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St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — September 12, 2018

- Call to Order** Chairperson Cheryl Deren opened the meeting at 7:00 pm in the Lounge at St. Paul's United Church, Estevan, SK
- Attendance** Jason Richards, Cheryl Deren, Astrid Friesen, Heather Vermeersch, Gail Schlamp, Sheena Wock, Jeri-Lee Jones, Mike Little, Julie Frostad, Joyce Klesse
- Devotion** Jeri-Lee Jones
- Approval of Agenda** **Motion: Heather Vermeersch / Gail Schlamp**
That the agenda minutes be approved. CARRIED

See Appendix A, Page 55.
- Approval of Minutes** **Motion: Mike Little / Heather Vermeersch**
That the minutes from the June 13, 2018 meeting and the August 15, 2018 meeting be approved. CARRIED
- Adoption of Motions from August 15, 2018 Meeting** **Motion: Heather Vermeersch / Sheena Wock**
That the motions from the August 15, 2018 meeting be approved. CARRIED
- Old Business** **Internship / Learning Supervision Team** – Joyce Klesse
- Joyce attended a conference / orientation in Saskatoon
 - Jeri-Lee is seeking DLM in St. Paul International, which is a 3 year process
 - The Learning Supervision Team needs to let the congregation know that Jeri-Lee is the half time minister
 - The Ministerial / Personnel Committee oversee of the evaluation of the ministry. The Learning Supervision oversees the educational part of Jeri-Lee's student position.
 - Confidentiality is still to be enforced
 - Leadership Team meeting hours is to be counted as part of the 20 hours/week
 - Study time is not to be counted as part of the 20 hours/week

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- Jason and Joyce can do a message / presentation to the congregation on September 23, 2018, telling them that Jeri-Lee is a student of ministry and a staff position
- November 15, 2018 will be Jeri-Lee's first evaluation with St. Andrew's College, so we need a "job description" and learning goals by that time

Refugee Sponsorship

- Jason talked to Pastor Mike at Living Hope and they are willing to go through a similar process for a second refugee
- We should consult with Don Kindopp, but perhaps we should have another congregational meeting in October for a second refugee

New Member for Personnel Committee

- We are still looking for another member

Reports

Worship / Minister's Report Jason Richards

- Nothing to add

See Appendix B, Page 56.

Treasurer's Report Don Kindopp

- Don emailed the report, however there was an error in Part A of the report

See Appendix C, Page 57.

Motion: Sheena Wock / Heather Vermeersch

That the Part B of the treasurer's report be adopted.

Presbytery Report

- Next meeting will be on September 21, 2018 in Carnduff, and they will be talking about the structure changes.
- The final meeting will be on November 23, 2018 in Estevan
- Jason will ask the UCW to provide lunch that day.

Essential Ministry Updates

Christian Education – Jeri-Lee Jones

- Gearing up this Sunday for Sunday School
- We have the curriculum for Fall, Winter, and Spring
- A grant has been approved to pay for a portion of the curriculum costs
- Jeri-Lee is stepping down from this essential ministry because of her new position within the church
- Melissa Feist is willing to be the Team Lead of Sunday School
- Sheena Wock can do the Essential Ministry reports while Melissa does the Team Lead

House Groups / Hospitality – Gail Schlamp

- Aprons
 - Gail went to Sunset Embroidery.
 - Sunset will charge us \$23 per apron and people can choose their own colour
 - Perhaps we should charge our congregation \$30 per apron as a fundraiser

Mission / Outreach

- Warm Welcome has started again, but only 1 day per week for now
- Christa Jorgenson is the new Warm Welcome coordinator
- For now, meals are at the Anglican Church on Tuesdays

Property

- Summer students stained the church doors

Stewardship

- This campaign will be starting again soon. (October 14, 2018 after Thanksgiving)
- Sheena and Jason need to meet for a plan

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Youth

- Julie travelled across Canada this past summer (however did not go to British Columbia due to the fires)
- Learned how youth do things in different regions in Canada
- The youth group has more people in it this year than it did last year, in Estevan

New Business

Motion: Gail Schlamp / Mike Little

That we accept the resignation of Jeri-Lee Jones as a voting member of the Leadership Team and volunteer position of Christian Education essential ministry. CARRIED.

Motion: Heather Vermeersch / Mike Little

That we accept Julie Frostad as the youth member of the Leadership Team. CARRIED.

Chairperson for October Meeting

- Jeri-Lee can be the chair on the October 10 meeting

Office Hours

- 9:00 am-3:30 pm Monday to Friday is Sheri-Lee's office hours

Nut Free Facility

- Lincoln Richards is allergic to nuts
- Perhaps our church should carry and maintain an Epi-Pen
- Should our church go nut-free and if so, should it be for Potluck Sundays or all the time?
- Should we also look into equipping our church with an Automatic Electronic Defibrillator (AED) machine?
- AED installation and Nut-free signage research can be done for next month and be discussed with the Property essential ministry

Correspondence

Jeri-Lee's Resignation Letter that was discussed in

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New Business

September 30, 2018 is Trinity Lutheran's installation service for their new minister at 4:00 pm

**Leadership Team
Report**

Next Meeting Wednesday, October 11, 2018 at 7 pm

Adjournment **Motion: Mike Little**
The meeting to be adjourned.

Cheryl Deren, Chair

Astrid Friesen, Recording Secretary

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Agenda

1. Call to Order
2. Devotion
3. Approval of the Agenda
4. Approval of Previous Meeting's Minutes
5. Business Arising from Previous Minutes
 - 5.1. Internship/Learning Supervision Team – Joyce Klesse
 - 5.2. Refugee sponsorship
 - 5.3. New member for Personnel Committee
6. Reports
 - 6.1. Worship/Minister's Report
 - 6.2. Treasurer's Report
 - 6.3. Presbytery Report
7. Essential Ministry Updates
 - 7.1. Christian Education
 - 7.2. House Groups/Hospitality
 - 7.3. Mission/Outreach
 - 7.4. Property
 - 7.5. Stewardship
8. New Business
 - 8.1. Chairperson for October meeting
 - 8.2. Office hours
 - 8.3. Nut free facility??
9. Correspondence
 - 9.1.
10. Leadership Team Report to Congregation
11. Next Meeting –
12. Adjournment

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Appendix B – Minister's Report

Minister's Report!

The last written report was in June, it is really hard to know where to begin. Brief summer highlights include a conference in Iowa, as well as a family reunion in Halifax! I have had lots of sun and time to spend with Lincoln, as his boundless energy as he grows needs an outlet, and we are doing our best to keep up. Young has continued preaching part time at Trinity Lutheran, this weekend being her last. I spent much of the summer preaching about Evangelism, using different theories to get to the same conclusion. The message seems to have gotten through. I officiated weddings, had a few funerals. As we moved into August, Rev. Catherine Christie started us off with a wonderful presentation about her work as a missionary there.

The following week was Vacation Bible School – with two new student interns for the summer – who had it all wonderfully organized. They changed the setup, and we were much more prepared than the year before. We could have had more kids, but I was just fine with having what we had. ☐

Youth Group met on and off for the summer, with one of the (sad) highlights being a farewell dinner for Kaitlyn DeRosier.

The ministerial has seen a lot of changes, with both Scott Harrison and Jim Kedge moving on. What things will look like this year is yet to be determined. As September began, Evangelism entered full swing, with lots of people inviting lots of other people to church. Watching it, hearing stories, and being beside people as they invite, has been pretty awesome to witness. To see the culmination this past Sunday was also amazing, I couldn't believe how well it went, and that is only one snapshot of the conversations. More people will continue to trickle in, we can't undo the conversations that we've had, the effects are not a one and done.

This past Friday saw the presbytery executive resume its meetings, with me as chair. The meeting went well, and we are preparing for the next full court meeting on September 21, 2018 in Carnduff.

This coming Sunday has two baptisms, both with families who were here for Evangelism day. Baptisms always mark a fun worship, so I am looking forward to that. Work is ongoing around Jeri-Lee's anticipated formal beginning here. Theology on Tap, Office at Tim's, Rotary and Prayer Lunches are all starting up again. Fall is here!

JR

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Appendix C – Treasurer's Report

January 1, 2018 – August 31, 2018 (Reconciled) (Restated)

a) Financial Report

General Fund

Income:		<i><u>2018 Yearly Budget</u></i>
Receipted Givings	99,289.25	187,000
Other Income	34,696.44	36,496
Local Suspense	-75.00	
	<u>133,910.69</u>	<u>223,496</u>
 Expenses:		
Administration	7,121.55	11,350
Children & Youth	2,896.83	1,700
Congregation Life	1,237.16	3,650
M&P	86,668.72	137,310
Outreach	11,440.55	18,250
Property	19,473.69	26,600
Pastoral Charge	8,601.83	16,035
Trustee (Insurance)	3,722.72	6,700
Withholding	-43.66	
	<u>141,119.39</u>	<u>221,595</u>
Surplus (Deficit)	<u>(7,208.70)</u>	<u>1,901</u>

General Fund Reconciliation:

January 1, 2018	(12,747.16)
Surplus (Deficit)	(7,208.70)
Overdraft Transfer	<u>30,000.00</u>
Bank Balance	<u>10,044.14</u>

Balance Sheet

Assets:	
Capital Investment:	20,000.00
Trust Funds	123,686.61
General Fund	10,044.14
Prepaid: Pastoral Charge	<u>5,161.89</u>
Total Assets	<u>158,892.64</u>
Liabilities:	
Bequest Fund	30,000.00

b) Trust Fund Balances:

Benevolent	7,376.01
Bequest	72,685.19

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Capital	15,932.75
Interest	564.53
Memorial	25,102.31
Refugee	555.00
Senior Choir	1,470.82

b) Capital Investment:

Our GIC of \$20,000.00 matured August, 2018. It was re-invested with Spectra Finance @ 2.65% for 2 years. It matures August 7, 2020. The yearly interest of \$530.00 is deposited in our General Fund.

b) Assets vs Liability Variance, February - August, 2018:

