

**Prairie Spirit United Church
Executive Council Meeting
March 25th, 2025 – 9:30am
Sunrise Room
DRAFT Minutes**

Welcome Pat welcomed everyone and the meeting began at 9:36 am
Present: Pat Rothney, Anne Walker, Mike Hill, Jim Poole, Val Goodridge, Reverend Scott Macauley
Regrets: nil
Opening Prayer: Jim Poole

1. Approval of Agenda

MOTION

Moved that the Agenda for the Executive Council of 25-Mar-2025 be approved as circulated.

MOVED BY: Val Goodridge SECONDED BY: Mike Hill **CARRIED**

2. Approval of Executive Minutes of 25-Feb-2025

MOTION:

Moved that the Minutes of the Executive Council of 25-Feb-2025 be approved as circulated.

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

3. Minister's Message

Rev. Scott Macauley

Rev. Scott is looking ahead to his study break at the end of April when he will attend the Parrish Collective Conference. Scott mentioned several themes of interest at the conference:

- * the church as the centre of the community,
- * the Importance of the church acting locally to make a difference,
- * the need to preach the Kingdom of God and not to take sides in ideologies, remaining neutral and welcoming of all people.

4. Correspondence, Communications and Updates

4.1 Letter from Manitoba Choral Association Pat Rothney

The current Executive Director of the Manitoba Choral Association, Jenny Steinke-

Magnus, is ending her tenure with Manitoba Choral Association at the end of March. The meeting to discuss procedures to improve ChoralFest for the November 13-25, 2025 rental will be held on March 26 as scheduled with her successor in attendance.

4.2 Candidate for Ministry

Pat Rothney

Peter Buhendwa is now in Montreal attending a conference. Following that he will be travelling to Sherbrooke, Quebec to begin a paid part time United Church of Canada Affiliated position involving outreach, social services and ministry to the French & Swahili speaking immigrant/refugee community. He has promised to keep in touch.

The Coffee House held in support of Peter was very successful, raising the money for Peter to bring his rent current in Canada and his family's in South Africa. Pat thanked Dennis Bitton and his team for their work on this event. Cards of thanks will be sent to the performers, Chuck Kroeker and Bruce Waldie.

5. Finance and Stewardship

Mike Hill

5.1 Report

5.2 Draft Financial Statement to Feb 28th, 2025

Mike presented the Balance Sheet as of 28-Feb-2025 and the Budget Performance to the end of February 2025 and took questions. The expected shortfall for the month was around \$10,000. A discussion ensued focused on ways to increase donations and rental revenue. Mike noted that a \$5.00 to \$10.00 increase in givings per person/family per month would eliminate the shortfall.

MOTION

Move to receive the financial reports of Feb 28th, 2025

MOVED BY: Mike Hill

SECONDED BY: Anne Walker

CARRIED

6. New Business

6.1 Annual Meeting: planning

Pat Rothney

1. A Memorial page was not published in the Annual Report for 2024. A special Act of Remembrance for members of our community of faith who died in 2024 will be done during the meeting
2. After the 2025 budget presentation which will show a projected short fall of \$98,646, Pat will present what the Oversight Council has been doing to address the shortfall and our plans for the future. Following this, there will be an open floor dialogue for 10-12 minutes allowing for people to add to the discussion on ways to increase our income
3. The idea of having a small team struck to plan the Annual Meeting for 2025 in March of 2026 will be presented to the Community of Faith

4. If the Review Engagement is not ready for March 30, it will be distributed to the Oversight Council and to the Community of Faith immediately after it is received.

ACTION ITEM:

Mike Hill will follow up with Sherri Van Aert to see if the document will be ready for the meeting.

2. **United Property Resource Committee Phase 1 Assessment Update** Pat

Pat reviewed the history and work of the Looking Forward Team that was created several years ago. The possibility for redevelopment of our property was explored in more detail than other ideas. PSUC has requested that UPRC redo our phase one assessment based on the changes to CMHC loan criteria. Due to backlog at the UPRC, the reassessment has not begun.

It was determined that the Looking Forward Team would be recalled to continue the work begun on 2022.

The UPRC offers information sessions on talking with church renters in order to get closer to fair market value with our rental fees. Judy Lawrence, Jim Poole and Peter Rothney will meet with Miriam Bowlby on April 9th or 16th to learn how to frame conversations with our renters. Conversations would include such topics as the fair market value of our spaces in our area, the cost of caretaking and maintenance that PSUC assumes in respect of the rentals and the worth of the space to the renters.

3. **Transfer in request:** Rev. Scott

MOTION

Moved that the following person be accepted as a full member of PSUC through transfer of membership.

Frances (Frankie) Palen from Teulon United Church

MOVED BY: Anne Walker

SECONDED BY: Jim Poole

CARRIED

7. **Ad Hoc Teams Reports**

- 7.1. **Affirming Process**

Val Goodridge

Val has placed the steps to Affirming that we have completed on the Progress Pillar in the narthex. As well the Affirming poster and an information sheet have been posted.

Twelve window stickers are being ordered to be placed around the church.

Val will change the banner over the windows into the sanctuary to read, "EVERYONE IS WELCOME!"

Under the leadership of Thomas Ormonde, Sharon Thom and Rev. Scott, plans are under way for the June 1 Celebration of PSUC becoming an affirming community of

faith.

7.2. Nominating Team

Val Goodridge

Val has made three appeals from the pulpit for volunteers to fill the positions of Vice Chairperson, Secretary and Members at Large. She has individually contacted all the people who have been discussed in relation to these positions. At this time we have filled the Members at Large positions.

7.3. UCC 100th Anniversary Celebration

Rev. Scott

7.3.1. The Anniversary Planning Team has been excited about their task and several plans have been developed. The team is looking to the Executive Council for approval in principle for the following work:
Refreshing the front entrance to the church with a mural, flower pots and possibly a bench. By March 28th they want to put out a call to the artistic community in Winnipeg for submissions for the mural. Scott outlined a detailed plan for the mural and a multi-stage timeline to have the work completed. Grants are available from the United Church of Canada to cover some of the costs. The work is to be completed by September 2025. The Community of Faith will be voting on the top three submissions to select the final design

There was a consensus of the Executive that the request for proposals should go ahead.

The Anniversary Team is planning to have a community of faith celebration on Sunday, June 8th. The format will be a celebratory service followed by a potluck lunch.

There will be a celebration service in the evening of Sunday, October 5th.

This service will include all the congregations in St James.

COMFORT BREAK

1. 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

Now that the roofing work is completed, the insurance portion has been applied for and is hopefully in the mail

9.1.2 Repair to Thompson Dr. Auto Door Opener

This work has been completed. A new controller was required. This was expensive but necessary work to keep our building accessible to all.

9.1.3 Rentals

The meeting to discuss the process of tracking rental payment was held. Upon looking into it there is a detailed plan in place for recording rental payments. Peter Rothney, the Rental Coordinator, receives the information monthly and follows up with any arears. Our bookkeeper is able to call up information on each renter at PSUC that shows their rental payments. Revenue must be monitored over a year rather than monthly to give a true perspective.

Mike Hill reported that Erik Mathieson, Executive Officer, Finance, for The United Church of Canada, has encouraged all treasurers to check on insurance status for all renters. He further recommends that any groups using the church without official rental contracts be required to sign a waiver of liability in the event of an accident in our building. It would protect us from from liability when an accident occurs that was not due to any actions on the part of PSUC.

In the interest of transparency regarding rentals, it was decided that a “Month At A Glance” feature of the on-line calendar would be posted in the narthex. The poster would detail all the rental activity in the building each day that month. It was suggested that the current monthly calendar that appears on the website might have different view styles and one might suit our needs.

ACTION ITEM

Scott will work with Sherri to see how best to create this document each month.

2. Worship and Faith Formation

Rev. Scott

- 2.1. Lent and Easter plans are in place
- 2.2. New microphones(s) are being sourced and hopefully purchased to better capture the choir in advance of the April 17th Tenebrae Service
- 2.3. Pat Rothney requested that Worship investigate the new digital hymn book, “Then Let Us Sing” which is coming out in the fall. There may be a savings on licence fees if PSUC subscribed to this digital resource. Pat gave the information material to Scott to take to the next Worship Team meeting.

3. Ministry & Personnel

Anne Walker

The team is entering a busy time as contracts are coming up for renewal in June. There will be a review of all job descriptions this year. For the first time, the Production Team will be included.
All current M&P Team members are returning.

Pat Rothney, coordinator of the Production Team, has been exploring ways to provide back up for Erin Tierney in the sound booth on Sunday mornings.
All current Production Team members are returning

Bill Percy and Colin Russell will both be away for the Annual Meeting.
The next M&P Team meeting will be held on April 14, 2025.

MOTION:

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

MOVER: Mike Hill

SECONDER: Val Goodridge

CARRIED

10. Business Arising

10.1 Rental Income Meeting

Refer to 9.1.3

11. Minister's Accountability Report

Reverend Scott will normally provides a more detailed reports to the Oversight Council but March has been a very busy month.

In the past month pastoral visits to homes and hospitals have continued. Naturally, hospital visits and more urgent home visits take precedence.

Scott has been working with Sherri on a revamped website to make it more current. Check out the changes.

12. Closing Prayer

Rev. Scott

13. Adjournment

As all business of the meeting was concluded the meeting adjourned at 1135

Next Meeting Dates:

Executive Council: Tuesday 27-May-25 at 0930 am in the Sunrise Room

Opening Prayer:

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

Opening Prayer: Donna Little

Oversight Council Chairperson

Recording Secretary

Pat Rothney

Val Goodridge