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St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — October 10, 2018

Call to Order

Acting Chairperson Jeri-Lee Jones opened the meeting at 7:00 pm in the Youth Group room at St. Paul's United Church, Estevan, SK

Attendance

Jason Richards, Astrid Friesen, Heather Vermeersch, Gail Schlamp, Sheena Wock, Jeri-Lee Jones, Mike Little, Wendy Suchan

Devotion

Approval of Agenda

Motion: Wendy Suchan / Heather Vermeersch
That the agenda minutes be approved. CARRIED

See Appendix A, Page 63.

Approval of Minutes

Motion: Wendy Suchan / Mike Little
That the minutes from the September 12, 2018 meeting be approved. CARRIED

Old Business

Refugee Sponsorship

- Mike Hoffort from Living Hope is willing to go ahead with another sponsorship
- Trinity Lutheran would also like to join in on the sponsorship relationship
- Don Kindopp is looking into a possible community sponsorship relationship

New member for the Personnel Committee

- We are still looking for another member

Nut Free Facility

- We should do it, but phase it in
- We need to check in with our regular renters and inform them of policy change
- We should aim for January 1, 2019 as the start date for being a nut free facility

Motion: Wendy Suchan / Mike Little

That we become a nut free facility as of January 1, 2019. CARRIED.

Apron Fundraiser

- The project has been cancelled for now,

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because the aprons' iron-on transfers were of poor quality and not surviving washings and/or ironing

- Gail wants to research a different kind of apron with a different design (such as no photograph)

AED / Epi-Pen Installation

- The apron fundraiser could be used for the AED installation
- We should ask Sheri-Lee to look into 1st Aid Kit and fire extinguisher signage
- In our report to the congregation, we should mention that we are asking for donations
- The Epi-Pen costs \$100 for the adult size dose and is good for 2 years

Motion: Mike Little / Gail Schlamp

That we get an Epi-Pen in the church in time for January 1, 2019. CARRIED.

Motion: Mike Little / Gail Schlamp

That the AED donation and fundraiser request be taken to the congregation. CARRIED.

Reports

Worship / Minister's Report Jason Richards

- Emailed

See Appendix B, Page 64

Intern Minister's Report Jeri-Lee Jones

- Emailed

See Appendix C, Page 65

Treasurer's Report Don Kindopp

- Emailed

See Appendix D, Page 66

Presbytery Report Jeri-Lee Jones

- Fee Assessments for the future will go to the National church, and the fee should be lower than in the past
- The final meeting will be on November 23, 2018

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in Estevan

- At the end of the year, there is a \$30,000 surplus and \$10,000 will be returned to the churches.
- Emailed

See Appendix E, Page

Essential Ministry Updates

Christian Education – Sheena Wock

- Going well
- Scheduled a Christmas / Advent afternoon kids thing on December 2, 2018

House Groups / Hospitality – Gail Schlamp

- Nothing to report

Mission / Outreach – Wendy Suchan

- Nothing new to report

Property – Greg Suchan but delivered by Wendy Suchan

- Had a conversation with Richard Winton
- Trimmed a tree
- Fixed toilet seats
- Changed light bulbs in the sanctuary

Stewardship – Jason Richards

- Doing things differently this year
- Financially, we are doing well compared to other years
- Have a Legacy – Last Will and Testament focus this year

Youth – Jason Richards

- Julie has an after-school job, so may not be able to come to many meetings
- Getting around 15 kids every Friday
- The Youth Group have been helping with Sunday School
- They would like to do a mission trip to Mexico in 2020

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New Business

Presbytery Meeting November 23, 2018

- People bring \$10 for a lunch meal and they do not want sandwiches
- Jason will talk to Bernice for some sort of meal
- Ask the UCW for cookies, coffee, and to do the serving on that day.

Magnets

- Jason would like to have magnets with upcoming services for next year's Evangelism Sunday
- Jason will research some pricing sometime over the next year.

St. Paul's Property Appraisal

- Don Kindopp sent an email.
- Trustees want to reassess the property value

Motion: Wendy Suchan / Gail Schlamp

That we carry forward with the appraisal and use the appraiser that Don recommended. CARRIED.

Correspondence

No Correspondence

Leadership Team Report

We will wait for Cheryl to return

Next Meeting

Wednesday, November 14, 2018 at 7 pm

Adjournment

Motion: Mike Little / Heather Vermeersch

The meeting to be adjourned. CARRIED.

Jeri-Lee Jones, Acting Chair

Astrid Friesen, Recording Secretary

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Appendix A – Agenda

Leadership Team Meeting
October 10, 2018

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. Refugee Sponsorship
 - 5.2. New member for Personnel Committee
 - 5.3. Nut Free Facility
 - 5.4. Apron Fundraiser
 - 5.5. AED Installation/Epi Pen
6. Reports
 - 6.1. Worship/Minister's Report
 - 6.2. Intern Minister's Report
 - 6.3. Treasurer's Report
 - 6.4. 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
 - 7.6. Youth Group
8. New Business
 - 8.1. Presbytery Meeting November 23rd 2018
 - 8.2. Magnets
 - 8.3. St. Paul's Property Appraisal
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!

We left off just before the last meeting and having completed Evangelism Sunday. The following Sunday was a 2 Baptism one – and I remember the kids were amazing! I held them both!

The next week saw me reach out to the School GSA – making some face to face connections with the teacher/supervisors. There was an M&P meeting and did rounds at the hospital. Theology on Tap, Tim's, and then an all-day Presbytery meeting in Carnduff, followed immediately by the Youth Progressive Supper rounded out the week!

All the little Stewardship ideas from the last while came back up, as planning began for the campaign, beginning after Thanksgiving. I'm doing it earlier this year, just to make more of a break between Stewardship and Advent. This year's focus will be a little different, our budget is in a much sounder position than last year – so rather than ask for people for the usual, we will instead work on three separate things: a) PAR b) Capital Projects and c) Legacy Giving. A more traditional stewardship campaign *may* happen next spring, primarily from a resource I found that looks not bad!

The weekend of the 30th saw Portal cancelled due to the Minot Hostfest, leaving just one service, and Jeri-lee preaching. I spent the afternoon presiding over a Covenanting service in Oxbow for their ministers.

Last week I finished one of my two major projects that I am trying to get done by year end – organizing and digitizing my Marriage Prep and Confirmation classes. Marriage Prep is done!! That felt so awesome. Stewardship planning continued. There was a wedding rehearsal on the Friday night that Sharilee and I were both present for (Faith Lutheran wedding). Had an interesting meeting with Debbie Hagel from Newcomers, wanting to do some work with White Bear First Nation around the TV show First Contact.

Lincoln got quite sick on Saturday and spent the night in the hospital.

Preaching twice Sunday was tough, but it went well enough. Lincoln's release and speedy recovery has been great. On Thanksgiving Monday our Youth Group made and handed out Turkey sandwiches to people who were working. So fun!

Stewardship begins this Sunday, as well as Jeri-lee's official covenanting. No service in Portal. Youth Group has a sleepover this weekend, and I've been asked to be the chaplain for All Saints Anglican church in Weyburn as they have a discussion around LGBT issues and the church. Fascinating!

JR

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Appendix C – Intern Minister's Report

October 9, 2018

Intern Minister Report to Leadership Committee

Good Morning!

I have successfully completed my first week as the new Intern Minister at St. Paul's.

Last week I spent time getting acquainted with some of the duties that I will assist Jason in carrying out as a part of the position. I accompanied Jason to St. Joseph's Hospital to start the process of becoming authorized to do Hospital visits. I then visited Hillview Manor and Creighton Lodge on my own, to visit congregants who live there.

I am trying to maintain office hours of Tuesday and Thursday 930 – 230 each week. The remainder of my hours will be done from home or sporadic times at the church.

This week I will be working on finalizing the Learning Covenant for Sunday's Joint Worship Service, as well as my student Learning Goals.

Next week I will be prepping Worship Service that I will lead in Estevan for October 21st.

I will be leading the Women's Book study that will start up again, October 15th at 10am we will be reading 'The Story'. I am also currently looking into an Advent Bible Study that I will also lead. The Children's Advent Afternoon has been scheduled for December 2nd and all the supplies have arrived!

I will be away for school in Saskatoon from October 22 – November 2 2018 inclusive.

Jeri-Lee Jones

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Appendix D – Treasurer's Report
January 1, 2018 – September 30, 2018

a) **Financial Report**

General Fund

Income:		<u>2018 Yearly Budget</u>
Receipted Givings	119,116.25	187,000
Other Income	35,542.89	36,496
Local Suspense	25.00	
	154,684.14	223,496
 Expenses:		
Administration	7,969.09	11,350
Children & Youth	3,172.34	1,700
Congregation Life	1,775.94	3,650
M&P	96,147.73	137,310
Outreach	13,330.55	18,250
Property	20,757.29	26,600
Pastoral Charge	10,834.50	16,035
Trustee (Insurance)	3,722.72	6,700
Withholding	-43.66	
	<u>157,666.50</u>	221,595
Surplus (Deficit)	(2,982.36)	1,901

General Fund Reconciliation:

January 1, 2018	(12,747.16)
Surplus (Deficit)	(2,982.36)
Overdraft Transfer	<u>30,000.00</u>
Bank Balance	14,270.48

Balance Sheet

Assets:

Capital Investment:	20,000.00
Trust Funds	123,836.61
General Fund	14,270.48
Prepaid: Pastoral Charge	<u>3775.70</u>
Total Assets	161,882.79
 Liabilities:	
Bequest Fund	30,000.00

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b) Trust Fund Balances:

Benevolent	7,376.01
Bequest	72,685.19
Capital	15,932.75
Interest	564.53
Memorial	25,252.31
Refugee	555.00
Senior Choir	1,470.82

c) Re-stated Reports:

Due to an entry date error, the July, 2018 and August, 2018 reports stated incorrect surpluses (deficits). I have re-stated each month below.

Treasurer's Report (Reconciled) (Re-stated)
January 1, 2018 — July 31, 2018

a) Financial Report

General Fund

Income:		<i>2018 Yearly Budget</i>
Received Givings	88,202.45	187,000
Other Income	31,102.61	36,496
Local Suspense	-80.00	
	119,225.06	223,496
Expenses:		
Administration	7,071.62	11,350
Children & Youth	2,240.19	1,700
Congregation Life	1,237.16	3,650
M&P	75,096.48	137,310
Outreach	8,810.00	18,250
Property	16,292.82	26,600
Pastoral Charge	8,081.79	16,035
Trustee (Insurance)	3,257.38	6,700
Withholding	-16.55	
	<u>122,070.99</u>	221,595
Surplus (Deficit)	(2,845.83)	1,901

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General Fund Reconciliation:

January 1, 2018	(12,747.16)
Surplus (Deficit)	(2,845.83)
Overdraft Transfer	<u>30,000.00</u>
Bank Balance	14,407.01

Balance Sheet

Assets:

Capital Investment:	20,000.00
Trust Funds	123,417.17
General Fund	14,407.01
<u>Prepaid: Pastoral Charge</u>	<u>1,223.98</u>
Total Assets	159,048.16

Liabilities:

Bequest Fund	30,000.00
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b) Trust Fund Balances:

Benevolent	7,376.01
Bequest	72,685.19
Capital	15,932.75
Interest	470.09
Memorial	25,102.31
Refugee	530.00
Senior Choir	1,320.82

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Treasurer's Report (Reconciled) (Re-stated)
January 1, 2018 — August 31, 2018

a) **Financial Report**

General Fund

Income:		<u>2018 Yearly Budget</u>
Receipted Givings	99,289.25	187,000
Other Income	34,696.44	36,496
Local Suspense	-75.00	
	133,910.69	223,496
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>	221,595
Surplus (Deficit)	(7,208.70)	1,901

General Fund Reconciliation:

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

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	158,892.64

Liabilities:

Bequest Fund	30,000.00
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b) Trust Fund Balances:

Benevolent	7,376.01
Bequest	72,685.19
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:

