

PEMBINA PARISH LEADERSHIP TEAM MEETING MINUTES
St. Paul's United Church Library, Thursday February 7, 2019 4:56 PM – 9:31 PM

CALL to ORDER: 4:56 PM

OPENING WORSHIP Rev. Cathie Waldie opened with discussion about our winter. Despite the challenges of cold, snow and white outs, Manitobans are thriving. We took turns reading paragraphs of "A Winter's Prayer" by Jeeva Sam (attached). Then we read the words to *When the Wind of Winter Blows*, More Voices #71.

ATTENDANCE: Rev Cathie Waldie, Marlene Holeyka, Bruce Lyng, Margot Craig, Louise Gardiner and Leslie Bezte

APOLOGIES - Brian Saunderson and Deb Hamilton

APPROVAL OF AGENDA

MOTION:

MOVED BY Louise Gardiner, **SECONDED BY** Margot Craig to approve the agenda with the following additions:

1. Under Correspondence: Letter from Edith Lovatt re St. Paul's House Groups
2. Under Finance: Opportunity Fund Request
3. Under Business Arising Use of Space: Sunday School Concern

CARRIED

APPROVAL OF MINUTES OF PREVIOUS MEETING – January 9, 2019

MOTION:

MOVED BY Margot Craig, **SECONDED BY** Bruce Lyng to approve the minutes of January 9, 2019 with the following changes:

1. Under **APPROVAL OF MINUTES OF PREVIOUS MEETING** – November 15, 2018 – Rev Cathie Waldie's Feb 11-18, 2019 leave is study leave not vacation.
2. Under **REPORTS 2. Finance** – money has been moved for the Operating Account to Savings to earn interest
3. Under **REPORTS 2. Finance** – Linda Knight assisted Laurie Wiebe with the transition to doing the bookkeeping not Linda Sandercock
4. Under **CORRESPONDENCE** – Transfer of Membership of Joyce Waldron from Trinity United Church in Winnipeg.

CARRIED

REPORTS

1. Finance – Louise Gardiner

- Louise presented the Profit and Loss Summary, the Summary of Flow Through Transactions and the Summary of Restricted Fund Transactions for the 2018 year; the December 2018 Balance Sheet; the Operations Budget Summary for 2019 and the 2019 Budget Proposal for Pembina Parish (all attached).
- In preparing the budget Finance Group considered a CDM salary of \$40,000 starting May 1, 2019. They came up with a formula that givings are dropping by 0.5% each year and that fundraising and rental income would be similar to previous years.

MOTION:

MOVED BY Louise Gardiner, **SECONDED BY** Margot Craig to approve the 2019 Budget as presented.

CARRIED

- Louise brought forward a request from the Opportunity Fund Interest Group. The ceiling mounted projector lamp is burnt out and the cost to replace the bulb is \$600. They are looking at a replacement projector for \$1550.
MOTION:
MOVED BY Louise Gardiner, **SECONDED BY** Bruce Lyng to approve up to \$2,000 toward the purchase of a new projector.
CARRIED
2. **Ministry Search Update re Congregational Designated Minister Position for information**
 - CDM Position was posted on Pembina Parish web site, Pembina Valley online, University of Winnipeg and Canadian Mennonite Bible College – Feb. 1, 2019
 - Information that the position was a 0.8 was missed. We can fix this on the web site.
 - There was some discussion about whether to post the salary range. We will need to decide the amount at another meeting. The CDM Position Description states salary will be based on qualifications up to \$40,000 per year.
 3. **M & P** – Bruce Lyng (as attached)
 - Thong is away until March 5, 2019. He is using four weeks of his 2019 vacation leave and 15 days of unpaid leave. Volunteers are covering his duties while he is away. There was discussion around keys and locking up during Thong`s absence.
 - M&P wants Leadership to start thinking of Rev Cathie`s retirement and succession planning
 - Bruce spoke of the success of the information exchange about Bill C-262
 4. **Minister** – Rev. Cathie Waldie
 - Pastorally Cathie is concerned with the heavy load – noting our bereavements over the past year are a significant loss, and also noting our aging congregation.
 - She will be on Study leave next week at Canadian Mennonite University for a conference on “Death, Funerals and the Christian Hope”
 - Rev Cathie is looking forward to LENT
 5. **Zion Calvin** – Rev Cathie Waldie reported that attendance has been sparse at Zion Calvin since Christmas
 6. **Interest Groups**
 - 6.1. **St. Paul’s Property and Grounds** – Louise Gardiner
 - The fire inspector came into St Paul`s and changed out 6 extinguishers.
 - 6.2. **Property Discernment Presentations**
 - Mission, Vision, Value Statements** - Introductory presentations Jan 20, Feb10 and 17.
 - Capital Planning Group Update**
 - Right Sizing the Church Update**
 - Earl Gardiner and Bruce Shewfelt presented updates at St. Paul’s Feb 3 and Feb 10 along with the Architect’s drawings and an opportunity to ask questions
 - Bruce Shewfelt will give the presentation to the Sunday School leaders at St Paul`s after church and at Zion Calvin on Feb 10.

6.3. Worship Interest Group – Rev. Cathie Waldie

- 2 recommendations came from Worship Interest group around pulpit supply and the guest books at St Paul`s

MOTION:

MOVED BY Louise Gardiner, **SECONDED BY** Margot Craig that for pulpit supply:

1. Ministry personnel and visiting lay person receive \$212 plus \$0.41 per km (up to 150km) for 2 x Sunday services
2. Ministry personnel and visiting lay person receive \$150 plus \$0.41 per km (up to 150km) for delivering the message only
3. Congregational members are volunteers (receive no pay) for conducting a service

CARRIED**MOTION:**

MOVED BY Louise Gardiner, **SECONDED BY** Leslie Bezte to remove the guest books from St Paul`s , leaving them in the office for 1 year should someone notice and wish to claim them, then disposing of them.

CARRIED**6.4. Other – none**

BREAK: 6:55 - 7:05PM

ANNUAL MEETING AND DESSERT WITH OUR ELDERS**7:05 - 7:35PM****GUESTS:** Doug Lone, Joan Peters**REGRETS:** Karen Ching**DISCUSSION:** Refer to discussion questions (attached) sent out to our Elders prior to meeting

- Karen Ching`s answers to the questions are attached
- Doug and Joan offered their responses summarized below:
 1. Value the worship place and minister. Congregation members are always willing to help
 2. This excitement is seen in the Sunday school kids and teachers. Young couples are starting to be more involved with Sunday school. The Spring Concert has lots of energy. Volunteers are there when needed.
 3. Frustration with House Groups – some work well, others do not. Renters use the sound system and it is not left the way we had set it. Also things like batteries disappear from the sound system components.
 4. It is important for us to come together as a group. Not all churches welcome everyone as we do. Personal touch on connecting with people. Mission and Service goes beyond our local church. We get to hear about it on a weekly basis.
 5. We need to listen to the Discernment Committees. We don`t know where we go from here. We are impressed with the process to reach the decisions. As a life-long member of St. Paul`s it is hard to accept change. Money is a contentious issue.
 6. There is a solution to the property discernment – wherever or whatever that looks like. We have ministers in place. We grow our congregation. We are still worshiping in Pembina Parish
- Marlene asked the elders if they thought information is getting out there? Is the newsletter and News and Notes good enough? Do people prefer personal one-on-one dissemination of information? They were not sure how to respond to that.
- Marlene thanked the elders for spending time with us and they left us to finish our business meeting.

BUSINESS ARISING / UNFINISHED BUSINESS

1. Nominations for the term 2019 – 2020

- We will continue to work on this.

2. Policy Review

- Pembina Parish Information and Policy for Weddings (attached) was reviewed and revisions were made

3. Use of Space Discussions

- **Genesis House Quiz Night** – March 7, 2019 – Do we require them to take out the game where participants can pay \$1. and then have the chance to win back half of the money paid and the other half goes to Genesis House – or the winner donates their half also to Genesis House? We had some discussion around this and decided to let them have a game of chance since it is not the primary activity.
- **Payment Policy for Not for Profit Groups that rent our building E.g. Request from Al-Anon, and Habitat for Humanity group.**
We had some discussion around this about liability. Who do we charge and who do we not charge? We could put a line item on the budget for these kinds of expenses as outreach. This discussion will be deferred to the next meeting.
- **Fountain of Life use of space outside of their rental agreement during the week**
Deferred to next meeting
- **Other**

4. Status on replacement of Projector for the Sanctuary - discussed under Finance report - Request from Opportunity Fund Interest Group

CORRESPONDENCE

Incoming:

- **Letter from Edith Lovatt re St. Paul's House Groups** (attached)
Edith is concerned with the lack of house group leaders and participation in duties. She is getting volunteers for March currently. April, May, and June have good leadership. July's House Group has no leader, and she cannot continue in the role of co-coordinator for July. Edith made some suggestions for change in this system, stating the most difficult duties to fill are Sunday School snack, before church coffee time, and for some houses, Communion. Margot and Bruce offered to help with Sunday morning coffee preparation. Marlene will contact Edith and inform her we will look at this concern after the Annual Meeting.

Outgoing:

- **Thank you Notes:** none at this time

NEW BUSINESS

1. Suggestion that we have a written guideline for when to cancel church services, meetings, activities due to winter weather conditions.

Who decides?

Based on what conditions? Wind Chill Factor of 45 degrees C, Blizzard, Blowing Snow, Road Closures

Who do we notify – Minister, Pulpit Supply Person, Sunday School teachers, Choir Leader, Pianist, Congregation

How do we give notice?

(Policies from Western and Garden Valley School Divisions are available as examples.)
We deferred this discussion to a future meeting

2. This Sunday, Feb 10, 2019 after church there will be training surrounding the Duty of Care Policy for Vulnerable People. Sunday school teachers, pastoral care givers and people working with refugees and new-comers have been invited to attend. Lunch will be served. Leslie offered to prepare and deliver the power point presentation.

NEXT MEETING DATE(S)

Business Meeting – Wednesday, February 20, 2019 4:30PM

Purpose: To review the proposed changes to the Pembina Parish Constitution, review our goals and objectives, (accomplishments) for 2018 – 2019, complete unfinished business from this term, and prepare for Annual Meeting.

Mission Vision Values Meeting Friday, February 8, Time to be announced

CLOSING: Rev Cathie closed with prayer.

MOTION to ADJOURN at 9:31PM