

Holy Trinity Church Advisory Board Meeting

November 15, 2022 – 7:00pm AGENDA

Meet here: <https://us02web.zoom.us/j/83101082174?pwd=RTVrbkhwZjdzNjA3QmJTTmxvNWRLdz09>

Meeting ID: 831 0108 2174 Passcode: 1830 Phone in: +16475580588

Board Package: <http://www.holytrinity-thornhill.ca/advisory-board/>

We are a vibrant, welcoming Christian community flourishing in God’s love through fellowship, outreach, worship and spiritual growth, in an atmosphere of compassion and mutual respect. Good things are happening here.

	Issue/Action
7:00 1. Opening	a) Welcome and Roll Call b) Opening Prayer c) Devotion – Linda Robertson (a) Volunteer for December? d) Agenda - Approval
7:10 2. For Consent	October Minutes <ul style="list-style-type: none"> • Confirmation • Matters Arising <ul style="list-style-type: none"> ○ October Meeting: Bylaw review ○ Code of Conduct in Pilot: request for Town Hall
7:20 3. Deputations & Correspondence	Eric Preston regarding Code of Conduct in Pilot
7:45 4. Items for Discussion	a) Reimagining: Bringing people together: <ul style="list-style-type: none"> - Poinsettia Tea – November 26 - Blue Christmas Service – December 6 - Carol Service – December 18 - Caravan(s) d) Nominations for Advisory Board and Wardens; put together a list of people e) Youth and church school leaders
8:05 5. Reports & Discussion	(a) Churchwardens (b) Incumbent (c) Committees & Ministry Areas <ul style="list-style-type: none"> • The ACW (d) <i>Other? – Music</i>
6. Other Business	
8:30 7. Closing	Adjournment & Closing Prayer

Protocol

- No surprises for leaders at the Board meeting.
- Don’t contradict or criticize others to the parish.
- When differences arise, commit to pray, interact and find resolution in healthy ways, and to keep such discussions confidential as much as possible.
- Take time to share your respective visions for the church’s ministry, with freedom to disagree and interact in love, without feeling defensive.
- When an offense, either real or perceived, is experienced, deal with it immediately, one to one.
- Have 1 conversation at a time – when meeting virtually stay on unmute
- Actively listen, rather than waiting to speak.
- Once you’ve spoken wait to be recognized until everyone has had the opportunity to speak before speaking again.

Meeting Dates: Dec 20, Jan 17, 2023 07:00 PM

Meetings are recorded; those joining the meeting are advised and consent to being in a meeting that is recorded.

Holy Trinity Church Advisory Board Meeting Minutes

October 18, 2022 – 7:00pm

Meet here: <https://us02web.zoom.us/j/83101082174?pwd=RTVrbkhwZjdzNjA3QmJTTmxvNWRLdz09>

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Good things are happening here

PRESENT: Nancy Cutler, Canon Barbara Hammond, Cathy Walker-Pilgrim (Secretary), Leanda Kirwan (Chair), Princewill Uzoukwu, Ed Carter, Reginald Crenshaw, Linda Robertson, Edmund Baumann, Pat Burton, Ruth Staples, Gloria Downey (Guest), Dianne Rimmer (Guest).

REGRETS: Rebecca Jones, Cassandra Culpepper.

1. OPENING

- a) Meeting called to order at 7:04 p.m. with welcome and roll call.
- b) Meeting opened with a prayer by Canon Barb.
- c) Linda Robertson to lead Devotion at the November meeting.
- d) ***The agenda was approved on a motion duly moved by Nancy Cutler, seconded by Brother Reginald Crenshaw.***

2. FOR CONSENT

a) September Minutes:

- **Confirmation:**

On a motion duly moved by Ed Carter, seconded by Brother Reginald Crenshaw and carried, the minutes of the meeting held on September 20, 2022, were confirmed.

- **Matters Arising:**

Code Of Conduct (Nancy): Shared with all parishioners in Trinity Today and is opened for a trial period.

Reimagining: Bringing people together (Nancy): Message being sent to all groups requesting sign up for coffee hours. Arranging to have fellowship time once per month at an earlier hour to address the gap with parishioners who attend the 8:00am service.

Seniors Luncheon (Nancy): Not feasible right now. Will look at doing something special around Easter time.

Pat Burton followed up with organizers who suggested preparing cookies to send out instead. As agreed, Pat will advise Elaine to move forward with the preparation of the cookies.

Seniors who would normally take part in the luncheon will be contacted and invited to the Poinsettia Tea. Church to provide tickets for both drivers and seniors. Advise seniors that they will have a ride and someone to accompany them.

Caravan (Leanda): Committee meeting in the coming weeks to narrow down choices of charities and date to schedule in January.

3. DEPUTATIONS & CORRESPONDENCE

None

4. ITEMS FOR DISCUSSION

b) Reimagining: Bringing People Together:

- Blue Christmas service scheduled for December 6th @ 5:00pm
- Lessons and Carol Service scheduled for December 18th at 10:00am
- Poinsettia Tea moving ahead as planned for November 26th. Doors open at 1:00pm for shopping.

c) Parish follow-up with those who have formally and informally left parish (Nancy):

- Started and in progress. Will be a standard process for lessons learned.

d) Nominations for Advisory Board and Wardens (Ed):

- Advise the Wardens of anyone who would be helpful in a leadership capacity. Provide names and your ideas/suggestions to Ed or Nancy and they will follow up with those individuals. Positions for four advisory board members, deputy Wardens and members for other committees need to be filled.

e) Youth and church school leaders (Ed):

- Cassandra to continue working with the Servers. Start search for three Youth leaders for each age group. Kids under 10, the 10 to 13 and the over 13 age groups.
Leanda to reach out to other churches within the area that have youth groups to see if our youth can join their activities and how things are run.
Canon Barb to provide Leanda with contact information for the Deanery Youth leaders.

5. REPORTS & DISCUSSION

a) Churchwardens (Ed):

- **Finances:** Net gain of approximately \$25,000 realized for the 9-month period ending September 2022. Representing an overall favourable gain of \$19,000 over budget.

- **Special Vestry Meetings:** Scheduled for Sunday October 16th to elect Cathy Walker-Pilgrim as the new Envelope Secretary and October 30th for the Endowment fund.
- **Outreach Committee:** Meeting required to determine what funds are available to distribute to other organizations.
- **Blue Christmas Service:** Preparing invitation cards for distribution within the community.
- **Parish Nurse:** Position remains vacant, and search is ongoing.

b) Incumbent (Canon Barb):

- New contract signed. Will be staying on until new incumbent arrives. Working reduced hours. Met with the bishop who has agreed to provide some assistance for the 8:00am service.
- Focusing on return to pastoral care.
- Parish Selection Committee has been asked to change the goal of the Sunday Prayer to reflect more about finding the correct individual to lead the parish.

c) Committees & Ministry Areas:

- **ACW (Ruth):** Church Calendars will be available for sale at the 10:00am service.
- **Synod (Canon Barb):** To be held in November and will be attended by Canon Barb, Jewell Coy and Cathy Walker-Pilgrim.

6. OTHER BUSINESS

Code of Conduct Feedback:

- Dianne Rimmer and Gloria Downey joined the meeting to provide feedback on the Code of Conduct shared with the Parish in Trinity Today. Request that the Wardens arrange a Town Hall to give parishioners an opportunity to voice their concerns and not wait for the Vestry meeting. Dianne and Gloria to share their written feedback with the Wardens to be included in the Agenda for the November Advisory Board meeting. Nancy encouraged Advisory Board members to take the opportunity to reach out to parishioners to get a sense of how others are feeling about it.

7. CLOSING

There being no further business, the meeting closed with the Grace and adjourned at 8:36 pm.

Correspondence Regarding Code of Conduct

Email Received from Eric Preston on Monday October 31, 2022

As someone who had input to the development of the Code I strongly support the need for a Code and consider this current version to be very good as our starting point. It's important to have a written document to define our expectations about behaviour. What some people might see as being simply assertive could be viewed by others as harassment, so we need to be specific about definitions. It also provides a common reference point if anyone is concerned about certain behaviours or is uncertain as to what their rights and obligations are.

One thing our Code doesn't contain is a statement about inappropriate use of the Code and the filing of malicious complaints. If people are concerned about this, we could include a statement that a malicious complaint is considered a breach of the Code.

Correspondence Regarding October Advisory Board Meeting Attendance and Minutes

Email Received from Gloria Downey on Thursday November 3, 2022

The following paragraph contains my 2 or 3 sentences that I give permission to be included in the minutes of the October 18th, 2022 Advisory Board Meeting under the agenda item "Other Business" and labelled Trinity TODAY. I am highlighting said words so that there is no misunderstanding as to what can be included in the minutes of the October 18th, 2022 Advisory Board Meeting. They are not a summary but only refer to what I spoke about.

Gloria Downey expressed her concerns about the content of the last 6 pages of the September 22, 2022, 10 page newsletter Trinity TODAY. This 1st edition of Trinity TODAY was sent out to all parishioners of HTC. The 6 pages laid out a Code of Conduct for HTC.