

**PEMBINA PARISH LEADERSHIP TEAM SPECIAL MEETING MINUTES
St. Paul's United Church, Wednesday, January 27th, 2021, 7:00 PM ONLINE**

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 Carrie Martens opened the meeting reflecting on an internship of communications and pastor relations. She recalled the words of Marshall McLuhan – “the medium is the message”. Our “how” and “being” mean as much as the words we speak. She closed in prayer.

ATTENDANCE: Rev Carrie Martens, Brian Saunderson, Leslie Bezte, Kathryn Luger, Margot Craig, Louise Gardiner, Esther Rothenburger, Lynne Sanderson and Karen Dyck .

APPROVAL OF AGENDA

Motion:

MOVED BY Kathryn Luger **SECONDED BY** Karen Dyck to approve the agenda with the following additions: Under BUSINESS ARISING/UNFINISHED BUSINESS add 5. Letter to St Paul's congregation. **CARRIED**

APPROVAL OF MINUTES OF PREVIOUS MEETING – January 13, 2021

Motion:

MOVED BY Leslie Bezte **SECONDED BY** Louise Gardiner to approve the Leadership Team Meeting Minutes of January 13, 2021 as presented. **CARRIED**

BUSINESS ARISING/UNFINISHED BUSINESS:

- 1. Year End Financial Report** – Louise Gardiner presented the Year End Financial Report (attached). In summary, decreased givings and decreased fundraising - offset with a little COVID funding - left us down on income by \$16,588. A decrease in salary expenses (due to no minister) and less upkeep and Interest Group expenditures meant expenses were down by \$69,360. Adding in the one-time cost of roof repair and new furnaces we are sitting at an operating deficit of \$76,155.

Louise explained about our 3 bank accounts and the Restricted Funds as a courtesy to new members. In summary, our Restricted Funds had a net increase of \$17,236.57.

Lynne Sanderson asked if there were standing instructions on how the Restricted Funds can be spent. She suggested that perhaps these should be documented, especially as we pass duties from one treasure to the next. It was also discussed that perhaps the Zion Calvin and St Paul's Building Funds could be moved out of the Restricted Funds and into the Savings so they are more accessible. This will be something for next year's Leadership Team to decide.

The Balance Sheet presented shows we are sitting in a strong financial position. Our assets less our liabilities leave us at \$101,267 of retained earnings. A portion of this surplus (~ 50%) has been invested in a Platinum Savings account to earn some interest

while the money sits unused. Louise mentioned that Finance Committee members, Wes Schroeder and Alex Fedorchuk are ex-bankers and provide great advice about housing/investing our operating funds.

- 2. 2021 Budget** – Louise Gardiner briefly presented the proposed 2021 Budget. Since 2020 was so uncharacteristic the Finance Committee used the 2019 actual numbers to assist with preparing the 2021 Budget. Louise petitioned all Interest Groups for their spending plans and forecasts for fundraising. Karen Dyck asked about the effects of potential salary and benefit changes that M & P were considering prior to the Budget being approved. Louise asked if these changes could be finalized prior to the upcoming AGM so that Louise could adjust the Budget before it is approved at the AGM.

- 3. COVID Ad Hoc committee** – Brian Saunderson recommended that an Ad Hoc committee be struck to continue to deal with the pandemic concerns for the coming term. He has engaged Rev Carrie Martens, Laurie Wiebe, Leslie Bezte, Susan Ching and Karen Dyck to be members of this committee, along with himself.

Motion:

MOVED BY Louise Gardiner **SECONDED BY** Esther Rothenburger to approve the creation of a Pembina Parish Ad Hoc committee to make recommendations to the Leadership Team on matters related to compliance and safety through the course of the COVID 19 pandemic. **CARRIED**

- 4. Position Vacancies** – MaryAnn McElroy’s term is up on M&P. Bev Wilson declined the nomination for M&P. Brenda Sloan and Roxanne LeBlanc declined the nomination for Leadership. Craig Kestirke is still considering a nomination for Leadership. Other potential nominees for Leadership are Sharon Decueninck and Shannon Holenski. All Leadership Team members are encouraged to keep asking around for nominees and keep each other in the loop.

- 5. Letter to St Paul’s** – Brian Saunderson reported that the Discernment Interest Group would like to engage the congregation at St Paul’s to pledge contributions to the renovation project for the next 5 years. They would like to mail out a questionnaire that can be mailed back that will help the committee decide how much the congregation is willing to pledge to help set fundraising and renovating goals.

Motion:

MOVED BY Karen Dyck **SECONDED BY** Margot Craig to approve the Discernment Interest Group’s plan for a mail out letter, with a returned mail response, to indicate each parishioner’s financial pledge over 5 years to the St Paul’s building discernment renovation project, with pledges non-binding and all responses confidential. **CARRIED**

NEXT MEETING(s) DATE February 16, 2021 at 7:00PM

CLOSING WORSHIP – Rev Carrie Martens closed with an end of day prayer.

MOTION TO ADJOURN at 8:57PM

Chairperson

Recording Secretary