

St. Paul's United Church of Canada
Leadership Team Meeting
September 10, 2014

- Call to Order** Chairperson Melissa Fiest, called the meeting to order at 7:00 pm in Room 202 at St. Paul's United Church, Estevan, SK.
- Attendance** Melissa Fiest, Kaye Hemus, Astrid Friesen, Linda Holden, Pastor Brenna Nickel, Marilyn McCutcheon, Wendy Suchan, Don Kindopp, Lynn Kindopp, Robert Andrist
- Devotion** Genesis: 12: 1-9 re Blessing. Discussion followed on how we are blessed and how we can bless others. Pastor Brenna closed with a prayer.
- Agenda** **Motion: Wendy Suchan/Rob Andrist**
The agenda and submitted reports be approved.
CARRIED
See Appendix A, page 64.
- Minutes** **Motion: Linda Holden/Rob Andrist**
The minutes of the June 10, 2014 meeting of the Leadership Team be approved as circulated.
CARRIED
- Reports** Motion: Linda Holden/Astrid Friesen
The reports of the Pastor and Pastoral Care Worker be approved. CARRIED
- Old Business:**
- A) Fall Leadership Retreat: October 17-18, 2014.
Friday at St. Paul's and Saturday at North Portal
 - 1) Leadership – what does it mean to be a leader?
How can we encourage self-confidence in others so they are willing to take on more leadership roles? Book to read: The Communities by Peter Block
 - 2) New Fundraising Activities
 - B) Jennifer Kuchinka's Book- Marilyn McCutcheon will check with Jennifer to set a date for her to present something in church and look into having a gathering after church – tea? Book signing?

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- C) Flooring for the Sunday School Room: it was decided to sell it by the square yard using a campaign slogan "Pull the Rug". Sunday School children will be asked to decorate envelopes to put in the pews for the congregation's donations.

**Essential Ministries –
 Check-in**

Christian Education – Linda Holden:

Tania Andrist is covering September, but someone is needed for October. Vacation Bible School was a great success. Sunday School has made up Toiletries Bags for the Warm Welcome clients.

House Groups/Hospitality – Marilyn McCutcheon

Need to get our new people involved and need to be flexible by asking others in attendance to help if a group is short.

Pastor Brenna will look into a ***Newcomer's Luncheon*** and email dates that will work.

Mission/Outreach – Wendy Suchan

Wendy Suchan reported on:

- a) Community Garden Project: Still have tomatoes and carrots in the garden. The Food Bank has really appreciated getting the produce. Turnbull's donated all the soil.
- b) Meals on Wheels: Kelly McConnell has been contacted and she will request that St. Paul's be removed from the delivery schedule for January.
- c) Warm Welcome: Wendy shared the article from the Mercury re Warm Welcome. She reported that there will be a fundraising Barbecue at the Estevan Co-op on Saturday morning, September 12, followed by a community walk to increase awareness of being homeless. There is a possibility that the Shelter will be open by mid November and extend into March. At our November meeting we will determine how much of our budget should go to Warm Welcome.
- d) Kenya Medical Supplies: The supplies were very much appreciated. By the East Kenyan Council of Churches. Pastor Brenna is putting an

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invitation out there to see if there are folk who want to have a more personal contact and become more involved.

Pastoral Care – Kaye Hemus:

Kaye reported that Sun Country is holding a **Falls Prevention Clinic** which is being hosted by St. Paul's on Friday, October 3 from 9:00 am to 12:30 pm. Folk must call and make an appointment to attend. Appointments will be 15 minutes. See Appendix C, page 67.

Property – Rob Andrist

Goals have been set in order to free up Paul Deren for more meaningful projects. Rob and Paul created a list of ongoing projects and prioritized them according to need. The need of a **new boiler system** is at the top of the list. Cost will be \$50,000 minimum. Rob will make contacts to get an initial price and find out exactly what has to be done. He is interested in finding out what our annual cost-saving would be and how long it would take to break even. Interest Group: Rob Andrist, Al Klesse, Paul Deren, John Johnson, Don Kindopp. Windows will be replaced as we can. Marilyn McCutcheon mentioned the leak in the church roof for Rob's information.

Stewardship – Melissa Fiest

Melissa is preparing a Narrative Budget (story-type) that will include slide shows, pictures, and reports. We are asked to contact her if we have anything to report – Essential Ministries, Baptism and Marriage (Pastor Brenna) showing what things are going on at St. Paul's that members may want to take part in.

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Worship – Pastor Brenna Nickel:

Will be having a meeting of Worship and the Arts soon to make plans. Pastor Brenna is planning an after-church workshop on how to read Scripture, possibly in October, in order to help folk feel more comfortable and therefore more willing to volunteer to read.

See Appendix B, page 65.

Treasurer's Report

Motion: Don Kindopp/Wendy Suchan

The Treasurer's report be adopted as circulated.

CARRIED

See Appendix D, page 68.

Don mentioned that those who wish to receive email from St. Paul's must return the email from the office indicating subscribe. This has come about because of recent *anti-spam* legislation.

Property Insurance Policy has been received.

SaskTel Fees are set for 20% increase. Don will check into this and bring info to Leadership Team.

Presbytery Report

Presbytery Executive has been meeting dealing with JNAC's. Next meeting is September 26 at Kipling.

New Business

Baptism: One baby confirmed for September 28 – Ivy Eskra.

[\(Note: Since our meeting, this Baptism has been postponed\)](#)

Discussion was held regarding private Baptism and it was felt that Baptisms should be held in the church since a community of supporters is so important. Exceptions would include health or emergency situations

Correspondence

None

Leadership Team Report to Congregation

Melissa Fiest will report on Sunday.

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Next Meeting

Business meeting will be held at the beginning of the Fall Retreat on **October 17**. The congregation will be invited to come, and bring their questions, ideas, concerns etc. or submit them to any member of the Leadership Team.

Note: Linda Holden and Marilyn McCutcheon will both be going off the Leadership Team in February, so we will be looking for two replacements.

Adjournment

Astrid Friesen/Wendy Suchan
Meeting be adjourned. CARRIED

Melissa Fiest, Chair

Lynn Kindopp, Recording Secretary

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Appendix A – Agenda

1. Call to Order
2. Devotion
3. Approval of the Agenda
4. Approval of Pastor's Report
5. Approval of Pastoral Care Worker Report
6. Approval of Previous Meeting's Minutes
7. Business Arising from Previous Minutes
 - 7.2 Ideas for Fall Leadership Retreat October 17 – 18, 2014
 - 7.3 Jennifer Kuchinka speaking about her book in church
 - 7.4 Sunday School Room flooring fundraiser
8. Essential Ministries
 - 8.2 Christian Education
 - 8.3 House Groups/Hospitality
 - 8.4 Mission/Outreach
 - 8.5 Pastoral Care
 - 8.6 Property
 - 8.7 Stewardship
 - 8.8 Worship
9. Treasurer's Report
10. Presbytery Representative Report
11. New Business
 - 11.2 Baptism tentatively set for September 28, 2014
 - 11.3 Warm Welcome
12. Correspondence
13. Leadership Team Report to Congregation
14. Next Meeting
15. Adjournment

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Appendix B – Minister's Report

It has been a busy summer here, and I'm looking forward to getting back in our normal leadership routine this fall. In no particular order, here are some things that come to mind as I reflect on the summer.

First, we had a great **Vacation Bible School** this August. Many people were thanked in church for their help in teaching our kids about God's love. We had about 25 children participate in VBS and even turned some away. That was without advertising to the wider community. The only reason we turned children away was we didn't feel we had enough adults to have a safe program. So I wonder, as a goal for this year, how do we encourage more people to be involved with children's ministry? Last Sunday there were 18 kids at church. We're almost at the point of needing 2 classes, but won't be able to do that without more volunteers, especially since many of those currently helping are getting tired. I realize working with kids is not everyone's gift, but there are other ways to encourage and to get involved- especially since including children and growing our Sunday School has always been articulated as a priority of this congregation. So leaders, how do we do this?

Next, I want to mention that I've had several calls this summer requesting private **baptism** for infants. When I've inquired why the families are asking for this, they've all said something along the lines of being embarrassed to stand up in front of the congregation. I've explained our beliefs on baptism and why it's so important to have the community present. In the case of one family, they were okay with that and the other has never responded. I just let you all know this as you're speaking to folks outside the church considering baptism.

We're gearing up for another season of **Warm Welcome** beginning with a BBQ fundraiser and advocacy walk this Saturday. I am actually planning on backing off of some of my responsibilities with this group this year. I'm wanting others to learn some of the ropes of fundraising, speaking, etc. so that if I'm not here at some point, things will continue to run smoothly. Rory F. and Heather V. currently serve on the board for Warm Welcome and others from both pastoral charge points volunteer, which should ensure our involvement for many years to come. My hope with all endeavors like this is that it can be St. Paul's mission, not just Pastor Brenna's mission, and relinquishing some of my duties will free me up to be involved elsewhere.

As I've started to say above, in the reflection and praying I've done this summer, I really feel that I ought to get myself out of the way of certain things at church and maybe be a little less available. It is critical that we continue to bring up strong, stable leaders in this congregation. So I'm looking to be more of a guide this year. I think the Leadership Team needs to take an important role here in encouraging others to get involved. The feedback I've gotten the past few months is that many of the people in the pew feel afraid to make a mistake so they just

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don't do anything. We need to continue in that encouraging, "saying yes!" spirit then, and help others to share their gifts.

Lastly, I would mention as we have in the past, Kaye and I continue to work privately with a number of families and individuals in crisis – people who don't want their names on the prayer board. I'm so grateful for the support of the Leadership Team and wider congregation in just sort of letting us do our thing and not asking too many questions. There are many in the community who view St. Paul's as a compassionate, caring community even if they've never been to Sunday worship, and I think that's a great gift to our city.

Respectfully submitted,
Pastor Brenna Nickel

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Appendix C – Pastoral Care Report

Last report was June 6, 2014!! The summer has flown by!! Welcome Back all!

Some Special things over the summer:

June 22, 2014- took three Seniors to Joint Service and Picnic at Knox United, North Portal. All enjoyed the day!

July 10, 2014 – accompanied a member of the congregation to Souris Valley Theatre as two tickets had been donated. We enjoyed the performance !

July 19, 2014 – helped celebrate a 98th Birthday- Elva Pick.

August 20, 2014 – took one Senior to Seniors Day and Tea at Souris Valley Museum; lots of reminiscing went on!!

June 24, 2014 – viewed UCC Webinar – Developing a Healing Ministry.

July 14 - UCC Webinar – Being Religious in a Spiritual World; this one highlighted a lot of the changes that have occurred around church attendance and participation over the last 20 years.

June 26, 2014 - met with the Ministry Team.

August 3, 2014 – Pastor Brenna conducted a Worship Service at Creighton Lodge and Communion Services Aug 21 and Sept 4. Pastor Brenna also did Services at ERNH and LTC on July 17 and on Sept 4, I conducted these Services with Olive Firth playing the piano. One wonders some times what the value is in conducting services especially at ERNH and LTC; then, someone who no longer speaks will sing along with the words of an old hymn! Or someone who seldom speaks will say Thank You with tears in their eyes!

Over the summer, nine prayer shawls were presented; two for Baptism, two for young men going off to post-secondary education and six to adults for various reasons. The Prayer Shawl group started meeting again Sept 9/14.

In August, I indulged in five vacation days spent in central Alberta with family; so glad I missed the snow!!

Future Plans;

Friday, October 3, 2014 we will be hosting the SCHR Healthy Balance Lifestyle Clinic in the CE Centre; this is a falls prevention program aimed at keeping people safe in their own homes. If you would like more information, please speak to me after the meeting.

To me, this has been a lovely summer. I trust it has been for you also. The Service on September 7, 2014 was a great beginning to yet another Church year! Praise God from whom all Blessings flow!

Respectfully submitted,
Kaye Hemus

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Appendix D – Treasurer's Report

a) **Financial Report** (August 31, 2014)

General Fund

Income:

Received Givings	104,470.99	
Other Income	17,876.04	
Transfers	1,672.07	
		124,019.10

Expenses:

Administration	7,707.15	
Children & Youth	623.06	
Congregation Life	1,267.91	
M&P	85,888.69	
Outreach	17,432.86	
Property	18,901.21	
Pastoral Charge	18,484.80	
Trustee (Insurance)	2,954.00	
Benevolence	881.22	
Choir	20.90	
Memorial	769.95	
		<u>154,932.05</u>
Surplus (Deficit)		(30,912.95)

General Fund Reconciliation:

January 1, 2014	19,337.27
Surplus (Deficit)	(30,912.95)
Overdraft Transfer	<u>14,000.00</u>
Balance August 31, 2014	2,424.32

Balance Sheet

Assets:

Capital Investment:	34,724.69
Trust Funds	155,571.94
General Fund	<u>2,524.32</u>
Total Assets	192,820.95

Liabilities:

Bequest Fund	14,000.00
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b) Trust Fund Information:

Benevolent	7,418.17
Bequest	85,911.81
Capital	39,715.21
Memorial	19,656.04
Senior Choir	1,913.02
Interest	439.08
Suspense (Babar Concert)	519.21

c) Note re: General Fund Reconciliation and Balance Sheet

A transfer of \$10,000 from the Bequest Trust Fund to the General Fund was made on May 27, 2014. A further transfer of \$4,000 was made August 26, 2014. A motion of the Congregation allows us to transfer funds from the Bequest Trust Fund to cover our shortages in the General Fund.

d) Canada Revenue Agency Review

A letter was received from the Canada Revenue Agency with regards to the review of our books this past April. We were found to be deficient in two areas:

- 1) we had the incorrect CRA number on our receipts. That has been corrected.
- 2) we didn't include the mailing address of the individual for whom we had to write a duplicate receipt. We will in the future.

e) Whols

The domain registration for stpaulsestevan.ca and unitedchurchestevan.ca has been renewed for one year.