

**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Special Meeting held on March 7, 2018 at 6:00 p.m.
by Conference Call**

Chair: Diane Bennett-Jones

Note taker: Anne Shirley Sutherland

Present: Beverley Bennett, Diane Bennett-Jones, Anne Hepburn, Warren McDougall, Edith-Ann Shantz, Anne Shirley Sutherland (staff)

Regrets: Beth Moore

1. Call to Order:

Diane Bennett-Jones called the meeting to order at 6:00 pm.

2. Minutes – January 10, 18:

MOTION: Anne Hepburn / Larry Beech, that the minutes of January 10th and January 18th be approved.

CARRIED.

3. Ralph Carl Wushke – Change of Pastoral Relations – TC 410 CHG

MOTION: Warren McDougall / Anne Hepburn, that the request of Ralph Carl Wushke for a change of pastoral relations (due to retirement) effective August 31, 2018 be approved.

CARRIED.

Warren McDougall will arrange to conduct an Exit Interview with Ralph Carl, along with someone from Congregational Health. Diane will contact Marg Walker regarding the involvement of the Congregational Health team.

4. Saint Luke's – TC 425 PD / TC 410 ST

MOTION: Anne Hepburn / Beverley Bennett. that the position description for Saint Luke's for a full time supply minister, due to the retirement of Rev. Hoon Kim, be approved and that the Conference Settlement and Pastoral Relations Committee be requested to appoint a liaison to assist the congregation with its search for a candidate to fill the position.

CARRIED.

5. Dewi Sant Vacancy Paperwork – TC 425 V, PD, MAP, DFC

The Team did not approve the vacancy, because of the following unanswered questions:

- Where is the exit interview for the previous minister ? (Anne Shirley to follow up)
- Where is their pastoral care ?
- Are there any financial issues ?

The position description details Leadership at 20%, Worship at 40% and Pastoral Care at 20%. The team felt that expectations in each category are off & unrealistic. Pastoral Care involves lots of travel, for example. Raised a concern that M&P has no training. The proportions of time allocate per MAP category seem to be off. Where is the outreach ministry on the minister's job description? The team requests that an exit interview be done with Don Bell.

6. Dewi Sant Short Term Supply – TC 425 PD / TC 425 ST

MOTION: Larry Beech / Anne Hepburn that the position description for Dewi Sant for a full time supply minister, be approved and that the Conference Settlement and Pastoral Relations Committee be requested to appoint a liaison to assist the congregation with its search for a candidate to fill the position.

CARRIED.

Marg Walker has agreed to do an exit interview with Don Bell. Diane will contact Marg.

7. Appointment of Presbytery Reps

- a) Glen Greenwood – to Cosburn and Eastminster
- b) Ian Manson to Glen Rhodes
- c) Peter McNaughton as PC Supervisor to Glen Rhodes
- d) Fairlawn Transition Team - Needs reps. No suggestions were forthcoming
- e) Manor Road:

MOTION: Warren McDougall / Anne Hepburn to allow Anne Shirley to find a person for Manor Road's April 15th meeting, and to approve the above appointments labelled a) b) and c).

CARRIED.

8. VAM Appointments Ending

- Linda Petrides (was at Kimbourne Park) – now in appointment at Knox, Agincourt
- Jane Brushey-Martin (was at Eastminster) – now in short-term appointment at Cosburn/East End
- Malcolm Spencer (was at Glen Rhodes) – ended on retirement of Robin Wardlaw

9. Presbytery Chaplain – discussed Michael Cottrell's retirement from this role. At this time we decided not to seek a replacement.

10. Congregational Grid – received the grid and heard some updates.

11. Next Meeting

Wednesday, April 4, 2018 – 6 pm – IN PERSON MEETING (dinner provided) – Apps Room

There being no further business, the Chair declared the meeting adjourned at 6:10pm and closed the meeting with prayer.

Diane Bennett-Jones, Chair

Anne Shirley Sutherland, note-taker