

## PORTLAND UNITED CHURCH COUNCIL MEETING

**Wednesday, July 7, 2021**

Via zoom

Call to order: Hansen Downer, Chair, called the meeting to order at 7:00 pm

Attendees: Norma Cummings, Connie Cochran, Larry Cochran, Katy Gibson, Duncan Pickard, Bruce Haskin, Blaine Tackaberry, Liz Church, Will French, Joan Kelly, Hansen Downer, chair, Patti Evans, secretary, Arlyce Schiebout, pastoral charge supervisor

Guest: none

Regrets:

Opening Prayer: Rev Schiebout offered the opening prayer

Approval of Agenda: Moved: Liz Church Second: Joan Kelly **Carried**

Approval of Minutes of June 1, 2021, PUC Council Meeting Moved: Liz Church Second: Duncan Pickard **Carried**

Correspondence: None

### **Business arising from last meeting:**

Profile committee update and joint congregational meeting: recommendation accepted by Official Board. A joint review of this recommendation will be held on August 22, 2021, at 11:00 am, at Elgin United Church, preceded by joint church service at 10:00am. Hansen explained the process that will take place on that date. Rev Schiebout will confirm if adherents are allowed to vote or is it strictly members.

Fill the Pulpit Committee at OB – Portland representative - how are we going to determine the way to do this? Norma Cummings volunteered to be the representative on this committee for Portland. Moved: Liz Church Second: Duncan Pickard **Carried**

### **Committee Reports**

**Finance** – Duncan Pickard – report filed with minutes. The funds will be forwarded to the three previously designated areas in July. Transfer to LTF deferred to later in the year. Expect expenses to increase due to increase in activity...along with this should come increase in givings.

**Sharing and Caring** – Liz Church – report filed with minutes. Continuing with visitation to touch base with all who need “care”.

➤ Food bank update – Norma Cummings – report submitted to secretary for inclusion with these minutes. Regarding insurance coverage, the Food Bank is a full member of the PUC. PUC council is fully responsible for the food bank. Hansen to request that Clint add this to the web site to ensure that it is fully transparent.

**Cemetery** – Blaine Tackaberry – received quote for a Columbarium. More members are needed for the cemetery board...two or three would be good. Hansen will put this request into the bulletin this week. Fence posts along the road require sanding and painting – date to be determined...this month if possible...help needed

**Envelope Steward** – Norma Cummings – nothing to report

**Fundraising** – no update

**Memorials** – Norma Cummings – writing thank you notes for donations in memory of Betty Bond.

**Regional** – Liz Church – July 1, 2021, attended a gathering in Gananoque organized by Indigenous people. A very moving beautiful day.

**Property – Inside** – Larry Cochran – new cleaner looking after the church.

**Outside** – Bruce Haskin – HAVC system is old. The history is not known. Bangs Fuels installed and it is a hybrid system. Need to coordinate so switches are all set up re heat in winter and cool in summer. Bangs will update the documentation and produce a manual. This manual will be forwarded to Annette and kept in the Church Office.

**Worship** – no update

**M&P** – no update

**Trustees** – Will French – LTF has ~\$180k. Clothing coop needs to follow the same process as the food bank because of insurance coverage.

Abuse Endorsement Policy requires an annual policy update. Will generally submits this for us. However, prior to update this year, there are questions to be answered: checks for abuse, (for example sexual or otherwise,) in the church. Need to take time to ensure that abuse is not taking place in our church family, especially considering the Indigenous Residential School abuses that are at the forefront of the news. The Portland United Church does have an abuse policy; it should be posted in all key areas. The church, the food bank, the clothing co-op. Joan Kelly will post a copy of the policy at the entry to the clothing coop which will cover the food bank as well.

Rev Schiebout spoke about a booklet called Faithful Footsteps (United Church website = handbooks and guidelines), which provides guidelines around police checks, etc. (Kathy Ryan is familiar with this booklet.)

Katy Gibson has requested that the Abuse Policy for PUC be reviewed and updated prior to posting to ensure it is current. It will be distributed to the council and up for revision at the next council meeting.

**Benevolent Fund** – Katy Gibson – no requests to date. Hansen requested that Katy submit an article about the benevolent fund- Sheila Campbell. Sheila McKeague is retiring from UCW. Members will need to fill big shoes.

Motion to accept committee reports: Moved: Duncan Pickard Second: Norma Cummings  
**Carried**

### **New Business:**

Review of latest government of Ontario regulations – reopening church for virtual and/or live services. In reality, PUC can host 30-35 people. Open on Sunday, July 11, 2021. Elgin may open on July 18 with Rev Kath Walton. Moved: Connie Cochran Second: Liz Church **Carried**

Hansen Downer suggested that members who attend service will be asked if they are vaccinated.

Rev. Schiebout advised that we should not ask if individuals if they have been vaccinated.

Rev Schiebout wants to ensure that the guidelines for reopening have been/are strictly followed.

Hansen has stated that PUC submitted the opening plan six months ago – it was approved – and we are following those guidelines.

Rev Schiebout requests that it be recorded in the minutes that, 'Hansen Downer states PUC is not required to resubmit new plans to regional. PUC council will follow the plan that was submitted and approved six months ago.'

Connie Cochran will update the notice sign on the highway to let everyone know the church will reopen. If there is an overage, council members have offered to stay home to allow visitors to attend.

Connie Cochran asked about the possibility of using the church kitchen for a community BBQ – the hall board has been paused by the township. Because of insurance restrictions, it was unanimously decided that the Portland United Church will sponsor a community BBQ. Moved: Will French Second: Liz Church **Carried**

Plans for the alternate Sundays when Rev. Kathy Walton is not with us – Norma Cummings will organize.

Moved: Will French Second: Norma Cummings **Carried**

Next meeting: August 24, 2021, at 7:00 pm The meeting will be held in the friendship room of the Portland United Church.

Closing prayer: Rev Shiebout offered the closing prayer

Adjournment: Meeting was adjourned at 8:30 pm

DRAFT