

St. Paul's United Church of Canada
 Leadership Team Meeting
 Estevan, SK — December 13, 2017

Call to Order	Chairperson Cheryl Deren opened the meeting at 7:05 pm in the Lounge at St. Paul's United Church, Estevan, SK.
Devotion	Kaye Hemus
Attendance	Jason Richards, Wendy Suchan, Cheryl Deren, Astrid Friesen, Don Kindopp, Mike Little, Kaye Hemus, Heather Vermeersch, Julie-Anne Wallewein Regrets: Greg Suchan, Gail Schlamp, Sheena Wock, Jeri-Lee Jones.
Approval of Agenda	Motion: Heather Vermeersch / Wendy Suchan The agenda be approved. CARRIED See Appendix A, page 437.
Approval of Previous Minutes	Motion: Heather Vermeersch / Wendy Suchan The minutes of the November 8, 2017 meeting of the Leadership Team be approved as circulated. CARRIED.
Business from Previous Minutes	Heather Vermeersch's presentation about India <ul style="list-style-type: none"> • Sunday, January 14, 2018 after church • Freewill offering • Coffee after church with some sort of luncheon • Heather will look after the food and Don's House Group will look after coffee • Heather will let Sharilee know what she wants / needs for the presentation • Jason can do advertising and Don will put in the church calendar online
Reports	Ministry Committee: Julie-Anne Wallewein <ul style="list-style-type: none"> • 2018 Salary proposal report for Jason Richards and Kaye Hemus was presented Motion: Mike Little / Heather Vermeersch That we accept the salary recommendations from the Ministry Committee and put it into the 2018 budget. CARRIED.

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Youth Group Time Request

- Because of the rapid success of the youth group, Jason would like to be able to participate with the youth for an activity that could occur over a weekend once per year, such as a youth rally in another community
- The Ministry Committee likes this idea as long as they are provided with enough notice so they can get pulpit supply

Motion: Mike Little / Wendy Suchan

That the Leadership Team look at any request for up to three consecutive days per year for Jason Richards being able to participate in the youth group activities. CARRIED.

Caring Ministry: Lynn Kindopp but presented by Cheryl Deren

- Caring Ministry announces upcoming events and should have 12 phone callers to call the phone tree
- Lynn is willing to keep going but needs 3 more callers
- Calls made 3-4 times per year
- Kaye will try to find 3 more callers for Lynn

Worship/Minister: Jason Richards

- Jason was happy with the Stewardship campaign

See Appendix B, Page 438

Pastoral Care: Kaye Hemus

See Appendix C, Page 439

Treasurer: Emailed by Don Kindopp

Motion: Wendy Suchan / Mike Little

That Marilyn Miller be appointed to review the Estevan St. Paul's and the St. Paul's International Charge's 2017 books and prepare the 2017 Financial Statements. CARRIED.

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Motion: Heather Vermeersch / Wendy Suchan

That we stop advertising in the Estevan Mercury and Lifestyles magazine. CARRIED.

Motion: Heather Vermeersch / Mike Little

The adoption of the November 30, 2017 Treasurer's Report and the other reports presented. CARRIED.
 See Appendix D, Page 441

Essential Ministries

Christian Education: Reported by Jason Richards

- Just had the Christmas pageant and it was good

House Groups / Hospitality: Heather Vermeersch (on behalf of Gail Schlamp)

- Updated the House Group handbook for Fall 2017
- Potluck guideline was one of the updates
- Heather can give the handbook to Don so that he can put it on our website
- If there is a December 25 service, normally there is no expectation for the House Group to perform the normal activities (such as coffee)
- This year (2017) Trinity Lutheran is bringing food and St. Paul's already has coffee covered.

Mission / Outreach: Wendy Suchan

- Christmas Hampers was good success; some excess and the excess was given to the food bank
- White Gift Sunday – Don't know the outcome yet
- Angel Tree – Our turn is done now
- Warm Welcome Kitchen
 - Up to 50 people
 - Much better use of resources (compared to the shelter last year)
 - 5:30 – 6:30 pm on Tuesdays at Salvation Army and Thursdays at St. Paul's United

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Property: Wendy Suchan on behalf of Greg Suchan

- Cheryl Deren asked if we have a policy about locking the doors if no one is around?
- Church will remain open during office hours and a contact person will be provided if the door needs to be open outside office hours

Stewardship: Jason Richards

- Stewardship campaign is wrapping up
- Many people signed up for Pre-Authorized Remittances this year

New Business

2018 Annual meeting

- Date / Format for the annual meeting
 - Do not want on February 11 because that is the same day as the Choral Concert
 - Have the meeting on Sunday, February 18, 2017 (which is unfortunately Family Day weekend)
- Defer to the January meeting the format of the Annual meeting and budget

Upcoming Baptisms

Motion: Wendy Suchan / Heather Vermeersch

That we approve the baptism of Stellan Roy Wilson, and baby dedications of Aurora Tamular Noo, and Atarah Thein. CARRIED.

- Cheryl Deren can be the sponsor unless someone else is desired by the respective families.

Correspondence

No correspondence

**Leadership Team
 Report to the
 Congregation**

Cheryl Deren can write up a report and deliver the address

Next Meeting

Wednesday, January 10, 2018 at 7 pm.

Adjournment

Motion: Mike Little / Gail Schlamp

The meeting to be adjourned. CARRIED.

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Cheryl Deren, Chair

Astrid Friesen, Recording Secretary

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Appendix A – Agenda

Leadership Team Meeting
Dec 13, 2017
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. Date for Heather's presentation on trip to India
5. Reports
 - 5.1. Julie-Anne: Ministry Committee Report
 - 5.2. Lynn Kindopp: Caring Ministry
 - 5.3. Worship/Minister's Report
 - 5.4. Pastoral Care
 - 5.5. 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. Date /format for annual meeting
8. Correspondence
 - 8.1.
9. Leadership Team Report to Congregation
10. Next Meeting –
11. Adjournment

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Appendix B – Minister's Report

Sickness is the name of the game right now, but we will get to that momentarily!

We left off at Remembrance Day coming up for the last LST meeting. I did 4 services that weekend, and all went very well! Two in North Portal and Two in Estevan. Young helped lead the worship, as she had a Communion liturgy from Korea she wanted to try, and that made for a memorable experience (and pictures of the two of us, all gowned up!)

The next week had a Presbytery meeting in Fillmore; we had a good group attend from Estevan. Lorne Calvert spoke and was as gifted as he always is. The Sunday was another one in the Stewardship campaign, which saw Graeme Penney and Marguerite Galloway speak. They seemed happy to be asked, and delighted to be able to take part. That Sunday concluded with a Potluck.

Stewardship concluded in the following week with a sermon around 'Thank You.' This was also the week of the Christmas Bazaar, UCW Staff Appreciation Dinner and a funeral on Tuesday. The new bible study at Creighton Lodge began this week as well. I took Young and Lincoln to Regina for my parents to pick up and take to Saskatoon for her final session of classes this year. Friday is also when I began to feel sick. I made it through Saturday (after having Carrie cover for Youth Group on Friday) and medicated up for Sunday. It was contemporary / communion, but I did not dance ☹️ Messy Church was in the afternoon, and it was a good learning experience for the leadership group.

I went in erratically the next week, working ahead on bulletins, and preparing for my family's return on Tuesday. Young covered Theology on Tap, and Carrie covered the youth again. Kaye covered the bible study, and Paul covered office at Tim's. Thursday I knew something was really wrong, and Friday I went to the hospital. Saturday diagnosed with Bronchitis. I called Don to cover Sunday.

As much as I would like to say things could be avoided, it can't. My lungs are weak, it's a fact of my life. It will happen from time to time, just unfortunate that it's during December. I know I am working a lot with the evening engagements now, and I am resolved to restructure my weekly schedule for the new year to be a little less complicated. This week as this meeting, Blue Christmas, and the Youth Sleepover. I am feeling better, but it might be some lighter days to get there!

JR

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Appendix C – Pastoral Care Report

Last report was November 8, 2017.

This morning, Monday, I visited with a vibrant, blind, 93 yr old woman who is very much looking forward to spending Christmas at the farm where her daughter and son-in-law live (she expects there will be many family members there); with a 96 yr old who is experiencing nausea and pain and who looks uncharacteristically frail and, I wonder afraid? - who will have no family with her over Christmas-worried for a friend: with a much older woman who overslept breakfast this morning (probably due to fatigue caused by protracted concern for her dying son) who continues each day to read scripture, do her own laundry, have concern for her neighbour and who will want to have a quiet peaceful Christmas day; with an 86 yr old woman who is happy today to have been able to do a quiet favour for a friend, and says she is enjoying this time as a senior to remember Christmases past; with a 97 yr old who seems wistful, loves Christmas, re-reads the church bulletin several times each week, didn't say but I expect is tolerating aches and pains without telling anyone, looking forward to her son and grandson coming for a few days over Christmas.

What do these folks all have in common? Each prayed not for themselves but for their family or a close friend or a neighbour in need. Waiting through Advent for Jesus – and demonstrating the Eleventh Commandment beautifully.

November 11, 2017 Remembrance Afternoon Tea and Talk saw 20 people come out at Creighton Lodge to hear Jason and Young speak about their experiences of Remembrance in South Korea (Lincoln came along, too and was warmly welcomed), view pictures and enjoy Welsh cakes and ginger cookies – popular in South Korea.

Have recently done two more interviews for the Seniors 90+ Club. These are posted in the Narthex for a week or so before going in the binder,

November 17, 2017 – attended Presbytery meeting in Fillmore with others from St. Paul's; very interesting to hear Minister from Arcola speak about Islam and to hear Lorne Calvert talk about what's happening at St. Andrew's College.

November 22 and 23, 2017 - took vacation days.

Faith and Film Group have talked about two movies recently – Breathe and Wonder.

November 26, 2017 – attended Worship Service at Knox United; always good to visit with these folks – very welcoming.

November 28, 2017 – attended Gordon Leonard's Funeral at St. Paul's.

December 5, 2017 – facilitated 2nd Bible Study as Jason not feeling well- had four folks come out at Creight Lodge who were all willing to participate and share.

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December 6, 2017 – on invitation from Ruth Gibson, attended the Creighton Lodge Christmas Season Supper and Entertainment. Really enjoyed visiting with everyone in their 'finery' and having a delicious meal!

December 7, 2017 – provided Worship services at Estevan Regional Nursing Home and Long Term Care – Advent-Waiting for Jesus.

Took part in three Core Group meetings with Young; learned something of her life and studies and experiences in the church.

Am grateful to report that several congregants who have been in hospital are now recuperating well at home and are thankful for our prayers.

Six prayer shawls and one holding cross were presented.

So, this is a glimpse of what I've been up to in the last month.

Tentative Plan for January 14, 2018 is to have a presentation by Brenda Freeman, RN, with updates in palliative care, Health Directives etc.

Advent is upon us - 'may He who was lost in the temple, not be lost in the rush to Christmas' – author unknown. Peace be with you!

Respectfully submitted , Kaye Hemus

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Appendix D – Treasurer's Report

a) Financial Report

General Fund

Income:

2017 Yearly Budget

Receipted Givings	130,439.24	180,000
Special Appeals	602.97	
Other Income	43,656.83	30,589
Benevolent Trust	200.00	
Choir Trust	776.89	
Suspense: Trust	178.48	
Suspense: Local	-40.00	

<u>175,814.41</u>	210,589
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Expenses:

Administration	10,682.53	5,400
Children & Youth	2,491.63	1,700
Congregation Life	5,128.44	4,225
M&P	132,932.84	148,873
Outreach	14,002.67	18,250
Property	21,261.34	28,100
Pastoral Charge	14,004.67	16,035
Trustee (Insurance)	6,686.42	6,300
EI/CPP Withheld	4.25	
Choir: Trust	776.89	
Benevolent: Trust	200.00	
Suspense: Trust	178.48	

<u>208,350.16</u>	228,883
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Surplus (Deficit)	<u>(32,535.75)</u>	(18,294)
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General Fund Reconciliation:

January 1, 2017	1,801.65
Surplus (Deficit)	(32,535.75)
Overdraft Transfer	<u>44,200.00</u>
Balance	13,465.90

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Balance Sheet

Assets:

Capital Investment:	20,000.00
Trust Funds	100,621.78
General Fund	13,465.90
Prepaid: Pastoral Charge	5,714.11
Total Assets	139,801.79

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	520.19
• Memorial	23,230.20
• Refugee	230.00
• Senior Choir	1,213.08
• Suspense	28.46

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

d) Review of Financial 2017 Statements

I recommend that Marilyn Miller be appointed to review St. Paul's and St. Paul's International Pastoral Charge 2017 books and prepare 2017 Financial Statements.

e) Giving Envelopes - 2018

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Giving envelopes for 2018 have been prepared and placed out for members of congregation to pick up. We have shrunk our giving envelope numbers to 100 or less.

e) Advertising: Church Directory - Estevan Mercury / Lifestyles

I have been approached by Estevan Lifestyles to see if we wish to continue having St. Paul's appear in their Church Directory.

Costs for that service have been \$10/week and our name appears in both the Mercury and Lifestyles.

The costs for 2018 will be \$20/week and our name will only appear in Lifestyles.

What is our wish in this matter?