

Minutes for LLWL Forum Meeting – Tuesday, February 7th, 2023

Attending: Cathy Gradante, Paul Kneebone, Karen Bates, Karen Wilson, Nancy Payne, Cheryl McMurray (only for portion, as she had poor internet/cell connection with Cathy)

Not attending: Richard Wiegand

Start: 7pm **End:** 8:30pm.

Welcome - Cathy

Opening Prayer & Land Acknowledgement – Cathy

Short introductions to Karen Wilson – her first time attending, as she's our ECORC staff resource person.

Minutes of the November 22nd Meeting

(Motion to approve by: Paul Kneebone, 2nd by: Karen Bates))

Business Arising: if any. Nothing besides what's already on our agenda this evening.

LLWL Network – update from last Gathering if any: None.

New Business [To-Do follow-up items are highlighted in **yellow font**]:

- Congratulations to Mark Sturman --- he has been accepted by ECORC as a ministerial candidate! January 18th was his interview with Quebec and E. Ontario Candidacy Board. He needs to have his name removed from our LLWL list. Up to him if he wants to remain on the LLWL Network list.
- Interviews – for new LLWLs to be scheduled: Tanna Edwards and Shawn Pearce-Chambers --- (interviewees will be Cheryl, Karen B. and Richard). **Paul will ask both Tanna and Shawn for any outstanding documents and their availability in March for their interviews.**
- Interviews – for reinstatement of LLWLs to be scheduled: Tracy Kent-Hillis, Wendy Lavallee. **Paul will do FU email requesting full set of documents, if they indeed still wish to do so.**
- Spring Learning Event – possible date/location/theme. Saturday, April 29th – at Bridgenorth UC is tentative date and location. Could be a bit of a construction site, but certainly doable. Thoughts on Sacramental Elder/Congregational Elder --- defer those topics until clarified further by National and especially ECORC. Topic? **Nancy will bring up at next week's Network gathering.**
- T4As – communication to LLWLs (PK). Paul consulted with Erik Mathiesen (CFO-UCC) and Clyde Harris (Alwyn Enterprises) – also two contributing authors for *Financial Handbook for Congregations*, and Brian James (Treasurer-ECORC). All churches need to issue T4A's for any pulpit supply fees over \$500 to any LLWL at one pastoral charge. This should include both a pulpit supply fee and any mileage reimbursement, since LLWLs are categorized as non-employees by CRA. See this link to LLWL Forum webpage for more details: [Licensed Lay Worship Leaders Forum - East Central Ontario Regional Council of the United Church of Canada \(ecoruccan.ca\)](https://www.eccoruccan.ca)
- Publicizing new 2023 Pulpit Supply fee and Mileage rate (Paul and Karen W.). Suggestion that Darren, or someone at ECORC (i.e., **Cathy as Chair of LLWL Forum**), **write a brief note/letter** that we can pass along to respective churches about both pulpit supply as well as T4A issue. Karen W. will think about what else could be done to publicize such new news topics to church treasurers, board chairs, worship chairs, church secretaries, ministers, etc. so there is no confusion by churches nor embarrassment for LLWLs.
- Process to **add a LLWL rep on Covenant Support Team** (CST). Darlene Hallett (a LLWL) has been sitting on CST. Kathleen Whyte formerly was also on CST, as well as Council of Elders – but not now.
- **Annual letter of support from sponsoring community of faith** --- is this still required? It does state it should be annually in the present posted version of the LLWL Handbook. It is a good thing that LLWL's

home congregation shows this ongoing support. Besides the requirement to preach once a year in their home church, there are other things that a church can do in support of LLWL ministry. We still definitely need a bi-annual letter at the time of the usual LLWL renewal cycle. Is it too late at this point this year to ask for an annual support letter? Most AGM are happening or already scheduled. Is it a physical requirement, or more a matter of acknowledgement/public affirmation/ annually?

*Subsequently stated by Cathy Gradante that all 30 approved LLWLs should request this annual brief letter of support from their home congregation. It should state that LLWL is a member in good standing, and the congregation supports their worship leadership within the home faith community and the region. Paul will send a request for such an annual letter to all presently approved LLWL, and they should send it to Paul by the end of March. At the same time, Paul will remind everyone that their Annual Declaration form is due to him by March 15th [These have to be confirmed as completed to CST by end of March.]. Cathy G. will also check with Darren Liepold about the requirement for this support letter annually, going forward.

- LLWL Handbook: There is now a 2022 version (not previous 2019 version) posted on our ECORC website. Karen W. mentioned that this was a request from Joel (on behalf of former Exec. Minister Rev. Rosemary Lambie) and occurred last December. Looks very similar to the present Eastern Ontario Outaouais RC LLWL Handbook. It does not reflect any of the re-written content that our own Forum and Network developed last year. Coordinated by Nancy, we will now look at our previous still-unapproved submission to Darren late last fall. Any new changes reflected in the present 2022 posted version (including 2023 fee changes, T4A requirements, annual letter from congregation and Declaration Form, etc.) will be added to the Forum's new draft version. Then it will be re-submitted to Darren for his review and approval.
- Brief discussion of *Distribution of LLWLs and Faith Communities w/n ECORC* map and accompanying notes (produced by Richard Wiegand). Interesting breakout numbers and trends.
- Results of 2 surveys (Nancy Payne): Here are a few quick comments from 27 (out of 30) LLWLs submitted surveys. Nancy will have a few more details prepared for next week's Network meeting.
 - Respondents were roughly evenly distributed over levels of experience ranging from one year to more than 15 years as an LLWL, with the biggest groups in the 1-5 and 6-10 year ranges.
 - We have roughly equal numbers of people who are retired and who are working (either full- or part-time).
 - About ¾'s of respondents have either a college diploma or university degree, and several have extensive additional professional learning credentials in their fields.
 - About ¾'s spend 10-15 hours preparing a typical worship service.
 - Many drive more than 75 km round-trip on a Sunday morning.
 - Between their home church and the other locations they lead worship, respondents led about 600 services in the East Central Ontario Region last year.

Other business – if any. Already covered in above New Business section.

Next Meeting – still date TBD – 7pm on Zoom. Need to meet again after those interviews are complete, and probably before the April 29th spring learning event.