

**Prairie Spirit United Church  
Oversight Council Meeting  
June 24<sup>th</sup>, 2025 – 4:30pm  
237 Nightingale Road  
DRAFT Minutes**

**Welcome**

**Present:** Pat Rothney, Val Goodridge, Dennis Bitton, Mike Hill, Colin Russell, Jim Poole, Donna Little, Faith Kopisky, Linda Uhrich, Judy Restall, Heather MacMillan, Linda Grayston, Reverend Scott Macauley.

**Regrets:** Joycelyn Fournier-Gawryluk

**Opening Prayer:** Heather MacMillan

**1. Approval of Oversight Council Agenda of 24-June-25**

**MOTION:** that the Agenda for the Oversight Council of 24-Jun-25 be approved as circulated.

MOVED BY: Mike Hill

SECONDED BY: Dennis Bitton

**CARRIED**

**2. Approval of Oversight Council Minutes of 22-April-25**

Letter from Jeanie McAlpine requesting a revision to the minutes:

- Jeanie is misspelled in the minutes. There is only one 'n.'
- As to the main question brought forward, Pat remembers the conversation as documented.
- Actions: Pat Rothney, as Chairperson of the Oversight Council, will respond to Jeanie, a paragraph will be added to the minutes as was approved.

**MOTION:** that the Minutes of the Oversight Council of 28-Jan-25 be approved as amended.

MOVED BY: Heather MacMillan

SECONDED BY: Jim Poole

**CARRIED**

**3. Minister's Message**

Summer is a time to rest, relax and rejuvenate body and soul. As people of faith, we need to do the activities that God calls us to, but we need to understand that rest and relaxation are also important and are not idleness.

**4. Correspondence, Communications and Updates**

**4.1 United Property Resource Committee (UPRC)**

Pat /Jim Poole

#### **4.1.1. Rental Working Group**

A Rentals Roundtable with the renters at PSUC will take place on August 13 - 4:30 - 6:00 P.M.

- The team's research identified that it costs \$5.00/square foot to maintain our building. The rent charged to each renter is known but not how it relates to the square footage they occupy. This information will be researched before the meeting in August.
- The team needs to meet with the partners who use the church and donate as they decide for that privilege for a similar conversation.
- Theological conversations are needed with the other two churches who rent re PSUC becoming an affirming church. They will also be made aware of the costs of maintaining our building.
- Jim and Judy will approach the two companies who rent our parking lot to discuss how best to move forward.

The Rental Team will hold a meeting in July to plan the August Renters' Roundtable agenda.

#### **4.2 Urban Retreats Garden Tour**

Val Goodridge

The tour was very successful this year with 600 tickets sold. There were 14 gardens in Deer Lodge and Silver Heights to tour. PSUC hosted the Tea and Craft Sale which also raised a record amount of money for 1Just City activities. A big thank you to members of PSUC who worked at the Tea and to Manny, our custodian, who spent many extra hours on Friday and Saturday helping the Garden Tour coordinators set up at the church and take down.

#### **4.3 Community of Faith Dialogue of 10-May-25**

Pat Rothney

##### **Outcomes:**

The session started with an overview of the Oversight Council Priorities from the Feb 1, 2025 Visioning Workshop:

1. The UCC Call & Vision: Daring Justice, Bold Discipleship, Deep Spirituality
2. Ministry with Seniors
3. Ministry with Canadian Newcomers

Added by the session attendees was: Community of Faith Care and Growth

Attendees were then asked to rank the initiatives developed as to what were the priority initiatives we would tackle first:

Top initiatives: each receiving 5 votes out of 12 attendees

1. Working with United Property Resource Committee
2. Communication and Marketing
3. Host - meet your MP with coffee and treats

Secondly: each receiving 3 votes out of 12

1. Meet with MP, MLA and City Councillor - may have money/grants to assist with support for seniors
2. Support network in the congregation - How are our members doing and how can we help
3. Services to people in MB housing who deal with safety insecurity - Linda and Social Justice
4. Interacting with the two other churches worshipping here.

The task for the fall is to continue to discuss and select one or two of these ideas to be the focus of our congregation in the 2025-2026 church year.

## **5. Finance and Stewardship**

Mike Hill

### **5.1 Report**

### **5.2 Draft Financial Statements to May 31<sup>st</sup>, 2025**

Mike reviewed the financial records in some detail and took questions.

From the statements, it is clear that PSUC is looking at a \$130,000 shortfall this year.

The income from all sources needs to improve. Stewardship becomes important. Pat gave some information about the work being done with UPRC that might assist with our finances in the future.

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

MOVED BY: Mike Hill

SECONDED BY: Faith Kopisky

**CARRIED**

## **6. New Business**

### **6.1 Council Finance Practices and Investments Meeting**

Pat

There may come a time when PSUC will have to use some of the principle in our investments to cover expenses. It is imperative that we have a policy delineating the circumstances under which the principle of our investments can be used. In 2020 Trustees passed a motion as to a process, that will assist in the creation of such a policy. A Trustee, Finance Team member and a council member will look at developing a process.

### **6.2 PSUC Proposed Revisions/Additions to our Governance Model**

Pat

Changes are being made to the descriptors with CRA to better suit how PSUC

carries on our activities. One of these changes would allow for receipts to be given for things that are not currently allowed, such as Candidacy Support.

Changes to our Governance Document related to the CRA changes have been made. Pat Bird, our liaison to the Community of Faith Support Committee, will take these changes to their next meeting for input and/or approval.

### **6.3 Council Teams' Schedule for Sunday Coffee:**

- 6.3.1 All agreed that coffee after church would be provided by an Oversight Team/month and a selection of months by teams occurred

## **7. Ad Hoc Teams Reports**

### **7.1 Memorial Garden Team**

Val Goodridge

The Garden is looking good with spring cleanup and planting completed. Upkeep is ongoing all summer with one team member taking a week in rotation until the end of September. In early October a fall cleanup will be scheduled.

### **7.2 United Church 100<sup>th</sup> Anniversary**

Joycelyn Fournier-Gawryluk

#### **7.2.1 Mural Submissions**

The team has selected a proposal. There will be consultations with the artist and changes made to the final product so it best represents Prairie Spirit. Dedication will be at the end of September. Budget is \$5,000 to \$7,200. A fund raiser is planned. Meetings will be held shortly.

#### **7.2.2 September Dates:**

September 28<sup>th</sup>: Mural Dedication and Lunch

October 5<sup>th</sup>: Evening Service/ Concert at Prairie Spirit with Crestview, Headingly St Charles and Rosser-McLure

### **7.3 Stewardship Team Development**

Rev. Scott Macauley

Rev. Scott, Dennis Bitton and Pat Rothney, are the team so far. The mandate of this team is to make stewardship of our time, talents and money part of our daily Christian conversations not just a once a year campaign. It is necessary to have a member on this team from Finance, Property and Congregational Wellness. Team leaders are to find one person from their team to serve on the Stewardship Team.

### **7.4 Social Media Team**

Pat

Erin Tierney has graduated and has a full-time position so she will not be able to be in the sound booth regularly on Sundays. A search has been undertaken to fill her position on Sundays. Sharon McIntyre will help with funerals and the odd Sunday as

she is able.

Erin will stay as lead on our Social Media Team with Val Goodridge, Pat Rothney and Rev Scott. Val will be the liaison to all members of the OC. If you want something posted on any or all our social media platforms send the copy to Val. The Social Media Team will meet in August and anyone interested is welcome to join.

## **COMFORT BREAK**

### **8. 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)

#### **8.1 Congregational Wellness**

Heather MacMillan

**8.1.1** A request has been made for 4 more card tables and chairs.

**8.1.2** The Kitchen cleaning is scheduled for July 16.

**8.1.3** Welcome Back and Anniversary Sunday will be held on September 28th.

##### **8.1.4 Pastoral Care Team**

Thank you cards have been received from homebound members who received cookies and a visit at Easter. The Cards and Calls ministry has been very busy. If you know of someone in the congregation who would appreciate a card or a call please contact Marg Devries.

#### **8.2 Ministry & Personnel**

Colin Russell

**8.2.1** Sherri Van Aert is at Grace Hospital dealing with a lung infection. Scott has visited and reports that she is progressing. Colin will follow up with Anne Walker to be sure that sick days are sent to Stephen J Jok to be entered into ADP.

**8.2.2** A 3% COLA increase will be added to ADP salary payment for our Custodian and Office Administrator retroactive to January.

##### **8.2.3 Staff contracts - renewals**

Contracts were sent out with no changes to the Position descriptions of the custodian and the Music Leader.

The Office Administrator position description is in development and will be added as an addendum to the contract when it is finalized.

#### **MOTION**

MOVED BY Colin Russell

SECONDED BY Linda Uhrich

that the contracts as created and circulated by the M&P Team for the Custodian, Office Administrator and Music Leader be approved. **CARRIED**

### **8.3 Property and Building Sustainability**

Jim Poole

- 8.3.1. Fencing along the north property line has been installed. Rev Scott has been in regular communication with our neighbour immediately to the north. Privacy inserts are to be installed by a private contractor.
- 8.3.2. The new Food Bank freezer has been installed at the FB's expense.
- 8.3.3. Congregational Wellness will create a process of reporting to Property when there are things that need to be repaired in the kitchen and to the Rental Coordinator when there are issues with how a renter has left the kitchen.
- 8.3.4. Parking Lot repairs-patching:  
Jim raised his concern about the condition of the parking lot. After discussion the Council decided that the parking lot is an important part of our property. The Property Team is encouraged to develop a criteria for when the lot is in need of repair. It was also suggested that Jim and Judy Lawrence bring a cost sharing proposal to the attention of the two companies that rent the parking lot.
- 8.3.5. Rentals  
Quiet during the summer with the usual activities such as JWK Summer Camp first two weeks of July

#### **8.4 Social Justice and Outreach**

Linda Uhrich

- 8.4.1. On June 9, 90 tubs of chili were made. 45 tubs were delivered to two hotels near us and the final 45 tubs were delivered to Pimicikamak Wellness Centre for their lunch program.
- 8.4.2. \$1000 was sent to Agape Table to support their new building. It was matched by Maple Leaf Construction.
- 8.4.3. As of the third week of June, the Transportation Drive has raised over \$1000.00 for 1Just City summer activities. A cheque has been sent and another will be sent at the end of June.

#### **8.4.4 Affirming Projects**

Pat asked if there was a need to have window signage that can be placed on the inside of the doors. Currently several are situated on the outside of the windows and that seems to be working so it was decided not to purchase any others at this time.  
In the fall the the Social Justice and Outreach Team will discuss and select one or two initiatives for action.

#### **8.5 Board of Trustees**

Joycelyn Fournier-Gawryluk

- 8.5.1. Investments – the April report received from Wellington Altus indicated that even though it has been a difficult time with investments due to instability, our investments have remained stable. A concern was raised that without earned interest we will not have funds to access. The OC is planning to create a policy if there should come a time when PSUC has to access funds from the principle of our investments.

**8.5.2.** With the closure of Sparling United Church, PSUC was asked to place a representative on the Board of the Westlands Housing Co-op. The Trustees reviewed their Governance Document and received background from Reverend Scott regarding the Co-op and how it functions. No concerns were raised. An addition will be made to the PSUC Governance Document to allow for members to serve on this and other Boards as representatives of our church. All changes to the Governance Document are to be approved by the Oversight Council and then brought to the congregation at a duly called Community of Faith Meeting.

**8.6 United Church Women (UCW)**

Donna Little

The Touch and Take Table will be held during two Food Bank weeks close to Christmas. Donations of new or gently used items has begun and will be continued in the fall.

Donna will send Val an announcement for the Weekly Update and the website.

**8.7 Worship and Faith Formation**

Judy Restall

**8.7.1.** Evan Glazier has joined as a choral scholar. Looking at adding a female voice.

**8.7.2.** St. Andrew's College will be recognized at a service in July.

**8.7.3.** July Services - Anything Can Happen!

July 13 - The focus will be on favourite hymns

July 20 - A meditative walk in the English Garden and picnic at Assiniboine Park

July 27 - Service will be Coffee House style in the narthex beginning at 7:00pm.

August - The church is closed due to the Three Rs - Rest, Relaxation, Rejuvenation

September 7 - first Sunday Service after the summer

**8.8 Report from PSUC Rep on a community board**

Faith Kopisky

**8.8.1** The Westlands Housing Co-op Board is made up of three residents, one KINRC member, one Brooklands Active Living member, one Community Representative for Hon. Malaya Marcelino and Faith Kopisky as a member of Prairie Spirit United Church. Murdoch Management attends all meetings to present the Property Manager's Report, answer all questions, give updates on relevant matters, etc.

**8.8.2** The Co-op has 216 apartments and is 100% occupied with 126 names on the waiting list.

**8.8.3** Murdoch Management is still dealing with the insurance carrier to settle issues related to the flood.

**8.8.4** There is a Tenant Resource Coordinator who is available to tenants all day Mondays and Friday afternoons. She can help with many things

such as obtaining documents, understanding letters or documents and accessing other resources. In May the Coordinator arranged a presentation from Winnipeg Transit about changes to the Primary Transit System.

**MOTION:**

**MOVER:** Donna Little

**SECONDER:** Heather MacMillan

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

**CARRIED**

**9. Business Arising**

**9.1** None at this time

**10. Minister's Accountability Report**

Rev. Scott

Scott's report presents a Bird's Eye View" of his activities in the last month, under the headings: Pastoral Care, Congregation, Community and Wider Church Engagement, Social Justice and Outreach, Worship & Faith Formation, Time Management & Prioritization. Please read the full report attached to these minutes.

Scott noted that we are celebrating one year together on our faith journey. He expressed his gratitude to the folks at PSUC for their support. The Council expressed gratitude to Scott for his leadership in myriad ways over the last year. We are all very glad that Scott is our minister.

**11. Closing Prayer**

Rev. Scott

Reverend Scott closed our meeting with a prayer.

**12. Adjournment**

As all business of the meeting was concluded there was adjournment at 6:41 P.M.

As is the tradition for the June Oversight Council meeting, we enjoyed a time of fellowship and a delicious Pot Luck dinner once the meeting concluded. Kudos to everyone on the wonderful meal!

**Next Meeting Dates:**

**Executive Council:** Tuesday 09-Sept-25 at 09:30 am in the Sunrise Room  
Opening Prayer: Judy Restall

**Oversight Council:** Tuesday 23-Sept-25 at 09:30 am in the Kirkfield Park Meeting Room  
Opening Prayer: Donna Little