

Commission re Call to Rev. Penny Garrison  
Knox Presbyterian Church, Waterloo  
July 18, 2013

**DATE AND PLACE:**

The Presbytery of Waterloo-Wellington appointed the Business Committee at its meeting on June 18<sup>th</sup>, 2013 to meet, if required, with power to issue to process any Calls during the summer months.

The Commission met for the purpose of receiving a Call from Knox Presbyterian Church, Dundas, the Presbytery of Hamilton, to the Rev. Penny Garrison on Thursday, July 18, 2013 at Knox Presbyterian Church, Waterloo at 10:30 a.m.

**ATTENDANCE:**

**Ministers:** Rev. Linda Ashfield (Moderator), Rev. Janice Hamalainen, Rev. Glen Soderholm, Rev. John Borthwick, Rev. John Paeng

**Representative Elder:** Wilma Welsh

**REGRETS:**

Rev. Alex MacLeod, Rev. Calvin Brown

**Visitors** – Bob Marshall, Leslie Powers, Jean Hillier, Rev. Dr. Tom Billard

**OPENING AND CONTITUTION OF THE COURT**

The Moderator, Rev. Linda Ashfield opened the Commission meeting with Prayer.

The Moderator welcomed visitors from Knox Presbyterian Church, Dundas and the Interim Moderator the Rev. Dr. Tom Billard

Moved by John Borthwick/Glen Soderholm that the representatives from the Presbytery of Hamilton be invited to sit and correspond. CARRIED

Moved by Wilma Welsh/Janice Hamalanian that the Call to the Rev. Penny Garrison be received and considered. CARRIED

The Clerk was asked to present the terms of the Call,

**Call to a minister of Word and Sacraments and guarantee to presbytery of stipend**

We, the professing members of Knox Presbyterian Church, Dundas, being well satisfied with your faithfulness to the Gospel and your qualifications for the ministry of Word and Sacraments and confident that the Holy Spirit has led us to you, earnestly and solemnly call you, The Rev.

Wilma Welsh, Clerk - [clerkwatwell@gmail.com](mailto:clerkwatwell@gmail.com)

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Penny Garrison, to become the minister of this congregation. In calling you, we promise you all due respect, encouragement, and allegiance in the Lord as, together, we seek to use our gifts in the church and in the world to the glory of God.

In order that you, The Rev. Penny Garrison, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Knox Presbyterian Church hereby guarantee to the Presbytery of Hamilton, of The Presbyterian Church in Canada, that out of our estimated annual revenue of three hundred and ten thousand dollars, we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:

Annual Stipend	inclusive of travel allowance	<u>\$53,000</u>
Annual Housing/Rental allowance	(to be adjusted after the move)	<u>\$19,200</u>
Total		<u>\$72,200</u>
Cost of utilities, including basic home telephone and internet service		

We agree to make payments of the above amounts on the first day of each month and agree to review the stipend and allowances annually in view of any changes in the cost of living or the needs of our minister.

We agree further:

1. To provide three weeks for continuing education annually and at least the minimum allowance as set by the General Assembly.
2. That the benefits of number 1 above shall be cumulative up to five years.
3. To provide five weeks holiday annually.
4. To pay supply during the periods of continuing education and holidays.
5. In case of disability or extended illness, to continue to provide stipend, accommodation and allowances for a period not less than that set by the General Assembly, and to pay the cost of pulpit supply.
6. To pay for Medical and Dental Insurance as provided through the Pensions and Benefits Board of the General Assembly and to make contributions to the Pension Plan in compliance with the terms of the plan.
7. To pay necessary moving expenses.
8. To pay a book allowance of \$300 per year
9. To provide insurance coverage against unfounded allegations of sexual abuse or harassment.

\_\_\_\_\_  
(Place and date)

\_\_\_\_\_  
(Signature of Presiding Minister)

\_\_\_\_\_  
(Place and date)

\_\_\_\_\_  
(Signature of Meeting Secretary)

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Moved by Wilma Welsh/John Borthwick that the representatives from Knox Dundas, the Presbytery of Hamilton be heard. CARRIED

The Rev. Dr. Tom Billard, Interim Moderator addressed the court, narrating the steps leading to the Call.

**NARRATION OF CALL** - presented by Tom Billard, Interim Moderator  
Narration of the Steps Leading to the Call of the Rev. Penny Garrison to Knox Dundas  
Presbyterian Church  
July 18, 2013

On August 1, 2012, the pulpit at Knox Dundas Presbyterian Church became vacant with the retirement of the Rev. Dr. Don Donaghey.

The Session appointed a Search Committee of twelve people representing a good cross-section of the congregation. The Committee immediately began to work on the congregational profile.

Congregational workshops were held in September and October to develop a vision for the future of the congregation based on their common values and with the guidance of the Holy Spirit. The Search Committee used the results of the workshops to develop a summary of the vision which was then used to develop a description of the kind of minister the congregation needed to help them make their vision a reality. The Session reviewed and approved both descriptions and they were added to the congregational profile.

In January 2013, the profile was completed and approved by the Session and the position was advertised on the PCC website and in the Presbyterian Record. A copy of the profile was submitted to Ministry and Church Vocations.

Approximately fifty candidate profiles were reviewed and twelve candidates were chosen for further study. Sermons from these candidates were listened to either in person, or by cd, dvd, or youtube. Two candidates were interviewed.

The Committee unanimously agreed to recommend to the Session that the Rev. Penny Garrison be invited to preach for the call. The Session met on June 19, 2013, and unanimously agreed to invite the Rev. Penny Garrison to preach for the Call on July 7, 2013.

The next day, June 20, a letter was mailed to all the members giving notice of the preaching for the call and the congregational meeting to follow. Notice was given at the worship services on

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June 23 and June 30. Additionally, the elders agreed to try and contact as many members as possible and inform them personally of the notice.

The Interim Moderator also consulted with people Rev. Garrison's named as references as well as with the Ministry and Church Vocations department of the PCC.

A friendly "meet and greet" event was held on Wednesday evening July 3 so that members of the congregation could speak informally with Rev. Garrison and her husband.

On July 7, Rev. Garrison preached for the call and following worship a congregational meeting was held and the congregation approved the terms of the call and agreed to insert the name of Rev. Garrison into the call. The results of the standing vote were 91 members in favour and none opposed. Following the meeting the call documents were signed by members and adherents present and over the next four days the elders approached people in their districts who had not been able to attend the meeting on July 7.

Of the 183 members on the roll 115 members signed the call and 53 members requested an elder to sign on their behalf, for a total of 168, representing 92% of the members on the roll.

Additionally, 15 adherents signed concurrence to the call and 26 adherents requested an elder to sign on their behalf for a total of 41 adherents concurring with the call.

The call was approved by the Presbytery of Hamilton on July 14, 2013 and forwarded to the Presbytery of Waterloo-Wellington for consideration.

Rev. Dr. Tom Billard  
Interim Moderator

### **Summary of Support of the Call to Penny Garrison**

168 signed in favour of the call -- 92%

### **Call to a minister of Word and Sacrament and guarantee to presbytery of stipend**

Moved by Janice Hamalainen/John Borthwick that the Call be sustained as a Gospel call and the Clerk placed the Call in the hands of the Rev. Penny Garrison advising her that she had seven days to declare whether she is willing to accept the Call. CARRIED

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Representatives from Waterloo-Wellington were invited to address the Commission in support of the Call to Penny Garrison.

The Rev. Penny Garrison indicated it was her intent to accept the Call. The Induction will be held on September 8, 2013 at 7:00 p.m. at Knox Presbyterian Church, Dundas.

**ADJOURNMENT**

This being a Special Commission meeting of the Presbytery no further business will be considered. The commission adjourned. The meeting was closed with prayer by the Rev. Linda Ashfield, Moderator.

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Moderator

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Clerk