Present:

Paul Coutts	Barb Joynt	Murray Hunt
Heather Thompson	Diane Frias	Karen Hunt
Liz Hughes	Brenda Gray	Chris McColl
Bill Hughes	Rev. Lynne Gardiner	Ruth Anne Johnson
Bob Klatt	Joyce Firlotte	Kathleen Williamson
Sandra Walker	Jack Johnson	Linda Hamon

Regrets: *none sent*

Welcome:
With quorum present Paul Coutts called the meeting to order at 12:10pm and welcomed and thanked everyone for staying. Rev. Lynne Gardiner offered an opening prayer.

Minister's Report: - *no report*

Aboriginal Acknowledgement:
We acknowledge that this meeting is being held on unceded, unsurrendered Territory of the Anishinaabe and Haudenosaunee Nation, whose presence and stewardship dates to time immemorial and will continue in perpetuity. We honour their long history of welcoming many Nations to this territory and we acknowledge our shared responsibilities to ensure health and wellbeing for all creation for generations to come.

Agenda:
Moved by Jack Johnson, seconded by Karen Hunt to accept the agenda, with additions to New Business; 8c – The Hub, 8d – Search Committee.
All in favour; motion carried

Minutes:
Moved by Linda Hamon, seconded by Bob Klatt to accept the minutes of the July 19 2025 meeting. *All in favour; motion carried*

Business Arising from the Minutes:
Affirming update
Affirming process on hold until the appoint of new permanent clergy.

Committee Reports:
Ministry & Personnel
The M&P committee met on August 31st.
We are happy to report that Reverend Christine Lowson has agreed to take an appointment effective November 1st, 2026 to December 31st, 2026 inclusive.

Moved by Brenda Gray, seconded by Kathleen Williamson, that Rev. Christine Lowson be given a short term pulpit supply appointment effective November 1 2026 to December 31 2026 at $300. per week plus travel at $0.60/km.
All in favour; motion carried

On the other hand, we are very sad to say that Reverend Lynne's last day of worship will be Sunday, October 25th. We thank you from the bottom of our hearts Reverend Lynne for all the support, leadership and care you have given us. Words can't express how much you will be missed. We wish you well in your new position!!

Moved by Brenda Gray, seconded by Bob Klatt that we offer Richard Byrd a fee for Service Contract for an occasional supply musician, at $150 per service, to be invoiced to the treasurer. If the service is cancelled, respecting the preparation time invested, a fee of $75 will be paid. The fee for additional compensation for extra services such as Christmas Eve, Good Friday, etc will be negotiated.
All in favour; motion carried

No date was set for our next M&P meeting.

Stewardship

1. Since the July 19, 2026 Bethel Board Meeting, the Stewardship Committee organized the Annual Picnic which took place in conjunction with the Outdoor Service on Sunday, July 26 at the Rideau Ferry Yacht Club Conservation Area. It was a successful activity with 24 people attending. The event was made possible by the many people who worked together on the activity.
2. As part of our outreach Bethel continues to provide space for a monthly drop-in Grief and Bereavement program provided by Community Home Support
3. Stewardship met on September 6 to plan activities for Fall 2026 including identifying a focus for the October Stewardship Project and the recipient of the White Gift Donation
4. We will aim to have the Fall Newsletter ready in early November.

Property
Heat pump to be serviced in October.

Trustees
Moved by Jack Johnson, seconded by Barb Joynt that the chair of the Board of Trustees is directed to transfer $30 000 from the funds on deposit with EOORC to the Trustees bank account at the Royal Bank.
All in favour; motion carried

Moved by Jack Johnson, seconded by Kathleen Williamson, that the Official Board of Bethel Church Rideau Ferry appoints John Gray and John (Jack) Johnson as authorized signers for the Trustees' bank account at the Royal Bank.
All in favour; motion carried

It should be noted that John Gray is the chair of the Board of Trustees.

Session
The next communion service will be on October 4th for World Communion Sunday

UCW
The UCW resumed meeting on Tuesday, September 8th at 11am with a potluck lunch following. Focus in the autumn leads to the annual cookie/bake sale on December 5th.

Eastern Ontario Outaouais Regional Council (EOORC) - no report.

Moved by Heather Thompson, seconded by Bob Klatt to accept the committee reports as presented.
All in favour; motion carried

Financial Report: - (see *Appendix 2*)
Moved by Sandra Walker, seconded by Jack Johnson to accept the financial report as presented. *All in favour; motion carried*

New Business:
Website update/management
Moved by Jack Johnson, seconded by Diane Frias, that our contract for web hosting services, with TerraUtopia, is to be cancelled as soon as alternate arrangements can be made. Diane Frias is asked to facilitate this change.
All in favour; motion carried

Name tags
Discussed having clip-on name tags available for all Sunday attendees. This will be useful for our temporary interim minister as well as our new minister when called. Linda will purchase them.

The Hub
Joyce Firlotte does her best to keep our information current. The system is adequate, but has many limitations.

Search Committee
Members of the Search Committee are Joyce Firlotte (chair) with Sandra Walker, Kathleen Williamson, John Gray, Lynne Evans, and Paul Coutts. Brenda Gray will provide a position summary.

Correspondence: - *none*

Announcements and Upcoming Events:
UCW Cookie & Bake sale on Saturday, December 5 2026 from 9am until sold out.

Next Meeting:
November 22nd following worship

Adjournment:
Kathleen Williamson adjourned the meeting at 1:20pm.

_____ _____

Paul Coutts
Chair, Official Board

Linda Hamon
Secretary, Official Board

Appendix 1 – Agenda

Rideau Ferry Bethel United Church Official Board Meeting

September 13 2026 - 12:30 p.m. Bethel United Church Hall

1. Welcome and opening prayer
   Minister's report

2. Aboriginal acknowledgement
   We acknowledge that this meeting is being held on unceded territory of the Anishinaabe and Haudenosaunee Nation, whose presence and stewardship dates back to time immemorial and will continue in perpetuity. We honour their long history of welcoming many Nations to this territory and we acknowledge our shared responsibilities to ensure health and wellbeing for all creation for generations to come.

3. Additions to/adoption of the agenda

4. Approval of minutes of July 19 2026

5. Business arising from the minutes
   - **a.** Affirming update
   - **b.**
   - **c.**
   - **d.**

6. Committee Reports
   - **a.** Ministry and Personnel
   - **b.** Stewardship
   - **c.** Property
   - **d.** Trustees
   - **e.** Session
   - **f.** United Church Women
   - **g.** EOORC

7. Financial Report – Sandra Walker, Treasurer

8. New Business
   - **a.** Website update and management
   - **b.** Name tags
   - **c.**
   - **d.**

9. Correspondence

10. Announcements

Adjournment

Appendix 2 – Financial

Bethel United Church						
As at August 31, 2026						
		Operating		Stewardship		
Balance January 1, 2026		$7,650.45		$366.53		$8,016.98
Receipts						
	Local Support	22,699.00				
	LocalSupport - Par	27,610.00				
	Loose Collection	1,133.00				
	Memorial Funds	310.00				
	Mission and Services	5,911.00				
	Bethel - Trustees	25,000.00				
	Bethel - UCW	6,000.00				
	GST/HST Rebate	819.98				
	Stewardship - Pancake Breakfast			2,130.00		
	Stewardship - Hospice Hub			664.00		
	Stewardship - Picnic			350.00		
	United Church - Salary Rebate	8,795.11				
	Total Receipts	98,278.09		3,144.00		101,422.09
Disbursements						
	Salary/Benefits	60,880.37				
	Minister Fill-In	5,200.00				
	Pulpit Supply	783.00				
	Pulpit Supply - Travel	289.00				
	Organist	1,200.00				
	Secretary Salary	1,971.69				
	Secretary Travel	147.60				
	Bank Charges	69.62				
	Par Cost	144.63				
	Gifts	50.00				
	Internet/Web	2,249.11				
	Music Licence	368.55				
	Office - Secretary	85.87				
	Office - Treasurer	31.36				
	Photocopier Expenses	284.43				
	Photocopier Lease	274.52				
	Telephone	331.49				
	Regional Dues	4,975.00				
	Church - Cleaning	1,020.00				
	Church - Hydro	3,310.87				
	Church - Insurance	2,456.01				
	Church - R&M	572.83				
	Church - Snow	4,859.00				
	Church - Septic/Water	570.25				
	Mission and Services	5,911.00				
	Stewardship - Hospice Hub			664.00		
	Stewardship - Expenses			950.79		
	Total Disbursements	98,036.20		1,614.79		99,650.99
Balance		$7,892.34		$1,895.74		$9,788.08

Appendix 3 – Search Committee
Position Description

The United Church of Canada / L'Eglise Uni du Canada
Bay of Quinte Conference
Ministry Position Description (BQ PD) – Bethel United Church, Rideau Ferry

Position Title: Minister
Position Profile: Full time, Permanent, Solo position

Position Summary:

Bethel United Church Pastoral Charge in Rideau Ferry is a vibrant, welcoming faith community in a rural setting. The congregation is looking for a minister who serves on Sunday morning, and throughout the week and throughout the community. We want to be an active presence for local residents. We are seeking someone with deep roots in the United Church, who respects the traditions of the church but is open to growing with us and learning new ways for practicing our faith. We are growing towards becoming an affirming church community, to living out reconciliation, and to being open to partnerships and opportunities with our neighbouring church communities.

Autonomy in Decision-Making:

We work together, and having had several periods of sabbatical, we have learned that many hands make light work. Ministry leadership is critical, but ministry at Bethel can include many!

- Decisions concerning worship and pastoral care needs are made in consultation with the Session.
- Study leave and book allowances are included in the annual budget.
- Some funds are available for emergency benevolent support.
- Expenses outside of budgeted items are reviewed by the Official Board.
- The church has established committees that include Property, Trustees, United Church Women, and Stewardship.
- The Minister is supported by a part time secretary, a volunteer treasurer, and caring and committed lay leaders.
- The two music directors are happy to consult about music choices, themes, and special services. The congregation loves to sing!

Principal Areas of Responsibility and Associated Duties:

Worship

- Prepare liturgy for weekly Sunday service
- Choose music for services (we love the classics, but are always willing to try a new tune)
- Prepare service bulletin in draft form and forward to secretary each week to put together
- Preside over sacrament of Holy Communion every two months
- Conduct funeral services and committals, baptisms, and weddings when requested
- Preach biblically based messages relating the stories of the Gospel to our everyday lives
- Explore avenues which may encourage a broader attendance without neglecting the established faith community

- Encourage and enable lay leaders to participate in weekly worship
- Intentionally include and bring to the forefront current initiatives of the United Church of Canada

Pastoral Care

- Offer pastoral visits in hospitals, nursing homes, retirement homes, and private homes
- Provide crisis visitation when requested
- Provide leadership and encourage participation in order to revitalize a pastoral care team
- Provide support for anyone in the congregation encountering difficulties, not only illness or grief

Stewardship

- Support the fundraising efforts of the Stewardship Committee as they work to meet the goal set in each annual budget
- Bring forward information which encourages giving to the Mission and Service Fund and other Special Appeals of the United Church of Canada
- Work collaboratively with the Treasurer to ensure that financial reports are completed and the annual budget is followed
- Encourage lay people to share their special gifts by contributing to the life and mission of the church

Administration and Leadership

- Consult and provide resources to committees led by lay leaders
- Work collaboratively with part time secretary to complete everyday administrative tasks
- Respond to telephone calls, emails, and regular mail
- Prepare messages for newsletters (twice a year) and the annual report
- Assist in the preparation of the yearly statistical report for the United Church of Canada
- Be prepared to provide leadership or seek outside support to move forward on important transitional issues such as Affirming Ministry, Reconciliation, Partnering, Reorganization of the United Church
- Attend board meetings (4-5 per year)
- Meet with elders (3 – 5) times per year
- Meet with Ministry and Personnel Committee (4-5 times per year)
- Attend Trustees meetings when called

Justice and Outreach

- Lead study groups using resources from the United Church of Canada on Justice issues
- Help the congregation continue to make community outreach a priority

Ministry Partnerships

- Explore opportunities for partnerships and collaboration with ministerial associations in Perth and Smiths Falls. We are stronger together.
- Identify partnering opportunities as they become available through Regional Clusters

Discipleship

- Foster an environment where everyone is made to feel welcomed and invited back
- Empower lay people and encourage them to live the gospel at every opportunity in their lives

Personal Spirituality and Self Care

- Participate in certification and continuing education courses when available either on line or in person
- Set aside time each week for reading, prayer and contemplation

Required knowledge, skills and abilities:

- Ordained or commissioned by the United Church of Canada
- Level 2 Vulnerable Sector Police Record Check
- Proof of participation in Boundaries Training for Church Leaders
- Proof of participation in Racial Justice Training
- Driver's License and Car (mileage to be reimbursed as per United Church of Canada rate)
- Ability to set up and lead online meetings
- Good listener and a caring and compassionate nature

And now a little about us….

- We are a happy congregation that continues to thrive despite so many churches closing. There are people in the pews and money in the bank.
- We like to laugh and would enjoy a pastor with a sense of humour!
- We have the capacity to introduce more technology into our service (i.e. projection facilities) if the minister has an interest in producing such material or can train a lay person to assist.
- We like to eat, and we bake cookies like you wouldn't believe!
- We appreciate a pastor with enthusiasm for music – we love to sing, despite our general lack of singing talent!