

Region 11 Transition Commission
October 5, 2018
Adobe Meeting

Present: Rosemary, Jean, Paul, Steve, Ted, Carol, Shirley, Brian (Shining Waters), Wanda, Ryan

Regrets: Elizabeth

Welcome, Acknowledgement, and Devotion

“joyful is the dark, ... darkness is the cradle of the dawning”

Review of Previous Minutes

- approved by consensus

Business Arising

Report from Sept. 22 Gathering

- Jean reported on this meeting, and will send our thanks

Correspondance

Helmut Ens, Chair, Partnering in Mission

- questions re staffing and staffing portfolios for mission and program
- some concern re attention to Right Relations work currently being done
- no decisions have been made at this time

Bill Smith, Exec Secretary, Bay of Quinte Conference

- concern re lack of communication, awareness of current missions, concern re current staff, and lease agreements re office items
- Jean has spoken with both Bill and Judy
- forwarded to New Business

Penny Culverson

- requesting UCW rep on Region 11
- see correspondence

Karen Smart / Lakeridge Presbytery

- requesting continuation of Presbytery secretaries / concern re communication
- see correspondence
- correspondence will be forwarded to all region commissioners & in Dropbox

1.0 Position Description for Communication / Administration Support

- Review of current and new functions of position (see draft description)
- similar to Region 12 and 13, ½ time position, GCO to review next week
- focus of position may be to ensure communication
- training days at GCO last week of November
- the position could be open to include consideration for church secretaries to house the position, or could be home based
- **add “high speed internet service, cohesive multiplatform communications plan, lap top, cell phone, printer/scanner” to the description**
- discussion re vacation time
- general consensus re half time allotment
- what current functions will no longer be completed by a “staff” person
- discussion re “who do you call” when you have a question
- need to communicate to Communities of Faith how to navigate the material in order to connect to the necessary person

Motion: To approve the Position Description as amended Steve / Shirley

Approved

2.0 Position Description: Minister Supporting Communities of Faith, Clusters,

- discussion re mandate, focus, compensation
- is this a permanent position or contract position
- position is not limited to clergy
- deferred to next meeting, however, please continue as an online discussion
- discuss with Presbyteries re how they will disperse funds

3.0 Office Supplies and Lease Arrangements

- Postage Meter: does our use warrant continuing the lease?
- Do we maintain an office during the transition? 1000/mth
- Do we provide office space for staff positions? Permanent or during transition
- if so internet will need to be provide
- Do we need storage space during the transition.
- Treasurer may need to continue during transition but the expectation is that all Presbytery and Conference secretaries complete their positions Dec 31

- discussion re how to close out the current Conference office
- need to communicate with current office staff
- what monies might be available for transition costs
- **consensus to continue with office space until January 31**
- **consensus to discontinue leases for office products**
- Computers: Conference to determine how to dispose/donate

4.0 Communication with Executive Secretary, Bay of Quinte Conference

- Bill Smith will be added to the communication list, receiving minutes
- **Jean will schedule a meeting with Bill**

5.0 Annual Meeting

- report from committee: general discussion
- opportunities for fellowship, education, discernment, communication and worship
- create opportunities for network discussions
- Celebration of Ministry on Sunday morning with host congregation
- suggestion of 3 day conference
- the committee will create a spreadsheet regarding time
- there is a need for a Governance conversation, this will be tabled for the next in person meeting
- the Manual draft is available in the UCC commons

6.0 Naming Process

- see Jean's email

Next Meeting -

- October 26th 9am Conference Office
- Devotion: Shirley