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St. Paul's United Church of Canada
Leadership Team Meeting
Estevan, SK — November 9, 2022

Attendance: Astrid Friesen, Don Kindopp, Diane Wrubleski, Sandi Klatt, Cheryl Deren, Lawrence Burnard, Emily Gillies (Guest), Sharilee Schnell (Guest), Susan Reed (Regional Representative)

1. Call to Order

- Chairperson Diane Wrubleski opened the meeting at 7:02 pm via Zoom software

2. Acknowledgement of Treaty 4 Territory

- Chairperson Diane Wrubleski acknowledged the Treaty 4 Territory

3. Devotion

- Cheryl Deren provided a devotion

4. Approval of Agenda

- **Motion:** *Lawrence Burnard / Sandi Klatt*
 - *That the agenda to be approved, with the ability to add items if needed. CARRIED.*
 - (See Appendix A, Page 85)

5. Approval of previous meeting minutes

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

6. Business arising from previous minutes

Messy Church November 27

- Wendy Godfrey will lead in the craft
- Judy Pratt will lead in the music
- Sandi Klatt needs some help. Diane Wrubleski can help
- Wilma Woods will lead the story
- Pleased with the results from the first Messy Church

Christmas Services

- Emily Gillies will lead the service on December 25
- We don't have anyone for January 1 yet.
 - Don Kindopp can lead this service
- December 24th will focus on music and Emily can be attendance for locking the doors etc.
- Don Kindopp and Sandi Klatt can work together to plan a service and Susan Reed can assist for Christmas Eve (sometime after December 6)
- Susan Reed can also send some Advent candle lighting liturgy and Cheryl Deren can work on it

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7. Reports

Treasurer's Report

- Emailed
- **Motion:** *Don Kindopp / Cheryl Deren*
 - *That the Treasurer's Report be adopted. CARRIED*
 - See Appendix B (Page 86)

Community of Faith Profile

- Sharilee Schnell, Lori Holden, and Cheryl Deren have worked through some of the profile
- Some additional research needs to be done because things have changed
- A list has been made of what needs to be fixed
- It also needs to be combined with Don Kindopp's and Vivian Lindblad's financial portion
- We are still waiting on Tracy Murton's summary from the night she came out
- At the moment, it does not look like we have financial viability to hire a minister for 3 years full time
- So what are our options?
 - Online?
 - Pulpit Supply?
 - Shared ministry?
 - Other?
 - Perhaps this is discussion for our next AGM with the entire congregation

8. Essential Ministries Updates

Christian Education

- No Report

Mission / Outreach

- Christmas Hamper applications have started
- Toy Store will be held in a new location
- Angel Tree is looking for money

House Groups

- Cheryl Deren and Sandi Klatt got together
- Duties for House Groups will be finding greeters, someone to open and lock the church, and bring the offering forward during the service
- They made a list of readers and gave it Patty to find readers
- Sandi Klatt is still looking for musicians

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Property

- We changed a couple of the bulbs to LEDs and are ordering more to finish the sanctuary.

Stewardship

- No Report

Youth Group

- No Report

9. New Business

9.1 Ecumenical Services in 2023

- Doing 5th Sundays Ecumenical Services in 2023 again
- Looking to do Men's Breakfasts at Trinity Lutheran with Rev Brian Woods being involved

9.2 Future Fundraising

- A lot of our income comes from fundraising such as auditorium sales, the fair booth, Bazaar sales, fabric sales
- Our congregation is aging and can we maintain this pace with volunteer hours?
- Margurite Galloway put forth an interesting idea
 - They are downsizing and were wondering if we were interested in having a Galloway / Andrist sale in the auditorium?
 - We are interested, but who does the pricing? And if items don't sell, what happens to the leftovers? What if there is art? How does that get priced?
 - Do we set a precedent? What if there is another estate sale that comes?
 - Renting out the building vs a church sale event?
 - Table how we collect items for future sales to a future meeting

10. Correspondence

10.1 Clarification on Church Facilities

- Collecting fees from Hall Funeral Services (Suggested donation vs Actual fee)
 - Other churches in Estevan have actual fees
 - We currently say suggested donation / fee
 - Perhaps we should change the wording to say expected fee
 - We should have a conversation with Hall Funeral Services
 - Video preparation for a funeral with our church secretary. How much work is expected?

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- Is it simply embed an already completed video into a PowerPoint presentation? Or is it digitizing a stack of photographs to make a slide show and arranging the music into the slide show? What should we be doing and what should the family be doing?

10.2 Decorating the church

- Julie-Anne Wallewein is not able to decorate the church for Advent
- Gail Schlamp can decorate

11. Leadership team report to congregation

- Don Kindopp will send the newsletter

12. Next Meeting

- Leadership Team Meeting – Wednesday, December 14, 2022 at 7 pm over Zoom.

13. Adjournment

- ***Motion:*** *Lawrence Burndard / 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. 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 Messy Church Nov 27
 - 6.2 Christmas services
7. Reports
 - 7.1 Treasurer's report
 - 7.2 Community of Faith profile
8. Essential Ministry updates
 - 8.1 Christian Education
 - 8.2 Mission/outreach
 - 8.3 House groups
 - 8.4 Property
 - 8.5 Stewardship
9. New business
 - 9.1 Ecumenical services in 2023
 - 9.2 Future fundraising
10. Correspondence
 - 10.1 Clarification on church facilities
 - 10.2 Decorating the church
11. Leadership team report to congregation -
12. Next meeting December 14, 2022
13. Adjournment

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Appendix B – Treasurer's Report (Reconciled)
January 1, 2022 – October 31, 2022

a) **Financial Report**

General Fund

Income:		<u>2022 Yearly Budget</u>
Received Givings	75,838.45	155,800
Elliott Investment Interest	1,335.76	
Benevolent T/F	500.00	
Other Income	<u>29,203.96</u> ^{1, 2, 3, 4}	25,364
	106,878.17	181,164
Expenses:		
Administration	10,842.45 ⁵	6,350
Children & Youth	0.00	2,700
Congregation Life	562.79	2,700
M&P	82,103.18	126,537
Outreach	13,333.34	18,250
Property	17,492.32	28,250
Pastoral Charge	10,644.44	12,930
Trustee (Insurance)	8,501.68	11,586
Benevolent	500.00	
Elliott T/F (Transfer)	1,335.76	
Memorial T/F (Transfer)	1,790.00	
Refugee T/F (Transfer)	250.00	
	<u>147,355.96</u>	<u>209,303</u>
Surplus (Deficit)	(40,477.79)	(28,139)

General Fund Reconciliation:

January 1, 2022	74,678.58
Surplus (Deficit)	(40,477.79)
Bank Balance	34,200.79

Balance Sheet

Assets:

Elliott Investments	15,311.25
Trust Funds.....	161,606.13
General Fund	38,346.12
<u>Prepaid: Pastoral Charge</u>	<u>2,276.19</u>
Total Assets	216,403.48

¹ Rental - \$7,265.00

² Fabric Sale - \$2,886.64

³ Fair Booth Sales - \$14,398.50

⁴ Auditorium Sale - \$3,005.55

⁵ Fair Booth Expenses - \$6,237.43

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Liabilities:

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

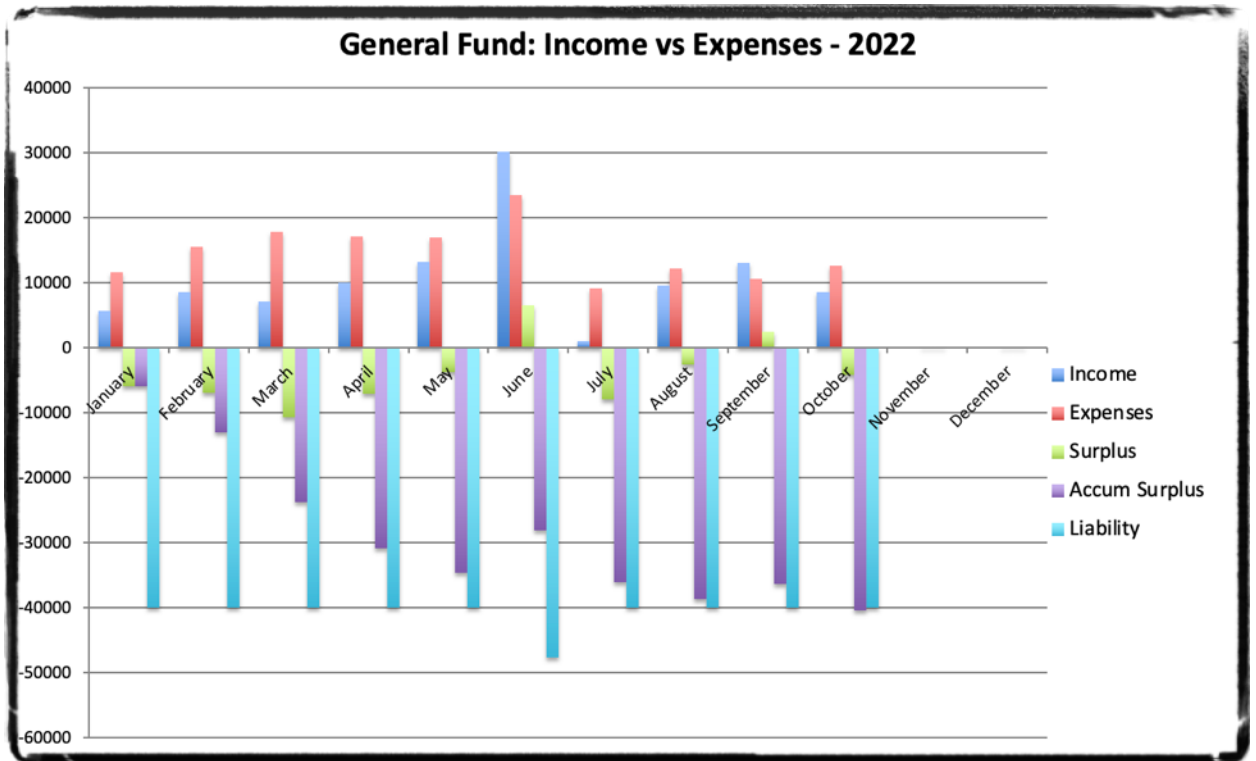
b) Trust Fund Balances:

Un-restricted Trusts:

Bequest	107,018.69	
Interest	1,193.34	
Memorial.....	16,382.17	124,594.20

Restricted Trusts:

Benevolent*	5,911.04	
Capital*	6,013.71	
Elliott*	12,519.82	
Refugee*	7,496.12	
Senior Choir*	285.09	
Youth*	5,044.52	<u>37,270.30</u>
Total		161,864.50



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

d) Budget for 2023

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Budget preparations will begin for 2023.

e) UCC Protect/United Assurance

Effective December 1, 2022, The United Church of Canada is launching an insurance program aimed at providing United Church ministries with more affordable and accessible property and liability insurance coverage. UCC Protect/United Assurance insurance offers coverage to address the unique needs of congregations and incorporated ministries such as camps, seniors' homes, and education centres. This plan is the only insurance program endorsed and funded by the General Council Office.

See the attached "Frequently Asked Questions for details on the transition from UCC Protect to United Assurance.

Additional information can be found at <https://united-church.ca/leadership/church-administration/local-administration/group-insurance/ucc-protect#downloads>.

e) Affinity Credit Union re: CEBA

See attached document.