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St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — August 11, 2021

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

Regrets: Jasper Pecson

1. Call to Order / Acknowledgement of Treaty 4 Territory

- Chairperson Diane Wrubleski opened the meeting and acknowledged the Treaty 4 Territory at 7:10 pm via Zoom software

2. Devotion

- Gail Schlamp provided a devotion

3. Approval of Agenda

- **Motion:** Jim Pratt / Gail Schlamp
 - That the agenda be approved, with the ability to add items if needed. CARRIED.
 - (See Appendix A, Page 48)

4. Approval of previous meeting minutes

- **Motion:** Gail Schlamp / Jim Pratt
 - That the previous meeting minutes from July 14 and 24, 2021 be approved. CARRIED.

5. Business arising from previous minutes

- **Motion:** Jim Pratt / Sandi Klatt
 - That St. Paul's United allow other activities outside of Sunday Worship Services, (such as rentals) resume on August 11, 2021 and onward.
- Elections Canada does want to rent some of our tables and chairs for \$2,500

6. Reports

Search Team

- No report
- Jim Pratt offered a suggestion that he will forward the contact information onto the Search Team

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Treasurer's Report

- Emailed
- **Motion:** Sandi Klatt / Mike Little
 - *Effective August 21, 2021, the signing authority to carry out the financial business of St. Paul's United Church (Account Number 20618542) will be two (2) of the four (4) below:*
 - 1) *Office Administrator - Patty Schachtel*
 - 2) *Leadership Chair - Diane Wrubleski*
 - 3) *Treasurer - Don Kindopp*
 - 4) *Trustee - Dennis Bode*
 - *CARRIED.*
- **Motion:** Sandi Klatt / Mike Little
 - *Effective August 21, 2021, the signing authority to carry out the financial business of St. Paul's United Church Refugee Trust Fund (Account Number 01990498) will be two (2) of the four (4) below:*
 - 1) *Office Administrator - Patty Schachtel*
 - 2) *Leadership Chair - Diane Wrubleski*
 - 3) *Treasurer - Don Kindopp*
 - 4) *Trustee - Dennis Bode*
 - *CARRIED.*
- **Motion:** Don Kindopp / Sandi Klatt
 - *That the Treasurer's Report be adopted. CARRIED*
 - See Appendix B (Page 49)

7. Essential Ministries Updates

Christian Education

- Leave resuming Sunday School for now

House Groups

- For now, all we need are greeters, someone to light the Christ candle, readers, and someone to place the offering plate at the entrance.
- Don Kindopp can grab the offering plate once the service has started and look after the following counting duties
- The House Groups will likely need to be rearranged, but we first need to see who is coming back to in-person worship services.

Mission / Outreach

- An advertisement for the Youth Leader position has been placed and so far there has been one applicant
- The CLAY event will be having 2 youths from Trinity Lutheran attending and possibly 5 youths attending altogether from St. Paul's United, Trinity Lutheran, and St. Giles Anglican

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Property – vacancy

- Do we have a liaison with the custodian staff and the office administrator?
- Currently, there is no one on the Personnel committee
- Currently the Ministry & Personnel are two committees because the Ministry is for the entire pastoral charge, and the Personnel is for Estevan only
- Currently the Ministry committee consists of Jim Pratt, Marilyn McCutcheon, and Odessa de Ruitter
- Jim Pratt can ask the rest of the Ministry committee if they would be willing to take on the Personnel part of the committee

Stewardship

- No Report

8. New Business

Resumption of In-Person Worship September 12, 2021

- Orange chairs are already back in the sanctuary yet?
- Are hymnals and bibles going to be placed in the sanctuary yet?
 - Not for a few weeks
- Will there be singing?
 - Yes, but encourage the congregation to do what they feel comfortable with
 - The choir can also be in the choir loft if they feel comfortable being there
- We should try to introduce our new staff to the congregation on the first Sunday
 - Diane Wrubleski can make the introductions
- How do we address communion?
 - Worldwide communion is on the first Sunday of October (October 3, 2021)
 - Table this discussion to the next Leadership Team meeting

New Employees Hired

- So far we are pleased with the two new hires
- David is available to open the church for the August 21, 2021 wedding

Farewell for Sharilee – August 15, 2021

- Bottled water to be provided as refreshment
 - Don Kindopp can get the water
- Card is available to be signed.
 - Gail Schlamp can sit at the card table with an opportunity for people to also give cash donations if they choose to do so

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- Cake / cupcakes needs to ordered
 - It turns out that Patty Schachtel bakes cakes for fun
 - Sandi Klatt can ask Patty if she would be willing to bake 5 dozen cupcakes and a small display cake for the farewell, otherwise we will order from one of the grocery stores.
- Request that David set up some chairs only.
- Prayer Shawl group will be giving her a prayer shawl as well

9. Correspondence

- Organ dedication
 - The proposed Spring 2022 timeline seems good for Sandra Young, from Toronto

10. Leadership team report to congregation

- Don can make a newsletter that can be sent through email

11. Next Meeting

- Wednesday, September 8, 2021 at 7 pm over Zoom

12. Adjournment

- **Motion:** Sandi Klatt / Gail Schlamp
 - *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. Acknowledgement of Treaty 4 territory
3. Devotion
4. Approval of agenda
5. Approval of previous meeting minutes
6. Business arising from previous minutes
7. Reports
 - 7.1. Search team
 - 7.2. Treasurer's report
8. Essential Ministry updates
 - 8.1. Christian Education
 - 8.2. House groups
 - 8.3. Mission/outreach
 - 8.4. Property – vacancy
 - 8.5. Stewardship
9. New business
 - 9.1. Resumption of in person worship September 12, 2021
 - 9.2. New employees hired
 - 9.3. Farewell for Sharilee August 15, 2021
10. Correspondence
11. Leadership team report to congregation
12. Next meeting September 8, 2021
13. Adjournment

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

a) Financial Report

General Fund

		<u>2021 Yearly Budget</u>
Income:		
Received Givings	44,785.90	155,500
Other Income	73,420.62 ^{1, 2}	24,639
Benevolent T/F	<u>300.00</u>	
	118,506.52	180,139
Expenses:		
Administration	2,391.57	6,350
Children & Youth	0.00	2,700
Congregation Life	186.83	3,000
M&P	29,443.96	91,997
Outreach	9,335.10	18,250
Property	14,440.78	28,250
Pastoral Charge	5,259.68	20,335
Trustee (Insurance)	4,457.53	9,250
Benevolent T/F	300.00	
Refugee T/F	175.00	
	<u>65,990.45</u>	<u>180,133</u>
Surplus (Deficit)	52,516.07	6

General Fund Reconciliation:

January 1, 2021	12,646.26
Surplus (Deficit)	<u>52,516.07</u>
Bank Balance	65,162.33

Balance Sheet

Assets:

Elliott Investments	15,311.25
Trust Funds	151,307.02
General Fund	65,162.33
<u>Prepaid: Pastoral Charge</u>	<u>2,223.64</u>
Total Assets	234,004.24

Liabilities:

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

¹ CEWS \$10,395.28

² CEBA \$60,000.00

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b) Trust Fund Balances:

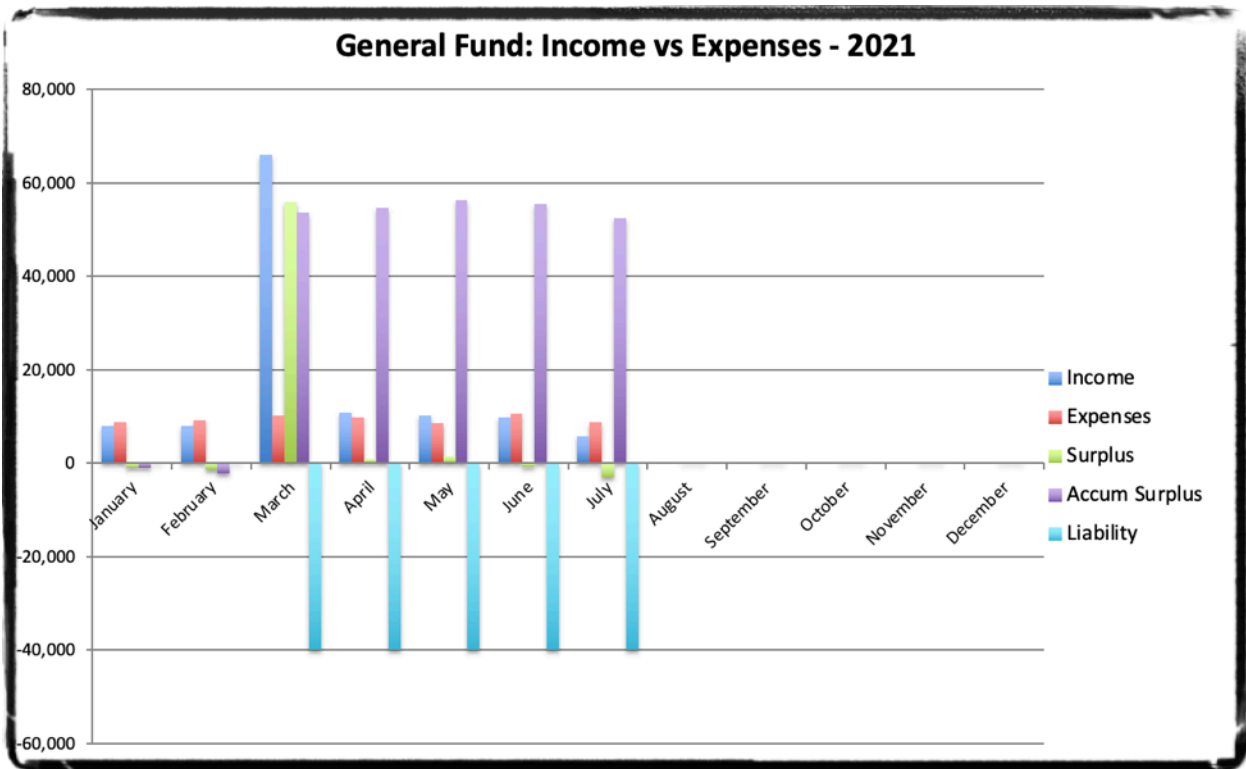
Un-restricted Trusts:

Bequest	106,736.80	
Interest.....	207.42	
Memorial.....	13,307.03	120,251.25

Restricted Trusts:

Benevolent*	6,592.84	
Capital*	1,011.04	
Elliott*.....	11,033.51	
Refugee*	7,102.82	
Senior Choir*.....	284.34	
Youth*	5,031.22	<u>31,055.77</u>

Total 151,307.02



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

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e) Signing Authorities - Affinity Credit Union

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