

St. Paul's United Church of Canada
 Leadership Team Meeting
 Estevan, SK — November 8, 2017

Call to Order Chairperson Cheryl Deren opened the meeting at 8:30 pm in the Lounge at St. Paul's United Church, Estevan, SK. (Immediately following the Joint Pastoral Charge meeting)

Devotion Jason Richards

Attendance Jason Richards, Wendy Suchan, Greg Suchan, Cheryl Deren, Astrid Friesen, Gail Schlamp, Don Kindopp, Mike Little, Kaye Hemus, Heather Vermeersch

Approval of Agenda **Motion: Wendy Suchan / Gail Schlamp**
 The agenda be approved. CARRIED
 See Appendix A, page 424.

Approval of Previous Minutes **Motion: Wendy Suchan / Gail Schlamp**
 The minutes of the October 4, 2017 meeting of the Leadership Team be approved as circulated. CARRIED.

Business from Previous Minutes Cathie Henders – Judy Pratt said that the choir will do something as a choir

Reports

Worship/Minister: Jason Richards

- Jason is feeling busy now
- Recommend taking December off for some of the activities (especially because of being busy with the Advent / Christmas season)

See Appendix B, Page 425

Pastoral Care: Kaye Hemus
 See Appendix C, Page 426

Treasurer: Emailed by Don Kindopp
Motion: Don Kindopp / Wendy Suchan
 The adoption of the October 31, 2017 Treasurer's Report. CARRIED.
 See Appendix D, Page 427

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Essential Ministries

Christian Education: Reported by Jason Richards

- Everyone is liking the new curriculum

House Groups / Hospitality: Gail Schlamp

- Time for the potluck list to be generated
- House group lists are being revised with new individuals being added

Mission / Outreach: Wendy Suchan

- Food hampers and Angel Tree schedule is now available
- Warm Welcome – doing hot suppers now
- A poster distribution list was passed around. Wendy will send the list to Don, so that Don can put this list on our website.

Property: Greg Suchan

- Souris Valley will be on call for snow removal; Greg will call them when we need it
- Greg did spray the weeds before the snow came
- How large a space do we need for the “No Parking” sign on Sundays? – Make the space approximately 1.5 car lengths

Stewardship: Jason Richards

- Underway with Sheena Wock
- Jason did a sermon about it

New Business

Concert – Canadian Foodgrains Bank

- Judy Pratt would like someone to head up the administration portion of the upcoming concert

Heather Vermeersch – Presentation about India

- January 2018 would be a good time
- One hour presentation
- Did we want to schedule it with the potluck Sunday?
- Table this to the December meeting

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Facility Policy Update – Food Safe

Motion: Heather Vermeersch / Mike Little

That Don Kindopp change the wording and update the policy for the kitchen to include the requirement that if any person or group renting our kitchen facilities to prepare food must have one staff member per shift who has successfully completed a safe food handling course as prescribed by Saskatchewan Public Health. CARRIED.

- Mike also suggested / recommended that we could offer the course annually

Funeral Pulpit Supply

Motion: Don Kindopp / Wendy Suchan

That the Funeral Pulpit Supply / Honoraria policy that was dated December 9, 2015 be updated to reflect the current honoraria amounts. CARRIED

2018 Budget

- Don Kindopp will start preparing the budget

Correspondence

Licensed Lay Worship Leader – Jeri-Lee Jones

- We need to consider a motion for Presbytery to grant her permission

Motion: Don Kindopp / Greg Suchan

That we request Presbytery to grant Jeri-Lee Jones a Licensed Lay Worship certificate. CARRIED.

**Leadership Team
 Report to the
 Congregation**

Cheryl Deren can write up a report and deliver the address

Next Meeting

Wednesday, December 13, 2017 at 7 pm.

Adjournment

Motion: Mike Little / Gail Schlamp

The meeting to be adjourned. CARRIED.

Cheryl Deren, Chair

Astrid Friesen, Recording Secretary

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Appendix A – Agenda

1. Call to Order
2. Approval of the Agenda
3. Approval of Previous Meeting's Minutes
4. Business Arising from Previous Minutes
 - 4.1. Cathie Henders - retirement
5. Reports
 - 5.1. Worship/Minister Report
 - 5.2. Pastoral Care
 - 5.3. Treasurer's Report
6. Essential Ministry Updates
 - 6.1. Christian Education
 - 6.2. House Groups/Hospitality
 - 6.3. Mission/Outreach
 - 6.4. Property
 - 6.5. Stewardship
7. New Business
 - 7.1. Concert – Canadian Foodgrains Bank
 - 7.2. Heather – presentation re: India
 - 7.3. Facility Policy Update
 - 7.4. Funeral Pulpit Supply Update
 - 7.5. 2018 Budget
8. Correspondence
 - 8.1. Licensed Lay Worship Leader
9. Leadership Team Report to Congregation
10. Next Meeting –
11. Adjournment

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Appendix B – Minister's Report

Everything seems to be going smoothly from my department!

The wedding on Thanksgiving weekend was very nice, and I had some positive feedback from some of the assembled guests. Finished a Thanksgiving Sunday service, and then was off to Saskatoon for Thanksgiving dinner! After that Young and I left for a very good conference in Montreal, and even managed to squeeze in some sightseeing to Ottawa (all while grandma and grandpa watched Lincoln!) I was back in time to get settled, and listen to Jeri-Lee's emotional 'thank you' service as she finished her LLWL course. I unfortunately missed Jim Pratt's 'God is Calling' service, but I did catch it later, including some shots at my awesome singing voice!

The following week of October 29th saw a Twin Valley's executive meeting, a meeting in North Portal, a trip to Carnduff to hear the Moderator of the United Church speak. Youth Group and Theology on Tap keep growing and progressing. Sometimes it feels like I have created two monsters, and I haven't quite figured out how to handle the time demands on them.

October 29th was a Contemporary service, always nice to have one of those up again. It concluded with a Potluck where ministries of the church were discussed. That evening was a pumpkin carving event in North Portal.

Young and Lincoln left on Halloween, and I've been alone here ever since. They return on Friday! November 1st I was in Portal to help them clean out 60 year old filing cabinets. That afternoon was a communion service at Creighton Lodge.

Met with three separate members of the church going through difficult times.

Office hours at Tim's has kept going all this time as well, but attendance is down! Hopefully it will pick back up. My outlook for that is the same as the youth group; consistency, consistency. If I'm there every week, the people will come! That Friday was our Progressive Youth Supper, which was incredibly fun, and a nightmare to try to organize. Yet, everything worked and a fun time was had by all, yay!

Sunday November 5th was the continuation of Stewardship, this one was incredibly focused on our church and our ministries, hoping to strike a cord and light a fire under some people.

I left Monday for a Tuesday Saskatchewan Conference meeting in Regina about the upcoming changes to the church. I was back Wednesday morning for the Ministerial meeting.

I have four services coming up this weekend. I am slightly nervous, and a little overwhelmed. I'm hoping everything goes well; Young is helping with Sunday, but she is not here yet so it feels a little out of my hands.

JR

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Appendix C – Pastoral Care Report

Last report was October 4, 2017.

October 9, 2017 –took two seniors to funeral of our friend, Bette MacDonald, at St. Giles Anglican.

October 12, 2017 – Worship services provided at Estevan Regional Nursing Home and Long Term Care- Thanksgiving.

October 16-20, 2017 – con-ed time- The Art of Well-Being Retreat.

October 21, 2017 – Faith and Film Group- many attended the movie “Maudie”.

October 25, 2017 – e-Well Wishes sent to person receiving treatment at Allan Blair Cancer Centre.

- attended in Carnduff United Church, with many from St. Paul's International Pastoral Charge potluck supper and evening with Moderator Jordan Cantwell. Excellent evening of sharing!

October 29, 2017 – Worship Service provided at Creighton Lodge – Reformation; Hope and Fear can walk side by side. Thanks to Shirley Andrist on piano.

November 3, 2017 – Memorial Service at Hall's Chapel for Shirley Clark's son Tim.

Routine visits continue at Homes and homes; folks really appreciate the full-print bulletins and some save them till the corresponding Access Service and follow along.

Many visits this month have centered around health concerns and bereavement; I trust folks check the Prayer Board and hold these people up in prayer. Names are put on the Prayer Board ONLY with the person's or family's consent. Others are welcome to add to the list but this is the policy I follow.

Two prayer shawls were given this month and two holding crosses were given - all four to people dealing with health issues.

Tentative plans: November 18, 2017- Faith and Film- movie “Breathe” comes highly recommended.

November 11, 2017 – 2:00 pm at Creighton Lodge - Remembrance Tea and Conversation - Jason and Young will talk with us about war time in South Korea; Kaye will bring Welsh cakes and ginger cookies!!

Soren Kierkegaard, a 17th century Dutch philosopher, theologian, poet who was brilliant but morose, is credited with saying ‘Life can only be understood backward but must be lived forward’. In speaking with seniors, I find this sums up many mysteries and, I think, also has to do with having Faith. We don't always have all the answers or insight we might want right away but with belief and faith we MAY know ‘sometime’ and in the meantime, we are graced with patience.

Respectfully submitted by Kaye Hemus.

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Appendix D – Treasurer's Report

a) **Financial Report**

General Fund

Income:

2017 Yearly Budget

Receipted Givings	116,349.24	180,000
Special Appeals	307.97	
Other Income	31,948.67	30,589
Benevolent Trust	200.00	
Choir Trust	776.89	
Suspense: Trust	52.16	
Suspense: Local	410.00	

150,044.93 210,589

Expenses:

Administration	10,353.46	5,400
Children & Youth	2,317.11	1,700
Congregation Life	5,103.44	4,225
M&P	121,332.14	148,873
Outreach	12,727.97	18,250
Property	19,445.42	28,100
Pastoral Charge	13,639.25	16,035
Trustee (Insurance)	6,221.08	6,300
EI/CPP Withheld	(7.94)	
Choir: Trust	776.89	
Benevolent: Trust	200.00	
Local: Trust	52.16	

192,160.98 228,883

Surplus (Deficit) (42,116.05) (18,294)

General Fund Reconciliation:

January 1, 2017	1,801.65
Surplus (Deficit)	(42,116.05)
Overdraft Transfer	<u>44,200.00</u>
Balance	3,885.60

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Balance Sheet

Assets:

Capital Investment:	20,000.00
Trust Funds	100,637.97
General Fund	3,885.60
Prepaid: Pastoral Charge	<u>2,390.08</u>
Total Assets	126,913.65

Liabilities:

Bequest Fund	44,200.00
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b) Trust Fund Balances:

• Benevolent	6,422.29
• Bequest	58,087.18
• Capital	10,890.38
• Interest	435.06
• Memorial	23,230.20
• Refugee	205.00
• Senior Choir	1,213.08
• Suspense	154.78

c) Note re: General Fund Reconciliation and Balance Sheet

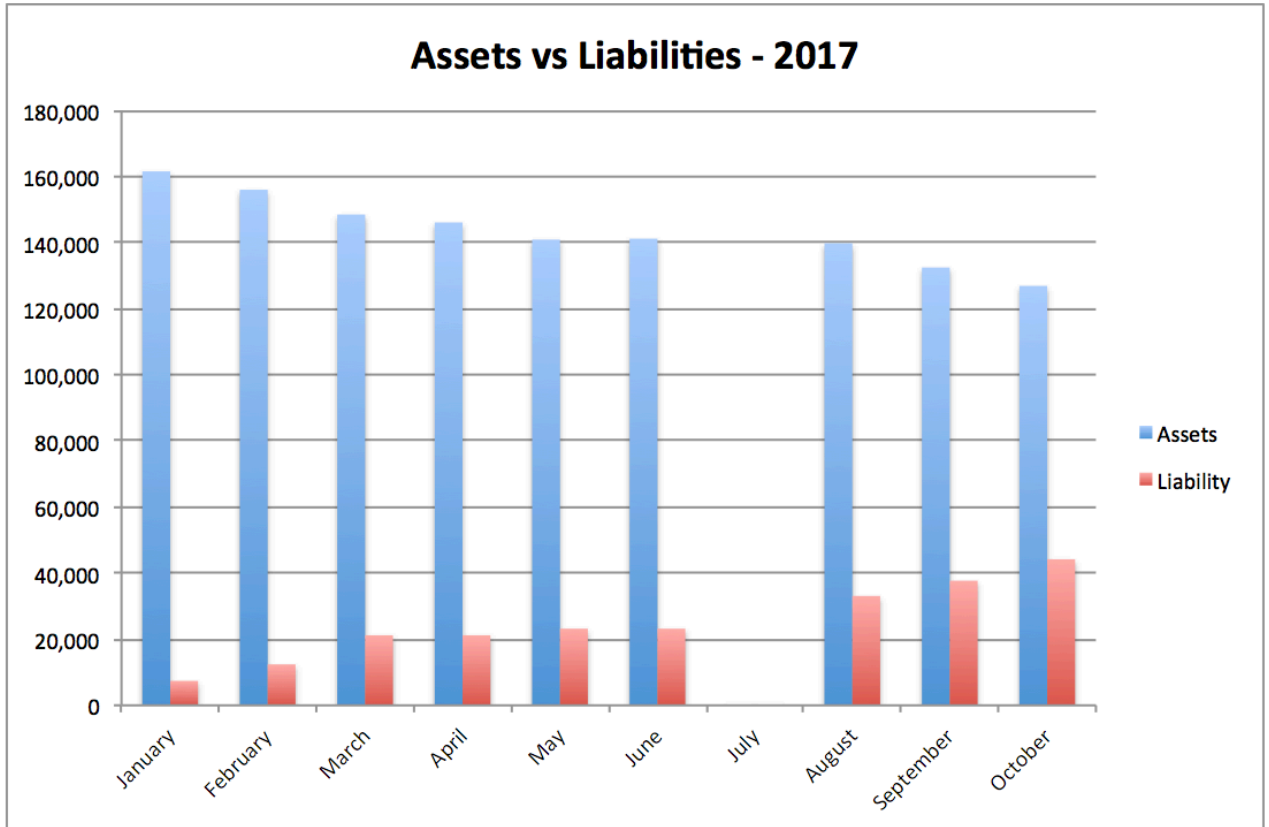
A motion of the Congregation allows us to transfer funds from the Bequest Trust Fund to cover our shortages in the General Fund. The following transfers have been made:

• January 27, 2017	3,400
• January 31, 2017	4,000
• February 1, 2017	3,000
• February 28, 2017	2,000
• March 30, 2017	800
• March 31, 2017	8,000
• May 31, 2017	2,000
• July 27, 2017	4,900
• July 31, 2017	5,000
• September 27, 2017	4,600
• October 27, 2017	6,500

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d) Further depth on some budget lines

Chart showing the change of our assets and liabilities over the period of January 31, 2017 to October 31, 2017. The liability is to our Bequest Fund.

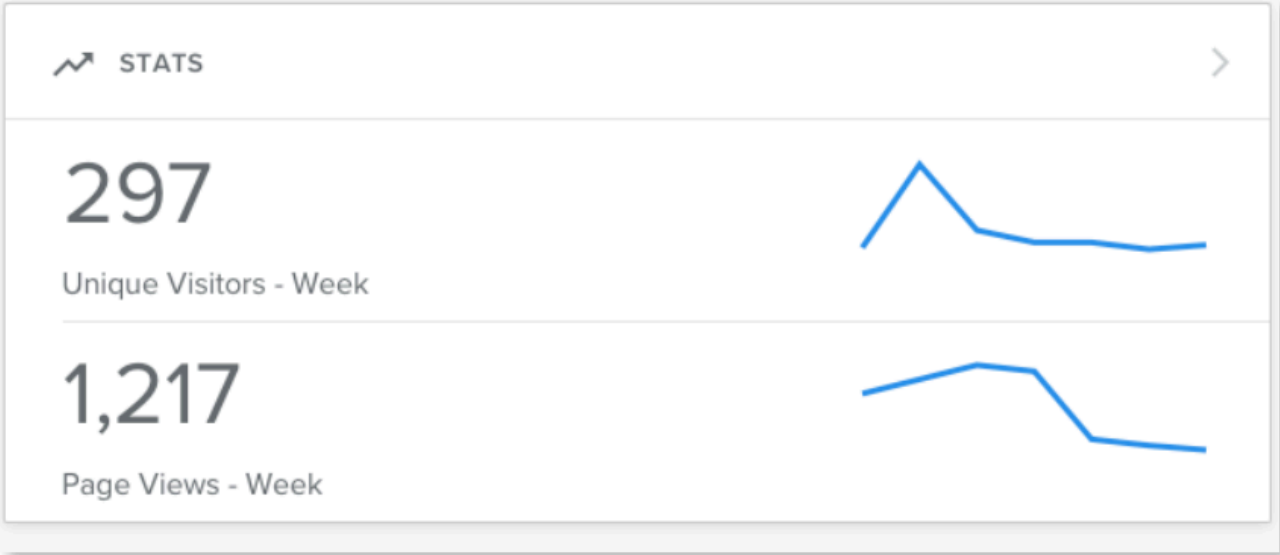


e) Use of Facilities Policy

A recommendation that any person or group renting our kitchen facilities to prepare food must have one staff member per shift who has successfully completed a safe food handling course as prescribed by Saskatchewan Public Health.

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e) Website Statistics (October 7 - November 4, 2017)



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