

St. Paul's United Church of Canada  
 Leadership Team Meeting  
 Estevan, SK — May 13, 2015

- Call to Order** Chairman Melissa Fiest opened the meeting at 7:00 pm in Room 202 at the Christian Education Centre of St. Paul's United Church, Estevan, SK.
- Devotion** Pastor Brenna Nickel shared a poem by Mary Oliver titled "I Worried". Her scripture was Psalm 131, Be still my soul.
- Attendance** Astrid Friesen, Pastor Brenna Nickel, Don Kindopp, Lynn Kindopp, Robert Andrist, Melissa Fiest, Kaye Hemus, Troy Duncan  
 Guests: Mike Donovan, Joyce Klesse, John Johnson.  
 Regrets: Wendy Suchan, Angel Boxell
- Agenda/Reports** **Motion: Rob Andrist/Troy Duncan**  
 The agenda and submitted Pastor's and Pastoral Care Worker's reports be approved. CARRIED  
 See Appendix A, page 143.
- Personnel Committee** **Mike Donovan** shared an update as to what his Committee has been doing.  
 See Appendix F, page 151.
- Ministry Committee** **Joyce Klesse** reported:  
 Pastor Brenna Nickel's Annual Review will take place in June. The Leadership Team members were given questionnaires to fill out to assist in the interview. These are to be returned to Joyce by May 24. They will also canvass the rest of the staff.
- Questionnaires  
 Pastor Brenna Nickel also has a questionnaire for us to fill out to provide feedback for her.
- Brenna'  
 Last Service Brenna's last service with St. Paul's will be July 12, 2015 and her last day will be Wednesday, July 15, 2015.
- Motion: Rob Andrist/Astrid Friesen**  
 To purchase a farewell gift for Pastor Brenna Nickel. CARRIED

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Pulpit Supply	Pulpit Supply: Sandy Dalziel will take as many services for us as she can, but we may not be able to cover all Sundays while we are without a minister.
<b>Minutes</b>	<b>Motion: Robert Andrist/Astrid Friesen</b> The minutes of the April 15, 2015 meeting of the Leadership Team be approved as circulated. CARRIED.
<b>Old Business:</b> Kitchen Flooring	John Johnson shared two quotes from the Floor Store for flooring for the kitchen and foyer. One was for tile and the other for linoleum. The Leadership Team agreed to refer the matter to the UCW that meets Tuesday, May 19, 2015 for a decision on materials and to see if they would cover the costs from the money they have designated for sewer repair. John is to report results at our next meeting which will be Tuesday, June 3, 2015.
UCW	
Furnace	John Johnson also mentioned that there is currently a grant of up to \$8,000 available for replacing our boiler. Don is to check with Presbytery to see if a grant is also available from them for upgrades. If we are going to do it John says it should be soon or grants will run out. Total costs are estimated around \$80,000.
Water Meter	Is ready for installing under the sink in the small kitchen behind the sanctuary.
<b>Evening Worship</b>	Feedback was positive as to the service itself, but no new people attended.
<b>Essential Ministries –      Check-in</b>	<b>Christian Education:</b> Sunday School picnic and Barbecue is set for Sunday, May 24, 2015. Bibles will be presented to children in Grade 4 on that day.

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**House Groups/Hospitality:** Astrid Friesen  
 Several new people are now involved.

Community Garden

**Mission/Outreach:** Wendy Suchan  
 Leadership Team agreed that an email from the Community Garden Committee is the preferred method of communication from them. The email should go to Wendy Suchan, who in turn would contact the garden helper.  
 Due to privacy issues names of those receiving produce from the garden would not be available, but posters asking for helpers should be ok.  
 See Appendix D, page 147.

**Pastoral Care** – Kaye Hemus:  
 Report as submitted  
 See Appendix C, page 146

**Property:** Rob Andrist  
 Troy Duncan is joining Rob Andrist on this Essential Ministry.  
 Cost for the sewer repair was \$8,497.  
 Furnaces are being looked into.

**Stewardship:** Melissa Fiest  
 Nothing new.

**Worship:** Pastor Brenna Nickel  
 Summer services will begin at 10:00 am  
 There will be one more June Baptism, possibly on the 14<sup>th</sup>. Pastor Brenna Nickel asked that we let folks know in case there are others who desire baptism.  
 See Appendix B, page 144

**Treasurer's Report**

Don Kindopp reported that the Charity Report is back from Revenue Canada and all was correct.  
**Motion: Don Kindopp/Rob Andrist**  
 The Treasurer's Report be accepted. CARRIED  
 See Appendix E, page 149

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**Presbytery Report**

Don Kindopp:

The last Presbytery meeting at Wolseley spent most of the time looking at the proposed new structure of the United Church of Canada.

Don Kindopp is to invite Vic Wiebe of Weyburn who served on the Committee to speak on Sunday, June 7, 2015. Astrid Friesen is to contact June's House Group Leader Cindy Burham re possibly having a pot luck on that day in connection with Vic Wiebe's visit.

Twin Valley's web site ([twinvalleys.ca](http://twinvalleys.ca)) has more information on the restructuring.

**Motion: Don Kindopp/Astrid Friesen**

To accept the Treasurer's report. CARRIED  
 See Appendix G, page 153.

**New Business**

Joint Needs Assessment  
 Committee

**Motion: Troy Duncan/Rob Andrist**

To accept the following names to serve on the JNAC for St. Paul's: Melissa Fiest, Linda Beam, Cheryl Deren, Jeri-Lee Jones, Astrid Friesen with the addition of Marilyn McCutcheon on the Search Committee. CARRIED (for info: Portals members will include Emily Gillis, Gene Baniulis, Rosie Melton and Joanne Sheldrup)

Jeri-Lee Jones  
 Membership

**Motion: Astrid Friesen/Troy Duncan**

To accept Jerri-Lee Jones pending receipt of letter from Warren-Meadow Lea Pastoral Charge in Manitoba to St. Paul's United Church. CARRIED

Father's Day  
 Men's Breakfast

Astrid Friesen is to email Wendy Suchan to see what she is envisioning for the proposed Father's Day Breakfast

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Warm Welcome  
 Leadership

Pastor Brenna is concerned for the Warm Welcome Leadership since both she and the Salvation Army Ministry Team are both leaving. She indicated that the Board will need strong leadership including someone with skills in writing grant proposals. The Board will be meeting next week to do some visioning and make some decisions regarding grant money and about how to continue in the future.

Future Possibilities

Pastor Brenna Nickel foresees creating Ministry Centres in the future where several churches would share resources. Talks could start and seeds be planted.

**Correspondence**

Video Hymnal DVD titled "Sing Hallelujah" produced by Ralph Milton available for small congregations who lack music personnel. Info available at: [www.singhallelujah.ca](http://www.singhallelujah.ca)

**Report to  
 Congregation**

Melissa Fiest will report on Sunday, May 17, 2015

**Next Meeting**

Tuesday, June 3, 2015.

**Adjournment**

**Motion: Astrid Friesen/Troy Duncan**  
 Meeting be adjourned. CARRIED

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Melissa Fiest, Chair

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Lynn Kindopp, Recording Secretary

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Appendix A – Agenda

1. Call to Order
2. Devotion
3. Approval of the Agenda, Approval of Pastor's Report, Approval of Pastoral Care Worker Report
4. Personnel Committee Update
5. Ministry Committee Suggestions
6. Approval of Previous Meeting's Minutes
7. Business Arising from Previous Minutes
  - 7.2 Flooring for Kitchen/Coat Room
  - 7.3 Evening Worship Service
  - 7.4
8. Essential Ministries
  - 8.2 Christian Education
    - 8.2.1 Sunday School Windup BBQ – Sunday, May 24
  - 8.3 House Groups/Hospitality
  - 8.4 Mission/Outreach
  - 8.5 Pastoral Care
  - 8.6 Property
  - 8.7 Stewardship
  - 8.8 Worship
    - 8.8.1 Summer Worship
9. Treasurer's Report
10. Presbytery Representative Report
11. New Business
  - 11.2 Approving Names for Joint Need Assessment Committee and Update
  - 11.3 Jeri-Lee Jones' Membership
  - 11.4 Men's Breakfast for Father's Day
  - 11.5 Warm Welcome Leadership
  - 11.6 Possibilities for the Future
  - 11.7
12. Correspondence
13. Leadership Team Report to Congregation
14. Next Meeting
15. Adjournment

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Appendix B – Minister's Report

Obviously much of the last month for me has revolved around conversations and meetings related to my leaving and the transition. I have very much appreciated the support that I've received during this time. As requested, I'm working with the Ministry Committee on something of an exit interview, which will hopefully assist the JNAC going forward.

Additionally this month, I've worked on the following things related to our Essential Ministries:

**Worship**

- Helped plan and lead the evening service. We advertised a great deal for this service, and sent personal invitations to those who may have benefitted. However, it was mostly "regulars" who attended. Still, it was a joyful service, and it was interesting to talk with folks after about how that impacted their day spiritually. As expected, some found it gave them time to catch up on sleep or family time, while others (maybe including the pastor!) felt it was hard to relax knowing something was coming up in the evening. But it was a great experiment and I hope it will be attempted again. I was very moved by everyone's enthusiasm to try something even if it wasn't their own personal preference.
- Continuing to plan with Judy Pratt and music team for spring worship services.

**Pastoral Care**

- 2 home visits the past month and 1 hospital visit. Another planned visit was cancelled by congregant at the last minute. I've also been trying to check in with people through phone calls and emails – especially those who work full time who may have a hard time planning a visit.
- Communion services at Creighton Lodge and Hillview Manor, and led worship at the Nursing Home and Long Term Care on April 30. The ministerial has noted at our meetings that we struggle at ERNH as the residents are often not ready for worship. In other words, there are a couple of people I know who would love to come for church, but they're not brought down. Someone from the ministerial association is following up with ERNH staff.

**Stewardship**

- Continue to meet and talk regularly with Melissa about communications, which help to keep everyone informed, and she and I met together with Wendy to discuss possibilities for events that are both mission and stewardship (i.e. the lunch for Canadian Foodgrains).

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**Mission Outreach**

- Currently trying to wrap up with Warm Welcome. Of all the ministry components of our church, I am most worried about Warm Welcome especially now that Brian and June from the Salvation Army have been reassigned. I may have more information at our meeting about this, but it will be imperative that St. Paul's have strong leadership on this ministry if they want to continue to be a part of it.
- I've met with new counselor in town, Anna Johnson, to discuss the Depression/Anxiety support group. I'm not sure what will happen with this group in the future as it is small, and the other leader left almost as soon as we had begun, but Anna is prepared to help as she's able.

Respectfully submitted,  
Rev. Brenna Nickel



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Appendix C – Pastoral Care Report

Last report was April 8, 2015.

April 5, 2015 – Creighton Lodge Communion with Pastor Brenna.

April 11, 2015 – attended Sally Murray's 90th Birthday tea at Hillview Manor representing St. Paul's.

April 14, 2015 – Prayer Shawl Group met - four plus one visitor. Need shawl for one adult confirmand and one person transferring in, later. Prayer Shawl for Dorothy Willoughby, moving to Moose Jaw, will be given May 3, 2015. Prayer Shaw Group will meet again on May 12, 2015; have received donations of yarn and money- and are appreciative.

April 15, 2015 – visited congregants in Macoun and Mainprize Manor in Midale.

April 22, 2015 – added three new pieces to Expressions of Faith gallery. Beautiful work!

April 26, 2015 - provided Worship Service at Creighton Lodge with Kathryn Friedrich playing piano and visiting. Subject; Listening for the Voice of the Good Shepherd.

Pastoral care visits this past month included but were not limited to supporting someone who suspects their house was broken into, encouraging a grieving person to seek formal grief counseling, and hearing out seniors' concerns regarding Income Tax and more appropriately, the news that Brenna will be leaving.

May 1, 2015 - drove two seniors to Make it, Bake it, Grow it in North Portal. Great Evening!

Current reading includes Caring Congregation by Karin Lampe and book about pastoral care by Henri Nouwen.

May 5 to 10, 2015 inclusive I will be using vacation time to attend my grand-daughter's high school graduation in Edmonton.

May 11, 2015- Back to the routine. Bulletin visits and hospital visits continue.

Respectfully submitted,  
Kaye Hemus

### **Appendix D – Mission & Outreach Report**

#### Community Garden Happenings

1. We were able to get a second plot so we have plots 5 & 6 again.
2. There is a sign-up sheet in the narthex, for those wishing to help with the garden. The rules and regulations are posted beside it, if anyone is interested. I've highlighted the main ones with post-it notes.
3. The plots have been weeded, manure dug in, & the root plants have been planted. (Thanks to Julie-Anne, Greg, Corbin, & Mia who came to help.) Rows have been marked with labelled popsicle sticks. They are about 6 inches apart as Chantelle Dubrielle said that is the way to plant box gardens. The beans will be planted when it warms up.
4. There was a meeting of those interested in the garden on May 7, 2015. It was attended by Melissa Fiest, Al Senchuk, & myself. Kelly McConnell & the Shirleys have also said they'd help.
5. Kelly Phillipchuk was given a bunch of seeds & he donated pretty well everything we need for the garden.
6. It was decided to plant carrots, beans, beets, & tomatoes. Melissa has a few onions she wanted to try (for cooking onions). I was given parsnips too so planted a couple rows as a trial. Mr. Senchuk felt the tomatoes didn't do well as they were too crowded. We will only put in 4 plants this year. Marilyn McCutcheon will donate them, when it warms up enough.
7. I am not here July & August and Melissa has graciously offered to be in charge of the gardens for July & Aug.
8. QUESTION: Mr. Senchuk thought it would be a good idea if we approached some of the food bank recipients to see if they would like to help with the gardening. That way they would be involved in the growing of what they receive plus they would learn how to garden. Do we think this is an idea that we would like to pursue? Is it feasible?
9. Chantelle Dubrielle has given permission to use a vinegar, dish soap, & salt solution to try to control the weeds, in the walkways, around the base of our 2 plots. Melissa has the recipe.

#### Depression Support Group

1. Guest speaker Anna Johnson, RSW from Southeast Counselling Services, came to speak to the group but only one regular attended she decided to try again at the next support group meeting.

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Meals on Wheels

1. St. Paul's is delivering meals on wheels. As of Sunday, there were still a few spots to fill.

Warm Welcome

1. There will be a change at Warm Welcome next year as both Pastor Brenna and the Bobolos, from the Salvation Army have accepted callings and will be moving on to new churches. We wish them all well.

Volunteer Hours

1. I was approached, by a high school student, about the possibility of completing her volunteer hours helping with Sunday School. She ended up completing them elsewhere.

Submitted by: Wendy Suchan

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**Appendix E – Treasurer's Report**

a) **Financial Report** (April 30, 2015)

General Fund

Income:		<u>2015 Yearly Budget</u>
Received Givings	52,725.28	180,000
Other Income	3,036.51	31,425
Transfers	11,518.09	
Special Appeals	1,081.00	
	<b>68,360.88</b>	<b>211,425</b>
Expenses:		
Administration	1,449.63	5,400
Children & Youth	157.11	1,700
Congregation Life	1,547.83	3,325
M&P	44,246.47	132,881
Outreach	6,141.00	19,250
Property	8,771.37	28,000
Pastoral Charge	10,910.51	25,179
Trustee (Insurance)	1,596.32	6,000
Benevolence	424.56	
Capital	8,497.56	
Suspense	2,595.97	
Local Suspense	50.61	
	<b>86,388.94</b>	<b>221,735</b>
Surplus (Deficit)	<b>(18,028.74)</b>	<b>(10,310)</b>

General Fund Reconciliation:

January 1, 2014	(781.20)
Surplus (Deficit)	(17,977.45)
Overdraft Transfer	<u>20,000.00</u>
Balance April 30, 2015	1,190.74

Balance Sheet

Assets:	
Capital Investment:	35,573.51
Trust Funds	147,384.71
General Fund	<u>1,190.74</u>
Total Assets	184,148.96
Liabilities:	
Bequest Fund	20,000.00

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**b) Trust Fund Information:**

Benevolent	6,803.98
Bequest	81,126.64
Capital	36,383.89
Memorial	20,037.47
Senior Choir	1,971.21
Interest	373.18
Suspense	688.34

**c) Note re: General Fund Reconciliation and Balance Sheet**

A transfer of \$14,000 was made January 1, 2015 from the Bequest Trust Fund to the General Fund. Another transfer of \$3,000 was made on March 30, 2015. Another transfer of \$3,000 was made April 30, 2015.

A motion of the Congregation allows us to transfer funds from the Bequest Trust Fund to cover our shortages in the General Fund.

**d) Pull the Rug**

Payments amounting to \$2,595.97 have been made to The Floor Store as of April 21, 2015.

### **Appendix F – Personnel Committee Report**

The committee has met twice so far this year. The first meeting was to get acquainted and receive an update from last year's member, Rory Flemming. The new members for this year are Linda Beam and Mike Donovan. Rory brought everyone up to speed. It was reviewed that the working hours for the staff were: Vicki Winters 8:30 to 12:00 and 1:00 to 4:30 Monday to Friday 7 hours a day. In the summer months Vicki works in the morning only or half time.

Paul Deren is half time at 20 hours a week flexed time. That is Paul determines the time to come in based on needs and opening and locking the church.

It was decided to have to Interview times with the staff, Vicki and Paul. One in April and the other in the fall - October. The purpose is to have a conversation on how things were going and discuss any timely issues for the committee - i.e. fall- Salaries for Budget 2016 or staff concerns.

The committee set up liaison members with each staff:

Paul-Rory

Vicki - Mike

Shirley - Linda

Interviews: Wed., April 22

10:00 Vicki Winters 26 years of service

Vicki was very satisfied with her working conditions. She has learned to adapt to new conditions and relationships over the years with new ministers and new church relationships - The International Portal Charge. She had no real concerns. She appreciated meeting the committee and having a liaison person. Her holidays this year are May 8 to May 25. She does take a break between Christmas and New Year's.

11 :00 Paul Deren 31 years of service

Paul met with the committee and expressed the appreciation of having Rory as his liaison person these last 2 years. Paul said he found the flexed hours best for him and found planning for them very workable. Paul did express concerns to do with the opening and locking up of the church at all hours. This sometimes becomes a challenge. The committee expressed appreciation for him covering 52 weeks during the year. It was recognized that other people or groups assist him with this task. It was noted that there is times that he takes a weekend here and there. The committee members have been covering for him and have offered to help him at these times. The other concern that Paul expressed was with items needing to be attended to in the church. A list of needs was presented in the Personnel Committee's Annual Report 2015. It was recognized that the Church through the Leadership Team is addressing some of the more serious issues.

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Paul's holidays are from June 1 to June 29. Last year Rory Flemming looked after getting a suitable person to cover Paul's job. He will do this again.

Both Vicki and Paul received recognition for their hard work and dedication to St. Paul's. Vicki received flowers and Paul a gift card to Tim Horton's. Vicki sent a very nice thank you card. The flowers made her day!

Next meeting will be in the fall with the staff.

Submitted by Mike Donovan, Chair  
St. Paul's Personnel Committee

### **Appendix G – Presbytery Report**

April 17, 2015 at St. James United Church, Wolseley, SK

#### **Worship**

Worship leader: Mary Young

As a resurrection people, we need to discover and participate in the new work God is doing in our midst.

#### **Comprehensive Review proposals**

##### **Background**

- steady decline in membership, attendance and income since 1965 means the church needs to be made relevant and viable for our time.
- the Comprehensive Review Task Group has identified areas where new vision could result in much-needed change:
  - Simplify structures & processes.
  - Focus resources on communities of faith.
  - Value being united.
  - Join together to witness to the gospel locally, regionally and denominationally.
  - Embrace diversity.
  - Continue to live into right relations between Aboriginal and non-Aboriginal peoples.
  - Support ministry and lay leaders.
  - Separate oversight and discipline from collegial support.
  - Make funding simpler, sustainable and transparent.

##### **Recommendations**

1. *Chasing the Spirit* Invest 10% of annual givings to the M & S Fund in local and regional initiatives to transform existing ministries and launch new ones.
2. *Aboriginal ministries* Continue conversations to build a relationship between Aboriginal and non-Aboriginal peoples based on mutuality, respect, and equity.
3. *A three-council model* Establish three courts to govern the church; encourage clusters and networks for collegiality and common interests.
4. *A College of Ministers* Establish a College of Ministers to accredit, oversee, and discipline ministers.
5. *An Association of Ministers* Strike a working group of ministers to explore whether to set up an association.



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6. *Funding a new model* Use the M & S Fund only for ministry and mission; fund governance and support service by assessing communities of faith.

**Conclusion**

Not to discern our will, but to discern God's will for the United Church of Canada in the 21<sup>st</sup> century

**Committee Reports**

**Finance**

Cash receipts	\$41,878
Expenses	\$43,744

**Celebrations**

Farewell to Pam Thomas, Brenna Nickel and Ann White for their work at Conference and in Twin Valleys Presbytery.

**Things to note**

Attendance: 51 delegates present: 27 lay, 15 clergy (1 retired), 2 alternate; 5 visitors, 1 conference staff.

**Upcoming Meetings**

Dates and locations for fall meetings in September and November TBA.  
Workshop on new ways to be the church in October.