10 - 2022
St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — February 16, 2022

Attendance: Astrid Friesen, Don Kindopp, Diane Wrubleski, Vic Wiebe (Pastoral Charge Representative), Sandi Klatt, Gail Schlamp, Jeri-Lee Jones
Regrets:

1. Call to Order / Acknowledgement of Treaty 4 Territory

- Chairperson Diane Wrubleski opened the meeting and acknowledged the Treaty 4 Territory at 7:08 pm via Zoom software

2. Devotion

- Jeri-Lee Jones 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 14)

4. Approval of previous meeting minutes

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

5. Business arising from previous minutes

Custodian Hours of Work

- This still needs to be addressed especially as more COVID restrictions are being lifted and society enters its new normal

6. Reports

Search Team

- Marilyn McCutcheon sent an email on behalf of Tracy Murton
- The email's contents were regarding how to proceed with Jeri-Lee Jones' role of being on the National Council as a commissioner for General Council 44. This was something that she volunteered for prior to being employed for St. Paul's International Pastoral Charge. Within the scope of wider church involvement, there are hours allocated, however, these hours are traditionally part of the regional council (formerly Presbytery)
- ***Motion**: Sandi Klatt / Gail Schlamp*
  - *That Jeri-Lee's participation in Living Skies Regional Council work, including meetings, be part of the professional wider church involvement within normal work hours and that the General Council work be part of volunteer hours. CARRIED*
  -

Treasurer's Report

- Emailed
- ***Motion****: Don Kindopp / Sandi Klatt*
    - *That the Treasurer's Report be adopted. CARRIED*
    - See Appendix B (Page 15)

Minister's Report

- Jeri-Lee Jones had a meeting with the Estevan Ministerial Association and the topic of Lenten lunches had been brought up
    - The lunches would be soup with bread from March 11 to April 8, 2022 on Fridays.
    - We will request for the April 1 date to host the Lenten Lunch
- World Day of Prayer is Friday, March 4, 2022 at 4:30 pm and Donna Burnard is organizing this, because it is our turn to host.
- Are we still doing communion on March 6, 2022? We have traditionally done it on the first Sunday of every month.
    - We should try to continue with this schedule

7. Essential Ministries Updates

Christian Education

- No report

House Groups – Gail Schlamp

- This needs a revamp with how many teams, and tasks still needed to organize
- Gail will be leaving the Leadership Team (term end) so someone else will need to take over

Mission / Outreach – Sandi Klatt

- No Report

Property – Jim Pratt

- No Report

Stewardship

- Jeri-Lee Jones has been looking at things
- Perhaps adding a "Ponder Things" moment in the worship service
- Jeri-Lee would like to lead things
- Jeri-Lee has started Pastoral Care visits. This was delayed because Jeri-Lee was forced to quarantine due to COVID, but was making phone calls during this time.

- Jeri-Lee would like to look into sympathy cards on behalf of the congregation

Youth Group

- No Report

8. New Business

8.1 Annual General Meeting

- On March 6, 2022 at 2 pm on Zoom
- There are vacancies on the Leadership Team and the Ministry and Personnel Committees
- Following up with who is willing to continue to serve on various committees should occur prior to the AGM
- The Ministry and Personnel Committee needs to have 1 member from each congregation at a minimum
- We need to check to see if Emily Gillies can serve as Zoom host for the meeting so that Don Kindopp can fulfill the Treasurer needs during this meeting

8.2 In Person Worship

- Jeri-Lee proposes a hybrid model if we do return to in-person worship such as a live stream, so that people who cannot go in person can still attend worship in some capacity
- ***Motion**: Sandi Klatt / Gail Schlamp*
    - *That we reopen on Sunday, February 27, 2022 for in-person worship and that the service be available on YouTube, and that in March 2022, that we request people to continue to wear their masks. CARRIED*
- Use of the Kitchen rental policies?
    - Do we still need proof of vaccine?
        - Currently, David, Patty and Jeri-Lee are ok with this no longer being required because the contact with people in the kitchen is minimal
- ***Motion**: Gail Schlamp / Sandi Klatt*
    - *That we will not require proof of vaccination for use of the kitchen, but that we request that masks be worn through the common areas of the building. CARRIED.*

8.3 Fair Booth

- The fair is scheduled for June 9-12, 2022
- The Kindopps will not be around at this time
- We need to look for organizers

9. Correspondence

Benevolence Request

- There has been a request for funds for food, gasoline, and winter clothing
- Traditionally, the Benevolent Funds has been dispensed at the discretion of the minister. When we were without a minister, this fell to the discretion of the Leadership Team
- Jeri-Lee can contact the Salvation Army and use her discretion

Diabetes

- Can they place a drop box?
    - Respectfully no, because we are already working with the Salvation Army and they collect the same items

Affinity Credit Union: CEBA

- The CEBA loan deadline has been extended to December 2023

Community Safety Net

- The Estevan Police force is offering a Drug and Safety program. When they go into the schools, they are presenting books to the children that they are presenting to. They are requesting for financial donations towards the purchase of these books. The books are $15 per book.
- We could use money from the Christian Education portion of the budget.
- ***Motion**: Gail Schlamp*
    - *That St. Paul's United donate $150 to purchase 10 books.*
    - *NOTE THAT SANDI KLATT HAD LEFT THE MEETING A FEW MINUTES EARLIER, SO AT THIS POINT IN THE MEETING, WE NO LONGER HAD QUORUM. THIS MOTION, THAT DID NOT GET SECONDED EITHER, HAS BEEN TABLED TO THE NEXT LEADERSHIP TEAM MEETING.*

10. Leadership team report to congregation

- Don Kindopp will send the newsletter

11. Next Meeting

- AGM – Sunday, March 6, 2022 at 2 pm over Zoom
- Leadership Team Meeting - Wednesday, March 16, 2022 at 7 pm over Zoom

12. Adjournment

- Declared by Diane Wrubleski

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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
    - 6.1 Custodian Hours of Work
7. Reports
    - 7.1 Search team
    - 7.2 Treasurer's report
    - 7.3 Minister's report
8. Essential Ministry updates
    - 8.1 Christian Education
    - 8.2 House groups
    - 8.3 Mission/outreach
    - 8.4 Property
    - 8.5 Stewardship
    - 8.6 Youth Group
9. New business
    - 9.1 Annual General Meeting March 6 Zoom 2:00 pm
    - 9.2 In person worship
    - 9.3 Fair booth Estevan Fair and Rodeo June 9-12
10. Correspondence
    - 10.1 Benevolence Request
    - 10.2 Diabetes
    - 10.3 Affinity Credit Union re: CEBA
    - 10.4 Community Safety Net
11. Leadership team report to congregation –
12. Next meeting March 16, 2022

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Appendix B – Treasurer's Report *(Reconciled)*

January 1, 2022 — January 31, 2022

a) **Financial Report**

General Fund

		2022 Yearly Budget
Income:		
Receipted Givings	5,230.00	155,500
Other Income	358.16	24,639
	5,588.16	180,139
Expenses:		
Administration	31.20	6,350
Children & Youth	0.00	2,700
Congregation Life	0.00	3,000
M&P	5,399.49	91,997
Outreach	1,333.37	18,250
Property	2,453.68	28,250
Pastoral Charge	1,273.05	20,335
Trustee (Insurance)	1,062.71	9,250
Refugee T/F	25.00	
	11,578.50	180,133
Surplus (Deficit)	(5,990.34)	6

General Fund Reconciliation:

January 1, 2021	74,678.58
Surplus (Deficit)	(5,990.34)
Bank Balance	68,688.24

Balance Sheet

Assets:

Elliott Investments	15,311.25
Trust Funds	157,860.60
General Fund.....	68,688.24
Prepaid: Pastoral Charge	2,294.07
Total Assets	244,154.16

Liabilities:

CEBA Loan	40,000.00
Total Liabilities	40,000.00

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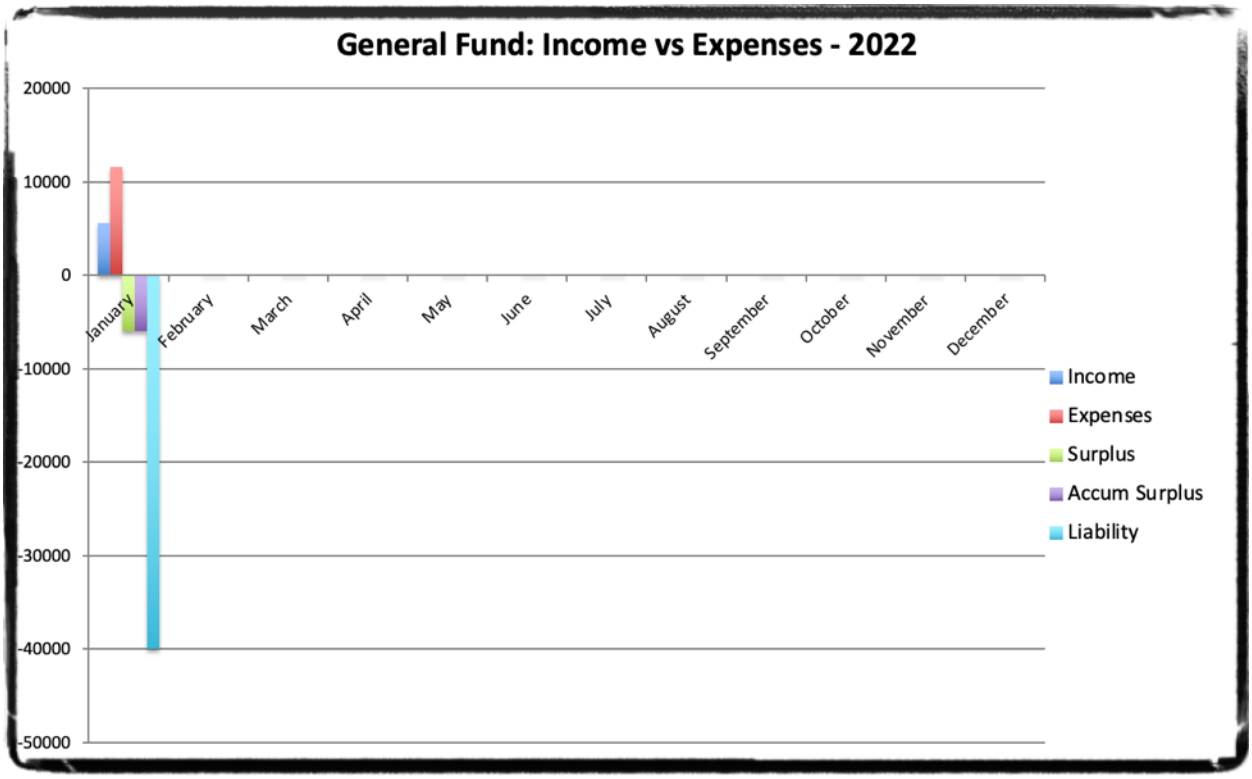
b) Trust Fund Balances:

Un-restricted Trusts:		
Bequest	107,018.69	
Interest	40.21	
Memorial	14,592.17	121,651.07
Restricted Trusts:		
Benevolent*	6,411.04	
Capital*	6,013.71	
Elliott*	11,184.06	
Refugee*	7,271.12	
Senior Choir*	285.09	
Youth*	5,044.51	36,209.53
	Total	157,860.60

c) 2022 Income vs Expenses by month (General Fund):