

**Prairie Spirit United Church
Executive Meeting
December 9th, 2025 – 09:30 am
Sunrise Room
Draft Minutes**

Welcome

Attendance: Pat Rothney, Dennis Bitton, Anne Walker, Jim Poole, Mike Hill, Val Goodridge,
Reverend Scott Macauley

Regrets:

Opening Prayer: Val Goodridge

1. Approval of Agenda

MOTION:

That the Agenda for the Executive Council of 09-Dec-25 be approved as amended.

1. Correction of the date in the motion under #2, to approve the minutes of the Executive Meeting held on 25-Nov-25
2. The addition of 8.4 Update from The Board of Trustees

MOVED BY: Mike Hill

SECONDED BY: Dennis Bitton

CARRIED

2. Approval of Executive Minutes of 25-Nov-25

MOTION:

That the Minutes of the Executive Council of 25-Nov-25 be approved as circulated.

MOVED BY: Val Goodridge

SECONDED BY: Jim Poole

CARRIED

3. Minister's Message

Rev. Scott Macauley

Rev. Scott read an excerpt from the book, Winter Solstice. It described the way different peoples mark the coming of winter and time of darkness. Among this dark and cold, the coming of Advent and the winter Solstice, bring joy back to the world.

4. Correspondence, Communications and Updates

4.1 Strategic Directions

Pat Rothney

Pat has received the three to five year budgets from three teams. The final deadline is December 24 for receipt from the other teams.

5. Finance and Stewardship

Mike Hill

1. Report

Bank balance is down about \$8,000 which was expected.

In 2025 the November gross income month over month was \$19,900. In 2024 it

was \$19,154. The change is due to gross expenses in 2025 of \$36,000 for November versus \$24,000 a year ago. Building maintenance was the main driver of this expense.

Mike needs all Team Budgets for 2026 in by December 15, 2025. He has only received Worship and Council.

Mike announced that he is retiring as Treasurer December 31st, 2026. Congratulations were extended.

2. Draft Financial Statement to November 30th, 2025

Mike explained that it is too early for a reconciled financial statement so he spoke to our December financial position from his notes.

3. Stewardship

The Stewardship Team will join the Finance and Stewardship Team in January for a fulsome discussion of stewardship initiatives and to work collectively on a plan. Other people will be brought in when a more detailed plan is in place.

Mike will send Pat a date for the meeting.

When appropriate, Pat will enlist the assistance of the Vicki Nelson, the UCC Community of Faith Stewardship Support person for the Western Canadian Region.

6. New Business: none at this time

7. Ad Hoc Teams Reports

1. UCC 100th Anniversary Celebration

Dennis Bitton/Rev. Scott

Cocoa and Carols with 60, people attending, raised approximately \$1000. We still need about \$200.00 to complete payment on the mural. We are waiting on a cheque from our city councilor, for \$500.00, but it has been included in the total sum raised. It was a wonderful evening of fellowship. Congratulations to the organizers.

2. Fundraising Dinner

Rev. Scott

First round of advertisements has gone out. More will be rolled out in the coming weeks. 80 tickets have been sold to date. Tickets are available at our Sunday service and in the office during the week. Everyone is encouraged to reach out to friends, sell a table and place posters where they are able.

Dinner, a raffle and other games and activities are being planned by the team.

This evening is a congregational event. Scott is looking to outside groups to work the dinner.

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)

1. Property and Building Sustainability

Jim Poole

1.1 Update on Indigo Parking Lot management

- Parking signs have gone up on the lot.
- Inside signage is also up
- The key-pad for inside is on back order and will be installed in the church as soon as it arrives
- There have been few negative responses from the congregation or renters to the change so far. Any questions are being responded to promptly
- There were some emails and phone calls from non-church folks the day the signage went up. All of those were answered by the church but in future will be forwarded to Indigo. Several groups have reached out to negotiate a special arrangement for their members. Indigo is negotiating with all the individual businesses as they express interest.
- Snow removal will be arranged by Indigo and paid for by PSUC. This cost will be invoiced to us by Indigo. There was a discussion regarding the use of sand near the doors as it is easily tracked into the church. Turkey grit should be used in these locations.

1.2 Mike questioned the \$450.00 cheque requisition re: clearing of snow on sidewalks and stairs. He asked for the terms and conditions of the contract with the new company. Jim will review and get back to Mike with that information

1.3 A cork board for use by the teams has been bought and will be installed during the Christmas break. Renters are using a cork board that is downstairs

1.4 Rentals

Meeting of the Rental Team will be held on Jan 9 to review the rates currently in place and an updated draft of the current rental agreement

2. Worship and Faith Formation

Judy Restall

2.1. Motion/Proposal for new sanctuary computer

Our current computer is not able to interface with the visuals to display during the services or live stream

A motion was passed at the Worship & Faith Formation Team meeting to have a new computer purchased and was approved.

- In addition there are other up-grades required: the two monitors in the production booth are not HD and need to be replaced, at a cost of

about \$100.00 each; and an Uninterruptible Power Supply (UPS) is also needed at an approximate cost of \$130.00

- Additional volunteers are needed in the production booth and training will be required
- All the connections and wiring will be assessed in the new year

MOTION:

That the Executive approve the purchase of a new sanctuary computer, with the specifications outlined and the computer built by Pete Phommarath of PC Consulting, plus the purchase of two monitors and an Uninterruptible Power Supply, with costs up to a maximum of \$2500.00, with funds coming from the Memorial Fund.

MOVED BY: Judy Restall SECONDED BY: Dennis Bitton

CARRIED with one abstention

- 2.2. The last service of the year will be Christmas Eve, December 24th. There will not be a service on December 28. We return for the Epiphany Service on January 4th, 2026
- 2.3. Worship is meeting on December 15 to finalize plans for Christmas Eve
- 2.4. The other churches that rent at PSUC are meeting during December but will hold services in their current locations

3. Ministry & Personnel

Anne Walker

3.1. COLA adjustment for our paid staff & Minister

M&P checked Cost of Living Adjustment (COLA) rates from different sources and discovered that there were variations depending on the body that created the data. The United Church of Canada (UCC) recommended 2.6% which reflects geographic differences across Canada.

MOTION:

That the Executive approve the Cost of Living Adjustments (COLA), recommended by The United Church of Canada for 2.6% for our paid staff and Minister, effective January 1, 2026.

MOVED BY: Anne Walker

SECONDED BY: Dennis Bitton **CARRIED**

4. Update from the Board of Trustees

The Board of Trustees received the insurance contract from UCC Protect – Insurance Program for Dec.1, 2025 - Dec.1, 2026 for Prairie Spirit United Church (HUB1925-0651) and met on December 7 to discuss the information.

The coverage remains the same as last year at the same cost of \$10,006 per

year.

Renewal of the contract was unanimously approved by motion.

MOTION:

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

MOVED BY: Dennis Bitton

SECONDED BY: Jim Poole **CARRIED**

9. Business Arising:

9.1 Reminder:

Coffee after Church on December 14 and 21 will be provided by the Property and Sustainability Team.

January will be the responsibility of the Worship & Faith Formation Team.

10. Minister's Accountability Report

Scott reported on his pastoral care activity in the past month.

11. Closing Prayer

Rev. Scott

12. Adjournment

As all business was concluded, the meeting adjourned at 10:40 a.m.

Next Meeting Dates:

Executive Council:

Tuesday February 24th, 2026 at 0930 am in the Sunrise Room

Opening Prayer: Jim Poole

Oversight Council:

January 27th, 2026 at 09:30 pm in the Kirkfield Park Meeting Room

Opening Prayer: Dennis Bitton