

ATTENDANCE

Present

Ordered Paul Rodey, Judith Fayter, Cathy Larmond, Cheryl-Ann Stadelbauer-Sampa, Eun Joo Park, Kenji Marui, Sheila MacGregor, Mark Ferrier

Lay Glenda McMillan, Ken Hunking, Tanya Cameron, Bev Slater, Connie Ellis

Regrets: Jeff Crittenden, Mark Marshall

Corresponding: Beth Symes, [REDACTED], [REDACTED]

OPENING - Cathy Larmond

In the name of Jesus Christ, the one true head of the church, and by the authority given to me by the 91st Annual Meeting of London Conference, I declare this meeting of the Executive of London Conference duly constituted for any business that may properly come before it. The bounds of the meeting shall be this Board Room and conference call with Skype video.

President Cathy Larmond opened the meeting with a devotion based on Thessalonians.

Motion It was moved, seconded and carried to accept the Consent Docket:

1. To adopt the agenda as circulated;
2. To make Beth Symes, Rev. [REDACTED] and Rev. [REDACTED] corresponding members of the London Conference Sub-Executive for this meeting;
3. To receive the report of the Review into the Effectiveness of Rev. [REDACTED], ordered by the Sub-Executive prepared by Reviewer, Beth Symes. (Appendix 1).

REVIEW OF PROCESS FOR THE MEETING

Executive Secretary Cheryl-Ann Stadelbauer-Sampa provided a detailed overview of the review process to date for Rev. [REDACTED] and outlined the roles, responsibilities and purpose of this meeting. The basis for the work today remains with the material Reviewer, Beth Symes has given to us (Appendix 1). In addition to the material found in Appendix 1, the "Handbook for Pastoral Charge and Ministry Personnel Reviews" was provided as a resource to the members of this sub-executive prior to today's meeting.

A review is a remedial process, serving to make ministers better in the practice of ministry. It seeks to enact any recommendations that will be helpful for [REDACTED] to improve on the issues raised in the review. Cheryl-Ann cautioned the sub-executive to be mindful that we not slip into "investigator mode" – Rev. [REDACTED] review has been concluded and the sub-executive's role is to focus on the recommendations and what actions to take.

INTRODUCTIONS

Cheryl-Ann Stadelbauer-Sampa introduced Rev. [REDACTED] and Rev. [REDACTED] to the meeting. Round-table introductions were provided by all including Reviewer, Beth Symes who joined the meeting by Skype video and conference telephone call for voice.

TIME WITH REVIEWER

Beth Symes provided an overview of her *Review into the Effectiveness of Rev. [REDACTED]* complete with a summary of conclusions, including a finding of ineffectiveness in terms of:

- 1) Leadership, making reference to Rev. [REDACTED] inability to hear feedback that is critical of her ministry; and
- 2) Worship

For the sub-executive's consideration, she also presented recommendations of steps that could be taken to enable Rev. [REDACTED] to "move on" and have a second chance at the practice of ministry. (Appendix 1).

REV. [REDACTED] RESPONSE TO THE REVIEW

[REDACTED] was provided with 30 minutes to share her thoughts about the situation with the members of the sub-executive. [REDACTED] stated she appreciated the time, thoughtfulness and the attention that the sub-executive paid to the situation, for which she was grateful. She noted some areas for which she would have appreciated extra time spent during the review process such as the need for the Ministry & Personnel Committee at [REDACTED] to become more familiar with the policy of The United Church of Canada. [REDACTED] wondered if there was an opportunity to contemplate some of these concerns about her effectiveness during the time of her provisional call prior to ordination.

She remains disappointed that Beth Symes left out key pieces of [REDACTED] response in the review and provided examples of such (sermon excerpts; liturgy preparation; preaching examples). [REDACTED] remains thankful for the collegial support from [REDACTED] Presbytery and many blessings from people in [REDACTED] Pastoral Charge. She apologized for the fact that her family situation has dictated that she focuses her attention there. As far as recommendations, [REDACTED] stated that her family situation does require her continued attention and therefore she is not sure what that means in terms of her ability to fulfil recommendations should they be made.

[REDACTED] provided two documents for the Sub-Executive's consideration: the final report of her internship at [REDACTED] and another documented response to the Review. The material was received by President Cathy and a copy is attached to the minutes (Appendix 2). It was decided that the internship report would not be distributed for two reasons: a) there had been an opportunity to submit it to Reviewer Symes previously; and b) it covered a period not under review. The President and Executive Secretary reviewed Appendix 2 and reported to the Sub-Executive that, in light of the fact that the information within it had either had an opportunity to be submitted to Reviewer Symes or had been covered in [REDACTED] presentation that it would not be distributed.

■■■■ also requested that a binder she brought to this meeting, which contained all the material she had provided to the Reviewer be put into her personnel file which has been done.

All numbered copies of the review distributed to the Sub-Executive will be collected and destroyed when no longer needed.

REVIEW OF RECOMMENDATIONS

Prior to leaving the meeting, ■■■■ indicated to the sub-executive that her family situation limits her availability to follow through on recommendations at this time. When asked what recommendations would be helpful “down the road”, ■■■■ stated that continuous learning would be of benefit as would pulpit supply.

Cheryl-Ann Stadelbauer-Sampa informed the sub-executive that they carry the authority to create alternate recommendations or replace recommendations provided by the Reviewer, or can also accept any recommendations as written (Appendix 1, page 39). The sub-executive was reminded that their role today is to help determine the next steps to enable Rev. ■■■■ to be effective in her ministry.

Motion It was moved, seconded and carried that the London Conference sub-executive consider the recommendations submitted by Reviewer Beth Symes ad seriatim.

Motion It was moved, seconded and carried that the London Conference sub-executive under The Manual, 2013 J.9.(b) requires Rev. ■■■■ to take the following directed program, “Learning on Purpose”. This program is the Centre for Christian Studies’ 2-week intensive leadership development module held June 13 – 25, 2016 in Toronto, Ontario. London Conference will cover the cost of tuition.

Motion It was moved, seconded and carried that, pending successful completion of “Learning on Purpose” in June 2016, the London Conference Sub-Executive under The Manual, 2013 J.9 requires Rev. ■■■■ to take the following directed program:

- 1) To serve as pulpit supply for a period of three months at a congregational location of London Conference’s choosing before the end of September 2016. Any travel costs associated with fulfilling this requirement will be covered;
- 2) To use the lectionary as the basis for these worship services with a focus on preaching and prayers;
- 3) To videotape each service and to review the videotape with Rev. Dr. Jeffrey in the following week for feedback and skill development. London Conference will reimburse Metropolitan United Church for Rev. Dr. Crittenden’s time;
- 4) To meet with a lay committee from the congregation, trained by London Conference, for feedback;

- 5) To develop collegial relationships with other paid and volunteer worship leaders who will also be asked to provide feedback on their experience of working with Rev. [REDACTED].

Motion It was moved, seconded and carried that London Conference under The Manual, 2013 J.7.(a) provides salary at the minimum rate based on [REDACTED] Cost of Living rate to Rev. [REDACTED] from April 1, 2016 and up to no later than October 31, 2016.

Motion It was moved, seconded and carried that the London Conference sub-executive provide a copy of this review to persons engaged in remedial programs in the directed programs in previous two motions.

Motion It was moved, seconded and carried that London Conferences understands these to be sequential events and that serving as pulpit supply in a pastoral charge for three months is contingent upon having completed to the satisfaction of London Conference the first recommendation and that London conference takes no action on 3rd and 5th recommendation at this time but reserves right to come back to them at a later date. (Appendix 1, page 39)

Motion It was moved, seconded and carried that the members of the London Conference sub-executive plus the Chair of Ministry Personnel and Education will receive reports from the directed studies for review and any subsequent action.

It was confirmed that the review is placed into Rev. [REDACTED] personnel file along with a letter from the Executive Secretary that documents a summary of what occurred today.

A letter summarizing the motions carried at this meeting, with recommendations outlined, will be sent via registered mail to Rev. [REDACTED] for her response.

Cathy Larmond closed with prayer.