

53 - 2020

St. Paul's United Church of Canada

Leadership Team Meeting

Estevan, SK — December 9, 2020

**Call to Order**

Chairperson Diane Wrubleski opened the meeting at 7:00 pm via Zoom software

**Attendance**

Astrid Friesen, Sandi Klatt, Don Kindopp, Diane Wrubleski, Mike Little, Gail Schlamp, Vic Wiebe (Pastoral Charge Representative)

Regrets: Jasper Pecson, Greg Suchan

**Devotion**

Dianne Wrubleski

**Approval of Agenda Motion: Sandi Klatt / Mike Little**

That the agenda be approved, with the ability to add items if needed. CARRIED  
(See Appendix A, Page 57)

**Approval of Previous Meeting Minutes Motion: Sandi Klatt / Mike Little**

That the previous meeting minutes be approved. CARRIED

**Old Business**

**Resumption of In-Person Worship**

- Government restrictions are getting worse (maximum 30 people)

**Motion: Sandi Klatt / Gail Schlamp**

That we continue to postpone in person worship services and revisit at the next Leadership Team meeting on January 13, 2021. CARRIED

**Reports**

**Search Team**

- No report

**Treasurer's Report**

- The treasurer's report was emailed
- Don Kindopp has started preparing the 2021 budget, but it is very difficult with many unknowns (ministry, COVID-19 pandemic, fundraising for example)

**Motion: Don Kindopp / Sandi Klatt**

That the treasurer's report be adopted. CARRIED  
(See Appendix B, Page 58)

## Essential Ministry Updates

### Christian Education

- No Report

### House Groups

- No Report

### Mission / Outreach – Sandi Klatt

- Angel Tree and Hampers – nothing much to add to previous reports and is being discussed in New Business

### Property

- No Report

### Stewardship

- No Report

### New Business Food Hampers / Angel Tree

- St Paul's United had its shift yesterday. We had 8 volunteers. It is wrapping up on Saturday.
- We have sent most of the money for the food hampers already, however more money was raised which still has to be sent

### Daily Advent Readings on Facebook

- Julie-Anne Wallewein has organized that different people from the congregation video themselves reading an advent passage from the Bible and post to our Facebook page.
- There has been a lot of appreciation for this, especially for Julie-Anne

### Christmas Eve Service, possibly Zoom?

- Can we have someone prepare and deliver a service and have another technology person, if we do it?
- Weyburn will be doing a service.
- Currently our website has links to several live-streaming, Zoom, and pre-recorded Youtube services.
- Perhaps for now, the daily Facebook advent readings will be enough, and for the new year, have people to continue to read the 4 weekly

55 - 2020

St. Paul's United Church of Canada  
Leadership Team Meeting  
Estevan, SK — December 9, 2020

lectionary scripture readings to post to the Facebook page.

- Don Kindopp can approach Julie-Anne about getting weekly readers or we could maybe use the House Groups network, or Sheri Lee Schnell

**2021 ACM and Its Format**

- We can participate with Trinity Lutheran's Silent Night on Christmas Eve front step sing-along at 8 pm
- Don Kindopp will let Julie-Anne Wallewein know that we will not bother with a Zoom Christmas Eve Service
- Due to the worldwide pandemic circumstances, we can wait until June 2021 before we have an ACM, or the meeting can be held on Zoom
- The 2021 budget can be prepared and approved by the Leadership Team, due to special circumstances
- Don plans on presenting the 2021 budget at the next meeting on January 13, 2021
- We can decide how and when to have the ACM

**Personnel Committee**

- Mike Donovan is stepping down on December 31, 2020.
- We can get an email sent to the congregation asking for a volunteer to take on the role and express appreciation for Mike
- Don Kindopp will have a conversation with Rory Flemming

**Music Festival Association**

- The Music Festival Association has approached St Paul's United for holding the completion from April 11-17, 2021 and possibly April 4-10, 2021 (if the performances have to be pre-recorded and sent to the adjudicators remotely)
- We have great acoustics, a grand piano, and a beautiful building

**Motion: Sandi Klatt / Gail Schlamp**

Pending Saskatchewan Health Authority guidelines that are in effect at the proposed dates, that we approve the Music Festival Association use St. Paul's

56 - 2020

St. Paul's United Church of Canada  
Leadership Team Meeting  
Estevan, SK — December 9, 2020

United during the proposed dates. CARRIED

**Refugee  
Sponsorship Update**

- The process of proceeding with Hansu is approved however contact has been lost
- Hansu was Kiflom Weldeab's sponsorship, therefore he wants to try sponsoring someone new from Egypt – the Godefa family

**Motion: Gail Schlamp / Sandi Klatt**

That we have Don Kindopp be the liason and carry forward with the process (such as find out if we need a congregational meeting). CARRIED

**Correspondence**

- No Correspondence

**Report to the  
Congregation**

- Christmas Eve service – refer to our website for links
- See previous meeting minutes on our website
- Personnel Committee vacancy

**Next Meeting**

Wednesday, January 13, 2021 at 7 pm on Zoom

**Adjournment**

**Motion: Gail Schlamp / Mike Little**

The meeting to be adjourned.

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Diane Wrubleski, Chair

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Astrid Friesen, Recording Secretary

57 - 2020  
St. Paul's United Church of Canada  
Leadership Team Meeting  
Estevan, SK — December 9, 2020  
**Appendix A – Agenda**

1. Call to order
2. Devotion
3. Approval of agenda
4. Approval of previous meeting minutes
5. Business arising from previous minutes
  - 5.1. Resumption of in-person worship
6. Reports
  - 6.1. Search committee
  - 6.2. Treasurers report
7. Essential Ministry updates
  - 7.1. Christian Education
  - 7.2. House groups
  - 7.3. Mission/Outreach
  - 7.4. Property
  - 7.5. Stewardship
8. New Business
  - 8.1. Food hampers / Angel tree
  - 8.2. Daily Advent readings on St Paul's Facebook page
  - 8.3. Christmas Eve service, possibly Zoom?
  - 8.4. Date and format of Annual Congregational Meeting
  - 8.5. Personnel Committee Vacancy
  - 8.6. Music Festival Rental
  - 8.7. Refugee Sponsorship
9. Correspondence
10. Leadership team report to congregation
11. Next meeting
12. Adjournment

58 - 2020  
 St. Paul's United Church of Canada  
 Leadership Team Meeting  
 Estevan, SK — December 9, 2020  
**Appendix B – Treasurer's Report**

**a) Financial Report**

General Fund

Income:

2020 Yearly Budget

Received Givings	147,483.16 <sup>1</sup>	187,000
Other Income	39,515.81 <sup>2</sup>	48,278
Benevolent T/F	1,000.00	
Bequest T/F	37,213.22	
Capital T/F	10,000.00	
Elliott T/F	500.00	
Local Suspense	20.00	
Memorial T/F	9,010.37	
Youth Leader T/F	1,333.34	
	<u>246,075.90</u>	235,278
Expenses:		
Administration	4,814.52	11,450
Children & Youth	140.74	2,700
Congregation Life	550.53	3,800
M&P	63,141.26	140,735
Outreach	14,750.00	17,450
Property	107,538.58 <sup>3, 4, 5</sup>	28,950
Pastoral Charge	13,306.12	23,400
Trustee (Insurance)	7,430.57	6,700
Benevolent T/F	1,000.00	
Bequest T/F	9,010.37	
Elliott T/F	500.00	
Memorial T/F	9,635.37	
Youth Leader T/F	3.34	
	<u>231,821.40</u>	<u>235,184</u>
Surplus (Deficit)	14,254.50	94

General Fund Reconciliation:

January 1, 2020	(2,202.23)
Surplus (Deficit)	14,254.50
Overdraft Transfer	5,000.00
Bank Balance	17,052.27

<sup>1</sup> Organ Donations \$43,770.00

<sup>2</sup> CEWS \$24,485.87

<sup>3</sup> Organ Expenses \$45,193.76

<sup>4</sup> Window Replacement \$39,083.10

<sup>5</sup> COVID Expenses \$1,150.72

59 - 2020  
 St. Paul's United Church of Canada  
 Leadership Team Meeting  
 Estevan, SK — December 9, 2020

Balance Sheet

Assets:

Elliott Investments	15,311.25
Trust Funds	145,858.54
General Fund	17,052.27
<u>Prepaid: Pastoral Charge</u>	<u>2,441.23</u>
Total Assets	180,663.29

Liabilities:

Bequest T/F	<u>5,000.00</u>
Total Liabilities	5,000.00

**b) Trust Fund Balances:**

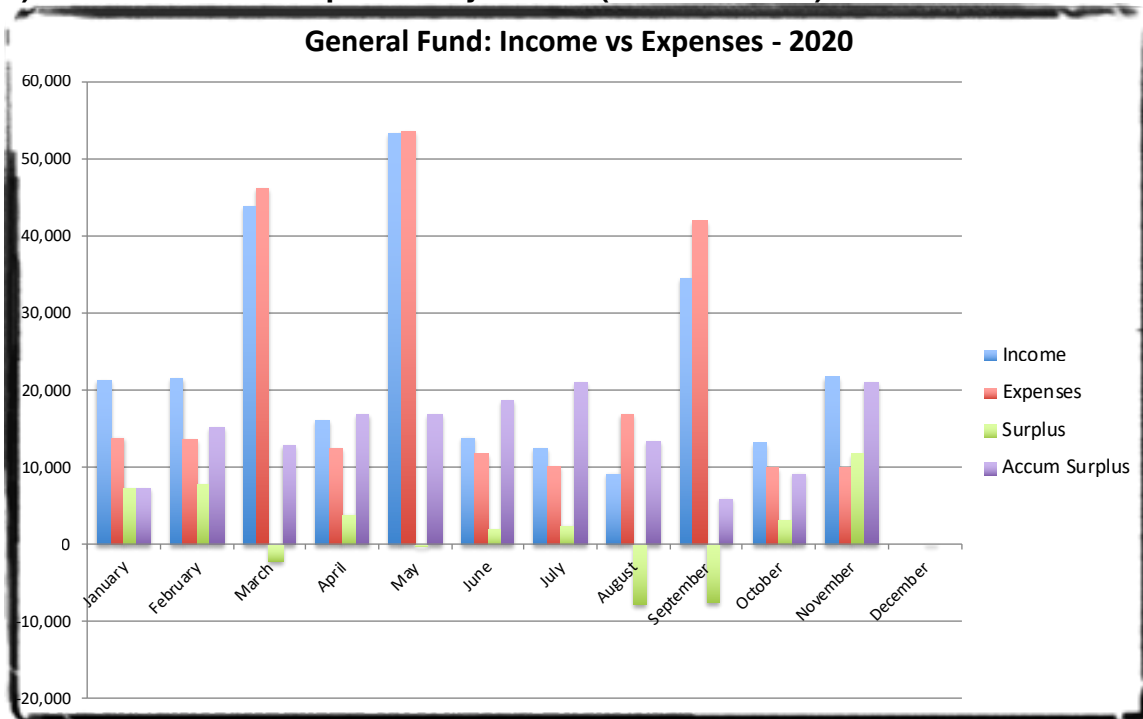
Un-restricted Trusts:

Bequest	99,489.97	
Interest	3,216.93	
Memorial	12,873.29	115,580.19

Restricted Trusts:

Benevolent*	6,752.89	
Capital*	904.46	
Elliott*	10,618.08	
Refugee*	6,785.30	
Senior Choir*	261.57	
Youth*	4,956.05	<u>30,278.35</u>
Total		145,858.54

**c) 2020 Income vs Expenses by month (General Fund):**



60 - 2020  
St. Paul's United Church of Canada  
Leadership Team Meeting  
Estevan, SK — December 9, 2020

**d) Budget 2021 and Comments**

- I will begin budgeting for 2021. As difficult as it was to budget for 2020 not knowing our ministerial personnel requirement, this year will be more difficult. A lot of crystal ball gazing will need to be done.
- Giving envelopes have been labelled and ready to hand out. I will have to determine how that is best done.
- I have not been able to find an individual to review our financial books as of now.
- We will be able to return all overdraft protection transfers made and remain in a surplus situation for 2020.
- I prepared and sent out a financial update to the congregation via email.
- As of December 4, 2020, the donations to the White Gift hamper fund is \$4,440.00.