

PEMBINA PARISH LEADERSHIP TEAM MEETING Minutes
St. Paul's United Church Wednesday, June 6, 2018 4:30 PM

CALL to ORDER @ 4:35

OPENING WORSHIP

- Lead by Rev Cathie Waldie
- Joshua 1:6, 7 & 9 "Be Strong and Courageous... For the Lord your God will be with you wherever you go"

ATTENDANCE

- Marlene Holewka (chairperson) Rev Cathie Waldie, Louise Gardiner (Finance), Leslie Bezte Karen Dyck (secretary), Deb Hamilton, and Cathy Lone (M&P rep). Regrets: Margot Craig

APPROVAL OF AGENDA

- As circulated, all in favor.

APPROVAL OF MINUTES OF PREVIOUS MEETING – May 9, 2018

MOTION:

Moved by Leslie Bezte, **Seconded by** Deb Hamilton, to accept May 9th minutes with the following clarification of the M&P report. "That we amend the statement that Leadership allow Laurie a limit of \$150.00 for the purchase of unapproved office supplies. The overall budget for office supplies is \$1500.00 yearly. **CARRIED.**

BUSINESS ARISING

1. Policy Review:

1.1 Funeral/Memorial Policy and Information – Changes from Worship Group

- Cathie Waldie presented the latest version with some minor wording changes i.e. changing "Organist" to "Pianist" and adding in the following "Note of discretionary honorarium for soloist/musician" and changing the date of revisions on front and back of pamphlet to June 6, 2018

MOTION:

Moved by Leslie Bezte, **Seconded by** Louise Gardiner, to accept the latest version of the Pembina Parish Funeral/Memorial Policy and Information Pamphlet. We will be awaiting some additions specific to Zion Calvin. We hope to finalize this policy with the Zion Calvin additions at the September meeting.
CARRIED

1.2 Use of Space Agreement

- Marlene guided the review of the latest version of the "Use of Space Agreement". It was decided that it would be best to have our insurers "BSI" review our agreement to check for completion and any red flag's that we should be aware of. After the review by the insurer, the Board of Trustees would like to review this amended policy.
- Leslie has offered to call around to check on rental prices of other churches and public buildings

- It was discussed that if Laurie has a concern about a particular rental request that she have a contact member of the Leadership team. Louise Gardiner has volunteered to be the contact person.
- It was also discussed that we need to review our long-term contracts for “Fountain of Life” and our music teachers, along with discussion of finances for our newcomer family. – Special meeting date of July 25th to deal with these reviews.

2. Process for Welcoming Newcomers – No response to notice in bulletin:

- It was decided to present a more detailed explanation of the process to the congregation in the fall and approach people individually
- Some ideas of how to be more welcoming:
 - Move the coffee trolley to the front of the narthex, beside the doors entering the sanctuary to catch newcomer’s eyes quickly and invite them to grab a cup of coffee or water
 - To invite all parishioners to wear name tags

3. Young Families Interest Group

- Pizza Night, May 25, 2018, organized by Leslie Andrew and Bruce Shewfelt
 - Leslie gave us a written report which stated the following:
 “First off the pizza was wonderful. Bruce did a great job, thanks. Sunday school support was great – 4 adults but the turn out was a bit disappointing. A number of last minute cancellations. We had 3 families represented, 3 adults and 5 children. Bruce and I representing discernment and my Brian came for pizza. Some good discussion, information shared and the young adults knew very little about the discernment. We all agreed that we need to encourage other young families to come to church. Suggestion we host a family night once a month. No one stepped forward to plan the next event.”
- Next steps:
 - Leslie Bezte is interested in leading this group

4. Morenet:

- Not available to the St Paul’s area yet

5. Minister Search Update:

- No applicants yet

CORRESPONDENCE

Incoming:

- Email from Laurie Wiebe asking if we have a policy on Service Dogs
 - We will defer this till fall
- Email from Laurie Wiebe regarding expiry of 5 year copier lease
 - Laurie willing to research potential copier rentals from Friesen and Toshiba
- Pembina Hills Arts Council Request to book CEU and 123 Room April 2019 for 38th Annual Central Region Juried Art Exhibition
 - Details of the Rental include:
 - Set Up April 22 afternoon

- Drop off of Art work April 23
- Display finished noon April 23 noon
- Jurors start 1pm April 23 and finish Thursday April 25th 11am,
- Artists talk to Jurors April 25th 7 – 9pm
- Open reception to public April 25th 7 -9
- Take down early April 26
- We need to ensure that the number of days needed for this event do not conflict with any other folks leasing the church.
- Email from Cathie Waldie regarding consideration of providing temporary housing for newcomer family that the Refugee Sponsorship Committee is trying to support
 - The family does not like the idea of such a big space and they are hoping to obtain an apartment through Manitoba Housing very soon.
- Interest Group Proposal from Kaye Lyng Re: Women's Retreat and request for Deposit

MOTION:

Moved by Louise Gardiner, **Seconded by** Karen Dyck, that we cover the deposit of \$250.00 for the October 13th Women's Retreat at A Rocha.

CARRIED

- Cathie shared the 2 certificates of Thanksgiving for M&S donations that arrived from National Office for both St Paul's and Zion Calvin. We will post them on the bulletin board for all members to see

Outgoing:

- Thank You's Needed:
 - Sue and Ted Nelson and crew for the decadent Mother's Day Brunch and Fund Raiser – (Marlene will cover)
 - Lesley Andrew and Bruce Shewfelt for organizing the Pizza Night (Karen to cover)
 - Brenda, Reid and Aubrey Sloan for planting the flowers in front of the church (Karen to cover)

NEW BUSINESS

REPORTS

1. **Finance: By Louise Gardner**
 - As of May 31st, 2018 we have a surplus of \$12,000.00 (which is \$4962.00 less that projected)
 - It was discussed that it would be helpful for members to know the finances on a quarterly basis. Louise will post the Statement of Profit and Loss Summary in the news and notes and bulletin quarterly.
2. **Opportunity Fund: By Louise Gardiner**
 - Have not met yet

3. M & P: By Cathy Lone

- Cathie Waldie's vacation: July 1 – 14th; August 6th and September 3rd
- Laurie Wiebe will be off June 14 and 15th
- Looking for coverage for Faye for summer

4. Minister – Rev. Cathie Waldie

- Attended the Annual Conference Meeting at the U of M. Found it very exciting and informative

5. Zion Calvin:

- Excited about the Bell Tower opening , joint service and picnic June 17th

6. St Paul's: No report

7. Interest Groups:

7.1. Property and Grounds – Karen Dyck

- Spring Clean Up: Windows done and chairs shampooed
- New phones: working well
- Downspout Repair - pending
- Painting Lines on Parking Lot: - town not able to use their street sweeper to clean parking lot, so will arrange crew to do this by hand one day.

7.2 Property Discernment – Marlene Holewka

- Plan for the revision of Mission Statement and development of Values and Vision statements:

- This is the responsibility of the Leadership Group
- Discussion as to how to make this an inclusive statement, while engaging the congregation for ideas
- Before we resume this fall – the leadership needs to review the results of the Identity, Mission and Needs Analysis (IMNA) survey again and lead discussion with the congregation as to what future vision and values they see Pembina Parish providing
- Discussed the possibility of having a Mission Statement Idea Board in the Narthex and invite folks to add their ideas to the board of what they see the mission of Pembina Parish should be.

7.3. St. Paul's Choir - Marlene Holewka

- Approximately \$1265.00 worth of sound system equipment is on order

7.4. Outreach

- No report

7.5 St Pauls' Sunday School:

- Quality gently used toys needed
- Encourage all leadership members to be on the look out for appropriate toys for our pre-schoolers

7.6 Zion Calvin's Sunday School:

- Wind-up June 17th
- Zion Calvin will be singing at the Bell Tower Celebration

7.7 Worship:

- **Discussion as to how summer services should go:**

MOTION:

- **Moved by** Deb Hamilton, **Seconded by** Leslie Bezte, that St Paul's will stay open all summer except for July 1st (Memorial Service) and August 26th (Corn and Apple Services)
- Zion Calvin will close July 8 – August 5th inclusive

CARRIED

Rationale is the difference in attendance numbers at each church and the larger number of people affected in Morden

- There will be a joint Worship Service and Picnic (Fall Kick Off) September 9th at Morden Park

7.8 Other Interest Groups: No further reports

NEXT MEETING DATE(S)

- **July 25 @ 4:30** to discuss "Use of Space Agreement; Long Term Contracts; and Refugee funding
- **September 5th @ 4:30**
- **September 12 @ 4:30**

CLOSING

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

ADJOURNMENT

- Meeting adjourned at 8:00 PM

Marlene Holewka, Chairperson

Karen Dyck, Secretary