

**Prairie Spirit United Church  
Executive Council Meeting  
February 25<sup>th</sup>, 2025 – 1pm  
Kirkfield Park Meeting Room  
Final Minutes**

**Welcome**

**Present:** Pat Rothney, Val Goodridge, Anne Walker, Jim Poole, Judy Restall, Mike Hill,  
Reverend Scott Macauley

**Regrets:**

**Opening Prayer:** Anne Walker

Anne opened the meeting with a prayer and a reading of the New Creed.

**1. Approval of Agenda**

**MOTION:**

that the Agenda for the Executive Council of 25-Feb-25 be approved as circulated.

MOVED BY: Jim Poole      SECONDED BY: Judy Restall      **CARRIED**

**2. Approval of Executive Minutes of 26-Nov-24**

**MOTION:**

that the Minutes of the Executive Council of 26-Nov-24 be approved as circulated.

MOVED BY: Anne Walker      SECONDED BY: Judy Restall      **CARRIED**

**3. Minister's Message**

Rev. Scott Macauley

No urgent matters to remark on at this time.

**4. Correspondence, Communications and Updates**

**1. Letter from Manitoba Choral Fest – response & progress**      Pat/Anne

An in-house meeting will be held on March 4<sup>th</sup> to discuss a letter from Jenny, the Executive Director of Choral Fest. The meeting will provide an opportunity to discuss the Choral Fest Rental as a whole. Jenny is open to meeting with us later in March. Choral Fest has booked for fall 2025.

**2. Candidate for Ministry**

Pat Rothney

Peter Buhendwa will be moving to Sherbrooke, Quebec when he gets the call to a position providing ministry in French/Swahili communities. Peter has been taking an online study program to become a community support worker. There may be a practicum involved so Linda Uhrich will connect him to Josh at 1Just City. To provide financial support for Peter, Pat Rothney & Dennis Bitton has suggested having a Coffee House fund raiser later in March.

**Finance and Stewardship**

Mike Hill

**5.1 Report**

**5.1.1 Balance sheet:**

Cash income is down by \$25,000. Investments recorded a \$23,000 increase.

There may be a need for a cash infusion from investments in late March.

**5.1.2 Rental income in January is down approximately \$4,000 from January, 2024. A discussion ensued regarding the reasons and how rent cheques are recorded.**

It was agreed that a meeting to discuss a process for recording the receipt of rental cheques be scheduled for March. Judy Lawrence, Peter Rothney, Fran Ferguson and Rev Scott will attend. Sherri Van Aert in her role of bookkeeper will be invited to attend. Treasurer, Mike Hill will attend the first meeting.

**5.1.3 Building capital fund is not in deficit. This will be updated on the next balance sheet.**

**5.2 Draft Financial Statement to Jan 31<sup>st</sup>, 2025**

**MOTION:** to receive the financial reports of Jan 31<sup>st</sup>, 2025

MOVED BY: Mike Hill                      SECONDED BY:              Jim Poole                      **CARRIED**

**5.3 Draft budget 2025 for approval to take to Annual Meeting**

Mike reviewed the draft budget for 2025 and took questions. The amount for Building Repair & Maintenance will be raised from \$16,000 to \$18,500.00. The Executive agreed to this change by consensus.

**MOTION:**

to approve the Draft 2025 Budget as amended with a short fall of \$98,646.00 as ready to go to the Community of Faith members.

MOVED BY: Mike Hill                      SECONDED BY: Jim Poole                      **CARRIED**

**6. New Business**

**6.1 Annual Meeting: planning**

Pat Rothney

The meeting on March 30 will begin right after the service. A light lunch, prepared by Scott and Harvey, will be served after the meeting concludes. During the meeting the congregation will be engaged in an activity from our Visioning Workshop.

**6.2 UPRC Phase 1 Assessment Update**

Pat Rothney

In January, Pat Rothney requested that the work of the Looking Forward Team be referred to UPRC for a second look given the changes to the guidelines. Due to staffing changes, the phase one assessment is just starting now. Pat will approach

the original Looking Forward Group to discern whether they wish to continue with this work. Discussions with UPRC will begin in late March.

**6.3 Signing Authority: New and for Absences** Pat Rothney

Pat Rothney will cover the signing authority for Worship while Judy Restall is away (March and April) and Val Goodridge will cover the signing authority for Worship while Pat is away (March 6-18 inclusive).

The Affirm Team and its budget have been put under the Social Justice & Outreach Team mandate.

**MOTION:**

That the Affirm Budget be administrated by the Social Justice and Outreach Team Chair.

MOVED BY: Judy Restall      SECONDED BY: Val Goodridge      **CARRIED**

**7. Transfers in requests:** Rev. Scott

**MOTION:**

that the following people be accepted as full members of PSUC through transfer of membership.

Karen Burgoyne from St. James United

Christine Doliwa from Rosser United

MOVED BY: Val Goodridge      SECONDED BY: Judy Restall      **CARRIED**

All transfers in will be celebrated at the Annual Meeting. Scott will follow up with Marg Fisher re Costco cakes for the celebration.

**8. Ad Hoc Teams Reports**

**8.1. Affirming Process** Val Goodridge

The Ad Hoc Affirm Team held their last meeting on February 30. It was agreed that going forward all Affirm activities will be under the mandate of the Social Justice and Outreach Team.

There are several activities that will be undertaken in the coming months:

1. Signage around the church.

Val Goodridge and a small group will decide where the affirm signage will be located.

The Affirm Process steps will be replaced on the Progress Pillar in the Narthex.

2. Celebration Service

Thomas Ormonde and Sharon Thom will work with Rev Scott to plan a celebration church service for June 1.

**MOTION:**

That the Affirm Ad Hoc Teams report through the Social Justice and Outreach Team to

the Oversight Council.

MOVED BY: Val Goodridge    SECONDED BY: Anne Walker    CARRIED

**8.2. Nominating Team**                      Val Goodridge

Val and Scott met to discuss the open positions and brainstorm names of people to be contacted. Val has made announcements in church on two Sundays and a call for volunteers was placed in the Weekly Update on Friday, February 21. Val has contacted people for the position of Vice Chairperson, Secretary and Members at Large. So far only one Member at Large position has been filled. There are several follow up calls to make and two new people to contact.

**8.3. UCC 100<sup>th</sup> Anniversary Celebration**                      Rev. Scott

An Ad Hoc Team has formed to make plans. For PSUC, a theme of Inclusivity-Hospitality has been proposed. Some activities might include placing our tag line over door, "*Jesus welcomed everyone and so do we*", adding artwork on the front doors and several large pots of flowers. A picnic table could be added in the front yard to encourage people to stop by. The possibility of a community BBQ was discussed enhancing the theme as well as the idea that PSUC feeds people as well as their souls.

In collaboration with other churches on this side of the river, Crestview, Rosser, McClure, Headingley-St Charles and PSUC plan a joint service for World Communion Sunday on October 5.

**8.4. Stewardship Team Development**                      Pat & Scott

Paused since December. Pat, Scott, Dennis Bitton will meet in late March to plan for an official campaigner later in the year. Mike Hill passed around some pie charts of givings at PSUC which might be useful in future stewardship activities.

**COMFORT BREAK**

**9. Standing Teams and Other Bodies' Reports**

(assumption is the standing team submitted reports have been read. The sharing of 1-2 highlights and anything new requiring discussion is appreciated)

**9.1 Property and Building Sustainability**

**9.1.1 Roofing Update**

Completion is expected early next week.

**9.1.2 New Chairs**

60 new chairs have been purchased from Cunningham Business Interiors. The chairs look good and are comfortable.

**9.1.3 Rentals**

The church doors were left unlocked once last week after the evening renters left the building. Judy Lawrence, the Rental Liaison on the Property Team, is sending a letter of concern to the renters who were in the building that night, reinforcing the expectation that each renter must ensure that the building is secured before they leave. There is a clause to that effect in their contracts.

## **9.2. Worship and Faith Formation**

Judy Restall

### **9.2.1 Lenten Services**

Services will be held at PSUC on Palm Sunday and Easter. No service will be held on Ash Wednesday or Good Friday. The PSUC congregation is invited to attend the Good Friday service at McClure United Church.

A tenebrae service, "Shadow of the Cross," which is the Passion Story told through song from the Last Supper to the Crucifixion, will be held at 7:30 on Maundy Thursday, April 17. The congregations from Crestview, Rosser, McClure, Headingley-St Charles have been invited and their choirs will be joining with ours in the production of the "Shadow of the Cross"

### **9.2.2 Amendments to Baptism, Wedding and Funeral Policies**

Judy reviewed the changes to the Baptism, Wedding and Funeral Policies.

1. A theological statement has been added to the Baptism Policy.
2. All fees have been removed from all three policies.
3. Some minor wording changes and additions have been made from the last version of the policies.

## **MOTION**

That the revised Baptism, Wedding and Funeral policies be approved as amended

MOVED BY Judy Restall

SECONDED BY Jim Poole

**CARRIED**

## **9.3. Ministry & Personnel**

Anne Walker

Work is on going

## **MOTION:**

That all Standing Teams and Other Bodies' reports be received.

MOVED BY: Val Goodridge

SECONDED BY: Anne Walker

**CARRIED**

## **10. Business Arising**

### **10.1.Outstanding Work for completion:**

Pat Rothney

#### **10.1.1 The completion of the revised listings for PSUC Programs and Activities for our Charitable Detail Page with the CRA**

Pat is nearing completion of the updated listing to more closely align with the

activities of the church. Once determined this list will be checked by the Finance Team and the Board of Trustees before presentation to the OC for the final approval. Once approved the Trustees will be asked to update our listing on the PSUC Charitable Detail Page with the CRS

**10.1.2 Revisions to the Rental Application and Building information and possibly building use policy to reflect discussions of May 2024**

The Kitchen has been a problem area. Pat has undertaken to get the revisions completed for presentation to the April Oversight Council Meeting for approval.

**11. Minister's Accountability Report**

Reverend Scott's report gives a picture of the work he has carried out during the past month in the areas of: Community of Faith, Regional Council, Denominational Council, Community and Neighbourhood and Looking Ahead. The Executive expressed their thanks to Scott for this detailed account of his activities on behalf of PSUC.

**MOTION**

that PSUC allows the use of our parking lot for a Pop Up Market, of which we will be a part, organized by a community group.

MOVED BY Anne Walker

SECONDED BY Val Goodridge

**CARRIED**

**12. Closing Prayer**

Rev. Scott

**13. Adjournment**

With all business being concluded, the meeting adjourned at 3:15pm

**Next Meeting Dates:**

**Executive Council:** Tuesday 25-Mar-25 at 09:30 am in the Sunrise Room

Opening Prayer: Jim Poole

**Oversight Council:** Tuesday 22-April-25 at 09:30 am in the Kirkfield Park Meeting Room

Opening Prayer: Donna Little

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Pat Rothney, Council Chair

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Val Goodridge, Recording Secretary