**Human Resources Commission**

**Antler River Watershed Regional Council**

**of The United Church of Canada**

***Holding and Encouraging Communities of Faith***

***Minutes June 13, 2024***

**Place:**  In person, St. Andrews United Church, Chatham 2:00 pm

**Roster:** Kerry Stover (OM, Chair), Paul Browning (OM), Jim Drummond (L), Carol Ferguson (OM), Louise Hall (L), Melodee Lovering (DLM), Norm MacPherson (L), Mary Anne Silverthorn (L), Tracy Wygiera (L)

**Staff Support:** Rev. Micol Cottrell, Pastoral Relations Minister [mcottrell@united-church.ca](mailto:mcottrell@united-church.ca)

Pretima Kukadia, Admin, Communication & Records [pkukadia@united-church.ca](mailto:pkukadia@united-church.ca) (temporarily on leave)  
Krista Ford – Administrative Finance [kford@united-church.ca](mailto:kford@united-church.ca)

**Present**: Louise Hall, Kerry Stover, Norm MacPherson (zoom), Melodee Lovering, Carol Ferguson (zoom), Jim Drummond, Mary Ann Silverthorn (zoom), Micol Cottrell, Krista Ford, Kevin Steeper (zoom)

**Regrets:**  **Paul Browning**

**Absent: Tracy Wygiera**

**Welcome**

**Land acknowledgement, and Constitute the Meeting**:

Kerry noted out land acknowledgement as below.

We acknowledge that we are on the traditional territory of many indigenous nations**.** We acknowledge the harms and mistakes of the past and will continue to move forward as followers of Christ to be people of Love, of Truth, and of Reconciliation. And now in the name of Jesus Christ, the head of the church we begin this meeting of the ARW Human Resources Commission.

**Opening Worship/Devotional:**    
None

# Opening Motions

## Approval of Agenda No formal agenda was prepared for this meeting

## Approval of Previous Minutes The minutes of the June 11the meeting were not yet prepared, so no minutes were circulated for approval.

**E mail Motions to be noted for the minutes:** None

**Unfinished Business:**

**From May 9, 2023:**

**7. Pulpit Supply (non-UCC) Policy:** Micol Cottrell added to Dropbox for future reference (in October 2023 folder). Discussion to continue based on March 12 input.

**From Sept. 12, 2023**

**Renaming Humans Resources Commission to Pastoral Relations** suggested several months ago. This is in discussion with WOW and HF and will be discussed at the tri-Regional executive meeting on Jan. 13th.

**Action:** Kerry/Micol to take this to the chairs of the other two HRCs.

**From March 12, 2024**

It was suggested that the commission gift a subscription of “Touchstone” periodical to newly commissioned/ordained clergy in ARW starting May 2024 and for future. Cost of 2year subscription is $20. Micol will contact those ordained/recognized/commissioned at the May meeting to find out if they are interested, or already receiving it and get the necessary details in order to proceed with this.

**Business**

1. **Information to be noted** (Covenanting Services, Medical Absences, Life events of ministry personnel)

**Covenanting Services:** none

**Death(s):** none

**Retirements:** non

1. **Consent Docket**

There is no Consent Docket for this meeting.

1. **Motions outside of Consent Docket-**

There are none.

1. **Reports**No new official reports

**New Business:**

Micol talked about Liaisons and having gatherings online to built more of a support system.  
It is hoped that we can shift from Micol doing search team training by building resources, including videos so that people can lead their own group without him. This will free up Micols time for liaisons gatherings.  
  
Melodee asked how often Liaisons can help out, and it was noted that people should sign up more than one, not just one and be done as there is a great need for Liaisons..  
  
There is a gap with new Liaisons to where they feel comfortable and confident to do the work, so we are looking for them to do shadowing. We are also hoping to shift, to have Liaisons be part of the process early on.  
  
Kevin Steeper – Pastoral Support Minister joined the commission via zoom and presented a couple rough proposals relating to Ministry Personnel and work he is doing around building healthy pastoral relationships.  
  
One of the programs Kevin is working on putting together is a workshop on preparing for retirement. An educational “retiring with grace” opportunity for those who are preparing for retirement in paid accountable ministry. Or those newly retired. More of a focus on the phycological and side of things vs programs already in place which talk about finance. The workshop would be with Sheila McGreggor dealing more with the Clergy identity. Hoping to offer something in early 2025. It would be a Tri Region event, and held as an in person event possibly at Five Oaks or a similar location. It is expected that registration would be asked to pay a small fee for participating in the workshop.  
  
Melodee mentioned to be clear to differentiate between the retiring programs currently offered by the United Church that focus more on pension and finance so that attendees don’t come with questions that will not be addressed   
  
A second program Kevin is working on is a workshop around the subject of spiritual discernment, as some Clergy in the region are facing significant decisions surrounding their ministry and what that looks like going forward. Some are facing financial insecurities. This workshop could also apply to communities of faith as well. The hope is to help decern faithfully where God is calling you in their point in time. Kerry asked if it is needed more for financial or people resources, and it is expected the commission would be asked to support from a financial side.   
Louise asked if CSC should be involved in supporting this if it is being opened up to Communities of Faith.   
Budget Discussion  
The question was posed as how can we be proactive and planning with the budget. There should be pre planning a rough commitment of certain funds to specific things we know will be coming up, to see how much other funding is there and come up with ideas on how to use it.  
  
It was noted that there is a budget of $10,000 for events and gatherings ($3000 for liaisons) There has been significant savings by having meetings online.   
It was suggested to think about how do we support pastoral relationships at the beginning, middles and ends of their cycle.

Some specific budget pieces were noted to keep in mind.  
The LLWL day away is very well received and the budget was around $2500 for it.  
United Fresh start is a cost of $200 per facilitator.  
The commission supports $500 for clergy lunches   
The commission support Retired clergy gathering but not specific cost was mentioned.   
  
It was suggested to break down and commit to amounts in the fall for the next year. All commission members were encouraged to start thinking about what to do with funding now. There may be a need to talk about numbers in Sept prior to the budget that will come out in October.   
  
**Next Meeting:** Tuesday, September 10, 2024 by Zoom.

**Worship/Closing Prayers for next meeting:** Kerry Stover  
(Rotating List: Paul Browning, Jim Drummond, Carol Ferguson, Louise Hall, Melodee Lovering, Norm MacPherson, Mary Anne Silverthorn, Kerry Stover, Tracy Wygiera)

**Closing Prayer**: offered by Norm MacPherson

**Adjournment:**

Motion: that the Human Resources Commission of Antler River Watershed Regional Council having concluded its business, be adjourned.

**MOTION AGREED**