



**Licensed Lay Ministers Association Diocese of NS and PEI  
Executive Meeting  
May 30, 2024 by Zoom (7:00 pm)**

**Present:** Barb Bergeron, President; Reverend Tom Henderson, Warden; Reverend Dorothy Miller, Maxine Simpkin, David Harrison, Nancy MacDonald, Anne Williams, Paul Fevens, Georgie Granchelli, Jo-Anne MacDonald, Dawn Upham, and Sherryll Murphy

**Absent:** Brent Boutilier and Walter Westwood

**Regrets:** Ted MacDonald and Roger Demone

Barb noted that Anne Williams had resigned as a regional representative, and this will be addressed at the AGM.

**1. Welcome and Opening with the Association Prayer**

Barb welcomed members to the meeting and led with the Association Prayer.

**2. Approval of Agenda**

**MOVED by Dawn Upham, seconded by Sherryll Murphy that the agenda, as distributed, be approved. MOTION PUT AND PASSED.**

**3. Approval of Minutes – April 4, 2024**

**MOVED by Sherryll Murphy, seconded by Paul Fevens the minutes of April 4, 2024, be approved. MOTION PUT AND PASSED.**

**4. Financial Report**

Jo-Anne MacDonald presented the financial statements for the period ending April 30, 2024

Jo-Anne noted that the bank balance at this time is \$3,522.26. She went on to advise that 28 people had registered for the AGM and that 19 had paid.

**MOVED by Jo-Anne Macdonald, seconded by Dave Harrison that the Financial Statements for the period ending April 30, 2024 be approved, as distributed. MOTION PUT AND PASSED.**

Reverend Henderson took this opportunity to introduce Reverend Dorothy Millier who was joining the Committee as the Clergy Representative.

## **5. Business Arising from the Minutes**

### **a) Spring Diakonia Update**

Barb advised that Gail would be stepping down as the Diakonia editor. Gails is still working full time and has other volunteer commitments. Barb went on to advise that Maxine had indicated that she would be able to assist in this regard, to which Maxine agreed. Maxine noted that she would attempt to have a communication out to members by the end of June.

### **b) AGM Planning Update**

The Annual General meeting will be held on June 8, 2024 at St James Church, 2856 Main St., Highway 2, Shubenacadie, NS. Registration will be held beginning 9 am with Holy Eucharist at 10 am. The Annual Meeting will be held prior to lunch and the education session in the afternoon. The Rev. Canon David Fletcher will be the guest presenter, and his topic will be Team Leadership. Note was made that between David Fletcher and David Harrison the necessary equipment would be in place. Lunch has been arranged. There is an estimated 35 to 40 attending.

To dos for the day are:

- David to bring small number of Registration form
- Jo-Anne to bring cheque book and a float (\$5 bills mostly)
- Barb to pick up name tags, David to bring markers
- Tom to confirm with St. James re Eucharist
- David to bring copies of agenda (30 at least)

### **c) Update on Standardized Training**

Reverend Henderson advised that the Board of Standards had met on May 20, 2024 with Mike Hobson. Mike has agreed to the Dartmouth Region training being trialed as the Standardized Training. We will be monitoring the training as it proceeds to determine where it may need some tweaking.

Dawn Upham noted that there are several Lay Ministers who act in different roles in their parishes and suggested these folks should be contacted for input.

Reverend Miller identified that an introduction to the Training and an Assessment Tool were key to the development of the training.

Other matters raised as being important were:

- Etiquette of Servers in Other Parishes – help to build confidence
- Confidence in praying the dying and with the family after death
- Introduction to the LLM Association

## **6. New Business**

### **a) Annual Conference Planning**

Barb noted that the Conference was being held at Our Lady of Hope Retreat Centre in PEI on September 13, 14 and 15<sup>th</sup>. The intent is to have a June Registration which is included in the communication going out as the Diakonia. To this point no topic has been determined.

## **7. Date and Time of Next Meeting**

The next regular Executive meeting will be held on September 5, 2024 beginning at 7 pm on Zoom.

The Executive will meet briefly after the AGM to discuss matters requiring attention out of the Annual Meeting.

## **8. Adjournment and the Grace**

The meeting adjourned with the Grace at 8:30 p.m.

Submitted by  
Sherryl Murphy