

Elgin-Portland Pastoral Charge

Official Board Meeting

Agenda: August 23, 2019

Portland United Church, 7 p.m.

Present: Rev. Takouhi, Cam McKay, Ted Brett, Clint Halladay, Ed Speers, Katy Gibson, Duncan Pickard, Jan Haskin, William French, Margaret Martin.

Regrets: Connie Cochran

1. Chair Cam called the meeting to order at 7 p.m. there being a quorum present. Cam's opening remarks included his thanks to those present who filled in his recent absence. Cam is experiencing a season of recovery. Rev. Takouhi opened in prayer.
2. Approval of Agenda. Moved by Margaret, seconded by Jan, to adopt the agenda as proposed. Carried.
3. Minutes of regular meeting of May 31, 2019 reviewed by all, and moved to approve by Duncan, seconded by Will. Carried.
4. Business arising from the May 31 minutes: Update from the local pastoral charges cluster gathering – A next gathering will take place this fall.

A representative of Delta United Church sent a request for consideration to Rev. Takouhi to detail a specific proposed assignment to include Delta United in her call. Recognizing the concern expressed due to pastoral relationship change in Delta – Toledo Pastoral Charge, Chair Cam, and Council Chairs, Ed and Katy, agreed with Rev. Takouhi to send a letter in response. (Attachment 1). In addition to sending our invitation for them to visit us in future, we also want to express our willingness to continue/enter into discussion regarding future ministry in our area.

5. Minister's Report: Rev. Takouhi – Two combined services are planned for next months: Sept. 29<sup>th</sup>, and Oct. 27<sup>th</sup> at 10 a.m. in Portland United Church.
6. Ministry & Personnel Report: Jan Haskin – reviewed the plans of re-covenanting with Rev. Takouhi for Jan. 1, 2020 to Dec. 31, 2020. Jan moved that we adopt this plan. Seconded by Ted. Carried.

Jan reviewed the work of Ministry and Personnel toward securing a secretary to begin Nov. 1, 2019. Two ads, a short, and a longer version, will be circulated. M & P are hopeful that someone will be hired to begin within October to job shadow with Norma for a few weeks.

7. Treasurer's Report: Ted Brett – (Attachment 2). While all treasury matters are cared for and in good shape, Ted described the business of manse rental. This includes a change of tenant and a recent effort to refurbish and repair the manse. Ted moved, and Will seconded that as treasurer, Ted have Official Board's approval to accept a loan (anonymous trustee) up to \$5,000 to cover manse expenses.

Carried. It is anticipated that this loan can be fully repaid between one to two years. Managing the manse rental is Keith Wilson who is paid \$100/month for his services. Ted, and we all, wish to thank Jim Earl for carrying the burden of this management through recent months.

8. Trustee's Report: Manse update, as above.

9. Reports from Council Chairs. Ed Speers – (Attachment 3). Katy Gibson – a decision has been made not to renew the contract with Jean-Yves Duperron, music director, Portland. Financial concerns were not the prime motivator for the decision. Katy wants Official Board to be aware of this to help dispel any rumours regarding the reasons for this plan. The campaign to augment the long-term fund, 2020 and Beyond has moved through the second stage, and is set for the appeal to congregants this fall.

10. Region EOORC report: Ted; Margaret – Rev. Takouhi participates in Region Executive as Chair Elect. Ted serves with the property committee. Margaret is with the committee to care for policy and program for regional Licensed Lay Worship Leaders. We had discussion regarding how the region helps at the charge level. The local cluster gathering is the "brainstorm" forum. It is hoped that congregations, (local ministries), discern and formulate their own proposals for change to meet ministry needs. This being said we want a better understanding of funding models, and what grants can be applied for to match projects.

11. Motion to adjourn. Katy. Closing prayer: Clint

Next Meeting of O.B – Dec. 11, 2019, Elgin United Church, time: TBA

Respectfully submitted by: Margaret Martin, Official Board Secretary

***"We are not alone,  
we live in God's world."***

*The New Creed – UCC*



August 23, 2019

**Delta-Toledo Pastoral Charge**

284 County Road 8  
Toledo, ON  
K0E 1Y0

Dear Delta-Toledo Pastoral Charge,

At the Elgin-Portland Pastoral Charge we believe that community is an important factor of human survival. God created all things and called everything and everyone to live relationships of Grace and Mercy. Having this in mind, the Elgin-Portland Pastoral Charge would like to extend an invitation to you at this time of change, to welcome you to attend EPPC to celebrate worship at either of the two points of our pastoral charge. We celebrate worship at 9:15 a.m. in Portland United Church, and 11:00 a.m. in Elgin United Church. In addition, we would like you to know that we celebrate the Lord's Supper/Communion every first Sunday of the month where ALL are Welcome! On Wednesdays, we gather for VIBE (Venturing in Biblical Education) at 10:00 a.m. in Elgin and 7:00 p.m. in Portland.

With you, we recognize that an evolving of our relationship in any formal way needs to be guided by processes set out within the United Church Manual, and supported by our EOORC (Regional Council). We welcome this discussion and signal our willingness to begin the conversation as to how we meet the needs in this area together.

Please consult our website ([www.eppc-ucc.com](http://www.eppc-ucc.com)) for further details on our activities. You may also subscribe to our eNews to keep up to date on future events.

Beloved, let us continue to pray for one another and strive to work together for God's Mission.

May Blessings of Community Abound,

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**Ed Speers**

Chair, Elgin United Church Council  
Council

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**Katy Gibson**

Chair, Portland United Church

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**Cam McKay**

Chair, Official Board of Elgin-Portland Pastoral Charge

Normally I start me report by saying all bills are paid and we are in reasonable shape. Not the case this time. All normal bills have been paid including our employees.

BUT: The manse is the problem. It vacated the end of June. The trustees started by hiring Keith Wilson as a property manager as none of us really wanted to do it. The vacating tenant left the place in pretty rough shape. The new carpet we put down before they moved in was destroyed, the front and back doors were destroyed with deep dog scratches.

It came down to replacing the floors with laminate, replacing both outside doors, a complete painting and cleaning etc. At the same time we decided the garage doors that have been a disgrace for years needed to be replaced as they were beyond repair. The floor of the garage and basement were also painted.

Total cost estimate came to just over \$8,000. The trustees decided as a group that to get a decent tenant and decent rent the work needed to be done. Some folks mainly trustees kicked in about \$2500 and I had about the same in my budget for manse work. One of the trustees offered to loan us the money to get the job done. The amount of the loan we won't know until all bills are in. Quite a few people including most of the trustees and our property manager put in a lot of time and effort on the manse saving us quite a bit of money.

The good news is that we have a new tenant moving in September 01 at \$1400 a month on a 4 year lease which will allow me to stick to my budget of a \$1000 a month from the manse and still allow us to pay back the loan.

What I need form the O.B. is permission to borrow the money to pay the bills from the manse.

Ted

Council Chair Report (Elgin): Ed Speers -

**Attachment 3**

Our last council meeting was Jul 7, 2019. The main topic was our financial position a which is not good. This lead us to send a letter to our congregants detailing our position.

Our next meeting is Sept 8/19 and hopefully there will be some indication that there has been a positive response to our letter.

We have received a challenge that an anonymous donation will match our donations up to \$5000.

The day school program will be expanded to a before and after school program starting in the new school year.

Festival of Small Halls will take place on September 29 @3:00pm with our Harvest dinner at the Lions Hall to follow.