

**PEMBINA PARISH LEADERSHIP TEAM
SPECIAL MEETING MINUTES
St. Paul's United Church, July 31, 2018 4:30 PM**

CALL to ORDER @ 1635

OPENING WORSHIP from Reverend Cathie Waldie

Video of a message given at the closing worship of the 43rd General Council by the Rev Richard Bott; our new United Church Moderator on "The Church is Hungry for Change"

ATTENDANCE:

Reverend Cathie Waldie, Marlene Holewka (Chairperson), Louise Gardiner (Treasurer), Cathy Lone (M&P rep), Karen Dyck (Secretary)

APOLOGIES:

Margo Craig, Deb Hamilton, and Leslie Bezte

APPROVAL OF AGENDA

- As circulated, all in favor

APPROVAL OF MINUTES OF PREVIOUS MEETING – June 6, 2018

MOTION:

Moved by Louise Gardiner, **Seconded** by Cathy Lone to accept minutes of June 6 minutes as circulated
Carried

BUSINESS ARISING (Specific Discussion Topics)

1. St. Paul's Building Maintenance:

- The Property Discernment Committee – Capital Planning Group – Interim Request of July 26, 2018 (**Attached**) has been reviewed by the St Paul's trustees who are mostly in agreement with the building upkeep recommendations. The Trustees who reviewed the report do not feel that the request for installation of automatic doors falls into the "Upkeep" category.
- The leadership group reviewed the "Property Discernment Committee – Capital Planning Group – Interim Request of July 26, 2018" report and came to the same conclusion as the Trustees.

MOTION:

Moved by Cathy Lone, **Seconded** by Louise Gardiner

That Pembina Parish Leadership approve, in principal the "Property Discernment - Capital Planning Group" Interim Request for a budget for the following maintenance repairs to St Paul's:

1. Roof Maintenance and Repairs
2. Concrete repair at the front entrance
3. Narthex Skylight

Carried

The request for the Automatic Door opener has been deferred at this time. Marlene will notify Bruce of the decision by Leadership

2. 0.8 EFT Minister Search Update

- No applicants to date, and the deadline for applicants will be August 10th
- Request from Edith Lovatt requesting Leadership Team direction for next steps
- Leadership recognizes the fact that Pembina Parish workload is not sustainable for a single 1.0 EFT ministry and reviewed the option of "Lay Ministry". United Church of Canada supports the ministry of "Congregational Designated Minister".

- Definition of “Congregational Designated Minister or CDM”
 - ❖ A baptized lay person employed by a pastoral charge in a specified ministry position designated by the presbytery as accountable to the governing body of the pastoral charge. This category does not include persons serving as candidate supply, intern supply, student intern or student supply.
- A CDM does not require specific training, but is asked to take four Lay Leadership courses of which Pembina Parish will cover costs of tuition and some study time
- Crystal City is using a Congregational Designated Minister along with their full time Diaconal Minister and finds the team working well to serve 3 communities
- The Leadership team reviewed the United Church CDM Resource from October 2016 as it outlined the following:
 - ❖ Policy; Definition; Ethical Standards and Standards of Practice; Procedure; Categorization Guidelines and Process and Competencies for CDM

MOTION:

Moved by Karen Dyck, **Seconded by** Louise Gardiner, that if there are no applicants for the current posting ending August 10, 2018 for 0.8 EFT Minister Position of Pembina Parish that we begin the process of searching for a “Congregational Designated Minister” according to the CDM Resource handbook. **Carried**

- Marlene will discuss with the current Minister Search Interest Group the direction of searching for a CDM to see if they are in favor and willing to continue their great work
- Next steps will be to develop a “Position Description” that meets the identified congregational needs and submit this to the “Presbytery Pastoral Relations Committee which meets next at Rock Lake Camp September 13th, 2018

3. Use of Space Agreement

- The July, 2018 updated version is going to the finance meeting next week to review and decide on pricing not only for short term rentals, but also for our long term lease agreements
- After the finance meeting review and revision of pricing, Marlene will take the “Use of Space Agreement” to our insurance broker (BSI) to review for any liabilities that need to be considered.
- A final copy will go to the Trustee’s meeting for approval September 14, 2018

4. Long Term Rental Contract Review/Revision

- Laurie has updated copies of all agreements that will go to the Finance meeting next week

5. Refugee Sponsorship Process

- The original sponsorship commitment from each of the three churches was \$20,000.00/church. Of that original sponsorship – there is \$26,000.00 remaining.
- The Refugee sponsorship committee is looking for a family of 3 or 4 to sponsor
- Edith will provide updated information on the current refugee sponsorship and future plans in the next newsletter
- There is a question to Pembina Parish if we are looking to continue to be involved in Refugee Sponsorship for the long-term.

6. Other

- Since our last Leadership meeting June 6th, Zion Calvin has decided to remain open and continue services throughout the summer except for August 5th when they will join St Paul’s service

CORRESPONDENCE

Incoming:

- Further discussion about the Rental of Space Request from the Pembina Hills Arts Council to book the CEU and 123 Room April 22 -26 for their 38th Annual Region Juried Art Exhibition. It was agreed to accept this request. Cathy Lone will inform the Pembina Hills Arts Council of the acceptance and Laurie Wiebe will inform the Fountain of Life of the one day of conflict and reschedule as needed.

Outgoing:

- **Thank you Notes: None required at this time**

NEW BUSINESS

- **None**

REPORTS (if available or needing attention at this meeting)

1. Finance – Louise Gardiner

- Net income to date for this fiscal year is \$20,144.74.
- Louise noted that we did not have the Co-op fundraiser in June this year which typically raises \$3000.00. Lori Wilcox usually heads this up. Louise will ask Lori if she is willing to do this again – if not we will check with Laurie Wiebe

2. Opportunity Fund – Louise Gardiner

- **The opportunity fund has approved sound equipment for audio upgrades required for the choir up to \$2500.00**

MOTION:

Moved by Louise Gardner, **Seconded by** Cathy Lone that we approve the audio upgrades to the sound equipment up to \$2500.00. **Carried**

3. M & P – Karen Ching or Cathy Lone

- **No meeting**

4. Minister – Rev. Cathie Waldie

- In the Minute for Mission - Alex Fedorchuk spoke on the Shoal Lake 40 Freedom Road Progress
 - Shoal Lake 40 First Nation is an Ojibway or Ontario Saulteaux First Nation reserve located in the Eastman Region of Manitoba and the Kenora District of Ontario. The total registered population in September 2017 was 641, of which the on-reserve population was 285
 - In 1915 Shoal Lake 40 became an isolated community during the construction of an aqueduct that supplies Winnipeg with clean drinking water. While Winnipeg gets fresh water. Shoal Lake 40 has been on a boil water advisory since 1997 and the only way in and out of the isolated community is by barge (which is not reliable) and in winter by ice roads.
 - The construction of a new 24 kilometer Freedom road project, after an agreement was reached between three levels of government, on how the cost would be covered started construction in May 2017 and aims to provide all season access between Shoal Lake 40 and the Trans-Canada highway in Manitoba, and is slated for completion this fall and end decades-long boil water advisory
- Cathie Waldie informed the team that she and all of the presbytery ministers have been asked to each volunteer to be a United Church Chaplain at the Rock Lake Church Camp. Cathie Waldie will be volunteering August 12 – 17th.
- The theme for the Corn and Apple worship service this year will be “A day at Camp”

5. Zion Calvin**6. St. Paul's****7. Interest Groups – No Reports this month****7.1. St. Paul's Property and Grounds – Karen Dyck****7.2. Property Discernment - Marlene Holewka****7.3. St. Paul's Choir - Marlene Holewka****7.4. Outreach – Leslie Bezte****7.5. St. Paul's Sunday School – Karen Dyck****7.6. Zion Calvin Sunday School – Karen Ching / Debbie Hamilton****7.7. Worship****7.8. Other Interest Groups****NEXT MEETING DATE(S) to be confirmed**

- **September 6th @ 4:30**
 - To Work on the Mission Statement Only
- **September 12 @ 4:30**
 - Regular Leadership Meeting

CLOSING

- A Closing Prayer asking for God's blessings on our decisions and courage and wisdom as our church and community embrace the many challenges today's world brings

ADJOURNMENT

- Meeting adjourned at 7pm

Marlene Holewka, Chairperson

Karen Dyck, Recording Secretary