

**Pembina Parish Pastoral Charge  
353 Thornhill Street, Morden R6M 1M8  
Minutes of Leadership Team Meeting  
November 10th, 2022, 7:00 pm**

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.

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**1. Call to Order** at 7:04 pm

**2. OPENING WORSHIP**

Rev Carrie Martens explained the practice of *Examen* and invited each person to identify their high and low for the past week. She continued in prayer: Loving God, thank you for embracing us however we come to you. Thank you that you don't need us to only see highs, or to have everything together. Thank you for carrying us and loving us in all the joys and challenges. As we do this important work of the church, help us to see clearly what is important and what is not. Help us to know where and when to invest and where and when to let go. Grant us wisdom, grace, and the energy we need to do your work. Amen.

**3. ATTENDANCE/REGRETS**

Rev Carrie Martens	Sharon Deceuninck	Nancy Penner	Esther Rothenburger
Karen Dyck	Mary Ann McElroy	Kathryn Luger	

**4. APPROVAL OF AGENDA**

The agenda was accepted by consensus with additions under NEW BUSINESS of d) Christmas Tree Decorating and e) Request to host Regional Youth Meeting.

**5. APPROVAL OF MINUTES OF PREVIOUS MEETING—October 20, 2022**

**Motion:** to approve the minutes of the meeting held October 20, 2022 as a true and accurate record of the proceedings.

Moved by: Esther Rothenburger      Seconded by: Mary Ann McElroy

**CARRIED**

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

**6.1 CEU Rental Update**

No report.

**6.2 Self-assessment Report**

An extension to January 15<sup>th</sup> has been given for the submission of our report. Individuals have begun their respective sections which are to be provided to Laurie Wiebe by Dec. 7<sup>th</sup>.

### **6.3 Approval of Policies Under Review**

- a) Duty of Care for Vulnerable People/Agreement Addendum-Rev Carrie and Kathryn Luger work continues
- b) Use of Space Policy—information about capacity limits is being clarified by Laurie Wiebe
- c) Church Service (Weather) Cancellation—Karen Dyck’s draft was reviewed and approved with instruction for the addition of a few details pertaining to Zion-Calvin. The revised document is attached as an addendum to the minutes.

### **6.3 Report on the Congregational Care Plan**

Copies of sign-up sheets left at the two churches during October were distributed and showed many sign-ups. Rev Carrie has previously identified Cathy Sandercock as the volunteer coordinator for visits. Next steps involve arranging visits. Although not a task listed in the Care Plan, it was noted that St. Paul’s is desperately in need of additional sound technicians.

## **7. REPORTS:**

### **7.1 Finance**

Nancy Penner presented a detailed Comparative Income Statement, Actual and Budgeted from January 1 to October 31, 2022. The Fall Supper proceeds were not yet available; the United Church assessment for 2023 is \$9,220 slightly up from \$9,196 in 2022.

### **7.2 Minister’s Report**

Rev Carrie presented her report within our Parish’s action framework.

#### **Inside – Caring**

She described the situation as one of “vibrant fatigued energy” as we recover from the pandemic and try to discover new ways to be church in our communities. No one is starting with a full tank. We need to be careful to avoid burnout.

We have opportunities to be together with this Sunday’s baptism and membership transfer services, Betty Jordan’s memorial on Nov. 19<sup>th</sup>, the St. Paul’s Soup and Pie, the Zion-Calvin Restoration Celebration, and then all sorts of Advent and Christmas events. Poinsettias for those grieving or homebound will arrive on Dec. 2<sup>nd</sup> and will be distributed likely on Dec. 11<sup>th</sup>.

#### **Outside – Sharing**

St. Paul’s is seeking opportunities to get folks connected and using the building in a variety of ways. Both churches are considering opportunities for giving during the Christmas Season to St. Matthew’s Maryland, Genesis House and to the Municipality of Pembina.

#### **Upside down – Exploring**

The *Braiding Sweetgrass* book study went very well. Participants enjoyed the book and ended questioning how we might continue to develop a more reciprocal relationship with the earth--not always taking, but actually giving something back and living with respect. The next book study on *Exploring Emmanuel* begins on Nov. 23<sup>rd</sup>.

On months with a fifth Sunday, Rev Carrie has the Sunday off from planning and leading worship. On Oct. 30<sup>th</sup> she used that Sunday to attend Sunday school with our children at both

churches. She was struck by how little time the kids have in Sunday school and worship and that the kids spend about 10 minutes at the start of worship listening to announcements. Consequently, she will be moving announcements to the end of worship for a time and making a few other small changes to see if we can deepen the children's Sunday morning experience of worship and faith formation.

On a personal note, Rev Carrie expressed her gratitude for the week off she had recently. She noted that Cathie Waldie has made connections with a few ministers in the area who might be able to provide back-up funeral coverage for our parish. That information has been forwarded to M+P to see what we might arrange together.

### **7.3 Ministry and Personnel Committee**

Karen Dyck reported that St. Paul's caretaker, Thong Bouachanthala continues to be unwell and has submitted a letter of retirement. Recruitment to fill the position netted eight applicants. The successful candidate was identified, followed by discussion and a motion.

**Motion:** to offer Mel and Sheila Worms the custodial care contract for St. Paul's United Church effective November 14, 2022.

Moved by: Karen Dyck

Seconded by: Mary Ann McElroy

**CARRIED**

### **7.4 Zion-Calvin**

Kathryn Luger reported that there is much anticipation for the many events, previously identified, that being planned for November and December.

### **7.5 Worship Interest Group**

Rev Carrie reiterated plans for Christmas services. Christmas Eve she will lead at Zion-Calvin and a lay member will lead at St. Paul's. There will be no service on Christmas Day at either church but she will create a short video to go on-line. For New Year's, Zion-Calvin will hold a fellowship brunch, and St. Paul's is welcome to attend. The second week of Advent will be "wear your pj's to church" Sunday.

## **8. NEW BUSINESS:**

### **8.1 Bequest Policy Update**

Rev Carrie circulated what comprises the current Bequest Policy: a checklist of actions to be taken when a bequest is made and a letter template which acknowledges receipt of a family member's bequest and indicates the purpose to which it will be put. The policy needs to become more cohesive by giving families a rationale for why the Parish does what it does with a bequest. **Action:** Karen Dyck volunteered to draft the revised policy seeking input from Earl and Louise Gardiner who have some experience with this matter.

### **8.2 Annual Meeting Date and Nominations**

Discussion related to the Annual Meeting date raised a reminder to call for budget requests and Annual Report submissions. The date for the next Annual Meeting was set as February 26, 2023, the first Sunday of Lent, both churches to meet at St. Paul's.

### **8.3 Christmas Concert Fundraiser December 15<sup>th</sup> at St. Paul's**

Nancy Penner reported on plans for a Christmas Concert fundraiser which will involve the St. Paul's Choir, the Morden Collegiate Concert Choir (grades 10-12) and the Douglas Kuhl School of Music Strings Ensemble. Posters are being distributed and notices will be placed on-line. Seats are to be pre-booked; entry by donation; tax receipts for donations of \$25 or more.

### **8.4 Hosting Morden Community Christmas Tree Decorating Contest**

Nancy Penner explained that St. Paul's has agreed to host a Christmas tree decorating contest/fundraiser. Trees from the Thrift Store will be decorated by competitive teams on Dec. 3<sup>rd</sup>, 10:00 am to noon; the trees will stay up until Dec. 16<sup>th</sup> during which time the public will be invited to stop in and vote on-line during regular business hours. This is a joint project with the City of Morden, the Arts Council and 500 Stephen St.

### **8.5 Invitation to Host a Prairie to Pine Regional Youth Gathering**

Sharon Deceuninck presented correspondence from Twila MacNair, Coordinator of Young Adult and Youth Ministry, Prairie to Pine Regional Council. We are one of several locations being polled about our interest in hosting a youth retreat February 17<sup>th</sup>-20<sup>th</sup>, or considering something later in the year. Discussion concluded that we have insufficient volunteers to undertake such a project, and we have few youth in our Sunday Schools programs.

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

Much gratitude is owed the Fall Supper crew for a wonderfully successful event. Rev Carrie will recognize the effort of this group at a church service.

### **10. NEXT MEETING DATE(S)**

Budget meeting: Thursday, January 19, 2023 7:00 pm at St. Paul's

Regular meeting: Thursday, January 26, 2023 7:00 pm at St. Paul's

### **11. CLOSING WORSHIP**

Rev Carrie closed in prayer: Lord it is night...

### **12. ADJOURN**

Agreement to close the meeting at 9:37 pm.

### **ADDENDUM**

#### **Service Cancellation Policy and Public Notification Procedures**

### **PARKING LOT ITEMS**

1. Church directory
2. Part-time minister for Pastoral Care

## Addendum

### Service Cancellation Policy and Public Notification Procedures

Revisions noted in bold

#### **DECISION TO CANCEL SERVICE**

Services may be cancelled at **one or both churches** due to any one or a combination of the following factors, bearing in mind that safety is of prime concern.

- Low temperatures (-35°C) or high wind chill values (at or below -45°C Wind Chill Index)
- Poor visibility
- Unsafe road conditions (Manitoba Highways or driver recommendations)

Pre-determined designates from Zion-Calvin and St. Paul's shall be responsible to initiate the cancellation procedures after collaboration between these designates and the minister/pulpit supply.

#### **PUBLIC NOTIFICATION**

If conditions develop that make travel unsafe, a decision will be made as soon as possible (ideally by 8:00 AM).

**At Zion-Calvin, when an early morning decision is made to cancel service, a phone tree call-out or text message to all congregants will be initiated by the two designates.**

One of the predetermined designates will send notice of the cancellation to Pembina Valley On-line and it will thus be announced on local radio stations. Community Facebook pages will be notified if possible.

PembinaValleyOn-line.com (Road Reports and Cancellations)  
CFAM 950 AM  
The Eagle 93.5 FM  
CKMW Country 88.9 FM

The minister/church administrator will also post the cancellation on the |Pembina Parish Pastoral Charge website ( [www.pembinaparish.com](http://www.pembinaparish.com)) and Facebook account.