

St. Paul's Lutheran Church Council Meeting Minutes

Date: May 25, 2025

Time: 9:54 AM

Prepared by: S. Schnare

Attending:

Peter Oickle, Chair
Ann Joudrey
David Zwicker

Andre Brideau
Marshall Robar
Pastor Annette Smith

Karen Corkum
Sandra Schnare

Karen Field
Lucille Wentzell

Regrets: None

1. Call to Order

- P. Oickle called the meeting to order.

Approval of Agenda

- Additions:
 - Connections Report under Ministry Teams
 - Facebook and "Dollar a Day" under New Business (as separate items)
- **Moved** by S. Schnare, seconded by L. Wentzell, to approve the agenda as amended. **Decision:** *Carried unanimously.*

2. Opening Prayer

- S. Schnare offered the opening prayer:

3. Financial Report

Financial reports for March 2025 (full report circulated via email on April 22, 2025)

- March general fund deficit: - **\$11,669**
- 2025 general fund deficit (Jan. 1 – Mar. 31): - **\$1,212**
- Accumulated general fund surplus: + **\$56,339**

Income Statement Notes:

- General fund offerings were down \$2,331 from March 2024. \$1,906 of this decrease is regular envelopes.
- Room rentals: \$10,386. \$9,300 of that relates to SSODA
- Pastor Salary: \$3,780 relates to South Shore Lutheran Shared Ministry. St. Paul's is paying for 6 services x \$630/service.
- Supply pastor: - \$717 total amount reimbursed from SSLSM for January 2025 pulpit supply coverage
- Repairs & Maintenance: \$95: Gow's Home Hardware outside key lockbox and batteries
- Kitchen: \$1,398 for new downstairs fridge

- Windows: \$14,096 50% deposit for new church windows
- Oil: \$930 to top up oil tanks for oil used during the last two winters. Last oil bill was February 2023.
- Power: \$4,630. Power up \$775 from the same 2-month billing period last year (partly because of colder winter)
- Fellowship: \$39 for cups and coffee pods for lobby coffee machine
- Worship supplies: \$64 for palm branches

Financial reports for April 2025 (full report circulated via email on May 16, 2025)

- April general fund deficit: - \$375
- 2025 general fund deficit (Jan. 1 – Apr. 30): - \$1,587
- Accumulated general fund surplus: + \$55,964

Income Statement Notes:

- General fund offerings were down \$1,956 from April 2024. \$1,658 of this decrease is regular envelopes.
- Windows: \$200 in donations received as at the end of April.
- Misc. revenue \$97 relates to billed SSODA for broken table in hall.
- Room rentals: \$10,086. \$9,000 of that relates to SSODA.
- Pastor Salary: \$3,780 relates to South Shore Lutheran Shared Ministry. St. Paul's is paying for 6 services x \$630/service. Salaries and benefits are down \$3,083 for April compared to April 2024 due to SSLSM arrangement.
- Repairs & Maintenance: \$9: Gow's Home Hardware wall bracket for railing.
- Custodial supplies: \$458: \$162 butt container for outside hall door. \$296 for regular toilet paper and paper towel and cleaning supplies.
- Office equipment: \$318: Eastern Office Supplies quarterly printer lease.
- Insurance: \$8,658: Cost up \$139 from last year.
- Community café: \$319: final bills from Tammy Crouse for café celebration event
- CLWR: \$1,244: earnings from lent coil boxes and special pink Easter envelopes
- Worship supplies: -\$175: \$365 refund from SSLSM for pastor communion sets and \$190 for communion cups
- Fellowship: \$13 coffee pods for lobby coffee machine

A. Brideau noted that offering envelopes have decreased substantially, being down \$1900 in March and \$1600 in April compared to last year. He also stated that some members have ended their PARs. A question was raised about the \$95 mailbox fee. Clarification was given that the fee was for a lockbox for the hall related to SSODA. A cigarette butt container was also purchased separately.

Moved by A. Brideau, seconded by D. Zwicker to adopt the March and April financial reports. **Decision:** *Carried unanimously.*

5. Old business

5a. South Shore Lutheran Shared Ministry (SSLSM)

K. Field presented on South Shore Lutheran Shared Ministry (SSLSM)

- SSLSM meetings will return to monthly meetings (upcoming July 9th and August 20th)
- Saturday service for June 7th and 21st have been approved.
- Sunday services for June are as follows:
 - 1st Sunday: 11 AM
 - 2nd Sunday: 9 AM
 - 3rd Sunday: 11 AM
 - 4th Sunday: 9 AM
 - 5th Sunday: Service at Camp Mush-a-Mush
- Bishop Carla Blakely will visit the South Shore from June 17th to the 23rd. She will spend most of her time with the two pastors, but will meet with the SSLSM Committee on June 18th.
- Plans for the SSLSM June 29th service at Camp Mush are in progress. The SSLSM has approved \$200 for refreshments. RSVPs from other churches will be provided by June 16th.
- Administrators are approved for chaplaincy during camp weeks, from Sunday night to Friday night.
- The SSLSM is looking for quotes to set up an official website with content suggestions, mission statement updates, and church highlights.
- Pastor Victoria will be away from July 10th to 13th for a national convention in Winnipeg. The SSLSM will provide her replacement for missed services.
- A Zoom Meeting was held with Rebecca Ludof, a researcher for Martin Luther University. The purpose of the Zoom meeting was to determine congregational needs. The primary needs identified were training for lay ministry and outreach mission ministry, particularly for children.
- A question was raised about the \$95 fee for the mailbox.
- The two Pastors will consider strategic planning around truth and reconciliation in the fall, particularly around Orange T-shirt Day.
- Our bulletin will now include K. Field's name as our SSLSM council representative.

5b. Congregational Survey

- The congregational survey regarding the two new services will be distributed via email and by church greeters later in May.

5c. Nova Doors and Windows (update)

- Installation of 36 windows is expected in about five weeks, likely the first week of July.

5d. Purchasing Limit

Moved by A. Brideau, seconded by M. Robar, that the purchasing limit for council be increased to \$7500.
Carried unanimously

5e. Youth Ministry:

- Council Chair to meet with Pastor Annette and Pastor Victoria this week; council members were invited to attend. A subcommittee will be created to move forward with youth ministry and be part of the conversation with the pastors. P. Oickle, K. Corkum, and L. Wentzell noted they would like to sit on the subcommittee.

6. Correspondence

- NONE
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7. Ministry Team Reports

7a. Property Team

- M. Robar reported that Rogers will be installing a large diesel generator (approximately 5 ft by 10 ft) on the opposite side of the hall. While the exact installation date has not yet been confirmed, wiring for the unit will be completed inside the church. This will involve running cables through the Sunday School room and Pastor Annette's office, connecting to Rogers' system located downstairs. Rogers will fully fund the project, which is being implemented to provide a reliable power solution during outages.
- A company has been contracted to inspect the flat roof over the bell tower for potential leaks. The inspection, originally delayed due to weather, has been rescheduled and is expected to take place this week. The goal is to identify and repair any issues to prevent water from entering the system.
- Design Point submitted a report on Friday to Nick Brown from the town outlining a proposal for the parking lot, which includes removing 80 cm of asphalt near the wall and excavating at least one meter to improve drainage. The plan also suggests installing rubberized barriers to prevent vehicles from entering the drain field. As the lot has more than four spaces, the town requires a drainage plan. Additionally, removing asphalt from the bank is being explored as a potentially more cost-effective drainage solution.

7b. Worship Ministry

- No report at this time. The next meeting will take place on Tuesday, May 13

7c. Stewardship Team

- Reminder: Congregation members are not permitted in the office while offertory counting is in progress. The counting schedule is now in place until December.

7d. Music Team

- Pathways to Peace Retreat: June 6–8 at Acadia University (\$160–\$180). D. Zwicker expressed interest in attending.
- Upcoming concert with Emmanuel Solomon, possible anthem during service, D. Zwicker to contact.

7e. HR Ministry

- Proposed changes to staff job descriptions, including increased compensation for M. Robar during the winter months due to extra cleaning, will be circulated via email later this week.

7f. Esthetics Committee

- S. Schnare expressed interest in joining this committee.
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8. New Business

8a. Kitchenette

- There is no significant spending planned for the kitchenette, with the only anticipated expense being the installation of a sink and proper drainage. Although the building has very few electrical outlets, this has been taken into consideration. A panel was added for the generators, so running wires into the room should not pose a problem.

8b. Summer Council Meetings

- The next meeting is scheduled for September, as the council typically takes the summer off unless something urgent arises. If needed, the Council Chair will communicate with members by email. A quick meeting after church can be called to address the parking lot issue when it arises.

8c. Same-Sex Marriage Policy

- In September, the council will discuss a potential change to the church's policy on same-sex marriage. The current policy states that everyone is welcome to attend church, but same-sex marriages are not condoned or permitted within the church. The Eastern Synod has approved same-sex marriage and left the decision to individual congregations. S. Schnare will speak with Pastor Annette and Pastor Victoria and bring their perspectives back to the council to support a more fulsome discussion in the fall.

8d. Parish Website

- The church website is not being updated as often as it should be, and there is uncertainty about which program is being used and whether maintaining the website falls under Gail's responsibilities. The site still features outdated information, including references to Pastor Paul and old Sunday school details. Currently, the website is managed by Jeff VanderWal, which has made updates complicated. Although WordPress is a more user-friendly option, transitioning the existing site or building a new one would require IT expertise. SSSLM is also exploring website options, with Hilary Scott serving as their administrator. S. Schnare will look into possible website solutions and connect with H. Scott for insight. It was agreed that website updates should be handled through the administrative office. It was also noted that Jeff VanderWal has not been paid in years, and while free website options exist, they may not be ideal.

8e. Council Get-Together

- The next council get-together will be a potluck hosted at Peter & Virginia Oickle's home on August 12 at 5:00 PM.
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Other Notes

- Another coffee time social is planned for the third Sunday in June, which is June 22nd, after the 9 o'clock service until about 10:30. The council is requesting a budget of \$75 for coffee, cream, paper cups, etc., to come out of the fellowship fund. Approved.
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9. Closing Prayer and Adjournment:

- D. Zwicker gave the closing prayer.
- Meeting adjourned at 11:45 AM