

**PEMBINA PARISH LEADERSHIP TEAM MEETING MINUTES
St. Paul's United Church, Wednesday, June 24th, 2020, 7:00 p.m.**

Pembina Parish is a caring Christian community, welcoming all people to join in our journey of celebrating God's presence, sharing our gifts locally and globally, while exploring our faith.

CALL to ORDER at 7:01PM

OPENING WORSHIP Rev Cathie Waldie thanked the parish for the flowers she received remarking that yellow is her favorite color. She has been thinking not only on her time here at Pembina Parish, but her 35 years of ministry. She has been cleaning out her office mindfully and recalling why she chose the call to ministry – to help people deepen their relationship with God. Cathie reflected that her understanding of God has changed over the years. The United Church Moderator, Richard Bott, offered advice to her and others retiring at this time “to go back to your call and do those things.” So for today's worship Cathie read Ephesians 3:14-21. She offered it to us a prayer that we may all know God and be filled with God's fullness.

ATTENDANCE Brian Saunderson, Margot Craig, Louise Gardiner, MaryAnn McElroy, Kathryn Luger, Leslie Bezte, Rev Cathie Waldie (via phone) and guests Bruce Shewfelt (in person) and Susan Ching (via phone)

REGRETS Esther Rothenburger

APPROVAL OF AGENDA

Motion:

MOVED BY Louise Gardiner **SECONDED BY** Margot Craig to approve the agenda with the addition of Linda Wark's funeral to be addressed in New Business item 4. **CARRIED**

APPROVAL OF MINUTES OF PREVIOUS MEETING –June 3rd, 2020

Motion:

MOVED BY Kathryn Luger **SECONDED BY** Margot Craig to approve the minutes of June 3, 2020 as presented. **CARRIED**

BUSINESS ARISING/UNFINISHED BUSINESS:

- 1. Faithful Footprints application** – Bruce Shewfelt joined the meeting to discuss the latest plans for the heat and air exchange system work to be done. We have 6 furnaces at St Paul's. The 4 oldest furnaces on the west side feed the sanctuary and the CEU (2 furnaces each). Two newer furnaces under the east entrance heat the narthex. A consultant thought that fresh air intake was not well controlled with our current system – it has been neglected for too long. Bergmann Plumbing & Heating suggested our existing old 4 furnaces with 140,000 BTU could be downsized to 110,000 BTU and we could add an HRV to get the needed air exchange. Bruce proposed we should change our Faithful Footprints grant application to upgrade just the 4 old furnaces and add the HRV. If they apply this week we should get an answer within 3 weeks. Allowing 8-10 weeks for delivery we should anticipate completion of the project by October 2020. Discussion ensued. What is the life of an HRV? Not known but we can find that out. If we get the full \$30,000 grant the church share would be \$28,700 plus GST. What is the minimum

project cost to qualify for the grant? Minimum project cost is \$45,000. Leslie Bezte asked if we were successful with the grant could we defer if we felt we could not afford it. Louise Gardiner offered that if we get the grant we have the finances to support the application if the furnaces are needed.

Motion:

MOVED BY Leslie Bezte **SECONDED BY** MaryAnn McElroy to replace the 4 oldest furnaces at St Paul's and install an HRV provided we are successful with the Faithful Footprints grant. **CARRIED**

Chair Comments: Brian Saunderson commented on the process of change and wished to propose some changes. His goal has been to make Leadership Team meetings shorter, but that just never seems to happen. He and Laurie Wiebe were brainstorming recently and one idea they came up with is to invite Interest Groups to attach a written report to the agenda and liaisons can entertain questions from Leadership Team during meetings if required. Interest Group leads can send the report to Laurie or just phone in the report to her and she will prepare it. Reports must meet a pre-set deadline in order to be added to the agenda. We all agreed this was worth a try. Liaisons are to contact their Interest Groups to notify them of the proposed change.

- 2. Dunston Church** - report attached. BSI insurance said this building cannot be associated with Pembina Parish until it becomes part of our parish legally. As discussed last meeting the church was previously under ownership of the Methodist Church which is no longer in existence. A Land Title Certificate has been requested. It was discovered that the church was once part of Miami pastoral charge, closing in 1962. United Church archivist Erin Ackland will look further into the archives to see about further disposition of the property after it closed. After some discussion including setting precedents for other abandoned churches and legal implications we decided not to take Dunston church under our wing. Linda Sandercock will be informed of our decision.
- 3. Approval of worship policies** – Susan Ching joined us via telephone to present the Funeral and Memorial Policy (attached) outlining the changes that were discussed at the last meeting.

Motion:

MOVED BY Louise Gardiner **SECONDED BY** Kathryn Luger to approve the 3 documents associated with the Funeral and Memorial Service Policy for Pembina Parish. **CARRIED**

REPORTS

- 1. Finance** – Louise Gardiner reported that we received a donation from the Harvey Stambuski Foundation for over \$4000. There is no new monthly financial report since we met less than a month ago. Laurie Willcocks is prepared to do a Co-op fundraiser again. Maybe we will do this in August. We discussed how best to do this – perhaps phone people who supported this fundraiser in the past, put a notice in News & Notes or send out a parish e-mail with details about the Co-op gift cards, dates for sales and pick up. We could use the drop box at St Paul's to collect envelopes making sure they were labelled “for Co-op fundraiser”. Kathryn Luger will contact Lori with details on how Zion Calvin can participate in the fundraiser.

2. **Minister** – Rev Cathie Waldie shared that this has been an interesting way to end her Pastoral Relationship with Pembina Parish as she has been in self-isolation. She advised that Rick Britton and Pat Hamm are the new co-chairs of Pastoral Relations. Myrna Mayor will be visitor at BTHC Centre. Worship Interest Group will continue posting Bread for the Journey twice a week. Kaye Lyng met with Laurie Wiebe to organize this. There was a Sunday school and Grad Blanket presentation June 14. Cathie was pleased with all the cards and pictures from the Sunday school kids. They met in the parking lot at St Paul’s using social distancing. Rev Cathie drafted a farewell letter which she wanted Leadership to review before sending out. It outlined that in this unusual pandemic time she will be able to come back for some events, but not others and was hoping this was a good way of trying to explain that.
3. **Ministry and Personnel Committee** – Mary Ann McElroy reported that they met May 12. Brian Saunderson and Marlene Holewka had an exit meeting with Rev Cathie Waldie. M&P recognized that they need pastoral coverage from July on for funerals, etc. They need a group to cover or be on call in this period. The Committee was not planning on meeting until the fall, but perhaps they need to. We discussed whether this person needed to be a United Church minister. Rev Cathie thought we could use a person from another denomination, perhaps Anglican – for example Dianne Guilford.
4. **Zion-Calvin** – Kathryn Luger reported that the painting at Zion Calvin is going well. The base coat is on and they are starting the trim. The windows have been rebuilt and are starting to be installed. There will be a grad blanket for Alyssa Tickner, however they will not present it until they are able to gather as a group again to allow their traditional way of tying knots in the blanket as a group to make the blanket.
5. **Interest Groups**
 - 5.1 **St. Paul’s Property and Grounds** – Laurie Wiebe noticed that the gardens and front planters were starting to look un-kept. She offered to buy flowers, plant and look after them. Earl and Louise Gardiner pulled weeds, tilled the garden and planted some perennials. Laurie planted the geraniums. It looks great!
 - 5.2 **Worship** - Susan Ching reported that Worship Interest Group met last week to discuss options for summer and the role of Worship Interest Group. As reported by Rev Cathie Waldie Bread for the Journey will continue twice a week prepared by Kaye Lyng and Laurie Wiebe. News & Notes will come out on a weekly basis via e-mail or be mailed out every two weeks for those without e-mail. This will include the worship bulletin and links to on-line services. We are responsible for the Tabor Home service at the end of August. We will cover his somehow, possibly virtually. They have a 30 minute time limit so we could use Rev Cathie Waldie’s pre-recorded services from YouTube, but they would need to be shortened. Worship will continue to meet through the summer. They meet again on July 16.

5.3 Property Discernment

5.4 Outreach (Soup and Pie)

5.5 Sunday school – Rev Cathie Waldie mentioned that we did not give gifts to our Sunday school teachers like we usually do because of the pandemic. Cathie would like us to remember them. We will do this in the fall when we reconvene.

5.6 House Groups

5.7 Minister Succession – Louise Gardiner reported that the Search Team met 4 times since our last meeting. The Team consists of Beth Lovall, Brian Saunderson, Louise Gardiner, Martin Worrall, Marlene Holewka and June Steiner. The first meeting they set parameters. Meeting 2 was a training session with Rev. Mel Kaupilla. On their third meeting they reviewed the 3 applicants they received and ~ 20 candidate profiles from Church Hub and rated them yes/no/maybe. They did not feel the 3 applicants were suitable and did not pursue interviewing them. At the fourth meeting the Search Team looked at the 12 candidate profiles they had previously rated as yes and short listed this group to the top 6. They have since e-mailed these 6 asking if they would consider looking at our profile. The group meets again July 6. We have paid to advertise in *Broadview* in the printed September issue. Our ad appears in the on-line version now.

5.8 Pastoral Care

5.9 Opportunity Fund Requests

5.10 Affirming Conversation – Posters went up in the St Paul's as a testament to Pride Month. This was agreed upon via an e-mail consensus amongst Leadership.

NEW BUSINESS

- 1. Historical Roll Review – proposed names to be deleted (report attached).** Rev Cathie Waldie explained that *The Manual 2019* suggests that the historical roll should be reviewed every 3 years and remove those not wanting to be on, those out of contact with or those inactive in the church. Our current historical roll has names inactive from 2009. We discussed why we need to clean up the roll? Section 5.7 of *The Manual 2019* speaks to membership and states that the addition or removal of members must be by the governing body – hence it is Leadership's responsibility.

Motion:

MOVED BY Louise Gardiner **SECONDED BY** Margot Craig to remove any person from the historical roll of Pembina Parish who has asked to be removed from it.

CARRIED

One has to be baptized by, confirmed in or transfer membership to a church in order to be on the historical roll. Section B.3.6.2 of *The Manual 2019* speaks about revising rolls. We need to remove those who died, transferred, resigned or give reason not to attend. We should encourage those who moved away to transfer their membership to a closer church. Cathie suggested we contact the United Church archivist, Erin Ackland to gain a further understanding of this process..

2. **Pembina Parish summer role/ presence in time of closed churches and no minister** – discussed under Worship above
3. **Renters at St Paul's – Fountain of Life, music teachers (violin, cello, piano)** – we discussed some parameters that must be set when renters come in to use the space. Music lessons use the piano, the library and the 1-2-3 room. There must be cleaning between students, we need sign in for tracing and no hanging around the Narthex while waiting for lessons. Thong would clean after each rental session. Pastor Gilles of Fountain of Life shares our safety concerns and appreciates being kept informed on our reopening plans. We really need to think everything through before offering up the space to renters.
4. **Church re-opening 'how to'**
 - 4.1 **opinions on timing-when will Public Health Orders allow normal church numbers and our preferred date to aim for.**
 - 4.2 **Setting reopening guidelines and who? Leadership Team or special committee or Zoom meeting of same?**
 - 4.3 **Building considerations regarding physical distancing.**

Brian Saunderson suggested having an interest group conversation with stake holders from other groups on how to open the church. We will be closed until at least September so this group could be meeting in August. Linda Wark's funeral is scheduled for July 20th. The family was wondering if they could use the church sanctuary with a capacity of 50. They would like to live-stream the service so it will be dependent on that. Joey Grenier of Wiebe's Funeral Home will be visiting tomorrow to see if live-streaming will work in the sanctuary. So we need to consider our procedures for funerals during the pandemic. Brian will be at the church with Joey tomorrow so he can ask him about the procedures they would put in place. Rev Cathie Waldie noted that Prairie to Pine sends out a publication every Wednesday with resources on conducting funerals during this restricted time. We discussed whether this means we are open for all funerals or just Linda's. We agreed we will allow this one funeral given the health guidelines and if the livestreaming is possible. We set a date to meet July 8 at 7PM for a re-opening discussion with representatives from Property and Grounds, Worship, Property Discernment, Outreach, Sunday school, House Groups, and M&P. Brian will send out invitations and an agenda.

5. **Fall Stewardship Program** – there was some discussion around whether to go forward with this, but we decided we should go ahead with this as anticipated.
6. **Kinsley Thompson baptism** – Kinsley Alice Thompson is the daughter of Jackie and Curtis Thompson. They have requested that she be baptized.

Motion:

MOVED BY Kathryn Luger **SECONDED BY** Louise Gardiner to accept the request for baptism of Kinsley Alice Thompson, daughter of Jackie and Curtis Thompson.

CARRIED

CORRESPONDENCE and Thank-you cards - Leslie Bezte will send thank you cards to Laurie Wiebe and Earl and Louise Gardiner for planting and sprucing up the front garden and planters.

BULLPEN ITEMS

- 1. Church signage outside/inside**
- 2. Congregation photos** – Rev Cathie Waldie reported that the photography group will be up and running when it is safe to do so. They will have all the covid-19 protocols in place as required.
- 3. September decision to proceed or cancel December 12 Nadeau concert**

NEXT MEETING(s) DATE August 5, 2020 at 7PM

CLOSING WORSHIP Rev Cathie Waldie closed in prayer

MOTION TO ADJOURN at 10:08PM

Chairperson

Recording Secretary