

**CHRIST CHURCH GABRIOLA  
DRAFT MINUTES OF THE SPECIAL CONGREGATIONAL MEETING**

**SUNDAY, DECEMBER 8, 2019**

**Chair:** Rob Brockley

**Recorder:** Mona Smart

**11:20 am: Meeting called to order**

**1. Opening Prayer**

Rev Karen Hollis

**2. Confirmation of Quorum**

The Chair confirmed that a quorum was in attendance. Quorum is defined to be a minimum of ten voting members, as described in section 6 of the *Shared Ministry Agreement (SMA)* (July 2017).

**Establishment of quorum:** A quorum of members was present. (For reasons of privacy the list of those present is kept separately in the Minutes file.)

**3. Review and Approve Agenda**

**MOTION:** To approve the agenda as presented: M/S; Paddy Waymark, Corinne Carlson - **CARRIED**

**4. Proposed Updates to the SMA**

Nancy Hetherington Peirce explained the reasons why two updates to the 2017 Shared Ministry Agreement (SMA) are being considered today.

- a. The guidelines that the Council chose in September 2018 to guide the updating process are as follows:
  - 1) Include details inadvertently omitted from the original SMA
  - 2) Remove details the congregation of CCG may wish to change in the future and that should not require denominational approval
  - 3) Remove contradictory or redundant statements
  - 4) Change references to the Presbytery
  - 5) Change wording where there is significant need for clarity
  - 6) Change terminology based on stated congregational preference
- b. Several updates were approved at the congregational meeting on April 7, 2019, after approval in principle by the Anglican Diocese of BC and the United Church Pacific Mountain Region. Upon submission to the denominations for signed approval, the denominations asked for a revision of the definition of quorum.
- c. The two updates presented at the meeting are: a revision of the definition of quorum and one further update – format for attendance by members at a congregational meeting – that was inadvertently omitted in the original SMA.
- d. The two judicatories – Anglican Diocese of British Columbia and the Pacific Mountain Region of the United Church of Canada – have recently agreed with these two proposed updates.

**MOTION:** To approve the two updates to the Shared Ministry Agreement of Christ Church Gabriola (July 1, 2017), as distributed at this meeting. M/S; Nancy Hetherington Peirce, George Westarp – **CARRIED**

**5. Rob Brockley adjourned the meeting at 11:50 am.**

Attachment: Proposed updates distributed to the congregation in advance of the meeting

## **Format for Attendance by Members at a Congregational Meeting**

**Attendance by “voting members” (as defined in Section 6 of the Shared Ministry Agreement) at a congregational meeting is only in person, being the one format that both denominations permit.**

*REFERENCES (information only and not to be included in the updated SMA):*

- *Anglican Diocese of BC (Canons 2019 6.7.01.e.): “An elector who is unable to attend a meeting in person may appoint, in writing, another elector to attend and vote on his or her behalf by proxy, provided that no elector may hold more than one proxy at any meeting. A proxy is valid only for the one meeting to which it refers.”*

- *United Church (Manual, 2019 A.1.1, A.4, B.5.6): Summary – A congregation is responsible for deciding how to hold its meetings: in person, in any way where participants can communicate with each other at the same time (e.g. conference call, “webcam simulcast technology”, etc.) or by email subject to certain specific requirements. Voting by proxy or by mail-in ballots is not permitted.*

## **Quorum at a Congregational Meeting**

**The quorum for a congregational meeting is:**

- **Ten (Diocese of BC Canons 2019 6.7.01.f.; United Church Manual 2019 B.5.5.) “voting members” (as defined in Section 6 of the Shared Ministry Agreement), and**
  - **“... the incumbent [serving minister], or, if the incumbency is vacant or the incumbent is absent for any cause, the priest or deacon in charge, if any; [and] at least one church warden or deputy warden ...” (Canons 2019 6.7.01.f)**
- all of whom are present in person.**

**If certain business before a congregational meeting requires (per the Diocese Canons or the United Church Manual) a different definition of quorum, then the quorum for that congregational meeting shall be adjusted to reflect this requirement.**

*REFERENCES (to inform the congregation; not to be included in the updated Shared Ministry Agreement):*

- *Anglican Diocese of BC (Canons 2019 6.7.01.f.): “In parishes with 200 or fewer electors, the quorum for transacting any business at an annual or special meeting of parishioners shall be: the incumbent, or, if the incumbency is vacant or the incumbent is absent for any cause, the priest or deacon in charge, if any; at least one churchwarden or deputy warden; and not fewer than ten of the electors of the parish, present in person or by proxy.”*
- *United Church (Manual, 2019 B.5.5.): “A meeting of the congregation or pastoral charge may take place only if a minimum number of full members is present, as follows: ... b. for congregations or pastoral charges with between 30 and 99 full members, at least ten full members must be present; ....”*