

St. Paul's Lutheran Church Council Meeting Minutes

Date: October 18, 2026

Time: 9:45 AM

Prepared by: S. Schnare

Attending:

Marshall Robar, Chair
Sandra Schnare

Andre Brideau
David Zwicker

Karen Corkum

Karen Field

Regrets:

Peter Oickle

Lucille Wentzell

1. Call to Order / Opening Prayer

- M. Robar called the meeting to order and offered the opening prayer.

2. Approval of Agenda

- **Moved** by S. Schnare, seconded by K. Corkum, to approve the agenda as amended.
Decision: *Carried unanimously.*

3. Approval of Minutes

- **Moved** by S. Schnare, seconded by L. Wentzell, to approve the minutes of September 13 as presented. **Decision:** *Carried unanimously.*

4. Correspondence

Council discussed the correspondence from the SSLSM regarding Pastor Victoria's name change to Alex and use of they/them pronouns. S. Schnare will prepare a shortened announcement for email communication. A name-changing ceremony is tentatively planned for July 4 to coincide with the beginning of Pride Week, with a planning committee and volunteers needed.

5. Financial Report/Treasurer's Report:

June 2026

- June general fund surplus: + **\$3,793**
- 2026 general fund surplus (Jan.1 – June 30): + **\$2,695**
- Accumulated general fund surplus: + **\$60,153**

Income Statement Highlights:

- General fund offerings were down \$205 from June 2025
- King Street fire relief donations received \$820
- Hymnal donations \$80 (\$280 received to date)
- Room rentals: \$10,956. \$9,000 of that relates to regular SSODA. \$720 relates to SSODA extra usage. \$741 is Rogers Communications.
- Pastor Salary: \$3,966 relates to South Shore Lutheran Shared Ministry. St. Paul's is paying for 6 services x \$661/service.
- Repairs and maintenance \$481 all relates to CKG Elevator Ltd. semi annual inspection fee

- Office equipment \$212 relates to printing contract. Quarterly bill down by half since last billing period.
- Office supplies \$338 relates to blank cheque stock replenishment
- Software subscriptions \$247
 - \$155 annual Microsoft subscription
 - \$68 CreativeFabrica.ca subscription – add on for Canva software
 - \$24 monthly zoom subscription
- Crisis: \$820
 - Hygiene aid packages \$460
 - Salvation Army \$360
- Fellowship: \$71
 - \$50 Coffee pods
 - \$21 cups for coffee
- Worship supplies: \$175 for disposable communion kits

July 2026

- July general fund surplus: **+\$5,079**
- 2026 general fund surplus (Jan.1 – July 31): **+\$7,694**
- Accumulated general fund surplus: **+\$65,151**

Income Statement Highlights:

- General fund offerings were up \$396 from July 2025 mainly due to memorials
- Miscellaneous revenue \$36.25 relates to printing reimbursements for funerals
- Room rentals: \$10,351. \$9,200 of that relates to regular SSODA. \$741 is Rogers Communications.
- Pastor Salary: \$3,966 relates to South Shore Lutheran Shared Ministry. St. Paul's is paying for 6 services x \$661/service.
- Office supplies \$54 for receipt book and white paper
- Software subscriptions \$83
 - \$58 NCH software for radio broadcast audio
 - \$25 monthly zoom subscription
- Fellowship: \$50 Coffee pods
- Worship supplies: \$52 for 2027 Sundays and Season subscription

August 2026

- August general fund deficit: **-\$3,208**
- 2026 general fund surplus (Jan.1 – Aug. 31): **+\$4,487**
- Accumulated general fund surplus: **+\$61,944**

Income Statement Highlights:

- General fund offerings were down \$3,229 from August 2025 mainly due to a one time offering of \$3,000 received last year
- Hymnal donations \$235 (\$535 received YTD)
- Miscellaneous revenue of \$63 relates to interest earned on late HST refund
- Room rentals: \$1,851. \$720 of that relates to SSODA hall rental. \$741 is Rogers Communications.

- Pastor Salary: \$3,966 relates to South Shore Lutheran Shared Ministry. St. Paul's is paying for 6 services x \$661/service.
- Music copyright Licenses: \$1,057 for CCLI and One License renewals
- Worship supplies: \$288 for oil liquid for sanctuary candles

Moved by A. Brideau, seconded by D. Zwicker, to approve the financial reports for June, July and August. **Decision:** *Carried unanimously*

GIC Renewals:

Three GICs are maturing this month: a \$40,000 unrestricted GIC (1-year term), a \$30,000 parsonage investment GIC (1-year term), and a \$40,000 parsonage investment GIC (2-year term).

Moved by A. Brideau, seconded by K. Field, carried to renew all three GICs for their existing terms. **Decision:** *Carried unanimously*

In response to the need to reduce expenses following SODA's departure, Council discussed discontinuing Wednesday services beginning in January, noting an annual cost of approximately \$15,000 and very low attendance. As an interim measure, Wednesday services will move from 4:00 p.m. to 2:00 p.m. in October on a trial basis.

6. South Shore Lutheran Shared Ministry (SSLSM)

K. Field reported that a meeting is scheduled to discuss plans for the fifth Sunday in November, which also marks the first day of Advent. A Sheilagh McGlynn will be in Lunenburg on Sunday, September 27, from 3:00–5:00 p.m. to provide an update on Friends of Creation Project from Cameroon and Lake Chad. She also noted that the Bishop is scheduled to visit in November.

Concerns were raised regarding the organization and cleanup of the recent SSLSM camp service. Although the camp normally charges \$950 for exclusive use, no rental fee was charged to the Shore Lutheran Shared Ministry; however, a donation had been anticipated. It was agreed that no invoice would be issued for this event, but future bookings will require a formal rental agreement.

7. Old Business

7a. Pride Parade Update

Representatives from St. Paul's, including K. Corkum, S. Schnare, Pastor Alex, and Pastor Annette, participated in the Pride Parade in partnership with the United Church. Consideration is being given to creating a St. Paul's float for next year's parade.

7b. Breakfast Program Update

The summer Breakfast Program did not attract as many children as anticipated but was successful in connecting with other community members. For next year, consideration will be

given to changing the program time from 8:00–9:00 a.m. to 9:00–10:00 a.m. The end-of-summer Pancake Breakfast was attended by approximately 45 people, primarily from the surrounding community. Donations received at the breakfast were directed to Lake Chad. Thank you to all who supported this outreach initiative.

8. Ministry ‘Team/Committee’ Reports

8a. Property Team

M. Robar reported that SSODA has not paid August rent and continues to have belongings stored at the church despite previous requests for their removal. A final letter will be sent requesting removal of all remaining items and addressing property damage incurred during the tenancy, including a \$3,180.60 repair estimate for exterior siding and interior gyprock, as well as damage to the entrance door stop.

Council also discussed the need for a thorough cleaning of the hall, kitchen and bathroom. Of several companies contacted, only one detailed quote has been received thus far. Council expressed a preference for a comprehensive deep cleaning and agreed that the church would pay the cleaner promptly and seek reimbursement from SSODA for the cleaning costs.

8b. Worship Ministry

K. Corkum reported that an ad hoc committee consisting of herself, S. Schnare, S. VanderWal, has been formed to review the 9:00 AM Contemporary Service and consider potential changes. The first meeting is scheduled for October 2 at 11:00 AM and will be advertised to invite additional participation.

Council approved an All-Saints service for November 1 at 7:00 PM, with SSLSM congregations invited to attend. Planning is also underway for the Remembrance Service, led by Brian Carver. Concerns were also raised regarding limited pew-rack space and formatting issues with the overhead screen; these matters will be referred to the Worship Team.

8c. Stewardship Team

The Stewardship Committee is scheduled to meet on September 24.

8d. Music Team

D. Zwicker reported that low attendance continues to make choir recruitment challenging. It was noted that attendance is generally around 30 people per service, with approximately 10 choir members included in the 11:00 AM attendance.

8e. HR Ministry

No report.

8f. Aesthetics Committee

No report.

8g. Connections Committee

A bouquet of flowers and a get-well card were delivered to Congregational Council Chair, P. Oickle at the hospital.

9. New Business

9a. Engaging Lapsed Members

Council discussed ways to reconnect with members who have not attended recently. S. Schnare will draft an outreach letter expressing that members are missed, highlighting church updates, and offering transportation assistance or pastoral visits. The draft will be forwarded to L. Wentzell and the Connections Ministry Team for implementation, and a list of members to receive the letter will be compiled.

9b. Community Café – T. Crouse

Council discussed a \$252 reimbursement request from T. Crouse for Camperdown Café expenses.

Moved, by S. Schnare, seconded by A. Brideau, that the \$173 remaining in the Community Café fund be used toward the reimbursement, with the remaining \$79 paid from the Outreach Fund. **Decision:** *Carried unanimously*

Council also agreed to close the Community Café fund and establish a renamed fund for future St. Paul's community outreach initiatives. Sandra will send a letter with the reimbursement confirming that the Community Café fund has been depleted and closed.

9c. Letter from Brian Carver RE: Remembrance Day Service

Council received a request from Brian Carver for \$75 to remunerate bagpiper Rod McGinness for the November 8 Remembrance Day service. A motion to approve the payment from the Worship Committee/Special Services budget was carried unanimously. B. Carver will be notified of the approval.

9d. Use of Sanctuary/Family Room – Rock Church

Council considered a request from the Rock Church to use St. Paul's facilities for a prayer service. Following discussion regarding space, rental fees, and the organization's beliefs, D. Zwicker **moved**, seconded by A. Brideau, that the Rock Church be permitted to use an available space at a discounted rental rate. **The motion carried with three in favour and two abstentions.** A response will be sent to the Rock Church outlining the offer.

9e. Colour Printing

Council discussed providing printed copies of *The Week Ahead* for members without computer access. It was agreed to begin with 10 black-and-white copies each week, increasing to 15 if needed. To reduce printing costs, it was suggested that colour printing will generally be reserved for special services such as Christmas and Easter, with screens used to display colour content during regular services.

9f. General Housekeeping

Council agreed to reschedule the October meeting from Thanksgiving weekend to October 18 at 9:00 AM, followed by the 11:00 AM service.

A motion to add S. Schnare as a signing officer was approved, and Gail Tracey will be notified to update the necessary documentation.

S. Schnare will also require an office key to facilitate cheque signing when G. Tracey is unavailable. Council noted that several church keys remain outstanding. M. Robar was thanked for chairing the meeting.

10. Closing Prayer and Adjournment:

- M. Robar ended the meeting with a prayer; meeting adjourned at 11:35 A.M.

Mini Meeting April 22, 2026

Attending:

Peter Oickle, Chair

Andre Brideau

Karen Field

Marshall Robar,

Sandra Schnare

Lucille Wentzell

David Zwicker

Regrets: Karen Corkum

It was reported that SSODA made a request to change the intake time of Roof 25 clients from 8PM to 5PM. They have also requested full day access to the hall on Fridays.

Moved by L. Wentzell and seconded by K. Field to lease the building on Fridays at a negotiated cost of \$300 per day for the additional time. **Carried with no objections or abstentions.**

Moved by K. Field and seconded by L. Wentzell to allow intake of Roof 25 clients to start at 5PM instead of 8PM. **Carried with no objections or abstentions.**

It was noted that the SSODA current contract will end on May 31.

Mini Meeting May 12, 2026

Attending:

Peter Oickle, Chair

Andre Brideau

Karen Field

Karen Corkum

Marshall Robar,

Sandra Schnare

Lucille Wentzell

David Zwicker

A request was made for a \$5000 donation to Camp Mush-a-mush to offset a funding shortfall due to the lack of federal grants.

Moved by, S. Schnare, seconded by L. Wentzell to donate \$5000 to the camp to offset the funding shortfall. **Carried with no objections or abstentions.**