103.21					
6-9006	Wedding - Funeral	52		\$288.00					
6-9008	Misc Payment-Books	52		\$492.56					
6-9009	Misc Payment-Other	52		\$330.00					
6-9010	Misc Payment-Name Tags	52		\$99.70					
					\$ 1,655.45	\$ 1,356.67	\$ 298.78		
	Broadcasting expenses								
6-4502	Broadcasting expenses	Funded by Grant		\$107.32					
6-4504	Misc Capital Payments	57 Funded by Grant		\$533.27					
					\$ 640.59	\$ 570.59	\$ 70.00		
	Other projects								
6-4599	Manse Redevelopment	Funded by Bldgt fund		\$ 3,335.91			\$ 3,335.91		
6-4600	Water Tanks	Funded by Grant		\$ 5,300.12			\$ 5,300.12		
6-4601	Church Extension	Funded by Bldgt fund		\$ 6,504.81			\$ 6,504.81		
							\$ -		
	Total Expenses				\$ 230,476.75	\$ 186,794.32	\$ 43,682.43		
8-0000	Operating surplus/deficit				\$ 3,732.32	\$ 15,904.90	\$ (12,172.58)		
	Other Income				\$ 500.00		\$ 500.00		
	Transfer from reserve for welfare payment				\$ 5,300.12		\$ 5,300.12		
	Accrue recovery for Hall and mase devt				\$ 9,840.72		\$ 9,840.72		
					\$ 15,640.84	\$ -	\$ 15,640.84		
9-0000	Other Expenses								
	Net Surplus/(Deficit)				\$ 19,373.16	\$ 15,904.90	\$ 3,468.26		