

**PEMBINA PARISH LEADERSHIP TEAM MEETING MINUTES**  
**St. Paul's United Church, Wednesday, September 12th 2019, 4:30 p.m.**

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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**CALL to ORDER** at 4:38PM

**OPENING WORSHIP** Rev Cathie Waldie read from Romans 12 – talking about the gifts we are given. She shared select readings from the United Church publication *2018 Year In Review*. Rev Cathie distributed Mission and Service bookmarks to all Leadership Team members with the prayer *Heartfelt Thanks* printed on it. We read the prayer together.

**MISSION, VISION, VALUES Round Table** - We went around the table, each of us sharing our 2 favorite words from the mission statement. Louise Gardiner shared that the Stewardship Team challenged their group to see how our spending correlated to our core values. They found 43% to INSIDE (caring): 27% to OUTSIDE (sharing): 30% to UPSIDE DOWN (learning). Leslie Bezte shared that she found our same core values printed in the Sports section of *The Morden Winkler Voice*. Rev Cathie Waldie challenged people at a recent church group meeting to remember the Mission statement and they remembered the triangle.

**ATTENDANCE** Rev Cathie Waldie, Brian Saunderson, Deb Hamilton, Louise Gardiner, Margot Craig, Leslie Bezte and guests Rev Melanie Kauppila, Marlene Holewka, Martin Worrall and June Steiner

**REGRETS** Bruce Lyng

**APPROVAL OF AGENDA**

**Motion:**

**MOVED BY** Deb Hamilton **SECONDED BY** Margot Craig to approve the agenda with the following changes: The bullets under Reports 5.6.3 Property Discernment should not be on the agenda. We will move Church pictorial directory and Signs from the BULLPEN ITEMS to BUSINESS ARISING/UNFINISHED BUSINESS. **CARRIED**

**APPROVAL OF MINUTES OF PREVIOUS MEETING –**

**1. May 26<sup>th</sup>, 2019 special meeting**

**Motion:**

**MOVED BY** Louise Gardiner **SECONDED BY** Margot Craig to accept the minutes of May 26, 2019 special meeting as written. **CARRIED**

**2. July 25<sup>th</sup>, 2019**

**Motion:**

**MOVED BY** Deb Hamilton **SECONDED BY** Margot Craig to accept the minutes of July 25, 2019 as written. **CARRIED**

**BUSINESS ARISING/UNFINISHED BUSINESS:**

- 1. Congregational Designated Minister position – update** Brian Saunderson and Leslie Bezte met with Roxanne LeBanc last month to discuss her thoughts on considering the CDM position. While she gave it a lot of thought she is not interested in taking this on at this time. We will suspend our search for a CDM for now.
- 2. Request to waive kitchen rental for Women’s Retreat (October)**

**Motion:**

**MOVED BY** Deb Hamilton **SECONDED BY Louise Gardiner** to waive the kitchen rental for the Pembina Parish Women’s Retreat. **CARRIED**

- 3. Fountain of Life** The sound system continues to be abused. Brian Saunderson sent an e-mail to the Fountain of Life that they will no longer have access to the sound system. They did not respond. So the key needs to be put away so they will not have access.
- 4. Covenant with Prairie to Pine Region** Marlene Holewka, Rev Cathie Waldie and Laurie Wiebe worked on this document (attached). We need to attach our constitution, get it approved by Leadership and then it goes to Prairie to Pine Regional Council for review. Then we can share it with the congregation at some time. Brian will send a thank you note to Marlene Holewka and Laurie Wiebe for working on this. Once approved Leslie Bezte will sign, date and give the document to Laurie Wiebe to send off.

**Motion:**

**MOVED BY** Leslie Bezte **SECONDED BY Louise Gardiner** to approve the Covenant of Mutual Commitment, Accountability and Support between Pembina Parish Pastoral Charge and Prairie to Pine Regional Council. **CARRIED**

- 5. Minister succession planning (6:30pm)**

Rev Melanie Kauppila, Marlene Holewka, Martin Worrall and June Steiner joined us for a roundtable discussion about the process for a new minister search. Mel comes from Altona United Church and has been appointed to act as liaison for the committee facilitating the minister search. The other guests are considering being part of the search committee. Melanie talked about the online resources available for the community of faith profile. It was suggested 2 committees could be formed - one to do the preparations and one to do the hiring. The committee needs to compile the `story` of our community of faith. We can use recent IMNA survey, needs assessments (old JNAC) and minister profiles as resources. Be clear and concise with the information. Financial viability review forms (available online) must be completed also. Make sure there is a minimum of 3 month`s salary reserve. Once the position and profile is approved we must post on **Church Hub**. We could post information, perhaps a video about our parish on **Church Hub** to draw interest now. Laurie Wiebe has already put Pembina Parish on this site. We can also post our Mission/Vision/Values on there. We should aim to have the position posted by January 2019. We could also advertise in *Broadview* once the position and profile are approved saying to contact whoever the contact person is for the Community of Faith profile. Our group asked if we could advertise on a website, local paper or Facebook once the position and profile is approved. Melanie will try to find this answer. Melanie said her role is to gather the group together, keep confidentiality, etc. She will attend all meetings but the committee does the work. We need about 5 committee members and a couple of months to do the process.

- 6. Signs – Pembina Parish** The Banner Group is working on ideas about this. Brian Saunderson will go to Eagle Eye Printing to see if they can draft up signs of our Mission

and Vision statements. We talked about the possibility of digital signage for St Paul's United Church. We may have to wait and see how the renovation proceeds before going ahead with this.

7. **Church Pictorial directory** Rev Cathie Waldie had a discussion with the directory organizer as to whether to publish before the minister leaves or after the new minister arrives. He suggested that it takes approximately 6 months for a directory to be put together so we should start this process in the early spring. We can have most of the directory done with the exception of adding the new minister.

## REPORTS

1. **Finance** – Louise Gardiner presented the financial report (attached). She noted that givings appear to be down, but after the Stewardship drive this should even out. We are sitting at a net surplus of \$27,761.54. She presented a new way of reporting the restricted funds. Rev Cathie Waldie questioned why the grant money received for Zion Calvin was not shown on the Restricted Funds Summary. Louise will check into this. Finance Group was asked how to fund the upcoming roof repair so they could advise Leadership Team on the decision. They suggested using Operating Savings (sitting at \$130,192.19) then start a fundraising campaign immediately. Wes Schroeder and Alex Fedorchuk were asked if they wanted to sit on a committee to brainstorm on how best to finance the repairs and they agreed. MJ Roofing said the worst case scenario for roof repairs is approximately \$107,000.

### Motion:

**MOVED BY** Louise Gardiner **SECONDED BY** Margot Craig to use the Operating Platinum Savings account to pay for roof repairs at St Paul's. **CARRIED**

It was agreed that Louise Gardiner will approach the congregation to let them know about the fundraising appeal

2. **Minister** no report
3. **Ministry and Personnel Committee** Rev Cathie Waldie will be on study leave Nov 11-18, 2019. Laurie Wiebe is doing on-line courses
4. **Zion-Calvin** no report
5. **Interest Groups**
  - 6.1 **St. Paul's Property and Grounds** – CEU roof discussed in Finance
  - 6.2 **Worship** no report
  - 6.3 **Property Discernment** no report
  - 6.4 **Outreach** no report
  - 6.5 **Sunday School(s)** no report
  - 6.6 **House Groups** no report
  - 6.7 **Other**

## CORRESPONDENCE and Thank-you cards

1. The Lions are requesting the use of the CEU for **Christmas in the City** on October 25-26, 2019. It was agreed the space is available to rent at that time.
2. The Double bass instructor would like students to pay the church direct for rental since they only have lessons 15 times per year. Currently the Cello students pay \$36.75/student /year. Since the instructor is renting the space he should be paying the church direct. This should be sorted out between the instructor and the parish.

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3. The Girl Guides sent a thank you card to St Paul's and a case of Girl Guide cookies for the use of the space last year. We will use the cookies for Back to Church Sunday and acknowledge the Girl Guides in the bulletin.
4. Singing group Saskia & Darrel are requesting the use of the church to perform their concert ``The Great Plains`` and allow the church to benefit from the performance as a fundraiser. If we sell over 150 tickets at \$20/ticket we can have 50% of the profits. They gave a few dates. We will book them for Nov 1, 2019.

**BULLPEN ITEMS**

1. **Policy for weather cancellation of Church activities**
2. **Vacant Leadership Team spot**
3. **Church keys – organize – who should have one?**
4. **Funeral Policy** – this item is for the Worship Committee to deal with so we will remove
5. **Signs – Pembina Parish** discussed in BUSINESS ARISING/UNFINISHED BUSINESS
6. **Church pictorial directory** discussed in BUSINESS ARISING/UNFINISHED BUSINESS
7. **Fountain of Life agreement due January 2020**

**NEXT MEETING(s) DATE** October 23, 2019 at 4:30

**CLOSING WORSHIP** Melanie Kauppila closed with prayer

**MOTION TO ADJOURN** at 7:36PM