**Prairie Spirit United Church**

**Oversight Council Meeting**

**Minutes**

**April 24, 2021**

**Present**: Val Goodridge, Joycelyn Fournier-Gawryluk, Marilyn McCorrister, John McLeod, Dennis Bitton, Rev. Paul DuVal, Rev. Deborah Vitt, Linda Uhrich, Donna Little, Pat Rothney, Heather MacMillan

**Regrets**: Chris Urban

**Guest**: Marg Fisher (attended for a timed item regarding the Memorial Garden)

Meeting was called to order at 9:33a.m.

**Welcome** Val Goodridge opened the meeting with a welcome to everyone who is serving on the Oversight Council. This meeting marks Val’s first meeting as Chairperson and the Oversight Council wishes her well serving in this capacity.

1. **Opening Prayer** – was offered by Linda Uhrich
2. **Acceptance of Meeting Minutes - March 27, 2021**

**MOTION**

Moved by Dennis Bitton Seconded by John McLeod

That the minutes of March 27, 2021 be accepted. **CARRIED**

1. **Approval of the Agenda**

**MOTION**

Moved by Marilyn McCorrister Seconded by Pat Rothney

That the Agenda be approved as circulated. **CARRIED**

1. **Correspondence, Communications and Updates – no new correspondence**
2. **Reports from the Ministerial Team**

5.1 Rev. Vitt – no additions to what is already being reported

5.2 Rev. DuVal – no additions to what is already being reported

1. **Ad Hoc Committee Reports**

6.1 **Memorial Garden** - Marg Fisher

Committee: Linda Bitton, Val Goodridge, Judy Restall, and Marg Fisher

A plan for a two-year project for renewal and redevelopment of the Memorial Garden has been developed and was shared with the Oversight Council.

**MOTION**

Moved by: Marg Fisher Seconded by Pat Rothney

That the Memorial Team be granted $4250.00 to revitalize the garden in 2021 with costs being covered by the Memorial Fund.

After questions and suggestions, the motion was:. **CARRIED**

6.2 **Search Team** - John McLeod

The Team is continuing the work of searching for a full-time minister for PSUC.

6.3 **Nominating Team** - Rev. DuVal

**MOTION**

Moved by John McLeod Seconded by Joycelyn Fournier-Gawryluk

That Jack Callum be appointed as a Trustee for PSUC. **CARRIED**

**Note:** During these times of COVID-19, the Oversight Council has the ability to make this decision on behalf of the community of faith.

A thank you was made to Paul for his work on this portfolio.

6.4 **COVID-19 Up Date** - Val Goodridge

The new public health orders will remain in effect until May 12

Changes:

1. church services are back to 25% of capacity or 50 people whichever is less plus the officiant

2. funerals and weddings are 10 people plus the officiant and a photographer

3. only 10 people can gather outside on our property

The signage around the church will be refreshed.

A discussion ensued with team leaders seeking clarity on the expectations for us from the province.

6.5 **Thriving Congregations**

6.5.1 **Community Connections** - Joycelyn Fournier-Gawryluk

Joycelyn spoke to her report. Initiatives being made in the interest of reaching out to our St. James Community were supported. Joycelyn made an addition to her report regarding a Food Securities Meeting coming up in May. John McLeod added that the Sturgeon Creek United Church Foundation has supported Equal Opportunities West which is located in St. James.

6.5.2 **Let’s Talk Books** - Val Goodridge

Meeting monthly, growing membership, sharing titles of good books to read. Next meeting: May 14th. Looking at establishing a Sharing Library at our church.

**MOTION**

Moved by Marilyn McCorrister Seconded by John McLeod

That the Ad Hoc Team Reports be approved as circulated. **CARRIED**

1. **Standing Teams and Other Bodies’ Reports** (1-2 highlights only from your report)

7.1 **Congregational Life** – Heather MacMillan - no report

7.2 **Finance** – Marilyn McCorrister

Some additional monies have been received through the Manitoba Bridge Grants.

Marilyn spoke to the question as to our proposed policy regarding recognition of team work. A discussion ensued with input from Oversight Council members. She will bring suggestions to the Finance Team and then bring it back to the Oversight Council.

**Naming of Officials for the CRA, My Business Account:**

**MOTION**

Moved by: Marilyn McCorrister Seconded by Linda Uhrich

That as of April 24, 2021, the following persons be granted access to CRAs, My Business Account for Prairie Spirit United Church 11920 3826 RR0001: John McLeod Chair of Trustees, Marilyn McCorrister Treasurer, Joycelyn Fournier-Gawryluk Trustee, Margaret Fisher Payroll Administrator **CARRIED**

**Financial Statement to the end of March was reviewed by Marilyn McCorrister.**

**MOTION**

Moved by Marilyn McCorrister Seconded by Donna Little.

That the March 31, 2021 financial statement be received. **CARRIED**

7.3 **Ministry and Personnel** – John McLeod

7.3.1 **Custodian** –

**MOTION**

Moved by: John McLeod Seconded by: Pat Rothney

That Emmanuel Kambale be hired as Custodian at PSUC, with a contract that states he is to work 20 hours per week at $18 per hour starting May 3, 2021 ending June 30, 2022. **CARRIED**

7.3.2 **Music Director Salary Increase**

Pat Rothney reported that a satisfactory review (see goals attached-not to be shared beyond the Oversight Council Team Leaders) has been conducted by the M and P committee of Renate Rossol as our Music Director.  
**MOTION**  
Moved by: Pat Rothney and Seconded by: Dennis Bitton

That there by a cost-of-living increase of 6 percent (2 percent per year for 3 years, 2019, 2020 and 2021) for the Music Director as of July 1, 2021 **CARRIED**

A request was made of the Ministry and Personnel committee to develop policy and practices regarding the work of this Team. Pat indicated that they would develop these document(s).

The goals of our Office Administrator were shared by Pat Rothney. A copy of these goals is attached to the minutes (not to be shared beyond the Oversight Council Team Leaders).

7.4 **Pastoral Care** - Paul DuVal

Paul reported that pastoral care needs are being addressed as we are apprised of needs within our community. Prayer shawls are being shared with those in need in our community of faith. Easter cookies were shared with home bound folks. 29 plates were delivered.

7.5 **Property** – Dennis Bitton

7.5.1 Dennis highlighted points on his written report. The changeover with regard to the custodial responsibilities is in progress. PSUC under the advisement of Renate Rossol is entering into a contract with Stephen Cox with regard to grand piano maintenance. There will be a need to make adjustment to the piano covers to support the installation of the humidifiers.

7.5.2 **Rentals** - Renate Rossol has made a request for rental for her to give piano lessons to students which she is wanting to begin in September. Questions and comments were received by Dennis.

7.5.3 **Internet Upgrade**

The internet in the church needs to be updated and improved. The total cost is about $28.00 per month

7.6 **Social Justice and Outreach** - no report

7.7 **Trustees** – John McLeod

The Insurance is being revisited and a report is forthcoming.

7.8 **United Church Women** (UCW) - no report

Donna Little indicated she would check with UCW regarding the policy being developed on Team Celebrations/recognition.

7.9 **Worship and Faith Development** - Pat Rothney

Pat Rothney highlighted the items in her report. Affirming Ministries is hosting an open meeting on May 6th for anyone to join virtually. We encourage all Oversight Council team members to join in with this meeting. Pat made a link to the Regional Meeting Sunday Service which will have as a theme Affirming Ministries. PSUC will work toward having the technology in place in order to access this service on May 30th since both our ministers will be attending the Regional Meetings/Service.

7.10 **Other Teams Not Yet Operating**

7.10.1 Stewardship and Sustainability

7.10.2 Christian Education

7.10.3 Communications - ad hoc committee needed

**MOTION**

Moved by Pat Rothney Seconded by Linda Uhrich

That the Standing Team reports be approved as circulated. **CARRIED**

1. **Business Arising**

8.1 **The 2021 Prairie To Pine Council Meeting - May 28-30**

PSUC is entitled to as a minimum 3 representatives

This will be an electronic meeting held in blocks of time spread out over three days. More information will be forthcoming.

**MOTION**

Moved that Heather MacMillan and Seconded by Marilyn McCorrister

That Val Goodridge, Donna Little and Pat Rothney be approved as representatives of PSUC to the Prairie to Pine Council meeting on May 28-30, 2021. **CARRIED**

8.2 **Memory Stones** – 25 stones have been purchased.

8.3 **Staff Appreciation** - As part of the week for recognition of Office Administrators, a bouquet of flowers was presented to our Office Administrator on behalf of the Staff and the Oversight Council.  
  
8.4 **COVID Guideline** - Under the new Public Health Orders in effect until late May, the number of staff and congregants allowed in the building remains at five. If you need to be in the building, please call the office to arrange a time that will allow for us to be in compliance with this order.

1. **Closing Prayer** was offered by Rev. Paul DuVal
2. **Next Meeting Dates:**

Wednesday, May 26th at 9:30am

June 26th – If we are able, Joycelyn invited the Oversight Council to her home for a gathering.

Val expressed her appreciation to everyone for their work and their involvement in the life and work of PSUC.

1. **Adjournment Dennis** Bitton moved adjournment at 11:55 a.m.