

**Elgin-Portland Pastoral Charge**  
**Official Board Minutes**  
**June 16, 2026**

**Attendees:** Connie Cochran, Will French, Katy Gibson, Maureen Bee, Norma Cummings, Ted Brett, Liz Church, Clinton Halladay

**Virtual:** JoAnne Fletcher                      **Regrets:** Andrea Thompson

Chairperson Clinton Halladay called the meeting to order at 7:01 there being a quorum present.

1. The opening prayer was offered by all.
2. The Territorial Acknowledgement was recited by all.
3. Agenda: An amendment to move the M&P report, followed by the Treasurer Report was requested. Motion to approve as amended (Connie/Katy) Carried
4. Minutes of March 27, 2026: Motion to approve as distributed. (Maureen/Ted) Carried
5. Business Arising:
  - a. Availability of grants: JoAnne will follow up with her contact and report back
  - b. Spirit of Pentecost Worship Service: Katy reported the event was successful and well attended with many compliments received about the music, Rev. Eric's message, the food and venue. The committee agreed to plan another joint event next year with a featured speaker.
6. Reports:
  - a. Ministry and Personnel: Maureen thanked Liz for helping Annette the last few weeks. Maureen presented a detailed report outlining the meeting of the committee and employee. Discussion ensued regarding the recommendations set forth.
    - i. An amendment was noted regarding vacation pay percentage due to the employee's tenureMotion to accept the report and implement the recommendations (Maureen/Connie) Carried
  - b. Treasurer: Ted presented his report indicating actuals are tracking the budget within reason. He stated that expenses outlined in the M&P report could not be absorbed within the present assessments.
    - i. Motion: That the monthly assessment for each church be increased by \$150 beginning with the July assessment. (Ted/Will) Carried
  - c. Portland United Church: Will reported PUC Council meeting July 17, 2026
  - d. Elgin United Church: Clinton reported that aside from the regular activities, EUC has hosted
    - i. one funeral, and
    - ii. two nights of the Rideau Players play, Sceptre & Speed Trains,
    - iii. participated in the Spirit of Pentecost Worship Service and
    - iv. is planning for Elgin Days

- e. Worship Committee: Norma reported that:
    - i. Three Sundays in September and also Thanksgiving are not filled
    - ii. Rev. Shaun is leading worship on Worldwide Communion Sunday, October 1<sup>st</sup>
    - iii. The next Worship Committee meeting is scheduled for July
  - f. United Church Women: Connie reported that the pie sale is underway. Cherry and Blueberry Pies are now being made, and frozen and Strawberry/Rhubarb pies will be made when the strawberries to be ready.
  - g. Pastoral Care:
    - i. Liz stated she is very busy with visits. It isn't possible to meet with everyone.
    - ii. Clint reported that Caring Connections and volunteers are also busy with visits. There is a large opportunity for prayer shawls. Prayer shawls are accompanied with a booklet "Healing after Loss" and a small cross when appropriate. Outreach at Lanark Lodge, Perth, continues with Worship Services, visitation and palliative care support.
  - h. Joint Trustees: Will, no report, is calling a Joint Trustees meeting soon.
  - i. E.O.O.R.C.: Liz/Ted reported the AGM held at Trinity United Church in Smiths Falls on May 29/30<sup>th</sup>, was well attended. Business and social activities progressed well. Rev. Dr. Teresa Burnett-Cole was elected as President-Elect.
7. Motion to receive the reports. (Norma/Katy) Carried
8. JoAnne complimented Maureen and the M&P Committee for the comprehensive report and respecting the employee's privacy. She is comfortable with the direction we are going and pleased with our working together.
9. New Business:
- a. Teen Challenge: Will referred to an email we received from Teen Challenge, an organization helping with addiction recovery, offering to speak to our congregations. Will is presenting to PUCs Council on June 17<sup>th</sup>, and will let Clinton know the outcome from which we will determine next steps.
  - b. Canada Day Worship Service: Norma reported a suggestion had been received to hold a special Canada Day Worship Service on June 28<sup>th</sup>. Liz is leading worship and agreed. Maureen has hymns written by Canadian composers and will share with Liz.
10. It was suggested to move the OB meetings to Monday evenings. The next meeting is scheduled for **Monday, August 31, 2026 at 7pm**. The fall concert rehearsals are Monday evenings in Elgin; therefore, the meeting will be held **at Portland United Church**
11. Liz offered the closing prayer.
12. The meeting adjourned at 7:59 pm.