

**PEMBINA PARISH LEADERSHIP TEAM MEETING Minutes**  
**St. Paul's United Church Wednesday, May 9, 2018 4:30 PM**

**CALL to ORDER @ 4:45**

**OPENING WORSHIP**

- Lead by Rev Cathie Waldie
- Philippians 1:1 – 6 “Practicing Gratitude and Thanksgiving”
- Cathie read notes of thanks written by the Grade 4 students who received their bibles last week
  - They were very touching and will be displayed in the church narthex

**ATTENDANCE**

- Marlene Holewka (chairperson) Rev Cathie Waldie, Louise Gardiner (Treasurer) Karen Dyck (secretary), Deb Hamilton, Margot Craig, and Karen Ching (M&P rep)

**APOLOGIES**

- Leslie Bezte

**APPROVAL OF AGENDA**

- As circulated, all in favour.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

**MOTION:**

**Moved by** Karen Dyck **Seconded by** Margo Craig to accept April 18th minutes as circulated. **CARRIED.**

**BUSINESS ARISING**

**1. Pembina Parish General Liability coverage and update on eligibility/quote on Abuse Liability**

- Meeting with trustees, BSI (Paul Wiebe) Rev. Cathie Waldie, Cathy Lone (M&P), Marlene (leadership)

**Motion:**

**Moved by** Deb Hamilton **Seconded by** Karen Dyck to increase Zion Calvin's General Liability Coverage to \$2,000,000.00 (with an increase annual payment of \$150.00). Also add \$2,000,000.00 of Abuse Liability coverage for St Paul's (at an annual cost of \$400.00) and add \$2,000,000.00 Abuse Liability coverage for Zion Calvin (at a cost of \$450.00) **CARRIED.**

**2. Church Trac Update:**

- We have subscribed to the program which will automatically provide updates as needed
- This continues to be a very useful program for both financial and record keeping

**3. Policy Review:**

- **Funeral/Memorial Policy and Information (Cathie Waldie)**
  - Cathie updated our current policy which was reviewed and accepted

**Motion:**

**Moved by Margot Craig, Seconded by Karen Dyck to accept the revised “Funeral/Memorial Service Policy” for St Paul’s CARRIED**

- Zion Calvin to review their capacity and fee structure to add to the Pembina Parish Funeral and Memorial Policy for the September meeting
- **Use of Space: Draft revisions circulated for review at the June Meeting – Marlene)**
  - Charleswood has an excellent website with photographs and descriptions of their rental space to check out.

#### **4. Process for Welcoming Newcomers**

- What do we do now?
  - Invite newcomers to complete a card
- What do we need to improve?
  - We need to personally welcome them
  - Present them with a welcome package
  - Develop an information booklet
- Who should coordinate?
  - Put a notice in bulletin to ask for volunteers

#### **5. Reminders:**

- To connect with our Youth Reps at Zion and St Paul’s between May and August – whatever works best for everyone (Questions were prepared in 2017 and were discussed over ice cream with St Paul’s reps. We can probably use similar questions)
- To connect with our Interest Groups and let them know we are their liaison from the Leadership Team and invite open communication with us anytime

#### **6. Follow up on St Paul’s Property and Grounds Projects**

- New phone system
  - Telus is now installed with 3 phones in the office; a portable phone in the finance room and new phone beside kitchen
  - We still have our internet with MTS until we can hook up with Mornet
- Drinking Fountain Repairs
  - Done
- Repairs to broken downspout
  - Still awaiting Seamless Exteriors to have time
- Outdoor signage
  - We have the quote from Image Signs for \$2000.00
  - We shall look at other options while we await Property Discernment’s recommendations about the buildings such as: Roland’s sign
  - Key information we want to include on the sign will be
    - The United Church Crest
    - Pembina Parish St Paul’s United Church
    - Rev Cathie Waldie, Services at 1100 Sundays; Website address and phone #
    - We would want a street sign to be 2 sided
- Spring Clean-Up
  - June 2<sup>nd</sup> – will include window washing and shampooing chairs
  - Karen to put up poster with sign up sheet and email Laurie to add to bulletin.

## 7. Zion Calvin's Building Projects

- The Bell Tower is completed with some minimal outside work to be completed!!
- Sunday, June 17<sup>th</sup> there will be a Bell Tower Celebration at Zion Calvin. A joint worship service between St Paul's and Zion-Calvin will take place at 10:00 followed by a BBQ and picnic lunch outdoors (weather permitting).

## 8. Young Families Interest Group

- **Pizza Night May 25<sup>th</sup>**

### MOTION:

**Moved by** Louise Gardner, **Seconded by** Karen Dyck that we contact Leslie Andrew to ask her to send the bill for the pizza night to Louise for the church to cover costs. **CARRIED**

## CORRESPONDENCE

### Incoming:

- Thank you letter from Caring and Sharing for Pembina Parish's contributions throughout the year. Marlene will pass this on to the Outreach Committee through Sue Nelson.
- Letter from Presbytery Pastoral Oversight Committee Attachment I
  - We sent out annual reports to the Presbytery Oversight Committee
- Letter about Remit Decisions and Process Attachment II
  - Changes coming with Remit Decisions with approval coming in July
  - Terminology changes coming: Congregations/Pastoral Charge will now be called – "Communities of Faith"
  - The Denomination council will be sending out assessments and 4.5% of our total available revenues will be going into the national general funds.
  - Education about the Remits and transitions will occur for the congregation in September
- Transfer of membership for Amanda Wolfe to Winkler Mennonite church

### Outgoing:

- Thank You to Nancy – Louise will cover
- Thank You to Sunday School Teachers:
  - St Paul's:
    - Roxanne Le Blanc
    - Brenda Sloan
    - Chelsey Leblanc
    - Leslie Bezte
    - Lenora Fassett
  - Zion Calvin:
    - Karen Ching
    - Myra Amy/McElroy
    - Deb Hamilton

Karen to purchase gifts and cards for each to present May 13<sup>th</sup>

## NEW BUSINESS

1. MorNet (New Internet System for Morden)
  - Karen to email to express interest for St Paul's to join.

## REPORTS

1. **Finance: By Louise Gardiner**
  - Louise has pointed out a very important observation for Leadership:
    - **We are not spending as much on programming as we are on buildings and church maintenance**
    - **We are currently + \$11,700.00**
2. **M & P: By Karen Ching**
  - Meeting this week
    - Laurie concerned about buying office supplies
    - It was decided to give Laurie a budget of \$150.00 for office supplies
3. **Opportunity Fund: Deadline May 31<sup>st</sup>**
  - Considerations:
    - Sunday School projector and screen
    - Mics and sound system
    - Church signage
4. **Minister** – Rev. Cathie Waldie
  - Excited about the Worship Interest Group
  - Women's Retreat
  - Annual conference at the U of M at end of month
5. **Interest Groups**
  - 5.1. **Property Discernment – Marlene Holewka**
    - Meeting May 7<sup>th</sup> good attendance (about 30)
    - Groups set up to investigate the following:
      - Capital Planning
      - Right Sizing
      - Partnerships
      - Mission and Vision
  - 5.2. **St. Paul's Property and Grounds** – Karen Dyck
    - *Covered under Business Arising #6. .*
  - 5.3. **St. Paul's Choir** - Marlene Holewka
    - The Spring concert netted \$3380.00
    - Choir gave \$200.00 to the Ukrainian Dancers
    - Sound equipment will cost \$1200.00
  - 5.4. **Outreach**
    - No report

**5.5. St. Paul's Sunday School**

- Karen will follow up on the request for the Projector and Screen
- Karen will look into setting up a Young Children's Activity Area for the summer months June to September.

**NEXT MEETING DATE(S)**

- June 6th 2018 @ 4:30

**CLOSING**

- The Peace of Christ was given to all parting members by Rev Cathie Waldie

**ADJOURNMENT**

- Meeting adjourned at 1900

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**Marlene Holewka, Chairperson**

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**Karen Dyck, Recording Secretary**