

ASSEMBLY COUNCIL EXECUTIVE

September 22, 2009

The Assembly Council Executive met on Tuesday, September 22, 2009, within 50 Wynford Drive, Toronto, Ontario, and by telephone conference call. B. Vancook opened the meeting with prayer.

PRESENT
1/09E

The Rev. B. Vancook (convener), Mr. C. Greaves, The Rev. R. Fee, Mr. S.C. Lee, Mr. S. Roche, The Rev. S. Kendall (secretary), Ms. T. Hamilton (recording secretary).

REGRETS
2/09E

The Rev. J. Wilson.

AGENDA
3/09E

AGREED, that the agenda as printed be adopted with the addition of:

- policy for lay housing benefit supplement.

MINUTES
Executive
4/09E

It was moved by S.C. Lee, duly seconded, and

AGREED, that the Executive minutes of January 14, 2009 and May 6, 2009 be adopted.

Council
5/09E

AGREED, that the Council minutes of March 22-24, 2009 be received for information, noting the following correction:

- 181/09C: add "Defeated" to the amendment.

CORRESPONDENCE
Crieff Hills Building
Program
6/09E

A copy of the Committee on Church Architecture's letter to Crieff Hills re suggestions for the building plans.

AGREED, to receive for information.

Membership
7/09E

A letter was received from T. Hamilton regarding the General Assembly appointments to the Assembly Council.

AGREED, to receive for information.

General Assembly
Referrals
8/09E

A letter was received from S. Kendall, Principal Clerk, regarding referrals from the 2009 General Assembly.

AGREED, to place on the agenda.

GENERAL ASSEMBLY
REFERRALS
Sunday Pulpit Supply
Amount
9/09E

Bills and Overtures, Rec. No. 1 re Overture No. 10 (A&P 2009, p. 524, 20) re raising Sunday pulpit supply to \$150 was referred to the Assembly Council with power to issue.

It was moved by C. Greaves, duly seconded, and

AGREED, to recommend to the Assembly Council:
that Sunday pulpit supply be increased to \$150 effective January 1, 2010,
and that this be the answer to the prayer of Overture No. 10, 2009.

Days for General
Assembly
10/09E

Bills and Overtures, Rec. No. 3 re Overture No. 12 (A&P 2009, p. 524-25, 21) re changing days of General Assembly was referred to the Assembly Council to consult with the Clerks of Assembly.

AGREED, that Overture No 12, 2009 be referred to the Biennial Assemblies Working Group.

**KOREAN
TRANSLATION
Living Faith
22/09E**

The Korean Translation of Living Faith is before the presbyteries. Responses will be forwarded to a sub-group of the Translation Working Group and a report will come from it at a later date.

**Book of Forms
23/09E**

S. Kendall reported that he will be contacting the Han-Ca Presbyteries concerning the translation of the Book of Forms.

**GENERAL
SECRETARIES
DESCRIPTIONS AND
PERFORMANCE
24/09E**

The Executive was given the responsibility to look at the position descriptions and the performance evaluation process for general secretaries.

AGREED, that revised position descriptions be sent to the convener of Council for presentation to the Assembly Council at the November meeting.

25/09E

AGREED, to ask the Personnel Policy Committee to prepare a recommendation on the performance evaluation process for general secretaries and to report to the Assembly Council.

**LIFE AND MISSION
AGENCY
26/09E**

R. Fee reported on a recent gathering of regional staff convenors and indicated that a recommendation for a sample personnel policy handbook will be presented to the Council by the Personnel Policy Committee.

**SUPPORT SERVICES
27/09E**

S. Roche reported on recent renovations to the worship room.

**MANAGEMENT TEAM
Budget Process
28/09E**

S. Roche reported on behalf of the Management Team, noting that they are involved in the budget process for 2011.

**Housing Allowance
29/09E**

A policy regarding lay housing allowance was presented for discussion. Some changes were suggested.

AGREED, to recommend to the Assembly Council:
that the policy for lay housing supplement be adopted.

**NOVEMBER MEETING
30/09E**

Plans for the November Council meeting will be arranged by S. Kendall and T. Hamilton in consultation with the convener.

**COUNCIL
MEMBERSHIP
Vacancies to be Filled
31/09E**

There are two vacancies on the Assembly Council.

The secretary will correspond with the Commission re Matters Left and Uncared For regarding the appointment of a member who is a minister/diaconal minister from the Synod of Southwestern Ontario.

The secretary will contact the Presbytery of Waterloo-Wellington for recommendations of names to fill the vacancy resulting from the appointment of T. Smit as the Associate Secretary for the Vine. Note: Assembly Council has the authority to fill this vacancy.

**NEXT MEETINGS
32/09E**

The next meetings will be:

- Executive: January 14, 2010 at 10:30 am.
- Council: November 22-24, 2009 and March 21-23, 2010.

ADJOURNMENT

There being no further business, the Executive adjourned. The meeting was closed with prayer by. B. Vancook.