

## ATTACHMENTS to Minutes September 26, 2017

### Reports

#### **ATTACHMENT 1**

Common Financial reporting: We met Friday afternoon and basically came to a consensus. All three of us use a difference accounting program which is supplied by us at our expense and no one is willing to change programs. My response to Clint was to fire all 3 and start from scratch. A little tough when 2 of the 3 have already tendered their resignations and no replacements have been found. We did agree to some changes that would make reporting close to similar and that is where we stand.

#### **ATTACHMENT 2**

Treasurer report: All bills are paid but because of the manse situation I'm not getting any savings. Between M&P and the Worship committee they have come up with ideas to work within the money I have which is currently a little over \$8,000 and they will report on that later.

#### **ATTACHMENT 6**

Nominating committee: Katy has had to drop off the committee so at the moment no one from Portland. In Elgin Heather Gribben is one member but ideally we would like two in each church to work in teams. Cam Mckay has expressed an interest in becoming O.B. Chair.

#### **ATTACHMENT 7**

Canada helps.

We got an one line donation of \$289.50 for Portland General funds this month.

Canada helps has increased their fees starting in October from 3.5% to 4%. E.G. the \$289.50 that Portland got would be \$288.00. Pay Pal has a lower starting percentage but it does not include the credit card fees where Canada Helps does.

#### **ATTACHMENT 8**

Grant Station has a special on with their fee lowered from \$699 to \$132 for a membership. For that price they will look for grants for you.

## Ministry and Personnel Committee Report September 26, 2017

### ATTACHMENT 3

#### 1. Minister's Plans for last quarter of 2017 and for 2018, including Sabbatical

Rev Takouhi has prepared her plans and schedules for the balance of 2017 and for 2018. They are appended to this report for your information and consideration. In reviewing and discussing these plans with Rev Takouhi and with Ted Brett with regard to budget and process, the M&P Committee are recommending the following actions for the Official Board:

- a. In discussions with Ted Brett, the M&P committee recommends the flexibility to carry over vacations days from one year to the next to accommodate special event and activities as such carry-overs do not impact the budget.
- b. In consideration of benefits received by the congregations and Rev Takouhi, the M&P Committee recommends to the OB that Rev Takouhi be granted one additional Sunday for participation in these special events associated with Life Long Learning and General Council.
- c. In addition to the above, the M&P Committee recommends to the OB that the Life Long Learning budget be increased by a cost-of living increase (1.4%) to \$1500. The additional amount is about \$4.50 per month for each charge.

#### 2. Worship, M&P and Congregational Plan for the period of Sabbatical

- a. The time frame is 3 months, October through December 2018, which includes the intensive Advent weeks.
- b. We also need to have emergency on-call pastoral care coverage for the three month interval.
- c. When we discussed the possibilities, within the M&P session, we realized that we have a good depth of local resources including licensed lay ministers as well as supply ministers that can contribute to spirit-filled series of worship services while RT is away. On Sunday, at the Worship Committee meeting we had a similar positive response that lays the groundwork for a creative approach that embraces a mix of congregation participation with a plan for supply resources. Together we have a hockey sock full of ideas to work with. The M&P Committee will work with the Worship Committee to develop a plan and schedule of resources and to inform and involve the congregation as the plans develop.

#### 3. New Computer, training support for Church Secretary Norma

Gary Petro has procured and installed a new computer for Norma in the office of PUC, complete with Windows 10 operating system, and files from the old computer. Thanks, Gary. Larry has taken on the task providing training and support for Norma and other users of that system.

#### 4. New M&P Committee member representing Elgin UC congregation

We are looking for a new member to represent the Elgin charge and would welcome those who may be interested to contact Rev Takouhi or members of the committee. It is an interesting, challenging and rewarding activity in support of your church.