

**ST. MARK'S LUTHERAN CHURCH
CONGREGATIONAL COUNCIL MEETING
November 21, 2024**

Contents

Attendance.....	2
Minutes.....	2
Council Chair's Report.....	5
Finance Committee Meeting Notes	6
Financial Update: January 1 – October 31, 2024	8
Property Committee Report	10
Social Ministry Update	11
Scholarship Committee Report.....	12
Congregational Care and Community Outreach Committee	13
Notice of Special Congregational Meeting.....	14
Congregational Executive Meeting Minutes – June 26, 2024.....	15

Attendance

Date: November 21, 2024	Location: St. Mark's Church
Time Started: 19:00	Time Ended: 21:30

Invited	Jan 25	Feb 29	Mar 21	Apr 25	May 30	June 20	Sep 12	Oct 24	Nov 21			
Nathan Cook (S)	P	P	P	P	P	E	P	E	A			
Lynda Joyal (T)	E	E	P	E	E	P	P	P	E			
Nels Kristenson	-	-	-	P	P	E	E	E	P			
Tom Lewis	P	P	P	E	E	E	P	E	P			
Jodi Pappel	P	E	P	P	P	P	P	P	E			
Cole Parsons (VC)	P	P	P	P	P	P	P	P	P			
Marijus Timmerman (C)	-	-	-	P	P	P	P	P	P			
Pastor Zsófi (exofficio)	P	P	P	P	P	P	P	P	P			
VACANT												
VACANT												
	Guests											
Signe Jewett				P								
Brian Lorch									P			

Minutes

1. Opening Devotion
2. Approval of Agenda

MSC CC-2024-59 That the Agenda for November 21, 2024 be approved.

3. Approval of Minutes

MSC CC-2024-60 That the Minutes of the Special Executive Meeting dated June 26, 2024 be approved.

MSC CC 2024-61 That the Minutes of the Council Meeting dated September 12, 2024 be approved.

MSC CC-2024-62 That the Minutes of the Special Congregational Council Meeting dated October 31, 2024 be approved.

4. Business Arising from minutes

MSC CC-2024-63 That the offering plate be passed at services with larger gatherings, i.e. Christmas and Easter, at the discretion of the St. Mark's Council.

5. Reports

- a) Chair – Report in Folder
- b) Pastor – Report in Folder

6. Committee Reports

- Scholarships – See Report

MSC CC-2024-64 That the recommendations of the Scholarship Committee be approved with scholarships being awarded as follows: Don-Han Lau Houston Scholarship, \$300 plus Hagglund Scholarship, \$100 = \$400

Cyan Gargol	Hagglund Scholarship, \$300
Felix Wegert	Hagglund Scholarship, \$300

Social Ministry – See Report

- RAP – Book Study, Nov. 26
- Refugee Sponsorship – See Social Ministry Update

MSC CC-2024-65 That the interest earned in the Social Ministry Investment Fund in 2024 be allocated to the St. Mark's Refugee Sponsorship Fund.

- Congregational Care and Community Outreach Committee – See Report
- Education
 - St. Mark's Saturday Breakfast – Nov. 30, 9:00am - Wildfires
- Property - nil
- Y&YA Committee - nil

7. Finance

- Approve Budget for 2025
- Approve Agenda for Budget Meeting

MSC CC-2024-66 That a special congregational meeting be held on Sunday, December 8, 2024, following the regular Sunday worship service for the purpose of (a) approval of the proposed 2025 budget (b) appointments to the Audit Committee.

MSC CC-2024-67 That the Notice and Agenda for the special congregational meeting scheduled for December 8, 2024 be approved.

MSC CC-2024-68 That Andy Dale and Caroline Mann be nominated to serve on the Audit Committee and their names be presented to the congregational meeting on December 8, 2024, for approval.

MSC CC-2024-69 That Verle-Ann Irvine be appointed Financial Secretary for the 2025 fiscal year.

Meeting Adjourned due to loss of a Quorum. (Remaining Agenda items to be completed at a special meeting of Council, November 27, 2024).

8. New Business

Adjournment

Meeting Dates for 2024-25: Dec 8 Special Congregational Meeting

Dec 12 (Council Christmas Party)

Jan 23

Feb 27

Mar - TBA

Apr AGM

Council Chair's Report

For November 21, 2024

Submitted by Marijus Timmerman

Since the last meeting:

- I met once formally with Pastor Zsofi discussing matters such as the office environment, membership census and seasonal preparations. As well discussion included the possibility of a Town Hall in February to discuss the future of St. Mark's.
- Communicated with property regarding the purchase of the new dishwasher.
- Communication with ELCIC Group Services Inc. to clarify expectations regarding pension and benefits for the office administrator.
- Created a draft agreement on pensions and benefits with Messiah regarding the office administrator.
- Ongoing communication with Messiah and St. Mark's Finance to establish the financial procedures regarding pensions and benefits for the office administrator.
- Assisted in the purchase of a new computer for the office.

Finance Committee Meeting Notes

November 18, 2024

Present: Cole Parsons, Brian Lorch, Marijus Timmerman

Regrets Lynda Joyal

1. Business arising from Meeting Notes of October 21, 2024

- a) Protocols for reinstating e-transfers for payments. Remains work in progress. There would be some cost savings from substituting e-transfers for cheque writing. Need to put in place safeguards against misuse.
- b) Email notification of receipt of e-transfers. Lynda is investigating.
- c) Pastor's contribution to Continuing Education Fund. BL confirmed that Payworks records show that the congregation has been paying the Pastor's share of the monthly continuing education contribution. Appears that when Pastor Zsofi was signed onto Payworks, the required \$25 per month deduction from her pay was not set up. GSI bills us \$75 per month. We pay the entire amount and then the pastor's share is to be a payroll deduction.

Agreed that Payworks be informed to initiate the \$25 per month deduction beginning with the January 15, 2025 pay.

M. Timmerman to inform pastor of the forthcoming change.

- d) Administration staff support for bookkeeping function. BL reported that no assistance was provided by the admin staff person with regard to assembling documentation required to complete the October bookkeeping entries.
- e) Passing of Offering Plates on Christmas Eve. MT reported that council had discussed the proposal put forward by Finance and were generally in support. The matter has been referred to the Worship Committee for their input.

2. Review of October Financial Statements

Of note, October giving via envelopes and e-transfers were both less than what was received in October 2023. YTD, giving is down approximately \$2,300. Our best estimate is that we will end 2024 with an operating deficit of \$7,100.

A summary financial update has been prepared and will be posted in the meeting documents folder for the November council meeting.

3. Bank reconciliation for October. Approval pending review by LJ.

4. 2025 Budget – Draft 2. We are now projecting an operating deficit of \$11,324 in 2025 which is an increase from what was projected in Draft 1 shared with council in October. A summary set of notes have been prepared outlining factors leading to the increased deficit. Various options for increasing revenue and decreasing costs are provided in the summary notes.

Draft 2 of the budget along with the summary notes will be posted to the council meeting folder no later than the morning of November 19.

BL to attend council meeting to present Draft 2 and answer questions.

5. Other Business
 - a) Agreed that we recommend to council that the service contract with Bell / MTS be cancelled.
 - b) BL reported that both Andy Dale and Caroline Mann have agreed to serve on the Audit Committee that will review the 2024 financial year.
 - c) BL to contact Verle-Ann Irvine to see if she is willing to continue as Financial Secretary in 2025.
 - d) Agreed that we request council to pass an enabling motion authorizing the Finance Committee to assess the feasibility of meeting our 2024 Synod and LUM mission partner support goals.
 - e) YTD individual giving reports to the end of October have been printed. BL has prepared a cover letter. Reports should be available for pickup from the Parish Hall starting this coming Sunday. Reports not claimed after two weeks will be mailed provided the labour dispute at Canada Post has been resolved.

PROPOSED MOTIONS

That the 2025 Draft budget prepared by the Finance Committee and revised by council be recommended to the congregation for approval at the congregational meeting scheduled for December 8, 2024.

That Andy Dale and Caroline Mann be nominated to serve on the Audit Committee and their names be presented to the congregational meeting on December 8, 2024, for approval.

That Verle-Ann Irvine be appointed Financial Secretary for the 2025 fiscal year.

That the Finance Committee be authorized to make final remittances to the MNO Synod and Lutheran Urban Ministry prior to the 2024 Year End subject to the following limitations:

- (a) the net operating deficit after these remittances are made is less than \$8,000; and**
- (b) the remittances do not exceed the amounts allocated to each organization in the 2024 budget.**

Financial Update: January 1 – October 31, 2024

Income

	2024	2023	\$ Change
4000 General Offerings			
4000.1 Envelope Offerings	17,498.00	35,215.72	-17,717.72
4000.2 PAD Offerings	149,260.00	145,461.00	3,799.00
4000.3 Electronic Transfers	22,065.20	23,240.00	-1,174.80
4000.4 Loose Offerings	491.00	1,233.04	-742.04
4000.5 Gifts of Securities	12,585.60		12,585.60
4000.6 Fr. Charitable Organization	230.40	96.00	134.40
Total 4000 General Offerings	\$ 202,130.20	\$ 205,245.76	-\$ 3,115.56
4560 Gain/Loss - Investments	74.22		74.22
4602 Interest Income	2,838.92	1,609.44	1,229.48
4603.1 Facility Rentals	4,863.00	5,937.00	-1,074.00
4603.5 Misc. Income		304.40	-304.40
Total Income	\$ 209,906.34	\$ 213,096.60	-\$ 3,190.26

Expenditures

	2024	2023	\$ Change
Total 5000 Programming	5,876.73	8,216.71	- 2,339.98
Total 5038 Synodical/National Events	850.00	6,478.50	- 5,628.50
Total 5046 Council/Governance	-	190.00	- 190.00
Total 5070 Administration Expenses	7,927.14	8,684.61	- 757.47
Total 5090 Property Expenses	41,747.74	46,305.45	- 4,557.71
Total 5115 Personnel Expenses	142,811.21	155,249.19	- 12,437.98
Total 5150 Other HR Costs	1,226.26	1,956.70	- 730.44
Total 5301 Mission Partner Support	11,812.50	18,500.00	- 6,687.50
Total Expenses	212,251.58	245,581.16	- 33,329.58

Profit / Loss

	2024	2023	\$ Change
Income minus expenditure	-2,345.24	-32,484.56	30,139.32

2024 Year End Projections

Income

Assumptions:

- PAD giving in November and December will follow the same pattern as October. The projection also captures the loss of approximately \$1,000 per month in PAD commitments as of October 1.
- Envelope giving and E-transfer giving in November and December matches that of the previous year. This may be optimistic given that both envelope and e-transfer giving in October this year fell short of what was received last year.
- Other income reflects expected receipts from booked facility rentals, interest income and anticipated securities donations.

	2024	2023	\$ Change
4000.1 Envelope Offerings	41,518.00	59,236.18	-17,718.18
4000.2 PAD Offerings	177,330.00	174,041.00	3,289.00
4000.3 Electronic Transfers	37,210.20	38,385.00	-1,174.80
4000.4 Loose Offerings	950.00	1,488.04	-538.04
4000.5 Gifts of Securities	13,585.60	10,078.10	3,507.50
4000.6 Fr. Charitable Organization	300.00	2,199.18	-1,899.18
Total 4000 General Offerings	270,893.80	285,427.50	-14,533.70
4560 Gain/Loss - Investments	74.22		74.22
4602 Interest Income	3,755.92	3,067.54	688.38
4603.1 Facility Rentals	7,175.00	6,791.00	384.00
4603.5 Misc. Income	0.00	304.40	-304.40
TOTAL INCOME	281,898.94	295,590.44	-13,691.50

Expenditure Projection

We are estimating total expenditures in 2024 of just over \$289,000. This includes unbudgeted expenditures on the new dishwasher (\$12,019), new office computer (\$930) and a hold-over expense of \$7,431 related to upgrades to the parish hall following the ice-dam claim not covered by our insurance.

We have also factored in additional HR costs related to retroactive benefit payments to the office administrator (\$1,1749).

We are anticipating expenditures to be less than what was budgeted for in several areas including programming (-\$3,750), administration (-\$1,000), utilities (-\$6,000), Insurance and Taxes (-\$3,600).

Projected Bottom Line

A net operating loss of \$7,100 is projected for 2024.

Note that operating deficits are financed by reducing our unencumbered reserves.

Property Committee Report

November 21, 2024

The following is a list of highlights from the Property Committee.

- Repaired nosing from sanctuary to basement stairway
- Made improvements to grading on the north side of the church
- Arranged to have the hall floors professionally waxed
- Prepared the youth room for re-paint and replaced items once painted
- Corrected a condition with the basement AC that caused condensation to drip onto ceiling tiles
- Repaired the turn plugs in the kitchen sinks
- Sourced a replacement dishwasher and arranged installation (planned for Nov 22nd)
- Agreed to delay south side sidewalk extension work to spring '25.
- Discussed the coming unavailability of fluorescent bulbs and agreed to begin investigating LED replacements
-

These are highlights of the many tasks, plans, and discussions of your busy but devoted Property Committee.

Perry Kohli (Property Chair).

Social Ministry Update

November 2024

Although I am technically no longer on the Social Ministry Committee, I offer the following updates in the absence of a functioning committee:

Refugee Sponsorship

There is little new to report at this time. To date, there has been \$13,665 received in pledges or gifts, including the commitment from Gimli Lutheran Church for \$5000. We are just a little shy of halfway to the \$30K goal. Thank you to Melissa and group for making the sponsorship the cause supported by the Cambridge Coffee House on November 23, 2024.

Christmas Angel Tree and Hampers

I have been in touch with Rhonda Gorham at LUM about gifts for the kids there. She would be happy for our participation once again. I put up the tree with the gift requests and put an announcement in the e-news about purchasing and wrapping gifts along with a due date for them to be received at St Mark's – Sunday, December 8. Ed Mann will deliver to LUM.

There has also been announcement put in the e-news about hamper donations and we will see what we get. We will serve those in our community first - 6 families have been identified and I can handle those myself using gift cards. If there are still funds available and I can identify shoppers/deliverers, I will request families from the Cheer Board. We will only take family names if we have the funds and the volunteers – I have made that clear in the e-news.

Thank you to Jodi Pappel for agreeing to making announcements to the congregation about the ministry!

Social Ministry Investment Interest

Each year, the Social Ministry Committee makes a recommendation to Council about how to allocate the interest from the Social Ministry Investment Fund. In the past, the interest has been allocated to such charities as Main Street Project and Epiphany Indigenous Music Program. There is one more interest payment to be received; currently the fund is at \$584.25.

As there is not a functioning Committee at this time, I would propose that Council consider the following motion:

That the interest earned in the Social Ministry Investment Fund in 2024 be allocated to St Mark's Refugee Sponsorship Fund.

Respectfully submitted,
Rhonda Lorch

Scholarship Committee Report

November 15, 2024

Funds able to be disbursed, Houston Scholarship	\$300
Funds able to be disbursed, Hagglund Scholarship	\$1924 (at Nov 2 2024)

There were 3 applications received this year from Don-Han Lau, Cyan Gargol, and Felix Wegert.

The first two applications were found to be very worthy of scholarships on the basis of excellent transcripts, participation in the life of the congregation, and volunteer activities in the community. The last student had marks that were not as high but has volunteerism that should be awarded from the Hagglund fund where the emphasis is more on volunteer activity involvement than academic achievement.

Don-Han Lau	Houston Scholarship, \$300 plus Hagglund Scholarship, \$100 = \$400
Cyan Gargol	Hagglund Scholarship, \$300
Felix Wegert	Hagglund Scholarship, \$300

Leaving a balance of \$1,224 in the Hagglund Scholarship account after these disbursements will provide additional scholarship opportunities next year should there be a similar number of applicants. There will also be an interest payment of approximately \$225 this year to help replenish the fund.

Thank you,

Jennifer Polet, Signe Jewett
St Mark's Lutheran Church Scholarship Committee

Congregational Care and Community Outreach Committee

November 18, 2024

Since the last report there have been a few events under the Social Committee subgroup. An inaugural Spaghetti Dinner was held on Saturday September 28, food organized and made by Mary Mazur and Rachel Kristenson. There were approximately 35 attendees, and the general feeling was that it should be held again annually, all enjoyed the social time outside of Sundays.

Wade and James have hosted the 2 Potluck lunches in Sept (Come Together Sunday) and Oct (celebrating confirmation). The November lunch on the 24th will be the last for this year. The Coffee Host list struggles with keeping shifts covered by having people sign up ahead of time. It usually is set out but then typically landing on the usual suspects to do the clean up etc.

Social Committee members also assisted in the fundraising dinner for the Syrian Sponsorship.

As to Congregational Care activity, it is my intention to meet with Pastor Zsofi to discuss a review of our Membership roster. Alison has shared a template of a form that Messiah is using to survey their membership. We could adapt it to our needs and use it to assist in our information gathering which I imagine will be a combination of direct and digital contact.

Respectively submitted,
Signe Jewett

Notice of Special Congregational Meeting



St. Mark's Lutheran Church, Winnipeg, MB Notice of Special Congregational Meeting December 8, 2024 @ 11:30 AM

A Special Congregational Meeting of St. Mark's Lutheran Church Incorporated will be held Sunday, December 8, 2024, at 11:30 AM Central Time.

Voting members are defined by our bylaws as those persons who will attain the age of 15 or greater during 2024 (see Part VI Section 1).

We encourage all voting members to attend the meeting in-person. For those not able to be present, subject to our ability to successfully navigate technology, we will be making it possible to participate in the meeting via ZOOM using the following link.

<https://us06web.zoom.us/j/86020575400?pwd=pdVwqbaOyW6aPvPFDyXnvQeSOIBdBl.1>

Meeting ID: 860 2057 5400

Passcode: goinpeace

NB – the link will open at 11:20 AM.

Meeting Agenda

1. Opening Prayer
2. Establishment of Quorum
3. 2024 Financial Update
4. Approval of 2025 Budget
5. Appointments to the Audit Committee
6. Closing Prayer

Congregational Executive Meeting Minutes – June 26, 2024

Date: June 26, 2024	Location: E-Vote via E-Mail
VOTING OPEN: June 26, 2024, 7:30 pm	VOTING CLOSED: June 27, 2024, 2:00 pm

	VOTE RECEIVED
Nathan Cook	✓
Marijus Timmerman (C)	✓
Lynda Joyal (T)	✓
Cole Parsons (VC)	✓

MSC EX -2024-58 That the Office Administrator position for St. Mark's Lutheran Church be offered to Alison Norberg effective July 22, 2024, at the rate of \$21 per hour for 15 hours per week, reduced in the summer to 12 hours per week.

VOTE TABULATION: In Favour: 4 Opposed: 0

The motion carries.

A world where Christ's unconditional love is felt by all of creation.

What was the most spiritually enriching this past month and why?

Preparing worship for Advent – it has such a beautiful way of centering a person into the time and space of the present moment.

Seeing the vibrancy and richness of the faith formation of the children and young members of St Marks taking a larger shape and space. These small prophets and dreamers are sharing so much love and parts of themselves with the many generations around them, and we are blessed to receive so abundantly with an opportunity to share in return.

The connections I have had this month with members of the faith community have had more depth and sincerity than I can remember in a while – I have felt good, faithful, honest connections in meaningful conversation, genuine sharing, and warmth in care offered.

This has kept me grounded and helped me to remain centred in my vocation as pastor.

What was most difficult this month that needs prayer and Council's input?

Any healthy and vibrant congregation has two categories of pools of energy, if you will, that work in tandem in the life of a faith community. They are best understood with the labels: "Tending" and "Innovation". We **tend** to the things that are already happening in and through the faith community and we **innovate** with God in new things to happen in and through ministry for the sake of the Gospel. Each pool of energy requires intentional attention and proper nurturing. No person can do both of these things at the same time.

The reality of a para-pandemic church is that things that were already happening were doing so because of adaptation or stubborn resilience and leaders were tired. Tending to those people and the things already happening in and through St Marks is necessarily about looking at the priorities for ministry and the capacity of the congregation to live into those priorities and stepping in varied pastoral ways. Yet, the para-pandemic reality of adaptation made way for desires to experiment and try to do some things differently, which is a natural course of action for a congregation. Gifts for leading innovation is something that a pastor can have in her toolkit of resources and is also necessarily about looking at the priorities for ministry and the capacity of the congregation to live into those priorities and coaching and empowering leaders and dreamers.

I have come to realize that the first three years of my ministry with St Marks has lived in the tension and pull of trying to do both: to tend and innovate with and for the congregation. By my own evaluation, I have failed to do either to the level I expect of myself. I now see it is because I have been trying too hard to do both at the same time.

This month, I have come to recognize that Council and I should identify our expectations of each other, our expectations of who is to do which, and to what level. I know what my expectation are, and I am curious to know if it aligns with members of Council. Am I to tend, or innovate? Are you to tend, or innovate? Do we share responsibility – to what extent?

How is my spiritual relationship, my relationship with the congregation, & my relationship with my family?

Last month I shared with you all that I was at a particularly low point in my own spiritual practices and disciplines. That I was also feeling particularly adrift.

I have had some time to recover and recentre myself – one of the side effects of forced isolation because of COVID, I guess. There is always room for improvement, but I am grateful for the renewed drive and focus.

I feel that there is a curious level of balance in the congregation right now when it comes to relationships. There are some who might not be that thrilled with me at the moment, or I with them, honestly. And there are some who quite literally lighten my heart when they smile or perk up as they come to greet me. I hope I am the same for them.

There are many in the congregation for whom the approaching holiday season is full of anxiety, worries, grief, sadness, and scarcity. I'm preparing for the coming month to be more intentionally available for checking in on folk and praying and visiting.

My family is well. Perrin will soon be 4 – and has grown so much this last year! We are celebrating with a birthday party and then getting ready for Mikulas (St Nick) six days later. Paul and I are beginning to talk about our Christmas plans, and we are preparing for what we call “busy season number one” in the life of a clergy family.

We've Been, We Are, and We're Going On

Generosity - “We value the abundant sharing of our love, time and talents.”

I have been thinking and praying about how to best let a congregation know that there isn't enough money; how there will be a shortfall this year and what needs to be done to avoid it; how the functioning of a congregation is directly tied to the financial support of its people. A spirit of truth and honesty that honours the considered use of the resources we do have.

I am most grateful for the ways people have launched themselves into ventures with their time and talents – we have an abundance of help for the upcoming coffeehouse. There is a small and mighty group of Sunday School teachers and helpers. Even a neighbour across the street who in introducing herself to me explained that she often puts our garbage bins out and puts them back when she sees that it hasn't been done.

Inclusiveness - “We believe that differences enrich our community and our common ground is our loving Creator. We are called to love and support each other following Christ's example. All people, including people of all sexual orientation, gender identities, race, beliefs, faiths and abilities are welcome to be who they are in this community.”

October had been a particularly rough month of difficult conversations and measured conflict, and by the grace of God, most has resolved. I am hoping that moving into a new budget year with a new vision will encourage some of the stressors and anxieties to cool.

While we continue to be reminded of the limited time we have in God's creation, on the 24th, we welcome two new members by transfer and two new members by baptism. I am encouraged that we continue to see the growth of the church through the faith community of St Marks.

Nurturing - “We value the relationships we have in our community by nurturing and supporting each other in times of struggle, respecting differences of opinion, and dealing with conflicts in an open manner.”

My family attended a Pastor Party family dinner with a couple of families from the congregation, and we had a lovely visit. I will continue to ask people to invite us over – it’s a great way to get to know me and my family!

Marijus and I spoke of the possibility of a Town Hall hosted by Council in February to vision as a congregation the future of St Marks – a place to have an open conversation with no agenda and a commitment for no decisions to be made at the meeting. A place for people to name their fears and dreams about the future.

The fall term of Confirmation will end next week, and I have really enjoyed the youth in this year’s cohort. They are engaged in their small groups and will greet me when they see me (this is a success, trust me). Adult Education wrapped its fall season and there was an ask for another in the late winter.

Justice - “We value working towards peace and justice in the world around us through collaboration with other organizations and faith groups.”

Many thanks to Marijus for the work done so far with Messiah Lutheran to rectify the HR issue for our office admin. It’s additional work that we did not anticipate.

There is a city-wide prayer service on the 28th at St Peters for the future direction of Winnipeg ELCIC congregations. I invite everyone from St Mark’s to attend, if able, as we pray, dream, and seek God’s direction together.

Congregational Reporting

Baptism – 02

2024-11-24 GLENN, Adeline

2024-11-24 LANGNER, Sophia

Reception by Transfer,

Confirmation/Affirmation – 02

2024-11-24 GRAFF, Danielle & Lyndon

Death – 01

2024-11-06 BARKMAN, Norma *

Removal by Request - n/a

Pastoral Acts - year to date

Baptisms 02 Confirmation 01 Weddings 00 Funerals 03

Vocational Activities - year to date

Worship Services: 58 of which 43 were Communion Services

Baptismal Preparation: 02

Wedding Preparation: --

Funeral Preparation: 04

Visitation/Family Prayer: 32

“Home” Communion: 09

1:1 Pastoral Response: 07

Hospital Visits: 08

Meetings: 40

Council Meetings: 09

Staff Meetings: 08

Confirmation Classes: 16

Adult Education: 02

Wider Church Responsibilities (year to date)

MNO Meetings/Events: 22

Mentorship/Collegiality: 15

Other Meetings/Events: 15

MNO Synod Leadership Conference: ☺

STATISTICS - HR Reporting

SYNOD GUIDELINES		SEPTEMBER <i>(Guidelines)</i>	YEAR TO DATE <i>(Guidelines)</i>
Days of the Year	366	30	274
Workdays (<i>5-day work week</i>)	251	22 (21)	165 (189)
Days Off	104	06 (07)	70 (77)
Statutory Holidays	011	02 (02)	08 (08)
Vacation Days	D-26	--	17
(<i>incl. days off + D-02 rollover</i>)	S-04	--	03
Study Days (<i>incl. days off</i>)	014	--	05
Sick Leave	018	--	06

SYNOD GUIDELINES		OCTOBER <i>(Guidelines)</i>	YEAR TO DATE <i>(Guidelines)</i>
Days of the Year	366	31	305
Workdays (<i>5-day work week</i>)	251	24 (22)	189 (211)
Days Off	104	07 (08)	77 (85)
Statutory Holidays	011	-- (01)	08 (09)
Vacation Days	D-26	--	17
(<i>incl. days off + D-02 rollover</i>)	S-04	--	03
Study Days (<i>incl. days off</i>)	014	--	05
Sick Leave	018	--	06

SYNOD GUIDELINES		NOVEMBER <i>(Guidelines)</i>	YEAR TO DATE <i>(Guidelines)</i>
Days of the Year	366	30	335
Workdays (<i>5-day work week</i>)	251	14 (20)	203 (231)
Days Off	104	09 (09)	86 (94)
Statutory Holidays	011	01 (01)	09 (10)
Vacation Days	D-26	--	17
(<i>incl. days off + D-02 rollover</i>)	S-04	--	03
Study Days (<i>incl. days off</i>)	014	--	05
Sick Leave	018	06	12