

Wolfville Area InterChurch Council
Executive Committee Minutes
March 12, 2003 Acadia University Chapel Vestry

Present: Cheryl Manzer (Vice-Chair), Ralph Winter (Treasurer), Sean Lombard, Bruce Dienes, Cathy Lee Cunningham, Nancy Burbridge, Janet Kirkconnell, Roger Cann, Margaret Burton, Neil Cloghesy, Roger Prentice (Chair, delayed arrival)

Regrets: Rodger Forsman, Helen Whidden, John Mercer, David Ross, Diana Shelley

1. Cheryl called the meeting to order at 7.30 pm
2. Roger agreed to record the minutes of today's meeting.
3. Nancy led in the opening devotions.
4. The minutes of the previous meeting, February 12th, 2003, were approved with corrections.
(Motion: Roger /Nancy: Carried)
5. Correspondence: Roger read the email message from Joao Matwawana in Luanda Angola. Joao carried to our InterChurch Council counterparts in Luanda a letter of greeting. Roger Prentice as our Chair had written the letter and given it to Joao before he left for Africa in February. Joao had established contact with UN Commission for Refugees in Geneva, and the British Baptist Mission in England..
6. Business Arising from the Minutes
 - a. We rescind the action taken (ref page 3, #10.a.)
 - b. Robyn will compile a report on the Week of Prayer for Christian Unity.
7. Old Business
 - a. grants to schools: see Ministries Committee report
 - b. Palliative Care: a training program to be establish at Kingstec
 - c. World Justice: see correspondence
 - d. Spring Meeting: Cathy Lee and Roger Prentice on March 8th at St Johns showed a video and reflected on the Life and Ministry of Bonhoeffer.
 - e. Web Site: Bruce will convene a meeting of the oversight committee (Ralph, Rodger and John Mercer) Contacts required for Baptists and Anglican.

8. Treasurer's Report: Ralph will present a complete report after completion of the fiscal year (31st March) and the audited statements will be presented at the Annual General Meeting on May 9th

9. Committees:

a. The Atlantic Ecumenical Council meets next in North Sydney, May 2 and 3. At the April meeting, the WAICC will appoint a delegate and approve its report.

b. The Clergy Committee has prepared a service for Good Friday April 18th at the Wolfville Baptist Church. A report is forthcoming about the Week of Prayer.

c. Nominations to be presented at the AGM, May 9th.

10. Ministries Committee: (report attached)

a. Concerns were expressed regarding checks and balances for the Food Relief program.

b. Motion to recommend increases in payments by as much as 25%. Moved by Roger seconded by Margaret. Carried.

c. Ralph shared his concern on the amount being set aside for Emergency Payments for Fuel and Power. He recommended \$600.00 for emergency fuel, and the need for a member of the Ministries Committee to authorize such payments. There have been two payments to date by churches which have sent claims to the Treasurer. Neil raised the matter of monitoring and evaluation of such a program. Such an item would be added to the budget for the coming year.

d. Motion to make payments for fuel oil and power in extraordinary circumstances up to \$1,500.00 for the year. Moved by Roger and seconded by Margaret. Carried.

e. The three payments for school programs authorized in February will be paid out of the current year. Moved by Roger and seconded by several. Carried.

f. School programs would be added to the budget for future years. The suggested amount for 2003-2004 would be \$3,280. Ralph pointed out to the Ministries Committee the need for criteria for such expenditures.

11. The chair, Roger Prentice had arrived and closed the meeting with prayer.

Wolffville Area Inter Church Council

Report of the Ministries Committee 2003.03.12

(Roger Prentice, Nancy Burbridge, Margaret Burton, Roger Cann, Cheryl Manzer, Cathy Lee Cunningham)

On Monday the 10th of March the Committee met at the Baptist Church.

1. Food Relief Program:

- a. Mary Beth Miles, the Administrator met with the Committee to review procedures and guidelines. Marilyn Van Buskirk, Office Manager of the Wolffville Baptist Church, joined the Committee for part of the meeting.
- b. It is understood that the area being looked after by the WAICC goes to the Ben Jackson Road to the East, Deep Hollow Road and Tiny Parish Road to the West, South Mountain to the South and The Old Rectory B&B and the Canard River to the North. It is understood that there needs to be a common understanding with the Canning Food Bank on the North boundary, and on the West with the New Minas Food Bank. These negotiations are on-going with new people joining the volunteer administration of those other programs.
- c. There are approximately 135 families being served by the WAICC program, with a turnover of 10 family units joining/leaving each year. More for the Christmas vouchers.
- d. Churches are the main referring agencies (clergy or office staff). Social workers and Community Assistance not making referrals, and rarely medical staff or service clubs. That may change with a Licenced Nurse being added to the staff of the Eastern Kings Community Health Centre.
- e. It is important that Mary Beth have flexibility of response, and the Committee affirmed the level of discretion which she now exercises.
- f. We recommend that Mary Beth increase the amount of the vouchers by as much as 25% due to the increase of costs over the past four/five years, and that other housing costs have increased. Such assistance would usually only be available at two month intervals.
- g. Mary Beth will prepare a brief introduction to the program for clergy/church staff.

2. Emergency Payments for Fuel Oil and Power:

- a. The Ministries Committee recommends that WAICC make payments for fuel oil and power bills in extraordinary circumstances. These payments would be limited to \$1,500.00 for the year 2003, (possibly \$300.00 for four power bills, and \$1,200.00 for fuel oil for eight families).
- b. Mary Beth will act as the administrator as she will be most familiar with the circumstances of those who would need help with their fuel oil or power. That is they would be among the 135 families assisted by the Food Program. Recommendations may also come from the clergy or churches. As she does for the Food Program, Mary Beth may verify the need with Marilyn Van Buskirk, or St. Vincent de Paul personnel, or other helping persons.
- c. Mary Beth would authorize West Nova Fuels to supply \$150.00 worth of fuel oil to the beneficiary, and West Nova Fuels would invoice the WAICC for payment.
- d. Upon approval of this recommendation the Committee will prepare confidential guidelines to clergy on Emergency Payments for Fuel Oil and Power, with a description of the chain of authorizations/procedures for West Nova personnel.
- e. Further, upon approval of this recommendation the Committee will negotiate with Cochrane's to take vouchers for Power bill payments, and invoice the WAICC at regular intervals. (Possibly Cheryl to assist)

3. Overnight Accommodation, first and last rents, loans

- a. The Committee is not prepared to make recommendations at this time.

4. School Programs

- a. All schools in the WAICC area are eligible to receive assistance with the school breakfast, lunch or other supplemental feeding program.
- b. The school, staff, or assisting organization may apply once a year for a grant from the WAICC.
- c. The Ministries Committee will review that application within 30 days and make its recommendation to the monthly WAICC Executive Committee. Funds will be granted and sent within another 15 days.