

PEMBINA PARISH LEADERSHIP TEAM MEETING
St. Paul's United Church, Morden, MB Thursday, Nov. 9, 2017 4:30 PM

CALLED to ORDER at 4:45pm

OPENING WORSHIP: Rev. Cathie Waldie recently visited Ireland she spoke of St. Bridget and then read a reflection on Bridget.

Present : Louise Gardiner(Finance), Bev Wilson, Marlene Holewka (chairperson), Cathy Lone (M&P rep), Rev. Cathie Waldie, Edith Lovatt (secretary), Karen Dyck (@5:50).

APOLOGIES: Debbie Hamilton

APPROVAL OF AGENDA: **Motion moved by** Louise Gardiner **seconded by** Cathy Lone that we accept the agenda as circulated. **Carried.**

APPROVAL OF MINUTES OF PREVIOUS MEETING – Sept. 14, 2017

Motion moved by Bev Wilson, seconded by Louise Gardiner that we approved the minutes as circulated. **Carried.**

BUSINESS ARISING

1. **Update on Meeting with Youth Representatives from:**
 - 1.1. Response to Newsletter request for Youth Group Leader for St. Paul's
There has been no one step forward to be the youth group leader.
 - 1.2. Zion Calvin – Debbie Hamilton- tabled
2. **Update on process of looking for a second Minister – Edith Lovatt**
 - 2.1. Appointment of members to Ministry Profile Committee
A meeting set for Nov 15th, with Rev. Harold Kenyon for training on the new Ministry profile documents.
Motion moved by Edith Lovatt seconded **by** Louise Gardiner, that Sue Nelson, Karen Ching, Maureen Irvine, Hugh Lumgair, and Edith Lovatt be accepted as the representatives for the Minister search group. **Carried.**
3. **Update on Management of the St. Paul's Property and Grounds Responsibilities – Karen Dyck**
 - 3.1. Volunteers – Property and Grounds Coordinator, Movers and Shakers
-Glenn Dyck has taken over the position of Property and Grounds Management Coordinator. Movers and Shakers is a little loose at this time but some people have signed up.
 - 3.2. Fall Cleaning Event at St. Paul's about 30 people came out at 9 a.m. cleaned all morning shared lunch together and finished up by 2 p.m.. The entire building got a good cleaning; the gutters and the roof were cleaned. Karen Dyck will do a little write up with pictures for the Christmas news letter.
4. **Status of complaint expressed by participant of Vendor Market held in CEU August 26, 2017**
-there has been no further communication with this complainant. At this time we will close off this issue.
5. **Update on Newsletter**
Deadline for submission to the Advent Newsletter is November 28 – Ideas for Submission from Leadership Team to the Newsletter welcome today and before November 20th.
6. **Quotes for outdoor signage at St. Paul's from Image signs ,** for about \$2000.00 we could get some signage across the front entrance way. We need to keep in mind that the discernment process

is still ongoing. Louise Gardiner reminds us this needs to be a budget item to be voted on at the annual meeting 2018, or put a request in to the Opportunity fund.

Motion: Moved by Karen Dyck, seconded by Bev Wilson that the current sign be moved for better visibility and that the Aluminum over the door signage cost be put forward to the Opportunity fund. **Carried.**

7. Response to request for a Sound Person Volunteer to cover Joe Cawley's schedule at St. Paul's

- Many folks have been asked but so far no one wants to take this on.
- there is also help needed for funerals, as the current person might be busy
- put a plea in the News and Notes,
- Marlene Holewka will ask if there is a choir member who might do this occasionally.

8. Request by Many Hands for Rental of Room 1 & 2 for storage for one year starting January 2018

- Table for this week.

9. Affirming Ministry associated activities

9.1. September Movie Night : had a dozen people come watch a video ('For the Bible Tells Me So') on Gay and Lesbian folks , people spoke about wanting a bible study on the Bible passages that refer to the Gay/ lesbians

-Cathie Waldie has asked Patrick Woodbeck to come and speak on the Affirming Ministry.

9.2. Upcoming Events, none at this time.

CORRESPONDENCE

Incoming:

- Donation: Received a bequeath of \$10,000.00 from Gary Bartleman's estate.
- Stewardship Luncheon Report by Shannon Holenski: 65 people attended,
- Interest Group Proposal for Fall Supper: Requested a budget of \$2,000.00.
- Interest Group Proposal Christmas Poinsettia Ministry: a budget request of \$800.00
- Notice of Public Hearing, Monday, November 20, 2017: Inviting us to attend a rezoning for the house at 180 Nelson.
- Regional Connections is wanting to have more rental space on Dec 13th for their annual Christmas party. They are asking to use the foyer, and the sound system. No extra cost for the foyer, will be charged for the sound system, Edith Lovatt will try and learn the sound system. A one hour caretaker service charge should be added.
- Need to ask the Sunday school group if they plan to put up the small Christmas tree in the CEU
- Cello recital request for Dec 8 & 15th. from 6 to 7:30, to use the sanctuary. Decided that we need to stick to our policy as far as charging a fee for use.
- Brenda Sloan writes that it is difficult to get WIFI in all the places in the building. Dave Destoop is the tech support here. Karen Dyck will follow up on this concern. It is important for the whole building that all this technology piece is in place.
- From BTHC asking for a donation to support the spiritual care coordinator, this will be forwarded to the Outreach interest group.

Outgoing:

Thank you notes to be sent:

- Glenn Dyck for taking on the position of Property and Grounds Management Coordinator. Marlene Holewka will do
- Al and Brenda Sloan and Betty Dunbar cleaned up under the pit area—Louise Gardiner will do

- Leslie Andrew for heading up the Fall supper- Bev Wilson will do.

NEW BUSINESS

1. **Budget Preparation** – Interest Group Liaisons to meet with their Interest Groups to assist them with filling out their form pertaining to a review of their special interest and their plans, goals, and associated financial needs for the year 2018, and return to Louise Gardiner ASAP.
2. Schedule **Meeting with Elders** Targeting Jan 11th. 2018
3. Schedule **Review of Pembina Parish Constitution** (Refer to Work Planning Guide)
-Marlene Holewka & Cathie Waldie will take the constitution.
4. Prioritize and Schedule Target Dates for **Review of Policies** (Refer to Work Planning Guide) Tables
-Karen Dyck will look at duty of care,
-Edith Lovatt Funeral policy ,
-Louise Gardiner, Cathy Lone and Marlene Holewka use of space policy,
-Marlene Holewka & Cathie Waldie will take the constitution.
-Bev Wilson & Cathy Lone will look at the Wedding policy
Try and have these ready to review at the next meeting.
5. Schedule **Nomination Planning Meeting** (Refer to Work Planning Guide) Tabled

REPORTS *(Highlighted reports are given each meeting and the others as updates occur)*

1. **M & P** –Cathy Lone reports, discussed the need for a worship interest group. Looking at people who are willing to do a one year commitment. Duties to include pulpit supply and special services. Find a coordinator to help with the BTHC and Tabor home services. Arrangements to be made to allow Rev. Cathie Waldie to be off one Sunday a month. Pulpit supply discussed, Christmas Eve is on Sunday Dec. 24th a worship service schedule has been worked out. Nov 26th service will be done by the Discernment group.
2. **Interest Groups**
 - 2.2. **Finance** – Louise Gardiner reported there is money in the bank so we are doing o.k., giving's were up for Nov, and expenses have not been too high. We are about \$13,000.00 to the good, mostly because we are only paying one salary. (attached "a")
 - 2.3. **Opportunity Fund** – Louise Gardiner reported has \$22,000.00 available to be spent.
Motion: moved by Louise Gardiner, **seconded by** Karen Dyck to accept the financial report as presented. **Carried.**
 - 2.4. **Stewardship Giving Team** – Louise Gardiner
 - 2.4. Zion Calvin Sunday School – Karen Ching / Debbie Hamilton
 - 2.5. Zion Calvin House Group - Karen Ching / Debbie Hamilton
 - 2.6. St. Paul's Sunday School – Karen Dyck
 - 2.7. **St. Paul's Property and Grounds** – Karen Dyck reported, if painting needs doing it will be done next spring, Karen and Glenn Dyck are going to wash chairs on Monday.
 - 2.8 Christmas Poinsettia Ministry – Karen Dyck
 - 2.9. St. Paul's House Group Coordinator – Edith Lovatt
 - 2.10. Prayer Shawl Ministry – Edith Lovatt
 - 2.11. Banner and Quilting Group - Edith Lovatt
 - 2.12. Ivy League – Edith Lovatt
 - 2.13. **Outreach** – Edith Lovatt reported they met last week, decided on distribution of the money that was raised in 2017.
 - 2.14. Caring and Sharing – Marlene Holewka
 - 2.15. **St. Paul's Choir** Marlene Holewka reports that people are enjoying the new director and finding her motivating.
 - 2.16. **Property Discernment** - Marlene Holewka reported, there was a good turnout for the younger people's pizza night. The Viability report is being completed by Bruce Shewfelt and some volunteers from the Property Discernment Group. Marlene Holewka will consult with

Rev. Cathie Waldie and provide some input on volunteer resources to this process. The community needs report analysis is nearly completed. A full Report will be written and the first up date to the congregation is Nov 26th.

2.17. **Fall Supper** – Bev Wilson

2.18. **Pastoral Care** – Rev. Cathie Waldie reported they will be meeting later this month.

2.19. **Pembina Morden Churches Refugee Support Committee** – Edith Lovatt reported that the two son's that are in Germany have been accepted as immigrants to Canada. Their arrival date is unknown.

2.20. **Affirming Conversation** - Rev. Cathie Waldie, see above.

2.21. St. Paul's Worship Technology Project

3. **Zion Calvin**—nothing more

4. **St. Paul's**—nothing more

5. **Minister** – Rev. Cathie Waldie feels encouraged by the good things that are happening around the church. The discernment group work is going on and people will become part of the decision making.

NEXT MEETING DATE(S)

- **Dec. 14th, 2017 4:30 pm**
- **Jan 11th, 2018**

CLOSING: Cathy Waldie said a prayer and we participated in an interactive Celtic blessing.

ADJOURNMENT @ 8:10 p.m.

Marlene Holewka, Chair Person

Edith Lovatt, Recording Secretary