

PEMBINA PARISH LEADERSHIP TEAM MEETING MINUTES
St. Paul's United Church, Wednesday, November 18th, 2020, 7:00 p.m. ONLINE

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.

CALL to ORDER at 7:07PM

OPENING WORSHIP Rev Carrie Martens opened with prayer.

ATTENDANCE: Brian Saunderson, Leslie Bezte, Kathryn Luger, Margot Craig, Louise Gardiner, Rev Carrie Martens, Lynne Sanderson and Karen Dyck. Esther Rothenburger attended by phone.

APPROVAL OF AGENDA

Motion:

MOVED BY Karen Dyck **SECONDED BY** Louise Gardiner to approve the agenda with the following additions: Under BUSINESS ARISING add COVID protocols and cleaning; under REPORTS 4. Interest Groups add 4.13 Fall Supper; and under NEW BUSINESS add Nominees and Appointees for 2021-22. **CARRIED**

APPROVAL OF MINUTES OF PREVIOUS MEETING

1. October 28th, 2020

Motion:

MOVED BY Louise Gardiner **SECONDED BY** Karen Dyck to approve the Leadership Team Meeting Minutes of October 28, 2020 as presented. **CARRIED**

2. Conference Call – November 4th, 2020

Motion:

MOVED BY Kathryn Luger **SECONDED BY** Esther Rothenburger to approve the Leadership Team Conference Call Meeting Minutes of November 4, 2020 as presented. **CARRIED**

3. Special Meeting – November 8th, 2020

Motion:

MOVED BY Margot Craig **SECONDED BY** Karen Dyck to approve the Leadership Team Special Meeting Minutes of November 8, 2020 as presented. **CARRIED**

BUSINESS ARISING/UNFINISHED BUSINESS:

COVID protocols and cleaning – Leslie Bezte asked if cleaning was still taking place with the church closed. Rev Carrie Martens indicated, yes. Leslie was concerned about the frequently changing provincial orders. She felt she was not able to keep on top of changes when people were depending on her to guide them. She noted that Laurie Wiebe is often communicating the changes to her so wondered if perhaps Laurie should take on the role of adjusting and communicating the COVID protocols. The Team indicated that Laurie was great at forwarding information to various persons to assist with their responsibilities and commended Leslie on the job she was doing. If she would continue in this role they would appreciate the insight and expertise she added to the role.

MISSION STATEMENT AND VISION ROUNDTABLE:

It has been a challenge to live out our Mission and Vision without gathering. We are excited to use technology and get better connected. For example we could have a Zoom coffee chat before the service. The Search Team members were able to explore their faith and grow spiritually during the process. The Fall Supper was evidence of social justice – including a prayer and recycling piece showed care for the environment. Throughout this time Leadership Team has shown transparency and integrity.

REPORTS

1. **Finance** – Louise Gardiner prepare the financial report (attached). Of note: an anonymous parishioner paid for the expenses of the Fall Supper; Rev Carrie Marten’s moving expenses were substantially less than budgeted for.
Louise is starting to think about budgeting for next year. She encouraged us to talk to our Interest Groups to see what expenses they anticipate. If the group has large one-time expenses try to predict the month in which that expense will occur. She suggested looking at initiating parts of the renovation- the Narthex or carpets. A question was raised as to whether the renovations will need congregational approval again at the upcoming AGM. At last year’s AGM a motion was passed to fix the roof, fundraise and start the renovation process. Given the COVID situation we had to put fundraising on hold but the roof, furnace replacements and HRV installation have proceeded. Discussion: Repairs to the Narthex are needed but it was not part of the retrofit. We should hold off on the kitchen repairs (warming oven repair or replacement, for example) until we are actually ready to renovate and use the kitchen. Piano repairs that were delayed due to parts being unavailable could proceed now while the church is closed.
2. **Ministry and Personnel Committee** – Karen Dyck met with Laurie Wiebe last week and Laurie is very excited about all the changes to her hours.
3. **Zion-Calvin** – Kathryn Luger reported that as a result of the fire drill they found that a light needed to be installed at the Sunday school fire exit and discovered a boarded up window that could be restored. She reported that Laurie Wiebe’s first visit to the Zion Calvin office was evident. She began a long overdue re-organization of the office. Karen Dyck suggested that Zion Calvin could possibly get a land line for the office now that Laurie and Rev Carrie Martens will be there more frequently. It would be ~ \$30/month. Kathryn Luger agreed and will investigate this further.
4. **Interest Groups**
 - 4.1 **St. Paul’s Property and Grounds** - Karen Dyck reported that the HRV installation is almost complete. The speakers in the Narthex and CEU are not working and need attention. She will get David Destoop of Morklers to check what needs to be done to get them functional again.
 - 4.2 **Worship**
 - a. **virtual worship now and long-term**
 - b. **equipment needs?**Rev Carrie Martens reported she would like to get a feel for what we have for virtual capabilities before purchasing anything new. She will record the service with the

laptop this Friday and see what issues arise. There are many software choices out there for editing so she needs to see what will work with our system. Recording by phone is one of the best ways to record and one can add on accessories without much investment. Phones have capabilities for panning, connecting to mics, etc. Even when we gather in person we will want to keep recording to reach out to those not attending in person. We will need to engage /train several assistants to help with recording. Carrie felt we could purchase 2 sets of tripods and lights so the recording systems could be utilized by other Interest Groups in the parish – perhaps Sunday school or Stewardship. The systems would be very portable. Lynne Sanderson indicated there were many resources on Edge for livestreaming. Carrie mentioned that she also found many resources on Facebook.

4.3 Property Discernment

4.4 Outreach (Soup and Pie)

4.5 Sunday School(s) – getting started – Leslie Bezte noted they had stated to make plans for Sunday school including continuing to collect gifts for St Matthews Maryland community ministry. They wondered about doing a virtual Christmas play. Rev Carrie Martens suggested we will not be in worship until the New Year and we should not anticipate meeting with Sunday school in person until then as well. Collection for St Matthews Maryland gifts will occur Nov 24 and 25 at St Paul’s during office hours and Dec 2 from 4-6:30pm. Drop off will occur between the outer doors since the church will be closed to the public.

4.6 House Groups

4.7 Minister Search

4.8 Pastoral Care

4.9 Opportunity Fund Requests

4.10 Affirming Conversation

4.11 Poinsettia- Brian Saunderson reported that since we will not be delivering poinsettia’s this year Myrna Mayor wondered if Rev Carrie Martens could write a message to include in the cards she will be sending out to shut-ins and those who have lost a loved one through the past year. Louise Gardiner asked if we could include a candle as well. Both ideas were well received.

4.12 Stewardship – Brian Saunderson reported that the Stewardship campaign will not occur this fall but they will try for the spring. Louise Gardiner noted that in the past our givings seem to increase at this time of year so hopefully this continues.

4.13 Fall Supper - Louise Gardiner reported that with the anonymous donation to cover Fall Supper expenses we raised \$5624.99 at this year’s event!

NEW BUSINESS

Nominees and appointees for 2021-22- Louise Gardiner reported that Nancy Penner has agreed to accept the nomination for Treasurer for next year. Leslie Bezte reminded us that she and Margot Craig will be done their term on Leadership this coming year. Brian Saunderson asked us

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all to review the positions of nominees and appointees for the upcoming year and approach potential persons to fill these upcoming vacancies.

CORRESPONDENCE and Thank-you cards – Sharon Deceuninck submitted a report on the Prairie to Pine Layperson’s virtual meeting (attached).

BULLPEN ITEMS

- 1. Church signage outside/inside**
- 2. Church photo directory**

NEXT MEETING(s) DATE December 16, 2020 at 4:30PM

CLOSING WORSHIP – Before closing Rev Carrie Martens noted that Blue Christmas will happen this year but not in the usual way. We share this responsibility in tandem with St Thomas Anglican church and it is our turn to host this year. Carrie closed in prayer.

MOTION TO ADJOURN at 8:55PM

Chairperson

Recording Secretary