



# The United Church of Canada L'Église Unie du Canada

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First Dawn Eastern Edge Regional Council  
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## MEMO

**TO:** Communities of Faith  
*(Ministry Personnel, Official Board Chairs, Official Board Secretaries)*

**FROM:** Faith March-MacCuish, Executive Minister

**RE:** **First Dawn Eastern Edge Regional Council Annual Meeting:  
Ministry Personnel and Lay Members to Register**

**DATE:** July 20, 2020

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Greetings on behalf of the Regional Council Executive!

We do hope that you and your Pastoral Charge are doing well in this most difficult time. My heart has been full as I hear stories of volunteers and communities of faith staff (ministerial and lay) working hard to address the needs of congregations. Stories of congregational members continuing their offering and, in some cases, giving more and stories of anonymous donations all because people of faith know how important the church is to themselves and to the community. Well done good and faithful servants! When in crisis, we know how to pull together.

As we assess the planned Regional Annual Meeting for the fall, we are aware that a gathering of more than 200 people is not feasible or safe at this time. We therefore have made the decision to change the Annual Meeting to a Zoom meeting on **October 16, 2020 (6:30pm to 8:30pm) & October 17, 2020 (1:00pm to 5:00pm)**. Some of you will be aware of the Zoom format and for some it will be new. Not to worry if you are unfamiliar, we are here to help you. If you are not able to join by Zoom then you can join the meeting by phone.

Please note that all ministry personnel and lay members will need to register for the Annual Meeting in advance. The **deadline for the registration is October 2, 2020**. In August, the registration form will be posted on the regional website and a link to register will be sent to all members of the region.

### **Elected Members Responsibilities:**

It is very important to note that members of the region who are elected from their communities of faith are key leaders for our regions. You are the connection between the community of faith and the region. As elected members, you are one of our communications agents in the system. We rely on you to be the person who receives correspondence from the region and brings that to the governing body (board/council). We also rely on you to help your governing body to have copies of the policies and governance documents approved by the region. We also ask you to highlight the website and encourage members to sign up for the weekly news and ask that you make sure your governing body has a copy of the regional Executive minutes.

Members are asked to bring a report from the annual meeting to your community of faith. You are an important part of the regional structure. Remember, this is not just about attending the Annual Regional Meeting but about being a member of the region for the duration of your term. Your community of faith will determine the length of your term.

While not mandatory, we also ask members (lay and ministry personnel) to discern if you feel called to serve in the wider region by being part of one of the committees. This is our region and together we are called to fulfill its ministry.

Please note the formula for electing your members to the region is below.

The number of representatives depends on the size of the community of faith:

- a) one representative if the community of faith has 100 or fewer members;*
  - b) two representatives if the community of faith has 101 to 200 members;*
  - c) three representatives if the community of faith has 201 to 300 members; and*
  - d) four representatives if the community of faith has more than 300 members.*
- (Taken from Manual 2019 B.2, B.2.1.1, B.2.1.5, B.2.1.6)*

Ministry Personnel are members of the Regional Council.

It would be great if all communities of faith could have their membership elected and the information forms filled out no later than September 15, 2020, if you have not already done so. These forms were sent to all pastoral charges but please be in touch with Leona Laundry at [info4rc16@united-church.ca](mailto:info4rc16@united-church.ca) if you have not yet completed and returned your forms. This is a required form to confirm your elected members and their contact information. Representatives must be members of the community of faith.

In preparation for the Annual Meeting, an additional memo will be sent in August with details regarding the agenda, additional meeting deadlines and the informational webinars. Materials will also be posted on the Regional website as they become available using this link: [Annual Meeting 2020](#).

**This is a reminder to all Divisions (including teams), and Incorporated Ministries to get your Accountability Reports submitted by September 4, 2020 to the attention of Alison Piercey at [apiercey@united-church.ca](mailto:apiercey@united-church.ca)**

If you have any questions, please do not hesitate to be in contact.

Sincerely,

Faith March-MacCuish  
Executive Minister