

22 - 2019

St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — April 11, 2019

Call to Order

Chairperson Cheryl Deren opened the meeting at 5:55 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, Jeri-Lee Jones, Sheena Wock, Julie Frostad

Devotion

Jason Richards

Approval of Agenda

Motion: Gail Schlamp / Heather Vermeersch

Added 5.5 Chairs to Business Arising from Previous Minutes

That the amended agenda be approved. CARRIED
See Appendix A, Page 27.

Approval of Minutes

Motion: Sandi Klatt / Greg Suchan

That the minutes from the previous meeting be approved. CARRIED

Old Business

College Sunday

- There is availability in Fall and St. Andrew's College covers all of the expenses, but they will accept donations
- We are on the wait list for Richard Manny-Tanis to come to Estevan

Epipen

- This has been purchased
- Don is checking our insurance liability for carrying the pen (For example, is this a drug addict's drug of choice? Likely not)
- This should be located in a public location

AED

- Where to locate it? We currently lock doors between the sanctuary and auditorium wings, so in theory, the AED could be locked off in a time when it is needed.
- When it does get installed, it needs to be 4.5 FT off the ground (so it could potentially be a hazard to children running around)

23 - 2019

St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — April 11, 2019

- We should talk to Christa again and ask her opinion (considering the locks, kids, etc)

Front Doors

- We still need to figure out where to mount the outdoor door opener
- These are 36 inch doors
- Wilhelm will subcontract the installation of the doors, but Wilhelm will do the wiring for the door openers
- Contract will be signed

Chairs

- Kindopps contacted Trade West in Regina (same group that Carnduff United used for their chairs that they purchased a few years ago)
- Trade West currently has a good deal / sale
- \$29.95 per chair
- Padded chairs with metal frames (quite sturdy and stack nicely)
- Felt leg covers provided for free (to protect floors)
- Delivery is free of charge
- Choice of cloth or vinyl covering
- We want the UCW to tell us how many chairs to order
- UCW said they were willing to chip in \$2000
- Leadership Team said they are willing to cover costs beyond that (possibly from the memorial fund)
- Once we get quantity values, we can do motions through email, if need be, so we do not miss out a good deal / sale, rather than wait to the next Leadership Team meeting, and possibly call a congregational meeting if we use the memorial fund

Reports

Worship / Minister's Report Jason Richards

- Emailed

See Appendix B, Page 28

24 - 2019

St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — April 11, 2019

Student Minister's Report Jeri-Lee Jones

- Emailed

See Appendix C, Page 29

Youth Report Julie Frostad

- Younger people are joining the youth group (Grade 7 and 8)
- They did a litter / garbage pick up campaign and the younger members enjoyed it
- The youth group is doing lots of baking for fundraising
- Youth group is for Grade 7-12

Treasurer's Report Don Kindopp

- Emailed
- We have more trust fund balances that we are keeping track of than we have in the past. This includes the Youth Group Trust fund
- The Credit Union has changed its policies / strategies in how investments are handled
- Don plans on investing \$100,000 in 18 month and 12 month GICs to get a slightly better interest rate
- The Charity report has been sent to CRA
- Don is working on getting Telpay set up as an option for donations and will inform the congregation and put it on the church website when it is ready

Motion: Don Kindopp / Mike Little

That the Treasurer's Report be adopted. CARRIED

See Appendix D, Page 30

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.

25 - 2019

St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019
CARRIED.

Motion: Don Kindopp / Sandi Klatt

That the treasurer's report be adopted. CARRIED.

**Essential Ministry
Updates**

Christian Education – Jeri-Lee Jones and Shenna Wock

- Melissa Feist took on the whole project for the Easter program
- Over 20 kids registered for the Easter program
- Other activities are coming up

House Groups / Hospitality – Gail Schlamp

- Nothing new to report

Mission / Outreach – Sandi Klatt

- Glasses and cases – we are collecting again and Wendy Suchan has a person to pick them up
- Hillcrest School is no longer collecting pop can tabs, but the Pasqua Hospital in Regina is still collecting them
- Julie-Anne Wallewein is working on the May Meals on Wheels campaign

Property – Greg Suchan

- Siding on the shed is going to be fixed

Stewardship – Sheena Wock

- There will be a stewardship campaign in May

New Business

Baptism – April 21

- Cheryl Deren is not around that Sunday, so we need someone from the Leadership Team to present the child
- Sandi Klatt can do the presentation
- Sherilee can send Sandi the “script”

Good Friday

- Jason needs help with communion

26 - 2019

St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — April 11, 2019

- Service is at 10:30 am
- Maybe Don Kindopp, Lynn Kindopp, Paul Deren, Cheryl Deren, and Julie Frostad – There are options available, so communion should be good

Correspondence

No Correspondence

Leadership Team Report

Not much to say for a report to the congregation

Next Meeting

Next Leadership Team Meeting – Wednesday, May 8, 2019 at 7 pm

Adjournment

Motion: Mike Little / Greg Suchan

The meeting to be adjourned. CARRIED.

Cheryl Deren, Chair

Astrid Friesen, Recording Secretary

27 - 2019
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019
Appendix A – Agenda

Leadership Team Meeting
April 11, 2019
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. College Sunday
 - 5.2. Epipen
 - 5.3. AED
 - 5.4. Front doors
 - 5.5. Chairs
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. Baptism – April 21
 - 8.2. Good Friday
9. Correspondence
 - 9.1.
10. Leadership Team Report to Congregation
11. Next Meeting –
12. Adjournment

28 - 2019
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019
Appendix B – Minister's Report

Minister's Report!

Coming off our previous Leadership Team meeting and Joint Pastoral Charge meeting, there was lots of follow-up to do with project ideas and visioning for how the spring and summer might play out. It wasn't long until that was shelved until after the opaque wall of Easter is passed. I always seem to hit the moment when Holy Week begins to dominate all thoughts and plans, and I am well into that time now. Alongside this is the continuing Confirmation and Marriage Prep classes, with a weekend intensive marriage prep this weekend (also Palm Sunday).

I am returning today from a short brainstorming conference with lots of national church staff and a few other pastors around envisioning a future for church spaces as community hubs. It was a nice network for a little city pastor from Saskatchewan to be invited to (all expenses paid!)

As I reflect back, I am proud of the Lenten sermon series, which I had wonderful feedback. I do not usually preach a series and am glad that I did, and that it went so well. The Youth also did a very successful Escape Room and Amazing Race over the course of two weeks, and things there are going wonderfully. I led our annual Lenten Lunch service last week, had some fun and enjoyed it. Just working on Holy Week and Easter now. With Waylan from the alliance church gone, my nervousness over the Easter Vigil is high. I'm hoping all that I have been planning will go well, and people will enjoy themselves!

That's all! Rev. Jason.

29 - 2019
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019
Appendix C – Student Minister's Report

Student Minister Report – April 11th 2019

March 23rd found me finally returning from two very long weeks in Saskatoon at the DLM Learning Circle 'Caring for Community'. I enjoyed my time in community with my peers learning many different aspects of pastoral care. I found this circle to be very helpful as I had no prior training in pastoral care, and I now feel equipped to do a better job in this aspect of ministry.

Mar 28th I went to the Tim's on 4th on Jason's behalf, and had a very good conversation. That evening I attended the Funeral Planning seminar that the church hosted with Halls Funeral Service. Having recently returned from school and learning about pastoral care this seminar was very interesting and I learned a lot about the services that Halls provides to families. It was a well-attended and well enjoyed evening.

I presided over the Lent Book study March 27th, April 3rd & April 10th. We have been enjoying engaging conversations around the Lent book and we are hearing remarks of, "reading this book has me reflecting to where I was a few years ago when we started the book study group and I can see how I have changed." It is empowering to know that this group that we formed has had a profound impact on the spiritual growth of all those who have been involved. Starting in May the women's book ministry will continue to meet on Wednesday morning at 9am to talk about the book 'Girl Wash your Face' by Rachel Hollis.

The first week of April saw me busy preparing the worship service for April 4th & 7th. April 4, I provided worship service at Estevan Regional Nursing Home and Long Term Care, following that up with pastoral care visits within LTC.

April 5th I journeyed to Kennedy to meet with my educational supervisor Barb Wilkins to review my learning over the last month. This visit had me and Barb reviewing an article I read for my DLM learning circle so that I could write a report to my teacher about our joint thoughts on the paper. This was a fun exercise.

April 7th I provided worship service in both North Portal and Estevan.

April 9th I joined the prayer shawl group for some time of prayer, knitting and fellowship. This group is so lively and it was truly a blessing for me to witness the holiness that was in this space.

I checked in with Melissa regarding the Lenten children's afternoon, she is very excited about the event and has everything ready to go ahead on Sunday. At this time we have almost 20 kids and 13 adults registered which will be our biggest seasonal 1 afternoon event to this date. There is still time to register more families to participate.

I am keeping busy and looking ahead to all the Easter fun we will be having over the next week!

Sincerely,
Jeri-Lee Jones

30 - 2019
 St. Paul's United Church of Canada
 Leadership Team Meeting
 Estevan, SK — April 11, 2019

Appendix D – Treasurer's Report (Unreconciled)
January 1, 2019 – March 31 2019

a) Financial Report

General Fund

		<u>2019 Yearly Budget</u>
Income:		
Receipted Givings	37,732.00	187,000
Other Income	7,407.42	45,263
Local Suspense	770.80	
	45,910.22	232,263
Expenses:		
Administration	1,605.10	11,450
Children & Youth	1,722.32	2,625
Congregation Life	55.56	3,500
M&P	35,669.80	150,154
Outreach	5,235.00	17,450
Property	6,269.41	26,450
Pastoral Charge	3,029.95	13,919
Trustee (Insurance)	1,589.43	<u>6,700</u>
Youth (TXF to Trust)	1,018.49	
	56,195.06	<u>232,248</u>
Surplus (Deficit)	(10,284.84)	15

General Fund Reconciliation:

January 1, 2019	(1,563.69)
Surplus (Deficit)	(10,284.84)
Overdraft Transfer	<u>20,000.00</u>
Bank Balance	8,151.47

Balance Sheet

Assets:

Capital Investment:	20,000.00
Elliott Investments	15,311.25
Trust Funds	159,375.22
General Fund	8,151.48
<u>Prepaid: Pastoral Charge</u>	<u>1,528.06</u>
Total Assets	204,366.01

Liabilities:

Bequest Fund	20,000.00
--------------	-----------

b) Trust Fund Balances:

Benevolent	7,725.98
------------	----------

31 - 2019
 St. Paul's United Church of Canada
 Leadership Team Meeting
 Estevan, SK — April 11, 2019

Bequest	83,328.71
Capital	18,532.60
Elliott	10,583.82
Interest	211.79
Memorial	24,212.82
Refugee	8,281.91
Senior Choir	1,479.10
Youth	5,018.49

c) Investment Strategy:

Objective: to maximize interest earned from Trust Funds.

Background:

The Affinity Credit Union offers two types of "Investor Savings" accounts. Type 1 provides an interest rate of 0.25% and allows you to do on-site banking. Type 2 provides an interest rate of 1.00% and allows only online banking. Currently, all Trust Funds are held in a type two "Investor Savings" account. To earn more interest other options must be considered.

Current Trust Funds:

Benevolent	7,725.98
Bequest	83,328.71
Capital	18,532.60
Elliott	10,583.82
Memorial	24,212.82
Refugee	8,281.91
Senior Choir	1,479.10
Youth	5,018.49
Interest	<u>211.79</u>
Total	159,375.22

Anticipated Trust Funds:

Bequest Fund (Frijouf Estate)	<u>17,878.40</u>
Total	17,878.40

Potential Funds Held in Trust: 177,253.62

Anticipated Expenses:

General Fund (Deficit)	20,000
Capital Fund	15,000
Memorial	400

32 - 2019
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019

Elliott	3,000
Refugee	2,000
Youth	<u>5,000</u>
Total	45,000

Funds Available for Investment: 132,253

Investment Strategy:

18 month GIC @ 2.25%	70,000	2,363
12 month GIC @ 1.55%	<u>30,000</u>	<u>465</u>
Total	100,000	\$2,827

Conclusion:

This puts \$100,000 out of our reach for 12 months, but leaves us with \$77,000 in our Investor Savings Account that should cover any known or unforeseen expenses in the year ahead.

d) CRA Charities Report:

The required CRA Charities filing for December 31, 2018 has been completed and sent to CRA. The report information is now available on the CRA Charities website.

e) Telpay:

I am in the process of completing a request to have St. Paul's become part of Telpay's Billing list.

Telpay processes payments for 80 Financial Institutions across Canada, including Banks, Credit Unions, and Financial Service Providers. Telpay's biller listing contains federal and provincial government profiles, credit card companies, and national utilities, as well as thousands of large and small businesses across Canada. As a Telpay Biller, St. Paul's United Church will be available to the online, mobile or telephone banking applications of Telpay Financial Institutions and Financial Service Providers. This biller service is entirely free to St. Paul's United Church and complete payment details are provided by emailed reporting.

What are the benefits?

- Free: Receive electronic payments at no cost to you.
- Simple: Make it easier for your customers to pay you.
- Convenient: Payments are deposited directly into your bank account and payment reports, including customer name, account number and payment amount, are provided to you via email.

33 - 2019
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 11, 2019

f) 2019 Income vs Expenses by month:

