

**Orchard Valley United Church  
Council Meeting March 23, 2016  
Minutes**

**1) Call to order and constitution**

**Present: Norma Mailman, Rebecca Godfrey, Gary Dunfield, Judy and Ivan Norton, Betty Curry, Kathy Schofield, Susan Cater, Heather Hennigar, Bill Simpson, Jean Millett, Suzanne Sweatman, Joy Waterbury, Jane MacDonald, Sylvia Jacquard, Chris Seymour, Joanne Olive**  
**Regrets: Harvey Gilmour**

**2) Opening Prayer-Judy Norton**

**3) Approval of Agenda**

**a) Moved: Gary Dunfield; Seconded: Norma Mailman** **CARRIED**

**4) Approval of minutes February 24, 2016 as amended**

**a) Moved: Suzanne Sweatman; Seconded: Joy Waterbury** **CARRIED**

**5) Business Arising from the Minutes**

**a) Signage:** Jane reported on her phone call with the County re: signage laws. She is awaiting confirmation on the by-laws. Once received they will be forwarded to council. Some discussion on the sign that is currently not being used. Bill Simpson mentioned that there is a sign fund to support putting the sign on a tall pole that could be seen from afar, but still be on our own property. This issue will be tabled for now.

**b) Status of Duty of Care documents for Committees**

Chairs of the committees will determine who needs to obtain a police check. You may need a letter from the church to get a police check. Theresa has a form for that purpose. Once the police check is completed, it is to be given to Suzanne Sweatman for filing. Suzanne will check on how many the years the check is considered valid.

**c) Purchase of additional Kitchen Equipment**

**MOTION: We purchase the requested kitchen equipment:**

**Immersion Blender, Sheet Pan Rack (for proofing and cooling), 1 Large stainless steel bowl, 2 Sheet Pans, 2 Cooling Racks, Long Oven Mitts 2 pairs, 1 Knife block, Knife Sharpener, Large Prep Spoons, 7 dozen water glasses, 3 dishwasher safe cutting boards to a maximum cost of \$900. Moved: Heather Hennigar; Seconded: Rebecca Godfrey**

**CARRIED**

**d) Wedding and Funeral Policies – Opportunities for Outreach:** This is an on-going discussion to ensure that the policy allows for opportunities for Outreach and Worship.

**6) Correspondence**

**7) New Business for discussion from Committee/Team Reports**

**a) Communications**

**i) Bulletins:** Discussion around use of bulletins. No action taken.

- ii) Greeter List: Seems to be working best to be done month at a time
- iii) Newsletter: 180 people have viewed it on the website and all 25 copies were taken on Sunday.
- b) Congregational Life
- c) Covenanter
  - i) Readers and Tellers: running short of people. There are new community members. Betty Curry will send an updated list for ratification by the congregation. It was suggested that an announcement be placed in bulletin to increase interest.
  - ii) Cemetery: information sent to Anne Cameron for the March meeting. The issue has been sent to the Property committee. We await their decision. Jane MacDonald will confirm with Anne on the process and whether they require any more information from us.
  - iii) Finances: Confirmed 3 weddings for Summer. Received \$705 and \$70 from two memorial services. March balance is 7699.41. Investments have shown a slight loss from the end of last year.
- d) Faith Formation: They have new members, thanks to nominating and are moving forward
- e) Finance: To date we are operating with a surplus!!!!
  - i) Additional Funds

**MOTION: Trustees forward \$20,000 dollars in April to pay outstanding commitments**

**Moved: Bill Simpson; Seconded: Gary Dunfield** **CARRIED**

- ii) It was requested that mini financial updates be placed in the bulletin. Bill will send this information to Theresa each month: Revenues (PAR/loose) and Expenses.
- f) Inter-church councils:
  - i) Luncheon for Canning area went well. Linda O'Neill has agreed to let Susan Cater know if they need help on specific projects, as we don't have active representation on the council.
  - ii) The Refuge/Portal: A call has been made for interested people to be companions/friends for the youth who reside there.
  - iii) Food Bank - Volunteers need for management positions
  - iv) OVUC was represented at all ICC Ecumenical Good Friday Services.
- g) UCM:
  - i) Men's group will assist in the Soup Luncheon coming up.
  - ii) Letter from Maritime Conference - April 23, 2016 Trinity United Amherst will host a Men's Rally. Keynote Speaker: Rev. Charles Deogratias
- h) Ministry & Personnel
  - i) Confidentiality and Police Record Check Guidelines. See above under Business Arising
  - ii) Meetings are booked with staff over the next two weeks.
- i) Outreach
  - i) New Minas and Area Council of Churches
  - ii) Meet Your Feet did get the grant that will fund this project from now until next September.
  - iii) There are 4 people on the committee, but no chair or secretary. We need more help.
  - iv) Canucopia will occur on June 4, 2016, Breakfast program, Christmas Hamper, and Benevolent Fund are on-going.

- j) Presbytery
  - i) 25% reduction in Budget: Valley Presbytery has put forth a proposal to Maritime Conference to reduce their budget in lieu of increasing Presbytery's 25% increase in dues. This will be discussed at the Annual Conference.
  - ii) Membership: Valley Presbytery has currently been operating with 15 fewer lay people than needed. OVUC currently has 3 members. One member is currently unable to attend meetings. Jane McDonald will confirm with that member if she wishes to continue.
  - iii) Statistical forms should go to the oversight committee. Theresa Perrin has taken care of this.
- k) Property: meeting next week
- l) Pastoral Care
- m) Stewardship
  - i) Request for notices in bulletin to reflect givings and expenses: See Finance agenda item
  - ii) Soup Luncheon on Tuesday
- n) UCW- successful World Day of Prayer. \$450 raised for Council of Women. Grannies to Grannies Program for March will occur in June.
- o) Worship
- p) Trustees-no report

**MOTION: To adopt the reports as presented**

**Moved: Susan Cater; Seconded: Bill Simpson**

**CARRIED**

**8) New Business**

- a) Hugh Kerr Memorial Stone: The family who donated this stone wanted to know if we have a purpose for this stone, or if they could have it to donate to Heritage Memorials to use it for families who can't afford grave markers. The consensus was to communicate to the family that we would like to re-letter and find a more respectful use for it.

**9) Authority for Executive to conduct business on behalf of the Council between meetings.**

**Moved: Betty Curry; Seconded: Heather Hennigar**

**CARRIED**

**10) Clergy's Report:** Thank you for all the participation in Holy Week and Easter festivities.

Judy and Ivan will be without living accommodations in the Valley for a month. During this time they will be moving out of their home in Bridgewater

April 22 Friday night is Council Transition Workshop #1

April 23 Transition Committee Meeting

April 23 Women's Retreat

April 23 Men's Rally in Amherst.

**11) Next Meeting April 27, 2016**

**12) Closing Prayer:** Rev. Ivan Norton

**13) Benediction & Adjournment**