

MINUTES

Monthly Board Meeting - Stittsville United Church

Date: May 17, 2023

Meeting Called To Order (Chair) & Opening Prayer (Minister): 7:03 p.m.

Meeting Chair: Janet Cottleau, Chair of Board

Attended: Janet Cottleau (Chair), Doug Hall (Past Chair), Bonnie Lamb (Member), Chris DeVita (Member), Rev. Anne Montgomery (Minister), Ben Rhody (Member), Blaine Pauling (Finance Chair), Susie Anderson (Member), Heather Watson (Member), Carla Miner (Member)

Guests: none

Regrets: none

Approval of Agenda & Previous Month's Minutes

Motion to approve minutes from April 19, 2023 meeting Heather Watson. **Seconded** by Blaine Pauling. **Carried.**

Motion to approve May agenda by Carla Miner. **Seconded** by Ben Rhody. **Carried.**

Committee & Staff Reports

Administration, Roni Lester – A brief overview of new web based software “Instant Church” for maintaining church directory, congregational emails, ministry teams, family profiles, etc. with a roll out in September 2023 to the congregation. There will be an overlap of Mail Chimp & Instant Church until September and then Mail Chimp will be cancelled. Fee for Instant Church is \$9.99 per / month (less than Mail Chimp). Free trial period is month of May for Instant Church and 25% of congregational profiles are entered.

A draft “Privacy Policy – Instant Church” was handed out to Board Members for their review using a new policy template reflecting the policy controls, reference, and approved revisions. Carla Miner has requested a copy of the policy template for use. Roni will issue a copy of the template to all Board Members for use.

Music Director, Allison Houston – I would like to thank M & P and the Board for supporting my attendance at the 2023 United Church Music Matters Conference in Toronto, the weekend of April 21 - 23. The Conference was uplifting and inspirational. There were just over 50 Music Directors in attendance, and all the main Conference sessions were livestreamed. Anyone, musician or not, can go onto the Musicunited.ca website and see all the sessions that were held in the primary venue. Attending Sunday morning worship with all those professional musicians was an absolute joy!

I have come back rejuvenated in body and spirit and with several ideas which I can see implementing into the musical life of SUC and the surrounding United Churches. There were a number of other Ottawa area musicians there, which was very helpful.

One of the requests of the UCC Oxfund Fund is that those people (myself included) who received some funding create some kind of post-Conference presentation. We are to submit it to Music United, so they can use it for both internal and/or external promotion. I am still figuring out what my submission will be. Once I figure it out, I'll let you know!

UCW – Susie Anderson has passed her Food Handlers Certificate Course and Heather Watson will be completed hers soon. UCW will be taking a break from June 13th to September.

Cemetery Report: There was no report this month. June 25, 2023 @ 2:30 p.m. service to honour all those who have gone before us. A black frame was made to put on fence for fastening banners and signs to so that the fencing does not get scratched or damaged.

Worship Report: Last meeting was held via email. Congregational feedback indicates services are being enjoyed (and credit largely to Rev. Anne). Sanctuary lap top defrag needs to be done. There has been no response for the need of Fellowship Coordinator and further discussions and recruiting of someone necessary. There was some discussion about the costs associated with providing treats, coffee, and tea. Some fund raising specifically to support fellowship is needed.

Fundraising Updates

Mother's Day luncheon was successful, however, participation by our own congregation was low. Next year the annual luncheon will not be planned on Mother's Day weekend to see if there is an improvement in the attendance. This may have created participation conflicts for some people.

Trivia winners were Frank / Elaine Argue, Julia Cluff, and Betty Young. **Roni** will communicate this in the newsletter and website.

A suggestion was made to have a market booth on Saturday for tea / coffee. Interest to run booth must be established first and does this open up public going to market to use church for washrooms, etc.? **Roni** will inquire with Joseph, Stittsville Marketplace to see if it is possible that we have a booth (perhaps funds raised could go to Fellowship needs).

Other Business

Structural Meeting #2 – a date of May 31st is planned with invitations to be sent out by **Janet Cottreau**. Chairs should attend but may send alternate if they cannot. Meeting open to all Board Members to attend.

Community Garden – all items that would get in the way of having a community garden were discussed in a meeting with the Cemetery Committee.

Wedding Brochure | Policy – does not accurately reflect current pricing or policy requirements. An amended brochure has been created for Board review and approval. **Janet Cottreau** will send out the brochure to all Board Members and an acceptance vote will be done by email. The Minister has 2 couples waiting for responses.

Remit Vote – a remit vote by governing body of church to be completed in June. Janet will send out the details of UCC Remit Vote. Board Members to read and be prepared to vote next meeting.

Next Meeting

Tentatively 3rd Wednesday in June. If required.

Closing the Meeting

The meeting was closed at 8:43 p.m. by Janet Cottreau with closing reflections and prayer lead by Rev. Anne Montgomery.

the work that we do.

1. Below is the information about the Remit that we will vote on at our next meeting.
2. Attached is the draft of the Wedding Information package that will be turned into a pamphlet. Please send me an individual email after you have read through the document voting on the motion "to accept this updated wedding document as a document outlining how weddings are run at SUC and for distribution to all inquiries to SUC" (unless someone has better wording for the motion?? :)
3. I was also wondering what everyone thought about the idea of doing our June "Meeting" at my place as a BBQ and social gathering to wrap up our busy year? Partners are invited/encouraged and we'd be able to just enjoy some time together. Say 6:00pm so people can get home early if they would like? I would like to provide the main meal and then if one or two people would like they could bring a salad or dessert but no pressure because it is a work day :) Thoughts??? No pressure!! :) If we really needed to make some decisions we could figure out a way to do that as well...I look forward to hearing from everyone,

Janet

Remit: Self-Determining Indigenous Church

At General Council 44, the National Indigenous Council proposed that the church identify and remove any structural barriers that would prevent the development and sustaining of an autonomous National Indigenous Organization within The United Church of Canada. When any requested change in church structure will alter the Basis of Union of The Manual, as this will, a Category 3 Remit is required.

This remit asks if the church will agree to remove these structural barriers so that the Indigenous Church can determine its place and structure within the United Church. To do so acknowledges Indigenous peoples' rights to their own spiritual identities and to self-determination, and is consistent with the Caretakers of our Indigenous Circle's Calls to the Church and the United Nations Declaration on the Rights of Indigenous Peoples.

The remit requires a vote by every regional council and each pastoral charge's governing body. Information about the remit, as well as voting cards, were sent to every regional council and each pastoral charge on March 10, either through email or Canada Post. Voting will take place between March 15, 2023, and March 31, 2024. Abstentions are considered a vote against the remit.

The results will be reported to the Annual Meeting of the General Council of the United Church in October 2024.

It is important that you meet with the Minister before you make any specific plans (such as booking a reception hall or ordering invitations), just in case the church is unavailable at the date and time you would like to hold your wedding ceremony.

Our church staff

All our church staff are happy to assist in every wedding held at Stittsville United Church. If you wish to involve other clergy, or musicians, please make your request known to us as soon as possible. In cases where the Stittsville United Church staff members are not participating in the wedding, they are to be paid their regular fees, as they play consultative roles in preparing for the service.

Meeting with our Minister

Our Minister will meet with you to talk about your plans for the service, and any other issues about married life that you would wish to discuss. Normally there are three meetings: the first is introductory, the second is to discuss the details of the service, and the third will finalize the plans and payments. The times and dates of these meetings, the rehearsal, and the wedding will normally be confirmed at your first meeting.

Meeting with our Director of Music

Our Director of Music provides music for weddings at Stittsville United Church. Please make an appointment at least two months before the service to discuss your music requests, including soloists and any special music requests. There is an additional fee for any rehearsals offsite. If you do not require an organist, please advise the Minister at your first meeting. A church wedding is a service of worship and praise, so we ask that special consideration be taken to ensure that your musical selections are appropriate for the occasion and the setting. Please consult with the Director of Music before any selections are finalized.

Marriage Preparation

We do not require couples to attend pre-marital preparation courses. However we can supply information about such courses if requested.

Fees

Minister - \$350.00

Minister, offsite - \$350.00, plus mileage from the church and back, at \$0.50 per km.

Addendum 3 – Eileen Masse Report

From: Eileen Masse <eileenmasse48@gmail.com>

Date: Fri, May 12, 2023 at 11:10PM

Subject: Re: Update for the Board

To: Janet Cottreau <janet.cottreau@gmail.com>

We've been having a really good time at the church. We're doing the electionary as always and we're baking once a month and the kids are really enjoying being in the kitchen.

They love prepping for fellowship because they are taking responsibility.

When someone is away the children release notice that they're not there and they say how much they miss them. This is friendship's developing at the church which I think is important because they want to come to church. They want to spend time with their friends so it's become a christian friendship. When we're doing the lectionary or talking about scriptures we really put it into. What's happening today in their lives. For example the living stones. We are the foundation of the church and we are going to talk about that even this Sunday the 13th about the living stones because it's mother's Family Day. And we are going to have gifts for mums. And they are living stones and we will again speak about living stones because a lot of the kids were away last week so we'll continue with this week so. That we get to discuss how we can be the foundation of the church in the community.

We are having the youth event on may nineteenth and then we will discuss having one in june and then that'll be that for the summer.

Having the youth events really helps us reach out into the community which is important as well and then that is other Christian friendships that we make.

I am hoping that once september rolls around and we're doing more youth events that maybe we could take a trip. Do some fundraising to pay for it, not a huge trip. But it would be nice to do something with the youth outside of the city.

We have 2 more times to be baking in the kitchen and the kids are really excited that they get to do the last one which will be in. June it'll be our last baking for the summer and the kids are gonna just make it special for everyone.

It has been a really good year this year at the church with the children and with the youth.

I'm very proud of the job that I've done there and I'm so proud of the kids for being kind to each other and understanding and being such Great friends.

Eileen Masse RECE BA

Music United, so they can use it for both internal and/or external promotion. I am still figuring out what my submission will be. Once I figure it out, I'll let you know!

The music program is in spring/summer terms of choir, with people already in travel, cottage-ing or camping mode. I am in the midst of lining up guest musicians, and will need to start liaising with the summer worship leaders soon.

Allison

Addendum 7 – Minister's Report

Stittsville United Church
Minister's Report to Council, May 17, 2023

1. **Recent Worship Services**
April 23 – Easter 3, Celebrating Earth Day (April 22)
April 30 – Easter 4, Christian Camping Sunday
May 7 – Easter 5, with Communion
May 14 – Easter 6, Christian Family Sunday, Mother's Day

2. **Upcoming Worship Services and Congregational Events**
May 21 – (Long Week-end) Easter 7, Ascension Day
May 28 – Pentecost and Covenanting
June 4 – Trinity Sunday
June 11 – Guest worship leader
June 18 – Guest worship leader
June 25 – Farewell service, *gathering*

3. **Pastoral Visits and Meetings:** 22 Homes: 1
Outreach: 5 Sick and shut-ins: 2 At church: 5
Mentoring: 2 Meetings: 6 Funerals/Burials: 1 *consultation*

4. **Congregational Celebrations and Special Events**
April 27 – Worship Leader at Bridlewood Trails Residence
May 13 – UCW Luncheon and Bake Sale
May 14 – Yummy Leftovers! (see May 13)

5. **Other Activities**
April 28 – United Church Clergy Retirement Gathering *(25 catering East Ont.)*
May 6 – Canadian Military Wives Concert (and a king was crowned) *at and Ottawa*
May 9 – Accompanied Julie Pauling to Suitability Interview *(at Woodstock Suburb)*

6. **Looking Ahead**
June 5-18 inclusive – Rev. Anne will be on Continuing Education and Annual Leave.