



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



Fundy St. Lawrence Dawning Waters Regional Council  
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## M E M O

**TO:** Pastoral Charge Ministers, Board/Council Secretaries and Chairs  
**FROM:** Faith March-MacCuish, Executive Minister  
**RE:** Elected Members to Fundy St. Lawrence Dawning Waters Regional Council 2021  
**DATE:** February 3, 2021

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A Community of Faith is responsible for electing members to Regional Council. Members must already be a part of the membership of your Community of Faith and the number of elected members depends on the size of the Community of Faith. Please note the guidelines for appointing/electing members (*The Manual 2019, Section B.2.1.6*):

- (a) *[Lay members are] elected by communities of faith on the following basis:*
- (i) **one** (1) representative from each community of faith with **100 or fewer** members;
  - (ii) **two** (2) representatives from each community of faith with **101 to 200** members;
  - (iii) **three** (3) representatives from each community of faith with **201 to 300** members;
  - (iv) **four** (4) representatives from each community of faith with **more than 300** resident members;

**The number of elected members we have assigned for your Community of Faith is based on the resident members report on your 2019 statistics forms.** The membership roll of Fund St. Lawrence Dawning Waters Regional Council depends on each Community of Faith's election.

We are currently in the process of collecting the names for your elected Regional Council members. As you begin to prepare for your Annual General Meetings for your Pastoral Charge and Communities of Faith, and prayerfully consider who your elected members will be to the Regional Council, I thought it would be good if I was able to give you the following definition for your deliberations and discernment.

It is very important that you forward the names of your elected members as soon as possible but no later than April 1, 2021.

Please note that if you have not sent the names of the elected members, they will not be able to register as a voting member for the annual Spring Regional Council meeting until we have received the completed form. Please note the following:

- Fill out the online form found at <https://ucceast.ca/61191-2021-elected-members-to-fundy-st-lawrence-dawning-waters-regional-council/>
- Questions please email [info4RC14@united-church.ca](mailto:info4RC14@united-church.ca) or call (800) 268-3781 ext. 6142
- This update will ensure that your members will receive information mailings, registration forms, and minutes.
- Include email addresses wherever possible, as we make every effort to reduce the costs of postage and expenses related to large mailouts.
- Multi-point pastoral charges must keep in mind that should one point not be able to send a member, no other point may send an extra person to compensate. It must be the elected alternate from that congregation.

Thank you very much for your assistance.

### **Roles and Responsibilities for the Regional Council Members:**

Members of the Regional Council will represent their Community of Faith at the Regional meeting. The Regional Council member will provide key communication updates between the Regional Council and their Community of Faith throughout the year. Regional Council members should be people who are passionate about building relationships beyond their congregation. In addition, the Regional council member may consider serving within the Regional Council governance structure.

- members to the region from their communities of faith are a key connector for the community of faith and the region.
- 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 your governing body (board/council).
- It is recommended that one of the elected members from your community of Faith to the Region be a member of your governing body (Board/council)
- help your governing body understand/ find the policies and governance documents pertaining to the regions work.
- highlight the website, and Facebook page to the community of Faith as a resource of information.
- share the Regions weekly news with the congregation and Board/Council
- provide a copy of the regional executive minutes to the board or council quarterly.
- bring a report from the annual meeting to your communities of faith.
- If possible serve on one of the committees and Divisions of the Region
- to help members of your communities of faith discern where they might serve on the various committees and divisions of the region and encourage them to get involved.

The region is all of us and we are called to fulfill its ministry together. You are an important part of the regional structure. Thank you for your ministry.