

PEMBINA PARISH LEADERSHIP TEAM MEETING
St. Paul's United Church, Morden, MB
Thursday, June 7, 2017 4:30 PM

CALLED to ORDER at 4:40 p.m.

Present: Marlene Holewka (chairperson), Bev. Wilson, Deb Hamilton, Louise Gardiner (Finance), Edith Lovatt (Secretary), Cathy Lone (M&P rep), Rev. Cathie Waldie, Karen Dyck.

OPENING WORSHIP: Cathie Waldie shared the Theme from the 2017 conference—Being Church not because we have too. Read Psalms 84. We all shared why we go to church.

APOLOGIES: none

APPROVAL OF AGENDA

APPROVAL OF MINUTES OF PREVIOUS MEETING— April 27, 2017

- **Moved by** Deb Hamilton **seconded by** Karen Dyck that we accept the minutes as circulated. **Carried.**

BUSINESS ARISING

- 1. General Council Remit # 4** (attached “a”) – **Funding a New Model - Deadline June 30, 2017**
Facilitated by Rev. Ken Thomas -

The Question:

Does the presbytery/pastoral charge agree to a new funding model for the United Church with the budgeting process guided by the following principles?

- (1) use Mission and Service to fund ministry and mission activities;
- (2) fund governance and support services of other courts/councils by assessing communities of faith/pastoral charges;
- (3) share assessments equitably across the whole church;
- (4) permit Conferences/presbyteries/regional councils to use additional resources for regional purposes; and
- (5) encourage sharing of all resources across the church.

The vote: 100% in favor.

- 2. Meeting with Youth Representatives from St. Paul's and Zion Calvin**
Has not happened yet. Time frame will be flexible. Cathie Waldie wants to be part of this event.
- 3. Update on Gap Ministry appointment**
-There were no applicants from the first posting for a 1 year minister. We will proceed now with a posting for a 2 year interim minister, waiting for conference office to move forward with a search for this person.
- 4. Job Posting for Choir Leader** – To Arlene Link May 10, 2017 for submission to The Times, The Voice, and Pembina Valley on Line to run until June 2, 2017 (attached “b”)
Ran for two weeks, there has been a call of interest but no applicants.
- 5. Use of Space Agreement** – booking rooms, canceling bookings, room set up
Reminder running in the News and Notes.
Louise put a piece in the News and Notes, and we will ask for it to be run again in the fall.

6. Coverage / Scheduling of Pianist / Musicians for the Months of July and August

- Being managed by Jean Motheral – M & P

7. Management of the St. Paul's Property and Grounds Responsibilities

7.1. Inventory of Tasks done by Pembina Parish Volunteers at St. Paul's

- Marlene Holewka has made an extensive list of duties (attached "c") that different persons in the congregation take care of or see they are done. We need to have a meeting with Fred Mayor to glean his thoughts on how a property interest group would look.
- Louise Gardiner and Marlene Holewka will brain storm how this can be handle the items listed below.

7.2. Inventory of Tasks that need to be managed for Property/Grounds Maintenance based on discussions to date with Fred Mayor.

7.3. Query need to Draft Terms of Reference for a Property and Grounds Interest Group.

7.4. Recruiting volunteers for a Property and Grounds Interest Group.

8. Request for Use of Space for Angel Hair for Kids by Loryn Hildebrand

- Marlene Holewka has advised Loryn Hildebrand that she needs to see Arlene Link by Thursday June 8th if she still wants to go ahead this Saturday.

9. St. Paul's Worship Technology Project

- There is one quote for a new system,
- We are in the process of discernment and should we not limp along until that process is done.
- The front 5 windows need to be covered for the system to be its most efficient.
- Table for now and review this in the fall.
- **Moved** by Karen Dyck, **seconded** by Louise Gardiner that we are aware of how fragile the AV system is but we should wait for the Discernment process to get further along before we discuss the purchase of new equipment . **Carried.**

10. Appointment of Vice Chair – Defer to September Meeting 2017.**CORRESPONDENCE**

Incoming: Proposals / Offers for doing the Newsletter—From Shannon Holenski that she would put together a newsletter 3 times a year (attached "d"). Also Cathie Waldie had a conversation with June Steiner that she would do a newsletter 4 times a year. It was suggested that these two ladies try to work together. Cathie Waldie and Marlene Holewka will discuss with the ladies.

Thank you card from the Sunday school leaders for the purchase of a lap top for their use (attached "e").

Agassiz Presbytery Pastoral Oversight review of 2016 Annual Report—Lots of positive comments. Full report to be attached to the minutes (attached "f").

Conference Annual Meeting report submitted by Sharon Deceuninck—(attached "g")

- This is a report written about her time at the Annual Conference.

Outgoing:

Thank you notes to be sent out.

-Rev. Suzanna Bates for her farewell gift to us of her Encaustic Art . Deb Hamilton will send this.

-Betty Dunbar Sager ,Al and Brenda Sloan have done a lot of work on the front flowers, Karen Dyck will send a card.

REPORTS

1. M & P

Management of tasks done previously by Rev. Suzanna Bates, and Peggy Twyman

- Church Trac online is looked after by Arlene Link. The Website is paid for until January 2018 and needs to have the webmaster password. Louise Gardiner had a look at Church Trac with Arlene Link and how it can be linked with the Charitable receipts, with a thank you note process for some one time donations.
- Cathie Waldie will talk to June Steiner if she would like to be the Webmaster.

Report on follow up actions by M & P: Cathy Lone

- Requesting that the July 2nd service be only at Zion Calvin which is the memorial service at 11 a.m. and the August 6th service only at St. Paul’s.
- **Moved** by Deb Hamilton, **seconded** by Bev Wilson that the July 2nd service be in only one location at Zion Calvin in Darlingford, this is the memorial service at 11 a.m. and the August 6th service be only at St.Paul’s in Morden. **Carried.**
- Jean Motheral is looking after finding pianists for the summer.
- House groups are not working well and do they need to be revamped.

2. Finance / Opportunity Fund

- Attachments “h”
- Some extra expenses for pulpit supply and accountants costs.
- We are only paying one salary at this point.
- Can we find ways to do some services without using pulpit supply?
- Some money came in to the opportunity funds after a funeral.
- **Moved** by Karen Dyck, **seconded** by Bev Wilson that we accept the Finance report as circulated. **Carried.**

Remainder of Agenda tabled until the next meeting. July 6th 2017

3. House Groups / Interest Groups

3.1. Property Discernment

- Community Needs
- Identity Mission Needs Analysis – IMNA Survey Report
- Viability Study

4. Sunday Schools

- 4.1. St. Paul’s
- 4.2. Zion Calvin

- 5. Zion Calvin
- 6. St. Paul’s
- 7. Minister(s)

NEW BUSINESS

1. Assignment of Leadership Team Liaison to each Interest Group - June 2017-March 2018

INTEREST GROUP	Leadership Team Liaison
Finance	
Opportunity Fund	
Zion Calvin Sunday School	

Zion Calvin Interest Group	
St. Paul's Sunday School	
Affirming Conversation	
Prayer Shawl Ministry	
Christmas Poinsettia Ministry	
Pastoral Care	
St. Paul's Worship Technology Project	
Banner and Quilting Group	
St. Paul's Choir	
Ivy League	
Outreach	
Fall Supper	
Property Discernment	
Pembina / Morden Churches Refugee Support Committee	
Stewardship Giving Team	
Property and Grounds (To be Recruited)	

2. Policy Development and Review - to be scheduled for future meetings
 - 2.1. DUTY OF CARE POLICY FOR VULNERABLE PEOPLE (November 7, 2012)
 - 2.2. USE OF SPACE AGREEMENT (2014)
 - 2.3. INFORMATION AND POLICY FOR WEDDINGS (UPDATED JANUARY, 2017)
 - 2.4. FUNERAL /MEMORIAL POLICY AND INFORMATION (UPDATED MARCH 2017)
 - 2.5. Development of a BAPTISM POLICY

3. Schedule Review of Leadership Goals and Objectives ?September

4. Schedule Annual Review of Pembina Parish Constitution ? October

5. Schedule Review of Leadership Goals and Objectives ?September

6. Schedule time for Liaison meetings with Interest Groups and obtaining their Goals and Budget requests
To be received at November Meeting

7. Schedule annual Meeting with Elders ? November

8. Schedule Nomination Meeting & Annual Meeting – December or Early January

NEXT MEETING: Thursday, July 6th, 2017 4:30 pm Pot Luck

CLOSING: Said a prayer of thanks.

ADJOURNMENT at: 7:40 p.m.

Marlene Holewka, Chairperson

Edith Lovatt, Recording Secretary