

16 - 2021
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — April 14, 2021

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

Regrets: Jasper Pecson

1. Call to Order

- Chairperson Diane Wrubleski opened the meeting at 7:05 pm via Zoom software

2. Devotion

- Diane Wrubleski provided a devotion

3. Approval of Agenda

- **Motion:** Sandi Klatt / Gail Schlamp
 - *That the agenda be approved, with the ability to add items if needed. CARRIED.*
 - (See Appendix A, Page 20)

4. Approval of Previous Meeting Minutes

- **Motion:** Sandi Klatt / Mike Little
 - *That the previous meeting minutes be approved. CARRIED.*

5. Business arising from previous minutes

Music Festival – Sanctuary Usage

- The Music Festival did use our sanctuary and were happy to be able to use it

CEBA Loan

- We did apply for the loan and were successful in getting the loan.
- It is a \$60,000 loan and we must repay \$40,000 of it by December 2022
- The money has already been deposited and must be used for operational expenses such as salaries and power utilities

6. Reports

Search Team

- No Report

Treasurer's Report

- The report was emailed.

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- Perhaps we should look into doing some investments again like we have done in the past?
- **Motion:** Don Kindopp / Sandi Klatt
 - *That the Treasurer's Report be adopted. CARRIED.*
 - (See Appendix B, Page 21)

7. Essential Ministries

Christian Education

- No Report

House Groups

- No Report

Mission / Outreach

- May is our Meals on Wheels month and we need volunteers.
 - Volunteer requirements are that they are subject to a criminal record check and they must be under the age of 65 years.

Property

- This position is still vacant on the Leadership Team
- The Wi-fi router has failed. Should we upgrade?
- The lawnmower should be replaced
- The curbing needs to be fixed. The City of Estevan will be doing this
- We no longer need a fax machine, so we have cancelled the fax line with SaskTel
- The GFL garbage bin is being used by our neighbours, so we are getting it upgraded to have a lock on it.
- **Motion:** Mike Little / Jim Pratt
 - *That we upgrade the Wi-fi router and purchase a new lawnmower and that Don Kindopp look into making these purchases for approximately \$1200. CARRIED.*

Stewardship

- No Report

8. New Business

Resumption of in-person worship

- The current restrictions for in person worship is a maximum of 30 people

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- **Motion:** Sandi Klatt / Mike Little
 - *That St. Paul's United Church remain closed to in person worship services for at least one more month and the decision be revisited at the next Leadership Team meeting. CARRIED.*

Replacement of wireless network

- This was dealt with in the Property report

Purchase of a new lawnmower

- This was dealt with in the Property report

Congregation Virtual Get Togethers

- Don Kindopp would be willing to open Zoom meetings
- **Motion:** Mike Little / Gail Schlamp
 - *That we host weekly Congregational Virtual Get Togethers on Zoom software at a time that Don Kindopp can facilitate these meetings, such as on Sunday afternoons. CARRIED.*

9. Correspondence

North Portal / Portal Congregations

- Emily Gillies called Diane Wrubleski and let her know that at their Annual Congregational Meeting, the North Portal / Portal churches will eventually close due to low membership.
- They will not do anything yet until post-pandemic
- They are looking into possibly selling the church building and the manse
- The Village of North Portal might be willing to purchase the church and turn it into a community hall. The church has already been used, in the past, for community events.
- The manse is currently being rented out.
- Vic Wiebe (Pastoral Charge Representative) has already started asking questions about the process of selling the assets with the United Church of Canada and various other processes for the Canadian side.
- The USA side, for their church building, would have to follow Presbytery USA rules.

Creative Eats

- We are now renting our kitchen to one person who make cheesecakes every two weeks on Mondays.
- This does generate some revenue for our church

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- Sharilee and Dean are comfortable with this arrangement.

10. Report to Congregation

- Virtual Get Togethers – Don will send when he is ready

11. Next Meeting

- Leadership Team Meeting – Wednesday, May 12, 2021 at 7 pm over Zoom software

12. Adjournment

- ***Motion:*** Mike Little / Sandi Klatt
 - *That the meeting be adjourned. CARRIED.*

Diane Wrubleski, Chair

Astrid Friesen, Recording Secretary

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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 Music Festival – sanctuary usage
 - 5.2 CEBA Loan
6. Reports
 - 6.1 Search team
 - 6.2 Treasurers report
7. Essential Ministry updates
 - 7.1 Christian Education
 - 7.2 House groups
 - 7.3 Mission/outreach
 - 7.4 Property – vacancy
 - 7.5 Stewardship
8. New business
 - 8.1 Resumption of in person worship
 - 8.2 Replacement of wireless network
 - 8.3 Purchase of a new lawn mower
 - 8.4 Congregation Virtual Get Togethers
9. Correspondence
 - 9.1 North Portal/Portal congregations
 - 9.2 Creative Eats – kitchen rental
10. Leadership team report to congregation
11. Next Leadership Team meeting May 12, 2021
12. Adjournment

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Appendix B – Treasurer's Report
January 1, 2021 – March 31, 2021 (Reconciled)

a) Financial Report

General Fund

Income:	<u>2021 Yearly Budget</u>	
Received Givings	17,859.99	155,500
Other Income	63,845.26 ^{1,2}	24,639
Benevolent T/F	300.00	
	<u>82,005.25</u>	<u>180,139</u>
 Expenses:		
Administration	863.43	6,350
Children & Youth	0.00	2,700
Congregation Life	132.33	3,000
M&P	12,315.20	91,997
Outreach	3,750.00	18,250
Property	6,428.70	28,250
Pastoral Charge	2,495.92	20,335
Trustee (Insurance)	1,910.37	9,250
Benevolent T/F	300.00	
Refugee T/F	75.00	
	<u>28,270.95</u>	<u>180,133</u>
Surplus (Deficit)	53,734.30	6

General Fund Reconciliation:

January 1, 2021	12,646.26
Surplus (Deficit)	<u>53,734.30</u>
Bank Balance	66,380.56

Balance Sheet

Assets:

Elliott Investments	15,311.25
Trust Funds	151,011.20
General Fund.....	66,380.56
<u>Prepaid: Pastoral Charge</u>	<u>2,223.65</u>
Total Assets	234,926.65

Liabilities:

CEBA Loan	<u>40,000.00</u>
Total Liabilities	40,000.00

¹ CEWS \$2,929.92

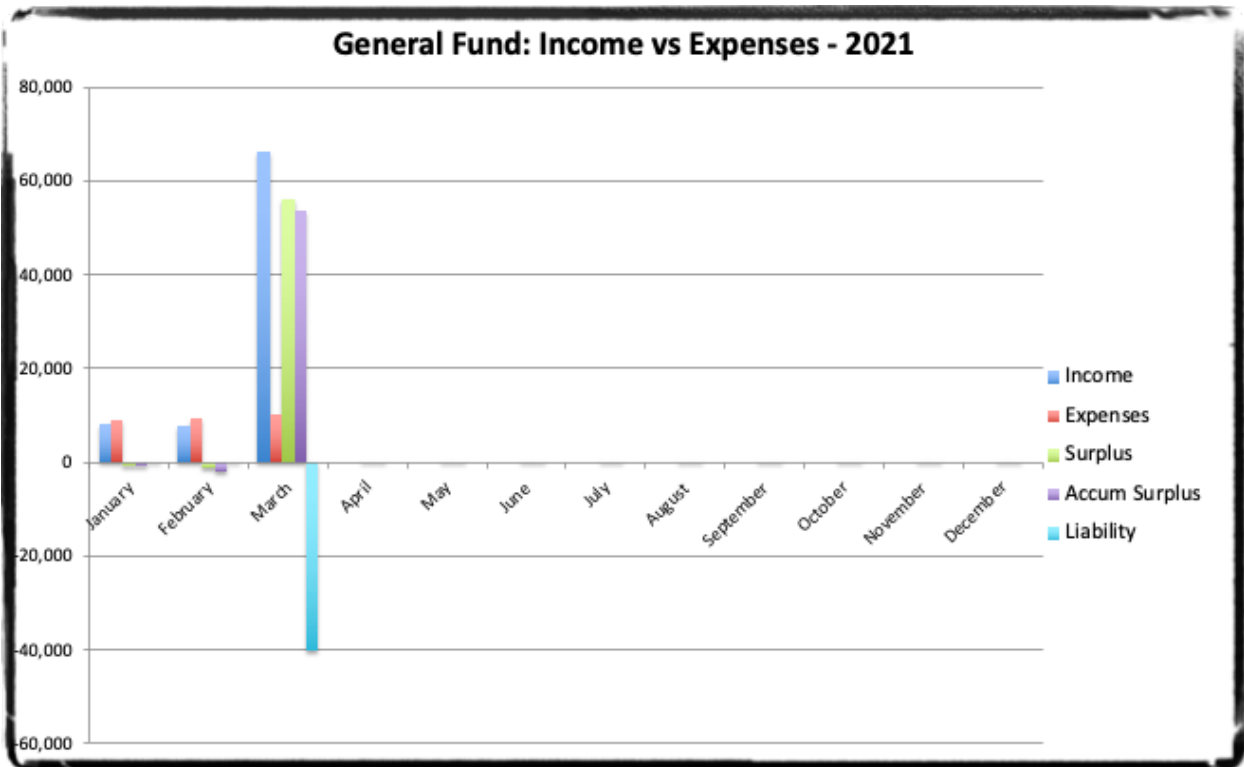
² CEBA \$60,000.00

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b) Trust Fund Balances:

Un-restricted Trusts:		
Bequest	106,736.80	
Interest	55.84	
Memorial.....	13,307.03	120,099.67
Restricted Trusts:		
Benevolent*	6,592.84	
Capital*	1,011.04	
Elliott*	11,033.51	
Refugee*	7,002.82	
Senior Choir*	284.34	
Youth*	5,031.22	<u>30,955.77</u>
Total		151,055.44

c) 2021 Income vs Expenses by month (General Fund):



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d) Canadian Emergency Business Account (CEBA)

- We were successful in securing a \$60,000.00 loan from the Federal Government program for hard-hit small businesses and not-for-profits. Repaying the balance of the loan on or before December 31, 2022 will result in loan forgiveness of 33 percent (up to \$20,000).
- CEBA is meant to assist in paying non-deferrable expenses incurred by St. Paul's.

e) Property Matters

- We recently had a router failure. Fortunately someone had donated an old router that was exactly the same make and model. It was reconfigured to our network and the network was restored. It is perhaps time to look and upgrade our network to a Wi-Fi Mesh system. Approximate cost \$400.00.
- Our lawn mower needs replacement. Approximate cost \$650.00
- The curbing in front of the church has deteriorated greatly over the winter. Sharilee has been in contact with Norm Mack, Public Works, City of Estevan. The city will be replacing a large portion of this curbing with rolled curbing this year. There will be no cost to St. Paul's.
- Progress and upgrading have been completed that allows Sharilee to access the United Church HUB and ADP online from her desktop computer. Also, protocols with ADP have been updated so we no longer are required to use a FAX machine. We will be removing the FAX from the office and reducing our SaskTel bill each month by the amount paid for the FAX line.
- Our GFL bin has been used by our "neighbours" a fair amount. We have ordered a similar sized bin with a locking mechanism on it.

f) Congregation Virtual Get-together

- I'm suggesting that perhaps we should entertain the option of presenting a time each week where we invite our Pastoral Charge congregations to meet over Zoom. A time to bring a cup of coffee and check-in with each other. An informal time where we can visit and share what is happening within our daily lives and community. We are renewing our Zoom license on April 16, 2021 for another year.