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St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — March 20, 2019

**Call to Order**

Chairperson Cheryl Deren opened the meeting at 7:30 pm in the Lounge at St. Paul's United Church, Estevan, SK

**Attendance**

Cheryl Deren, Jason Richards, Astrid Friesen, Gail Schlamp, Mike Little, Greg Suchan, Don Kindopp, Heather Vermeersch, Sandi Klatt

Regrets: Jeri-Lee Jones, Sheena Wock, Julie Frostad.

**Devotion**

Jason Richards

**Approval of Agenda**

**Motion: Sandi Klatt / Heather Vermeersch**

That the agenda be approved. CARRIED  
See Appendix A, Page 16.

**Approval of Minutes**

**Motion: Gail Schlamp / Mike Little**

That the minutes from the previous meeting be approved. CARRIED

**Old Business**

**Nut Free Signage**

- They are posted now

**Epipen**

- It costs \$117.28 per pen from Henders Drugs and it is good until April 2020

**AED**

- The equipment is here.
- We want Christa to tell us where the best location is to have it installed.
- Jason and/or Sharilee can talk to Christa

**Reports**

**Worship / Minister's Report** Jason Richards

- Emailed

See Appendix B, Page 17.

**Student Minister's Report** Jeri-Lee Jones

- Emailed

See Appendix C, Page 19.

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**Youth Report** Jason Richards

- There will be an Escape Room this Friday, March 22, 2019
- We are looking to hire a youth coordinator in mid-August thanks to a grant
- The Valentine's Day concert went well

**Treasurer's Report** Don Kindopp

- Emailed
- Dr. Elliot Training support fund
- Kindopps likely (99% chance) will not be around for the fair booth in June

See Appendix D, Page 20.

**Motion: Don Kindopp / Mike Little**

That the Refugee Fund reflects designated funds used to support the Constituent or other Sponsorship of a refugee(s). Use of these funds shall be designated at a duly constituted meeting of the Leadership Team. Emergent use of up to five hundred dollars (\$500.00) may be designated by the Ministry Team and shall be reported to the next Leadership Team meeting. Any designated use of the funds from the Refugee Trust Fund shall be reported to the congregation.  
CARRIED.

**Motion: Don Kindopp / Sandi Klatt**

That the treasurer's report be adopted. CARRIED.

**Essential Ministry  
Updates**

**Christian Education** – Jason Richards

- We got more Sunday School teachers
- Youth group has been made aware of the \$10 honorarium

**House Groups / Hospitality** – Gail Schlamp

- Nothing new to report

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**Mission / Outreach**

- This used to be Wendy Suchan's Essential Ministry, but she is no longer on the Leadership Team. Wendy did leave notes for the successor
- Sandi Klatt is willing to be Wendy's replacement

**Property – Greg Suchan**

- Quotes for replacing the front doors and installing handicap automatic door opener have been obtained
  - Wilhelm Construction seems to be the best with a quote of \$12,634 plus tax
  - Hirsch Construction quoted \$13,200 plus tax but the doors would also have to be painted
  - Estevan Glass quoted \$6,400 but it did not include the automatic door opener

**Motion: Heather Vermeersch / Gail Schlamp**

That a congregational meeting be called for Sunday, April 7, 2019, and that we recommend to the congregation, going with Wilhelm Construction with the funds coming from the Capital Fund. CARRIED

**Stewardship**

- No Report

**New Business**

**Refugee Fund**

- This was dealt with in the Treasurer's Report
- Doe Moo Thay's wife and child have arrived in Canada, and now they are working to bring Grandma to Canada.

**Motion: Heather Vermeersch / Greg Suchan**

That we gift Doe Moo Thay's family \$2,000 from the refugee fund. CARRIED.

- Heather and Don to work with Doe Moo Thay's schedule to present the cheque.

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**College Sunday**

- Richard Manny-Tanis has taken over from Lorne Calvert at St. Andrew's College (Lorne has retired.)
- We should invite Richard to come to our church on a Sunday that he is available.

**Podium / Stand**

- This would be a portable stand that can be placed in the middle, rather than the podium on the side.
- The cost is \$237.00 (but there could be tax and shipping)

**Motion: Heather Vermeersch / Mike Little**

That we order the podium. CARRIED.

**Motion: Heather Vermeersch / Gail Schlamp**

That a congregational meeting be called for Sunday, April 7, 2019, and that we recommend to the congregation, that we use \$400 from the memorial fund to pay for the podium. CARRIED.

- Cheryl can give the information to Sharilee to order the new podium.

Parking

- Table to the next meeting

Water run-off at the back of the church

- Greg Suchan to talk to Ken Stelnicki to see what he meant? Not sure where this runoff is.

“Memorial Brick” Walkway

- Table to next month
- Greg and Jason to look into this further (like rough estimates)

Food / Book box

- Similar in concept to a give a penny, take a penny tray but for books and/or food
- Reluctance for the food box because of food safety

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- The book box sounds like a good idea though.

## **Correspondence**

### **DIY Grants**

- “Faithful footprints”
- This is a self-energy audit, that sets goals for energy efficient projects
- We pay 20% of the costs and the other 80% gets covered by the grants
- Tabled to the next meeting

### **Caring Ministry**

- Lynn Kindopp was in charge of this, and has 10-12 phone callers
- Lynn is stepping down from this
- The caring ministry has kind of been ignored and there hasn't been much success with the phone calls lately.
- Do we want to continue with this, or let it be?
- Let it be.

### **Auditorium Chairs**

- UCW want to spend \$2,000 to replace chairs
- Perhaps we should also take money from the Memorial Fund?
- Lynn Kindopp would likely be willing to look into this
- Shirley Batters was interested
- Heather Vermeersch is willing to join this committee

### **Doe Moo Thay**

- Do we want give anything else beyond the cheque?
- We could do a money shower instead of gifts.
- April 7, 2019 might be a good day to do this following the congregational meeting and serve some cake

## **Leadership Team Report**

Cheryl Deren can report that there will be the congregational meeting on Sunday, April 7, 2019 with the two motions for the doors and the podium

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**Next Meeting**

Next Leadership Team Meeting – Thursday, April 11, 2019 at 6:00 pm with a supper meeting (just prior to choir practice at 7 pm)

**Adjournment**

**Motion: Mike Little / Gail Schlamp**

The meeting to be adjourned. CARRIED.

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Cheryl Deren, Chair

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Astrid Friesen, Recording Secretary

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**Appendix A – Agenda**  
Leadership Team Meeting  
March 20, 2019

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. Nut free signage
  - 5.2. Epipen
  - 5.3. AED
6. Reports
  - 6.1. Worship/Minister's Report
  - 6.2. Report: Student Minister
  - 6.3. Youth Report
  - 6.4. Treasurer's 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. Refugee Fund
  - 8.2. College Sunday
  - 8.3. Podium
  - 8.4. Parking
  - 8.5. Water run-off at back of church
  - 8.6. "Memorial Brick" walkway
  - 8.7. Food/Book box
9. Correspondence
  - 9.1. DIY Grants
  - 9.2. Caring Ministry
  - 9.3. Auditorium Chairs
  - 9.4. Doe Moo Thay
10. Leadership Team Report to Congregation
11. Next Meeting –
12. Adjournment

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**Appendix B – Minister's Report**

Last report (January) seems to have ended up in my grant application season – 2 have since come in (Embracing the Spirit for a youth co-ordinator to start in the summer, and the Refugee account one, which Don will talk about later in this meeting). Our grant to the federal government for summer students is still pending, and when I hear anything I will let the Leadership Team know.

In January I finally finished my Marriage Prep and Confirmation courses. They are now fully digitized, built from many sources and my own thoughts, so easy to edit and change. The first Marriage Prep course finished last week, and I did edit the course quite a bit. The second course started this past Monday, and runs for six weeks. Confirmation began a few weeks ago, and runs until mid-June.

Our Youth leadership group made a plan until the summer, with different leaders taking turns. We look forward to our Easter Vigil again, and many other events, including an Escape Room this coming Friday! The youth has definitely plateaued around 8-15 youth a week.

Our church did a pulpit exchange with Pastor Geoff Theissen at the Church of God at the end of January and first week of February. All comments we have both heard have been positive, including from each other. He was welcomed here with joy, and I felt the same at his church. I hope this will be an example to other churches to participate in the future, and continue to break down any barriers between the churches, so that they may better represent the congeniality on the Ministerial.

The Annual Meeting, and the planning and reports for it took much time in late January to February. As we saw the picture of where I church was sitting, projects that have been on the backburner for a while have been given the chance for consideration. Greg Suchan and Ken Stelnicki have been whirlwinds of cleaning and projects in the church. Some of these projects we will talk about later this meeting or at a later date. Everything brought forward at the AGM was supported, or diverted to the Leadership Team for further discussion. Two funerals back to back took some wind out of my sails and were bookended by the Youth fundraiser Valentine's Day dinner & concert, and the regular Sunday worship. On top of all of this, February was the month of Lincoln's appointments. We were in Regina twice (Pediatric Allergist, Ophthalmologist), plus went to Saskatoon for Lincoln to see his eye surgeon. I took an extra day in Saskatoon just to rest, and see some friends. I returned to be present at a Youth Sleepover, complete with chicken nugget pong, and for the Portals AGM on Sunday.

March began with Lent pretty much; Shrove Tuesday at Trinity Lutheran and Ash Wednesday at our church (plus Ashes to Go out in the street!) Lincoln continued with his next appointment at Dr. Sliva's in Estevan, and the Youth



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Group went to Trinity Tower to play games. My parents came down, dad did Young & I's taxes, and we whisked down to Minot for a night with them after Sunday confirmation class. I'm currently preaching a Lenten series(ish) on Communal memory, dreams, prophecy, and inclusion. I had some rave comments after last Sunday's sermon on Communal Dreams, and that felt good.

That's all! Rev. Jason.

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**Appendix C – Student Minister's Report**

Student Minister Report - March 19 2019

January 19, 2019 I attended the UCW fellowship meeting.

February 1 & March, 2019 I met with my learning supervisor in Kennedy.

February 3 & March 3, 2019 I provided worship service in both North Portal & Estevan.

January 20, January 27, February 10, February 24, March 10, 2019 I have attended worship service

February 5, 2019 met with M&P committee

February 14, 2019 I provided worship service at Estevan Regional Nursing Home & Long Term Care

February 6, 2019 I attended an online DLM networking session

January 3 & 4, 2019 I attended to a family in the hospital whose family member was transitioning through life

January 10, January 17, February 5, February 28, March 5, 2019 Pastoral Care Visits

February 12 & March, 2019 1 World Day of Prayer

February 24, 2019 – attended AGM meeting

February 16, 2019 – 23 I took holidays with my family

March 11 - 22, 2019 I attended DLM Learning Circle in Saskatoon – Caring in Community (Theme)

I found myself sick both in January & February, 2019 and had to work from home both times.

January, 2019 I started an online Introductory to Hebrews University Course that will be done at the end of March.

February, 2019 I started the DLM pre circle work for the DLM learning circle. I will be done this this learning circle mid-April.

March 6, 2019 – I attended ashes to go from 4:30-6:00 pm at the court house Planned Lenten Book Study, attended 1<sup>st</sup> Lenten study on March 6, 2019.

Planning Children's Holy Week Event with Sunday School Teachers, Prepared Spring Sunday School Material, Scheduled teachers for rotation.

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**Appendix D – Treasurer's Report**  
***Treasurer's Report (Reconciled)***  
***January 1, 2019 – February 28, 2019***

a) **Financial Report**

General Fund

Income:		<u>2019 Yearly Budget</u>
Received Givings	25,327.00	187,000
Other Income	3,673.05	45,263
Appeals	485.00	
Local Suspense	745.80	
	<b>30,230.85</b>	<b>232,263</b>
 Expenses:		
Administration	346.06	11,450
Children & Youth	520.58	2,625
Congregation Life	46.58	3,500
M&P	22,794.57	150,154
Outreach	2,985.00	17,450
Property	4,010.73	26,450
Pastoral Charge	2,122.50	13,919
Trustee (Insurance)	1,059.62	6,700
	<u><b>33,885.64</b></u>	<u><b>232,248</b></u>
Surplus (Deficit)	<b>(3,654.79)</b>	<b>15</b>

General Fund Reconciliation:

January 1, 2019	(1,563.69)
Surplus (Deficit)	(3,654.79)
Overdraft Transfer	<u>30,000.00</u>
Bank Balance	24,781.52

Balance Sheet

Assets:

Capital Investment:	20,000.00
Elliott Investments	15,311.25
Trust Funds	144,281.73
General Fund	24,781.52
Prepaid: Pastoral Charge	<u>2,261.33</u>
Total Assets	206,635.83

Liabilities:

Bequest Fund	30,000.00
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**b) Trust Fund Balances:**

Benevolent	7,725.98
Bequest	73,328.71
Capital	18,532.60
Elliott	10,583.82
Interest	211.79
Memorial	24,162.82
Refugee	8,256.91
Senior Choir	1,479.10

**c) The Dr. A. E. Elliott Religious Training Support Fund:**

In February 1979, Dr. A. E. Elliott of Grenfell, Saskatchewan celebrated his one hundredth birthday. Dr. Elliott gave long years of service to The United Church of Canada and in particular, the church in Saskatchewan. The last years of Dr. Elliott's ministry were spent in Qu'Appelle Presbytery. At the time of his one hundredth birthday, Qu'Appelle Presbytery sought a way to honor Dr. Elliott. It was the feeling of the Presbytery that a lasting tribute in the form of an educational fund be established. Rev. Gordon Stevenson and Rev. Jack Busby were charged with presenting a proposal for such a fund to Qu'Appelle Presbytery.

In February, 2018, with the anticipated implementation of Remit 1 by General Council 43 in Oshawa, Ontario (i.e., Three Council Model), which would result in the discontinuation of Presbyteries, a recommendation was presented to Twin Valleys Presbytery that would see the transfer of the management of Dr. A. E. Elliott Religious Training Support Fund to a congregation or Pastoral Charge within the bounds of the former Twin Valleys Presbytery. (Added February 2018)

The congregation approached to assume responsibility for the Fund was St. Paul's United Church, Estevan (part of the St. Paul's International Pastoral Charge). The St. Paul's United Leadership Team officially accepted this responsibility in May, 2018.

The fund shall be administered by a committee appointed by St. Pauls' United Church, Estevan, whose tasks will be to manage and promote the fund, solicit, receive and invest monies related to the fund, and distribute bursaries from the fund, according to the criteria of the Dr. A. E. Elliott Constitution. The committee of St. Pauls' United Church which is established to administer the fund may invite the ongoing participation of two or three people from the former Twin Valleys Presbytery to assist with accessing applications to the fund. Committee members to date are: Diane Wrubleski, Estevan, Barry Balls, Maryfield and Shirley Crone,

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Weyburn.

St. Paul's currently holds \$15,311.25 in GIC's which we are responsible to invest and \$10,583.82 in trust for bursaries.

**d) Refugee Trust Fund Definition and Function:**

The Refugee Fund reflects designated funds used to support the Constituent or other Sponsorship of a refugee(s). Use of these funds shall be designated at a duly constituted meeting of the Leadership Team. Emergent use of up to five hundred dollars (\$500.00) may be designated by the Ministry Team and shall be reported to the next Leadership Team meeting.

Any designated use of the funds from the Refugee Trust Fund shall be reported to the congregation.

**e) Twin Valleys Disbursement:**

September 21, 2018 Motion: That at the time when the financial transactions of Twin Valleys Presbytery are completed, one third (1/3) of the remaining surplus be redistributed to the pastoral charges and two thirds (2/3) be forwarded to Region 4 (Living Skies Regional Council). Disbursement from TVP was \$973.00 (200.63/772.37)

**f) 2019 Income vs Expenses by month:**

