

St Paul's United Church Richmond Council Meeting Minutes May 13, 2025

Mission Statement: *We strive to be a warm, welcoming community of faith.*

Present Rev. Rachel, Carmel Dalgleish, Sandy Smith, Ellen Sheepway, Kim McKay, Marlene Walker

1. **Welcome** -- Rev Rachel welcomed all to the meeting.
2. **Review of the Agenda**
3. **Approval of Minutes from April 2, 2025.**

Moved by Carmel, seconded by Kim, all approved.

4. Business arising from the Minutes

Rev Rachel will send out procedures for water testing. In the future Council members will take Turns submitting the quarterly sample to Eurofins for testing. Kim – June 2025; Carmel – September 2025; Sandy – December 2025; Ellen – March 2026.

Positive comments were received following the Ecumenical Service held on Good Friday.

5. New Business

Rev. Rachel distributed 3 documents for information:
Responsibilities of Finance Committee Members
Financial Procedures Guidelines
Procedures to Follow When Selling the Church Manse

Finance: Rev Rachel is meeting with the bookkeeper Sandra Hall on May 21st. Also trying to arrange a meeting with the bank manager to change signing officers, but unsuccessful to date. The Finance Committee meets again on June 4th.

M&P: All documentation has been completed for Rev Rachel's new appointment which will run from July 1st 2025 – June 30th, 2028. It still requires approval from the Pastoral Relations Committee of EOORC, who are meeting on May 20th. Rev Rachel attended an event for Ministers in the Region, held in Kemptville. Guest speaker was Jesse Zinc, from the Theological College in Montreal.

Communications: A new website is in process. Suggested fee of \$500 plus \$250 for continued assistance over the next 12 months. Permission has been given from General Council to use the UCC crest on the sign and website.

Manse Update: Rev Rachel has been in touch with Phyllis MacRae of the Futures in Property Committee at EOORC and received information about the procedures that must be followed when selling church property. The document -- *Procedures to Follow When Selling the Church Manse* was reviewed by Council. Trustees have been unable to gather as a group but they will be notified this week of Council's decision to sell the manse.

Note: The Governing Body of the church (in our case, Church Council) is responsible for making the decision to sell. Trustees is the group that is responsible for all the details pertaining to the sale.

Someone from Trustees must take on the responsibility of acting as owner of the property because it is held "in trust" on behalf of the church.

The tenant will be notified by email and mail. We have been advised that a date to vacate must be included in this letter. Discussion took place regarding a date that would be fair to the tenant and helpful for the realtor, recognizing that most families wish to be settled in a new home before the start of the school year. EOORC has advised us that we need to give one month notice since there is no lease and we have a month-to-month arrangement with the tenant.

Moved by Carmel, seconded by Kim that the date given on the letter for the manse to be vacated is August 31st, 2025. Approved, with one abstention.

Quilt Luncheon: Carmel reported that the Quilt Store will no longer host an annual Quilt Display

Book Sale : Date -- Sat Oct. 18. Rev Rachel will notify Food Bank that we will need the hall on Friday (for set-up) and Saturday that week.

Clothing Sale: Postponed until 2026. Date TBD.

Council Changes: Linda Moore has agreed to join Church Council as a Member-at-Large. First meeting will be in September. This will be ratified at the next Annual Meeting. Marlene Walker expressed a desire to step down as Council Secretary. She will remain on Council as the EOORC Rep.

Cafe Style Worship May 25: An informal Congregational Discussion will take place, focussing on future space rentals at St. Paul's.

Vouchers: Discussion about whether to apply for a Credit Card on the Vouchers Bank Account to cover the cost of voucher purchases. The previous card was issued in Gerry Moore's name. Linda Moore will see if she can get a card for the same amount in her name.

UCC 100th Anniversary June 15: St. Paul's will have our own Sunday celebration titled "We're Making History!" with a pot-luck lunch to follow. Looking for a photographer to take church family photos.

St. Paul's Anniversary Dinner: This usually takes place at the end of October. In 2022 there was a lunch following the church service. In 2023 there was no anniversary celebration in October. There was talk of it being postponed until February, but nothing took place then either. In 2024 Church Council decided to cater an informal lunch for members and adherents following the morning service. Tina Melvin and Judy Wagdin would like to organize a sit-down dinner this year and open it to the community. Church Council was very much in favour of this taking place, with Tina and Judy in charge.

Summer Services: In 2024 Council made the decision to have no worship services during the month of August so that Rev Rachel and David George could take care of various health issues. Discussion took place about doing the same this year. Decision – there would be no Sunday services from August 3rd to August 31st inclusive. Services will begin again on September 7th at 10.00 am. The church will still be open for pie-making during August and Rev Rachel will be in the office on Wednesday mornings and available at any time by phone or by appointment.

Property: Church roof needs to be re-shingled. Rick Todd is looking into this. Carm is working on a new sign for the front of the church that will reflect the new service time.

Next Mtg Tuesday, June 17, 1 pm

Marlene Walker Secretary

**Special Meeting of Church Council
St. Paul's United Church Richmond, ON**

May 25, 2025

Present: Kim McKay, Sandy Smith, Carmel Dalglish, Marlene Walker, Rev. Rachel Robinson, Ellen Sheepway (s)

Addendum to the Minutes of May 13, 2025

Currently signing officers for Scotiabank Operating Account # 1030600245 11 are as follows: Judy Wagdin, Sandy Smith, and Mary Jo

Motion made by Kim McKay, seconded by Marlene Walker to add Daryl Dalglish and Mary Norman as signing officers and remove Mary Jo who has stepped down from the position of Church Treasurer. Any two signatures are required regarding this account.

Motion made by Kim McKay and seconded by Carmel Dalglish that the bank issue a deposit ONLY card to Rev. Rachel Robinson on Scotiabank Account # 1030600245. This will allow Rev. Rachel to view all church bank accounts online for reporting purposes.

Motion made by Sandy Smith and seconded by Kim McKay to make Janet Bilodeau a signing officer on behalf of the Trustees, with the ability to sign all documents pertaining to the listing and sale of the former United Church Manse located at 3462 McBean St., Richmond ON, subject to approval by Church Council.