

**PEMBINA PARISH PASTORAL CHARGE**  
**353 THORNHILL STREET, MORDEN MB, R6M 1M8**  
**Minutes of Leadership Team Meeting**  
**Wednesday April 17, 2024 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, while exploring our faith.**

**1. CALL to ORDER** at 7:02 pm.

**2. OPENING WORSHIP**

Rev. Carrie presented a document called Show Strength: How to Respond When Worship Materials Are Implicated in Abuse in relation to credible abuse allegations against writers of some of our hymns. When we learn of allegations, this document can help us process the information and discern how to move forward with the use or not of the hymns in question. Examples were given regarding David Haas and Father Cesáreo Gabaráin. Carrie closed in prayer.

**3. ATTENDANCE/REGRETS**

Rev. Carrie Martens, Cindy Dyck, Bruce Shewfelt, Mary Ann McElroy, Leslie Bezte, Earl Gardiner, Susan Ching, Debbie Nelson (M & P Rep)

**4. APPROVAL OF AGENDA**

The agenda was approved by consensus, with the additions of items: 6b. Sandwich Board; 6c. Motion Sensor Lights; 6d. Rock Lake Camp Survey; 6e. Funeral Policy Costs with regards to new Fee Schedule; 6f. Harrassment Policy; 7.1.4. Pledge Letters; 8.5. Rental Request; 8.6. Lawn Mowing.

**5. APPROVAL OF MINUTES OF PREVIOUS MEETING (March 11, 2024)**

**MOTION:** To approve the minutes of the meeting held March 11, 2024 as a true and accurate record of the proceedings with the correction under item 8.7.1. Sunday School to read: The Sunday School is preparing to celebrate Holy Humour Sunday on April 7, 2024. Moved by Earl Gardiner. Seconded by Leslie Bezte. **CARRIED.**

**6. BUSINESS ARISING/UNFINISHED BUSINESS:**

**6a. Summary from Annual Meeting**

Conversation was shared regarding the questionnaire results from the AGM held February 18, 2024. This questionnaire was an opportunity for people of Pembina Parish to share and feel listened to. This compiled list will be a tool used in visioning, setting goals and addressing needs. It is a reflection on how we are living out our mission.

**ACTION:** Leadership will plan a workshop/meeting to address this list and make the congregation aware by creating a Word Cloud (Leslie). Leslie will create a Doodle Poll regarding the workshop.

The Peace and Justice Action Group (formerly the Affirm Group) currently has no chair person. The congregation needs to be made aware of this.

**ACTION:** Susan will connect with Kathryn Luger for more information about the continuing process of being an affirming congregation.

#### **6b. SANDWICH BOARD SIGN**

Laurie has applied to the Opportunity Fund for the purchase of an A-frame sign from Image Signs.

**ACTION:** Earl will connect with all interest groups about getting any signage they might like prepared and that they should use their Interest Group budget to pay for it. This will be coordinated through Laurie.

#### **6c. MOTION LIGHTS**

New motion sensor lights have been approved from the maintenance budget. Larry Robbins will install.

#### **6d. ROCK LAKE UNITED CHURCH CAMP**

3 surveys were completed and sent to RLUC.

#### **6e. FUNERAL POLICY COSTS WITH REGARDS TO NEW FEE SCHEDULE**

A revised but yet to be approved Funeral Policy Fees and Honoraria Fee Schedule was presented. It was decided to make these fee amounts consistent with the St. Paul's Rental Fee Schedule.

A concern was raised about the extra time for set-up and take-down/clean-up required from our caretaker.

**ACTION:** Debbie will take this concern to the Ministry and Personnel Committee.

Funeral requests from non-congregational members will need approval and will be treated as a rental situation.

#### **6f. HARRASSMENT POLICY**

Pembina Parish currently has no Workplace Harrassment Policy in place.

**ACTION:** Rev. Carrie will contact Knox United in Brandon regarding their action plan regarding harrassment and/or vandalism.

M & P are aware of these concerns. Incidents of a harrassing nature should be recorded and submitted to M & P.

**ACTION:** Debbie will take this to M & P, and also contact Morden Police Service.

### **7. REPORTS**

#### **7.1. FINANCE**

Earl presented a Statement of Income and Expenses for the period ending March 31, 2024.

Summary P & L - Operating Fund (this is where the day to day business of the Parish is accounted for). From a total income perspective, we are running along pretty close to budget (for the month of March we are \$972 ahead and YTD we are just \$24 ahead). Donations YTD are down from what we had budgeted by \$1,918, but Fund Raising and Other Income are above the projection. Rental income is very close to budget and we anticipate this to continue throughout the year. On the expense side the only area that is significantly over budget is the administration expenses (for the month \$1,879 and YTD \$1,608). This is a timing issue as we paid our quarterly UC allocation (\$2,124) in March but we didn't budget for it until April. This will correct itself next month. There are two large areas that are below budget. First, St. Paul's building maintenance and repairs account (\$3,894). We never know what expenses will pop up, but fingers crossed this continues to be in surplus. The other area is Interest Group Expenses. We had budgeted to have paid out \$1,500 in Out Reach Support but as of March 31st

none had been expensed. This surplus will continue until decisions are made on providing Out Reach Support .

Restricted Funds is a summary of the donations and interest that have come into the 4 Restricted Funds we maintain. So far there has only been money donated to the St. Paul's Building Fund (\$2,976.47) and interest that goes to the To Be Spent Fund (\$777.18). No expenses have been recorded in 2024. The Balance Sheet provides a snap shot as at March 31st 2024 of the Assets and Liabilities of the Parish. At this point in the year our accumulated Operating Surplus (net of this year and prior years) is \$41,781.55. The net of our Restricted Funds is \$4,513.33.

#### **7.1.1. Provide an analysis of the drop in givers over the last 2-3 years (e.g number of deaths, left the community, left over some issue, etc.)**

Earl reported that Laurie and Linda have done an analysis of givers. The downward trend shows 150 givers, with 30 parishioners who have stopped attending church. More information will be forthcoming.

#### **7.1.2. Discussion on the use of the Opportunity Fund**

Earl reported that costs, with the purchase of 2 new laptops, a photocopier and a need for piano repairs, have exceeded the "Available to be Spent" portion of the Opportunity Fund. Earl reviewed the Opportunity Fund Policy which it to be used for programs or projects, not for those requests that would normally be supported by regular and ongoing operational costs. Therefore, the photocopier purchase will be entered as a 48 month purchase item and the piano repairs will come from the operating fund.

**ACTION:** Earl will speak with Fay regarding delaying piano repairs until next year.

**ACTION:** Earl will contact the Opportunity Fund so all are aware of the Operating Fund Policy and its usage.

#### **7.1.3. Overview on our plans to raise awareness for the need for congregational givings and fund raising**

Bruce will address this item under Budget Action Group report.

#### **7.1.4. Pledge Letters**

A letter will be sent to Parishioners having pledged funds towards the Building Fund. These letters should be signed by the Leadership Team.

### **7.2. BUDGET ACTION GROUP (BAG)**

Bruce reported.

BAG will host a PAR promotion after Sunday worship on April 14, 21 AND 28.

A letter of thanks will be sent in April to those who have made pledges and contributed to the Building Fund. It will include the status of the Building Fund, and the opportunity to pay pledges early or increase pledge amounts.

A letter will be sent in May to update the congregation on finances and to encourage contributions earlier in the year. This letter will be targetted to identified groups, PAR and non-PAR givers and other adherents.

The number of identified givers has been reduced to 148. Recommendation for Leadership to take action on this trend via outreach, social media, events. This trend will lead to further desicions in light of increasing expenses and decreasing revenues.

A new rental agreement for space on the second floor by a music teacher has been approved. The rate will be \$550.00 per month with a interem rent of \$300.00 per month for the summer.

Post dated cheques for the Finer Spirit rental are on file for 2024.

Fifty copies of the Event Center at St. Paul's United leaflet were distributed to businesses and community groups throughout the city of Morden. An addition of rental information is being planned for our website.

Fundraising events will include a Mother's Day Tea for May 11, 2024; Co-op gift card fundraiser with Lori Willcocks; a talent auction (Cathy Lone is in conversation with Bernie Thiessen and Cindy Dick).

Raina Teigrob is available for social media advertising all events.

A meeting was held with Trustees Brian Nedohin and Brian Andrew. The Trustees group is the first point of contact for Mel Worms. The Trustees do not oversee major maintenance items but can help identify and plan. BAG will provide a list of medium term maintenance items (e.g. narthex roof, exterior siding and windows, etc.) . Trustees will review and work on budget and timeline.

BAG will include preventative maintenance in future budgets.

Air flow to the second floor and the CEU (Finer Spirit) needs to be addressed, including digital temperature monitoring and control.

A follow-up meeting will be scheduled with Vicki Nelson from the United Church of Canada regarding the promotion of endowments.

Jordan Cantwell, Growth Animator from the United Church of Canada, was contacted regarding support for our Community of Faith by strengthening our invitation and growing our impact.

### **7.2.1. Approval of new potential renter of Pre School Room, Monday to Friday, for Children's Speech and Language Therapy (new monthly revenue between \$550 - \$1,000/month)**

Earl will be in contact with this potential renter. They are interested in a daily rental situation.

### **7.2.2. Ask for any concerns or issues with current tenants**

A concern was discussed regarding an increase in rental agreements, both existing and new, and how this may affect the caretaker's job description and hours of work.

BAG will contact the Douglas Kuhl School of Music about the history of the existing rental relationship with them and how they are charged for the space, expectations, etc.

## **7.3. MINISTER REPORT**

1. Remit 1 has passed! 80% of all pastoral charges voted on the remit to establish an autonomous Indigenous organization within the United Church. General Council announced April 9 that the Remit has passed. Now the conversations, learning, and planning for the future will continue. There are plans to create some spaces where we can have those conversations together, but for now, we celebrate!

2. Invitation to join with Kairos Canada and others in the Gaza Ceasefire Pilgrimage calling for a permanent ceasefire. These walks can be done as individuals or groups. If we do not walk, we have been invited to wear white and take a photo to share on social media and with our MP urging Canada to join in the call for a permanent ceasefire (handout).

3. Invitation to start a conversation with our credit union about where our money is invested and how it relates to the billions of dollars that Canadian banks are investing in fossil fuel expansion. The church broadly is asking us to take action, express our concerns, and explore what divesting might mean for us. Starting on April 22nd (Earth Day) and on the 22nd of each month over the coming year, there will be a monthly Zoom forum where we can ask questions, discuss actions, get support and celebrate actions.

4. Invitations directly to Carrie to speak on local radio about Earth Day; to speak to Rachel Mendelson at the Toronto Star about her experience of vandalism and far right groups in this area for an investigative journalism piece she is working on across Canada (Carrie is seeking advice from Julie Graham at the Regional Office); and an invitation to be part of a climate storytelling project through the University of Victoria (Carrie is seeking out others who might be better suited to this request).

#### **7.4. MINISTRY AND PERSONNEL COMMITTEE**

##### **7.4.1.** Debbie will report on two letters received.

M & P were the recipients of 2 letters from parishioners regarding the many changes at St. Paul's.

**ACTION:** Susan will respond to the senders of these letters.

#### **7.5. ZION-CALVIN**

No report given.

#### **7.6. WORSHIP INTEREST GROUP**

Leslie gave report. Summer worship is currently being planned.

#### **7.7. INTEREST GROUPS**

##### **7.7.1. SUNDAY SCHOOL**

Leslie reported.

The last day of Sunday School will be May 26. June 2 will be an intergenerational worship service.

Bibles will be given, followed by a Sundae Sunday celebration.

Sunday School is holding an open house in April to recruit new interest and leadership.

##### **7.7.2. CHOIR**

Leslie reported.

This Sunday, April 21, the choir will be performing their last anthem before taking a summer break.

Individual choir members will offer singing leadership during these summer months.

##### **7.7.3. OUTREACH**

Mary Ann presented a recommendation from the Outreach Interest Group to make a donation to the Pembina Climate Action Network (PCAN). The group is a non-denominational one, but many members are United Church folks. They are in the process of identifying areas of local concern like water conservation, recycling concerns, overuse of plastic, conservation of our tree canopy and other climate/conservation issues. Funds are needed to start advertising, hosting events and to begin projects.

**MOTION:** To accept the recommended disbursement from the Outreach fund of \$500.00 to the Pembina Climate Action Network. Moved by Mary Ann. Seconded by Bruce. **CARRIED.**

#### **8. NEW BUSINESS**

##### **8.1. The St. Paul's Fire Plan needs to be reviewed and updated.**

**ACTION:** Earl will notify the Trustees regarding the St. Paul's Fire Plan.

##### **8.2. Earl received formal complaint about the Gaza letter Leadership signed.**

The complaint voiced concerns of Jewish Israeli anti-semitism. Of note was that the letter was signed as a Leadership Team, not on behalf of the congregation. This information was shared in News and Notes.

##### **8.3. Are there things we as a Parish could be doing to ensure our communities (Morden, Winkler, Stanley) are aware of what the church's vision and values are.**

This item will become part of the broader discussion of visioning, values and living out our mission as per item 6a.

**8.4. How are decisions made on how Outreach budget is allocated?**

This item is covered under item 7.1. Finance.

**8.5. RENTAL REQUEST**

The Morden Area Foundation has made a rental request for May 26th for the purpose of honoring Fred and Myrna Mayor as Citizens of Distinction.

**ACTION:** Bruce will be in contact with the organizer, Sue Nelson, to discuss this rental.

**8.6. SUMMER LAWN MOWING**

Gordon Stiff has offered to do some lawn mowing this summer.

**ACTION:** Earl will speak to Lesley Andrew regarding summer lawn mowing volunteers.

**9. CORRESPONDENCE and Thank-you cards**

2 letters were received and addressed from parishioners as per item 4.1.

**10. NEXT MEETING(s) DATE**

Tuesday, May 21, 2024 @7:00 pm.

Tuesday, June 25, 2024 @7:00 pm

**11. CLOSING WORSHIP**

Rev. Carried closed in prayer. Lord it is night....

**12. MOTION TO ADJOURN**

Agreement to close the meeting at 10:12