

Elgin-Portland Pastoral Charge

Official Board Meeting – Wednesday, June 1, 2022, 7:00 p.m.

Portland United Church

Approved October 18, 2022

In Attendance

Jim Earl, Chair
Jan Haskin, Secretary
Katy Gibson, V-Chair, PUC
Liz Church, Pastoral Care
Will French, Chair, Trustees
Joanne Fletcher, Pastoral Charge Supervisor

Ted Brett, Treasurer
Clint Halladay, Chair, EUC
Maureen Bee, Chair, M & P
Norma Cummings, Fill the Pulpit Cttee
Sandra Smith

Regrets

Duncan Pickard, Chair, PUC

Connie Cochran, UCW, PUC

1.0 Call to Order: 7:04 p.m.Jim Earl

2.0 Territorial AcknowledgementJim Earl

3.0 WelcomeJim Earl

4.0 Opening PrayerJim Earl

5.0 Agenda: moved by Clint Halladay, seconded by Ted Brett, that the Agenda be approved with no additions.....CARRIED

6.0 Minutes of the Regular Meeting of March 24, 2022:
Corrections: Fill the Pulpit, item G(i): delete the word "after"
Fill the Pulpit, item G(ii)(1): correct date from June 2 to June 12
Moved by Katy Gibson, seconded by Norma Cummings that the Minutes be accepted as amended.CARRIED

7.0 Business Arising from the Minutes of March 24, 2022: Nil

8.0 Reports: moved by Liz Church, seconded by Ted Brett, that the following reports be accepted as presented.CARRIED

8.1 M & P: Maureen

8.1.1 Maureen met with Annette.

8.1.2 Ted and Clint were consulted about a computer problem; tech from T.S. Computers, Lombardy will be here within a week to provide service.
Noted that Gary Petro is our WebMaster. He is not responsible for I.T.

- 8.1.3 Discussion re using Google Calendar to share info between EUC and PUC. Intended for internal use only. Annette will set up and provide a username and password for those who are authorized to update it.
- 8.2 Treasurer’s Report..... Ted
 - 8.2.1 As circulated (see attachment)
 - 8.2.2 Discussion re the hours and remuneration for Liz Church and Pastoral Care. Moved by Will French, seconded by Norma Cummings, that the Pastoral Care hours provided by Liz Church be increased up to 10 hours per week at the current rate of remuneration (\$35/hour).CARRIED
 - 8.2.3 Zoom: \$226/year. Moved by Clint Halladay, seconded by Katy Gibson to renew the ZOOM subscription for another year.CARRIED
- 8.3 Portland Council Chair..... Submitted by Duncan; Presented by Katy
 - 8.3.1 As circulated
 - 8.3.2 An addition to the written report: PUC has a year subscription to show movies. This subscription is also valid for EUC. Movies shown must appear in the license and include streaming with ACF or rented DVD’s. The service is provided through the United Church of Canada.
- 8.4 Elgin Council Chair..... Clint Halladay
 - 8.4.1 As circulated
 - 8.4.2 Some discussion on how grant applications could be approached on a Charge basis rather than individual churches.
- 8.5 Joint Trustees Will French
 - 8.5.1 Roof of the Manse has been addressed in the Treasurer’s Report
 - 8.5.2 Rent of the Manse is behind; Keith (Property Manager) is dealing with the options.
 - 8.5.3 Rent will stay as it is currently
- 8.6 U.C.W..... Connie Cochran
 - 8.6.1 As circulated.
- 8.7 Fill the Pulpit/Worship Norma Cummings/Ted Brett
 - 8.7.1 The pulpit is filled until the end of December!
 - 8.7.2 Summer ministers Rev. Doug Powell and his son are coming from Alberta and B.C. Others include Clint Halladay, Pat Greenhorn, Katy Gibson, Liz Church, Rev. Shaun Seaman (who will also conduct two baptisms in Portland). N.B. As baptisms are covenants between the congregation and the family, any Protestant denomination is permitted to conduct them.
- 8.8 Pastoral Care..... Liz Church
 - 8.8.1 As circulated
- 8.9 EPPC Webpage..... Clint Halladay
 - 8.9.1 Clint (EUC) and Will (PUC) will be reviewing the EPPC web page. Updates will be requested where necessary; the sooner they are received, the sooner the updates will be made.
 - 8.9.2 The E-News will be used to provide clarity as to how content is posted, whose responsibility it is to post (NOT create) the content, with a reminder that this is not just for internal use, but to inform the whole community. It is important that content be current.

- 8.10 Pastoral Charge Supervisor Joanne Fletcher
 - 8.10.1 Gave a general review and update of information discussed at the last meeting, noting a general agreement to keep the Status Quo.
 - 8.10.2 Good to continue to highlight each other’s congregational news
 - 8.10.3 Explore more in the Fall to determine next steps
 - 8.10.4 At a general check in around the table, it was felt that the congregations are very positive and healthy.

9.0 New Business: Jim Earl/Liz Church
 Liz Church has applied, and been accepted, for training as a Sacrament Elder for EPPC.
 Supporting letters were submitted by not only the Official Board, but also both church Councils.

10.0 Motion to Adjourn..... Ted Brett, 8:40 p.m.

11.0 Next O.B. Meeting: **September 13, 2022, Elgin U.C., 7:00 p.m.**

12.0 Will French offered a Closing Prayer.

Addendums to the Minutes of June 1, 2022

8.2 EPPC treasurers report. 01 June 2022

We are pretty well within budget except for a couple of things.

1. The manse roof: but I have the funds to do that. I had put \$10,000 aside and budgeted \$4,000 for manse repairs which leaves us \$3,000 short; I’m sure I can come up with that.
2. Pastoral care position: Originally, we voted for 3 hours a week. I budgeted for 4.5 hours a week. Liz is putting in an average of 6 to 7 hours a week. If we want to sustain that or increase it, the assessments to the churches will have to increase by \$75 per church per month for each additional hour over the 4.5 hours. Open for discussion.
3. We have contacted a computer repair company because after the power outage we now have a problem with the computer. They will be here next week. I have budgeted for computer repairs so that is not a problem. We were used to getting almost instant service on repairs but that won’t happen with a new service person. If they seem to know what they are doing and not too expensive I will need permission to sign a contract with them. I did contact O.T. group that services our photocopier, but they are not taking on any new contracts at this time.

Ted Brett, Treasurer

8.3 EPPC OB Meeting, PUC report, JUNE 1, 2022

1. Finances
 - a. Givings up from last year approx 12%, but, below budget approx 20% to end of April
 - b. Expenses below LY and budget
 - c. Overall, \$1,100 ahead of LY and \$5200 ahead of budget
2. Outreach
 - a. Continued work on Live streaming and YouTube presentation of services.
 - i. Grant money of \$5,000 being used to upgrade equipment
 - ii. Working on proper use of Microphones to ensure announcements etc. are presented to all
 - b. Two summer concerts have been organized.
 - c. The community lunch has been re activated once a month (4th Tues). Free will givings are being donated to the Community Flex Fund
 - d. There is investigation on how PUC could be used for heat relief and other community activities
3. Pauline French is co-coordinating confirmation classes with a completion date of Sept anticipated
4. We are looking forward to hosting 2 baptisms late June
5. Council voiced unanimous support for Liz Church's application to become a Sacramental Elder and a letter of support was submitted
6. We also congratulate Liz Church on being appointed Regional Commissioner for a 3 year term.
7. PUC has ordered a columbarium to supplement the Cemetery offerings. The columbarium is currently in transit and will be installed over the summer

Duncan Pickard, Chair, PUC

8.4 EPPC Official Board, EUCC Report, June 1, 2022

- Attendance hovers around 25, with several supporters remaining uneasy about in-person gatherings.
- The leadership of retired ministers, LLWLs and lay volunteers at Sunday worship is much appreciated. The variety and different perspectives are challenging and rewarding.
- Rideau Lakes Early Learning Centre expansion continues on schedule. The kitchen and office are complete and the Centennial Room has been painted.
- Church volunteers have started sorting and purging material, mainly from the office and Centennial Room. Several articles have been identified for archives and digitizing. A home(s) for the fireplace, upright piano and TV is/are pending. Surplus kitchen items and the choir room are next.
- Church Extension approved our grant application for the roof of \$25,000: received.
- Vision & Transformation approved our grant application of \$5,000 for the North Leeds Youth Council: received.
- Our Pastoral Care Ministry grant application for \$10,000 over two years was approved by Vision & Transformation: final approval pending.

- Trustees are finalizing the roof contract with Forestland Carpentry; work to be completed by fall.
- The fish fry June 13th was a huge success.
- The Festival of Small Halls (FoSH) concert, May 20th, was a sold out success.
- EUC hosted the viewing and funeral for long-time resident and church member Earl McFadden on May 28th.
- Preparation for Elgin Days involvement is well underway.
- A FoSh concert is being planned for October 14th or 21st.
- Plans are underway for a concert October 22nd featuring local musicians.
- Plans are being formulated for other summer events.

Respectfully submitted, Clinton Halladay, Chairperson, EUCC

8.6 UCW Report to EPPC Official Board, June 1, 2022

Connie Cochran

Community Luncheons are back on schedule with two successful luncheons - one in April and one in May. The Portland Pealers are hosting the next lunch on June 28th.

We catered to the Celebration of Life for Helen Smith on May 28th. Very successful event.

Rhubarb is picked and in the freezer in preparation for the fruit pie sale. Posters and advertising is up and orders are coming in. Don't forget to place your order for strawberry/rhubarb, cherry, blueberry or raisin pies. \$18.00 each (same as last year). Orders need to be in before June 17 and we will call to arrange a pickup time and date.

8.8 Pastoral Care Report – June 1, 2022 – Official Board

Liz Church

The Pastoral Care for Elgin/Portland continues to be a busy task; one that I am privileged to carry out.

With the loosening up of COVID protocols I have started visiting a few more people in their homes as well as by telephone and emails.

Besides visitation, I have conducted 2 Celebrations of Life and visited nursing homes.

One of the overwhelming honours I have is praying with people over the phone and being present with people as they struggle with the grieving and bereavement process.

God continues to show me ways to reach out to others. There are many positive responses and comments forwarded to me as I continue to write the weekly devotional for the E-News.

Thank you all for your support.