

**Professional Church Secretaries and Administrators Conference  
October 27-29, 2024  
Cave Springs Camp, Beamsville, ON**

**Sunday, October 27**

3:00-5:00 pm Check In/Register

5:00-6:00 pm Dinner

6:30-7:30 pm Welcome & Service -weather permitting, it will be held at the outdoor chapel.

7:30-? Campfire

**Monday, October 28**

8:00-9:00 Breakfast

9:00-9:15 Housekeeping details, outline of day

9:15-10:15 Kathleen Hilchey, anti-bullying specialist- link to Broadview Article:

<https://broadview.org/united-church-clergy-bullies/>

10:15-10:30 Coffee Break

10:30-12:00 Speaker

12:00-1:00 Lunch

1:00-5:00 Field Trip - Salem Chapel and Silver Spire U.C. \*Salem Chapel is not wheelchair accessible

5:00-6:00 Dinner 6:00-6:30 PSCA AGM

6:30-7:30 Small Group Discussions - find 4 or 5 people willing to lead discussions on hymn licensing, Google Docs, PowerPoint, recruiting volunteers (Pauline), rental practices

7:30-8:30 Choose your activity: card making with Pauline, nighttime trail walk, board games with Lori Dawn

8:30 campfire

**Tuesday, October 29**

8:00-9:00 Breakfast

9:00-9:15 Housekeeping details, outline of day

9:15-10:15 Affirm United

10:15-10:45 Coffee Break and check out

10:45-12:00 Unifor Unifatih Organizing Chair & Acting President Rev. Alison Miculan

12:00-1:00 Lunch

**Field Trip:**

- Salem Chapel and Silver Spire U.C.
- Transportation - bus booked

**Affirm United**

- a justice-oriented organization of people in The United Church of Canada. It works for the full inclusion of people of all gender identities and sexual orientations in The United Church of Canada and Canadian society. It is open to all denominations.

**Unifor Unifatih**

- Unifaith is a chartered community chapter union within Unifor, Canada's largest private sector union with over 315,000 member working in every major sector of the Canadian economy.
- They are only sharing information and have agreed that this opportunity is not a union drive

**Onsite Vendors**

- Grand River Bookstore
- PSCA swag - Tees, hoodies, mugs, etc \* could be a fundraiser by rounding up the cost to the next \$5 increment. Lori Dawn has contact and is arranging

**Catering**

- Lori Dawn's husband is going to be doing the catering with the assistance of volunteers
- Pauline doing desserts for all meals and coffee breaks - 2 dinner desserts, 2 lunches and 2 coffee breaks