

**ST. MARK’S LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL MEETING  
September 23, 2025**

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## Attendance

<b>Date:</b> September 23, 2025	<b>Location:</b> St. Mark's Church
<b>Time Started:</b> 7:03PM	<b>Time Ended:</b> 9:01PM

Invited	Apr 29	May 27	June 17	Sep 23	Oct 21	Nov 18	Dec 7	Jan 20	Feb 17	Mar 28	Apr 12	Ma y	Jun e
Jen Polet (S)	P	P	P	P									
Brian Lorch (T)	P	P	P	E									
Nels Kristenson	P	E	E	P									
Tom Lewis	P	E	E	P									
Jodi Pappel	P	P	E	P									
Cole Parsons (VC)	P	P	P	P									
Marijus Timmerman (C)	P	P	P	P									
Lyndon Graff	P	P	P	P									
Pastor Zsófi (exofficio)	P	P	E	P									
VACANT													
	<b>Guests</b>												

## Minutes

1. Opening Devotion - Jen led the devotion.

2. Approval of Agenda

**MSC CC-2025-32 - That the Agenda for September 23, 2025 be approved.**

3. Approval of Minutes

**MSC CC-2025-33 - That the Minutes of the Council Meeting dated June 17, 2025, be approved.**

**MSC CC-2025-34 That the Minutes of the Executive Meeting of July 15, 2025, be approved.**

**MSC CC-2025-35 That the Minutes of the Executive Meeting of August 18, 2025, be approved.**

4. Business Arising from minutes

- Discussion of the Committees policy - our congregational numbers (population) are less than when this was first drafted.

For example "6. Before May 31 of each year, committees shall elect a chairperson and a secretary. The names of those elected shall be communicated to the council chair and the church office." Do we have to have a secretary and chair for each committee? For our current situation there is no need for a secretary since that is the role of the chair. Do we expect minutes &/or a report from each committee? We will refer it to the governance committee since it has been 6+ years since last review on June 30, 2019.

Carried over from September 10 (no quorum):

- Manitoba Mobile Music proposal for 'Messiah Queered' production to be hosted by St. Mark's December 5, 7-10pm (dress rehearsal) and December 6, 3-6pm, 2025.

**MSC CC-2025-36: That St. Mark's Lutheran Church agree to host the Manitoba Mobile Music event entitled 'Messiah Queered', waiving rental fees.**

- Trusteeship of the Alva Houston Trust

**MSC CC-2025-37: That Charlie Polet be approved as the replacement trustee of the Alva Houston Trust pending the removal of current trustee Hugh Adams.**

**Jen Polet abstained.**

5. Finance – See Finance report. Have better HR reporting to prevent future payouts. Holding back 25% from our Synod contributions. Budget submissions are called for October 10, 2025. October 21 the draft budget will be prepared for council. Policy for honorariums - funeral services may need explanation in notes.

- Fees for Funerals and Weddings

***That the Schedule of Honoraria and Fees for Weddings and Memorial Services as updated September, 2025 be tabled for a future meeting when Brian is in attendance.***

- Location for remaining amount of Leisle request

**MSC CC-2025-38: That the unallocated balance of the Leisle bequest be transferred to the Capital Works Fund.**

A suggestion was made by Pastor Zsofi to donate 10% of the Leisle request to Synod. This request will be tabled for a later date.

6. Reports:

a) Chair

- Office Administrator – update

- Stewardship

Suggestion was made to make contact with families that may have been absent from attending church services. Find a method to reach out to our congregation and reach out with a message that will connect. It's not just about the money, we need people for the committees, volunteers, programs. Phone calls and emails not the way - direct human contact over coffee or a meeting. Council is constitutionally responsible for membership. More community involvement, outreach, events, (bbq's, yard sale). Visual representation of our budget dollars and where they go for our ministries. Future deeper discussion is needed.

2 Suggestions: Council to consider a percentage increase in our own PAD to set the example - suggested 5%. Also start a targeted campaign to raise the amount of our deficit within a period of time (12 weeks for example).

b) Pastor

- Worship (see report)

Council to each pick one of the following to focus on:

1. Collaboration - youth and young adult
2. Fundraising - stewardship
3. Building - capital works, renting

7. Committee Reports:

Social Ministry

- Refugee Sponsorship

**MSC CC-2025-39: St Mark's Lutheran Church Council authorizes the Council Chairperson to sign the partnership agreement with Immigration, Refugees and Citizenship Canada, Canadian Lutheran Relief and Khotol Dost, for the private sponsorship of Milad Noori, with St Mark's thereby becoming the Constituent Group for the sponsorship.**

Property

**MSC CC-2025-40: That the recommendation of the property committee to renew the property maintenance contract for Fall yard Clean-up and Snow clearing with Da Boy Next Door for 2025 be approved.**

Committee for Community Care and Outreach

Youth and Young Adult

- Youth Leader update

8. New Business

- Garden Boxes Proposal - update

Leave footprint as it is, use treated lumber estimate \$1000 or with cedar estimate \$3000 range (will last longer and be better for the environment)  
Create ad hoc Garden Committee for this project.

- Sign-update

Company has been called to attempt to diagnose and fix. Sign is not functioning and cannot be powered on even though power is on.

- Office Administrator - update - one prime candidate from the 6 interviews conducted over the past week.

October devotion will be led by Tom.

Meeting Dates for 2025-26: May 27, June 17, Sept 23, Oct 21, Nov 18,  
Dec 7 (budget meeting), Jan 13, Feb 17, Mar 24, Apr 19 (AGM), Apr 21.

Adjournment 9:01PM

## **Council Chair Report**

For September 23, 2025

Submitted by Marijus Timmerman

June to September 2025

This past summer saw several responsibilities shift to various people because of the loss of our Office Administrator. Thanks to the many people who stepped in to help the activities of St. Mark's run smoothly for the last few months and into our present church calendar of activities.

### **Office Administer**

June and July were preoccupied with the process of dismissing our Office Administrator. Thanks to everyone who helped in the decision making and the rest of the process.

September, the search for a new Office Administrator got rolling with interviews taking place September 19 and 23.

### **Meetings**

The Executive met by Zoom on July 15 and August 18 and a council meeting was scheduled for September 10 but due to lack of quorum no business was formally addressed but meaningful discussion took place.

Along with ongoing informal conversation one formal meeting took place with Pastor Zsofi July 24 to discuss and update planning for the fall especially as regards youth and children's ministry.

### **Facility Use**

Arranged for the renewal of the facility use contracts with Archimedes Math and Village Green Dancers. Facilitated the agreement with the Retired Teacher's Association of Manitoba Choir who are now our third ongoing renters.

### **Alva Houston Trust**

We were informed by the Manitoba Law Society that Lawyer Hugh Adams who is the overseer of the Alva Houston Trust had misappropriated some of the funds in the trust and that his practice is being investigated. The Manitoba Law Society has

been very helpful in assisting us with the resolution of this issue. This is an ongoing situation.

## **Finance Report**

September 11, 2025

### **1. Financial Update – YTD to August 31**

A summary of our YTD financial status was circulated to council members earlier this month. As of August 31, expenses have exceeded income by just over \$19,000. A short YTD financial report will appear in the e-news on September 12 and 19 including a pitch for folks to catch up on regular giving that may have gone by the wayside during the summer months.

### **2. Leisle Bequest**

You will recall that \$10K of the bequest has been transferred to the Memorial Fund (\$5K) and the Refugee Fund (\$5K).

\$8,344 of the bequest remains unallocated and currently is recorded on the Income Statement as “Other Income”. Council has previously endorsed a proposal use a portion of the unallocated funds to refurbish the community garden. An estimated cost to refurbish the gardens has yet to be determined.

It is recommended that council approve the transfer of the unallocated balance to the Capital Works Fund. Policy on disbursement of monies from the Capital Works Fund is flexible enough to allow support for the community garden project as well as any other project involving improvements to the church building or property.

#### Proposed Motion

**That the unallocated balance of the Leisle bequest be transferred to the Capital Works Fund.**

### **3. 2026 Budget**

The 2026 budget process has been initiated with an initial call for input from staff and active program committees. It likely goes without saying that finalizing a budget for next year will likely involve some difficult decisions (see #1 above).

The timeline for preparing and presenting the budget to the congregation is:

- Initial submissions for relevant persons, committee (October 10)
- Presentation of first draft to council (October 21)
- Council finalizes budget for presentation to congregation ( November 18)
- Congregation Budget Meeting (December 7)

An area where the Finance Committee will be seeking guidance from council is firming up our practices around honorariums and volunteer recognition. Related to this is the extent to which members who fill the role of supply musician should be remunerated or whether it should be considered as volunteered time.

### **4. Renewal of Shaw / Rogers contract**

A new contract has been signed with Shaw/Rogers for internet and telephone service. The new contract will run for five years at a fixed rate. The monthly price will go up by \$30 plus taxes. The new contract includes an increase to 1 GB of speed and a new modem.

### **5. QuickBooks**

We have downgraded our account with QuickBooks resulting in a savings of about \$30 per month. The downgrades means only three persons can have unique logins (as opposed to five) and we lose the ability to enter a budget and to use the recurring payments feature.

### **6. Retired Teachers Association of Manitoba Choir**

The Retired Teachers Association of Manitoba (RTAM) choir is now officially the third group to recurring renters of our building. They will be using the sanctuary for rehearsals commencing September 10. Thanks to our council chair for handling the negotiations with RTAM. The income from this arrangement will offset the income lost when the Sisters of the Holy Rock cancelled their rental agreement with us.

### **7. PAD**

At the suggestion of a parishioner, I made copies of the PAD forms for new account and changes to accounts and placed them in the information display rack by the main entrance.

Some good news. In the last week, we have received two change forms representing an increase of \$80 per month in giving.



## **8. And then . . . Some Thoughts on HR Oversight**

Council is aware of our history regarding in lieu of notice settlements paid to terminated employees. Settlements have been necessary due to our lack of adherence to recommended HR practices regarding the documentation of employee performance related problems.

We have largely managed to offset the cost of these settlements by delaying the filling of vacated positions. This practice, though, has taken a toll on other staff members who take on other duties on an interim basis not to mention the call we make on a limited pool of volunteers to do the same.

In my opinion, the onus is on council to review past experiences and put in place policy that will address our past HR shortcomings. While the pastor should remain supervisor of paid employees, oversight / supervision of the pastor is the responsibility of council.

Council must decide what information / reporting it expects from the Pastor to ensure established HR practices are being followed. A few examples of the type of reporting council might request include:

- Timely submission of timecards by all employees including reporting of vacation and wellness days taken by salaried staff. Council might consider requiring copies of timecards be made available to the Finance Committee and subsequently, be made available to the Audit Committee.
- Notification that required performance reviews were completed by assigned deadlines
- Notification that performance issues were dealt with in a timely manner with proper written documentation added to HR files.

Respectfully submitted

Brian Lorch

Treasurer

## Finance Update – August 31, 2025

### 1. Overview

As of August 31			
	This Year	Last Year	Change
General Offerings	152,023	160,664	-8,640
Other Income	5,102	5,954	-852
Total Revenue	157,125	166,617	-9,492
Expenses	176,150	167,647	8,502
Net Surplus / Deficit	-19,025	-1,030	-17,994

### 2. Income Detail as of August 31

	This Year	Last Year	Change
4000 General Offerings			
4000.1 Envelope Offerings	14,396.00	14,010.00	386.00
4000.2 PAD Offerings	107,145.00	120,880.00	-13,735.00
4000.3 Electronic Transfers	22,290.75	17,365.18	4,925.57
4000.4 Loose Offerings	382.29	412.00	-29.71
4000.5 Gifts of Securities	7,737.35	7,766.10	-28.75
4000.6 Fr. Charitable Organization	72.00	230.40	-158.40
Total for 4000 General Offerings	\$152,023.39	\$160,663.68	-\$8,640.29
4560 Gain/Loss - Investments	266.89	-1.89	268.78
4602 Interest Income	1,578.25	1,794.49	-216.24
4603.1 Facility Rentals	2,885.00	4,161.00	-1,276.00
4603.5 Misc. Income	371.67	0	371.67
Total for 4603 Other Income	\$5,101.81	\$5,953.60	-\$851.79
Total for Income	\$157,125.20	\$166,617.28	-\$9,492.08

### 3. Analysis

The gap between YTD income this year and last widened in August. Compared to July, envelope offerings were down by about \$1,000 and e-transfers by about \$1,900.

YTD, combined offerings and other income also continue to trail where we were at the same point in 2025.

- August giving was just over \$2,900 less than August 2024.
- YTD General Offering is about \$8,500 less than at the same time last year.
- Facility rental income is down from last year by almost \$1,300

## Notable Expenditures in August

Aside from standard expenses related to salaries, utilities, software licenses, insurance premiums, custodial service and our remittance to the MNO synod, the following anomalies are noted:

- There were no salary expenses for the office admin position in August. Recall that the settlement reached with the previous staff person was paid out in full in July.
- One License annual renewal was completed at a cost of \$527. This license allows us to display copyrighted hymn lyrics on the sanctuary screen as well as include them in our livestreaming of worship services.
- Katherine Coley renewed our website hosting contract. The fee of \$368 covers a three-year period but is recorded as a one-time expense in our bookkeeping system.

## 4. Bottom-Line

- An operating loss of \$2,773 was incurred in August.
- The August loss means our YTD operating shortfall now stands at \$19,025 which is significantly higher than at the same time last year. The healthy balance in unencumbered reserve funds is again allowing us to finance the operating deficit. Ideally, the drawdown in reserve funds will be reversed in the final months of the year if / when income exceeds expenses.

## 5. Detailed Financial Statements

The following are available on Google Drive.

- Balance Sheet 2025-08-31 YTD Compare
- Income Statement 2025-08-31 YTD Compare

Please note that the Income Statement includes \$8,344 of Miscellaneous Income that pertains to the Leisle bequest. This amount will eventually be transferred off the income statement to a designated fund on the balance sheet. Until this move takes place, profit figure on the income statement is more favourable than what is the case.

The path of G Drive to locate statements is:

*Council / Finance Documents / Financial Statements / Financial Statements 2025*

## 6. To End on a Positive Note

That we are coming out of the summer months with an operating deficit significantly higher than a year ago is certainly of great concern.

It is much too early to project where we might end the year. Notable though is that some budget line items will not be fully utilized. An example is the CLAY budget of \$5,000 of which only \$1,490 will be used. There will also be some savings given the delay in hiring an office administrator and we have learned that the Synod will not be assessing a convention fee in 2025 (we have \$900 in our budget for this fee).

The savings realized by downgrading our QuickBooks subscription will be offset by an increase in fees paid to Shaw/Rogers for telephone and internet service. A new contract has been signed with Shaw/Rogers for a fixed rate for a five-year period.

On the facility income front, both Archimedes Math and Village Green Dancers will be returning in September as recurring users of our space at slightly higher rental rates. As well, the Retired Teachers Association of Manitoba's choir is in the process of signing a contract to use our sanctuary for choir practices on a weekly basis.

In communicating with members, an emphasis in September will be a request to those not on PAD to consider making a special offering that would represent a catching up for time away from regular worship services.

## **7. Youth Fund**

Expenses related to CLAY 2025 were charged against the Youth Fund (see Liability section of the Balance Sheet) until the balance of that account was drawn down to \$1,500. The balance of that account is now the same as it was at the conclusion of CLAY 2023. Money is left in that fund to serve as seed money for fundraising related to the next CLAY gathering.

Respectfully submitted,  
Brian Lorch  
Treasurer.

## **Refugee Sponsorship Report**

### **Magribi Family Sponsorship**

It is with gratitude and a full heart that I can report that the funds required to support the Magribi family for their first year in Canada have been raised in their entirety. The fund currently sits at \$38,446 with the contribution from Gimli Lutheran Church yet to come. I am very grateful to the Epiphany Lutheran Church congregation who raised \$9,295 and to a couple of individuals who made stock donations with a combined value of \$11,184. The remaining \$18,000 was donated by St Mark's members, family and friends.

On October 5, Brian and I will travel to Gimli Lutheran Church for worship and to receive their contribution to the sponsorship. They have asked that their funds be used to cover extraordinary expenses such as new beds, winter clothing etc. Their quilting group is also working on quilts for the family beds.

The family members here in Winnipeg are very anxious about Abdulaziz and his family as things are becoming ever more difficult for them in Turkey. They are under constant pressure to return to Syria – it seems the Turkish government is trying every tactic to make it so difficult for refugees that they will return to Syria of their own accord. The family's rent has quadrupled in recent months and Abdulaziz works under cover of darkness because he knows he will be repatriated if he is caught. His employer doesn't want to obtain the needed permit to legally hire Syrians because it costs him money. He allows Syrians to work knowing the risk is all theirs and only pays them sporadically. If Abdulaziz doesn't work, they don't have sufficient funds for rent and groceries. They have also been told that on January 1, they will no longer be eligible for healthcare and prescriptions (heresay at this point). I have begged Abdulaziz to resist all efforts to coerce him into leaving because if he returns to Syria, he is no longer a refugee. The family here is so afraid and while they are willing to help financially, they are living pretty close to the line themselves.

Your prayers for the safety of the family and for quick processing of their approval to travel to Canada are very appreciated.

### **New Request**

I have been approached by CLWR about St Mark's being the Constituent Group for a sponsorship for Milad Noori. Milad is a 23 year old, English speaking Afghani refugee living in Peshawar, Pakistan. Sherwood Park sponsored some of his family members to come to Canada recently, but because the congregation is disbanding, they are unable to sign the sponsorship paperwork for this individual. On August 21, I met with Jennifer Ardon and Muna Al-Nidawi (CLWR) and Khotol Dost, Milad's cousin living here in Winnipeg with her family. Khotol has raised all the necessary funds for the sponsorship and those funds will be transferred to CLWR to be held in

trust until Milad arrives. For this sponsorship, CLWR will also disburse the funds to Milad so there are no financial responsibilities for the Constituent Group. If St Mark's agrees to become the Constituent Group for the sponsorship, the responsibilities are negligible with little risk as there is no fundraising component. Khotol and her family will provide all of the funds and settlement services needed and Milad will live with family members when he arrives. Because CLWR is the Sponsorship Agreement Holder, they cannot also be the Constituent Group, so must seek a congregation to take on that role. CLWR has let me know that they have worked with Khotol Dost on a number of files and are confident in her ability to handle the settlement of Milad Noori without support from St Mark's.

To provide a level of connection to Khotol and Milad, I commit to being the congregational liaison to the family which would require being in occasional communication with Khotol and CLWR to check in and see how things are going. Again, no St Mark's member is required to provide personal, financial or settlement support for this sponsorship.

Becoming the Constituent Group for the sponsorship would require St Mark's to be signatory to an agreement between Immigration, Refugees and Citizenship Canada, Canadian Lutheran World Relief and Khotol Dost, similar to the agreement that was signed to sponsor the Magribi family. As there is little risk in becoming the Constituent Group for this sponsorship, I would ask the St Mark's Council to approve the following motion:

**MS St Mark's Lutheran Church Council authorizes the Council Chairperson to sign the partnership agreement with Immigration, Refugees and Citizenship Canada, Canadian Lutheran Relief and Khotol Dost, for the private sponsorship of Milad Noori, with St Mark's thereby becoming the Constituent Group for the sponsorship.**

### **With thanks**

The work I have been doing on refugee settlement for the past few years has been one of the most enriching experiences of my life. St Mark's mission statement invites us to be God's feet and hands in the world. This work has allowed me, and I hope St Mark's as a whole, to live into that mission. I extend sincere thanks to the St Mark's Council for considering and agreeing to refugee sponsorship.

Submitted by:  
Rhonda Lorch

## **Congregational & Community Care Committee Report**

September 5, 2025

With regards to Congregational Care; in late June I met with Pastor Zsofi and Marijus to review the Membership list to identify those who need to be contacted for further information on membership listing or as an outreach extension of concern to well being. We determined that 51 listings should be updated. I have started on this project and will continue into the fall working through it. I will provide a summary of findings as I gather more feedback and of course pass the updates to Pastor and the office administrator for updating the records.

I have been active with Social Committee activities in the void of a designated chair for this committee. I have drawn the schedule for Coffee and Lunch hosts and continue to try to recruit participants to expand the hospitality roster. I will add that it is not my intention to also chair the Social Committee so besides my own attempt at recruitment maybe this can be added to Nominations or Stewardship to help fill some roles.

As a participant on the Home Communion team, I am committed to two member visitations every 6 weeks. The Home Communion Team will meet again in the spring to review its list of visitations.

Respectfully submitted,  
Signe Jewett  
CCCO Chair

## **Pastor Zsófi's Report for September 2025**

### **Office**

- A HUGE thank you to Brian and Rhonda, Merle, Marijus, Linda, Chris, Cole for the ways you have all stepped in and up to assist with the functioning of many of the administrative tasks through the church office this summer. The important things are getting done, and I am grateful that we are working through it as a team with many parts moving and grooving.
- Some of these tasks included, and continue to include:
  - The e-news editing and publishing
  - Payroll
  - Worship bulletin stuffing
  - Rental agreements and arrangements
  - Mail sorting and distribution
  - Bill payments and invoice filing
  - Minor property management
  - Clean up of some of the digital filing system and deletion of duplicate files
- The office email is currently being forwarded to the pastor email account and I check it daily and forward emails as necessary or respond to anything that needs my response. I am also monitoring the church calendar and inputting reservations as asked.
- Thank you also to Brenda, Jen, and Marijus for everything we have been through with the hiring process for a new Admin person. At the time of our council meeting, we will have interviewed all candidates – and will likely have an update for you.
- Our Financial Secretary had some difficulty this week accessing our church database, and Shirley was able to quickly determine the cause for the problem on Sunday. I will explain in further detail at the meeting.

### **Property**

- I was recently at a meeting with Katja Brittain, a Ministry Director for Church Building Usage through the Eastern Synod. She was invited to speak with the MNO clergy about her work and how she works with congregations to assist in the assessment and planning of good stewardship of property assets. One of the things she spoke to that resonated with something we've been discussing was about safety on church properties. It led me to spend some time looking at the physical property and realize that one of the steps we can take in deterring harmful behaviour on the property is some branch removal on the large tree immediately in front of the entryway. I would welcome conversation about this.

### **Confirmation**

- An email was sent to all eligible confirmands and their parents this month. One family has removed themselves from the list. We will have 15 students from St Mark's in the 2025-2026 City-wide confirmation class, years 1 through 3.
- There are two students who would like to affirm their baptism this October: Sari Reider and Ella Sauer Dojack.
- YYAC is meeting on Oct 2 for the first time this season.



### Children's Ministry

- The Sunday School curriculum that was ordered has not arrived. Alisha is pulling resources together and we are checking in regularly to ensure that Sunday school continues for all ages.
- I have reached out to Augsburg Fortress to find out what's taken so long – the order was still sitting in the warehouse... it's on its way now and should be here by the end of the first week of October.

### Worship

- Melissa and I will be meeting next week to discuss worship plans for worship services up to, and possibly into Advent.
- As we have returned to PPT worship services, we are going to decrease the number of paper bulletins we print, as there have been far more left at the back of the sanctuary than during the summer.
- I have initiated a trial of announcement slides at the beginning of the service in order to have one more way to share information with people who come through our doors.
- Per a few requests made by members of the congregation, a small shift has occurred with leadership in worship: The Worship Assistant and Lector roles have been shifted – There is now a **Lay Leader** who is assigned all of the speaking parts that the Worship Assistant and the Lector had, and a **Communion Assistant** who fulfills the movement part of the Worship Assistant. This was suggested to simply congestion at the front of the sanctuary and to ease resourcing people who were hesitant to do both of these things as worship assistant.
- Melissa and I will schedule the November and December worship assistance calendars.
- I hope to convene a new Worship Committee in October.

### Visitation and Pastoral Care

- I have met with a number of members this summer who have sought me out on a wide range of issues, and I have appreciated each interaction as it has come. I am especially thankful to those members of this congregation who continue to pay faithful attention to the people they visit and bring me updates and concerns.
- I have also had a number of “in the wild” encounters this summer that have proven to be exactly what was needed at the time they happened. God is always working and I am glad to be of service and recognizable – even without the collar.

### Wider Church

- I have been asked to add some creative flair to the space at Faith for the installation of Bishop Larry on Saturday, so some of my time this week will be spent at Faith doing that.

### Personal

- I have completed my certificate in Executive Leadership through Iron Sharpening Iron, and I continue to be in touch with my cohort and teachers as alumni.
- Perrin has started Kindergarten, so much of our time at home is getting back into routines and trying to find a way to make school fun again.
- I am going to be marking 10 years of Ordination on October 3<sup>rd</sup> this year, and I am hoping to once again take a week of study leave in October to do some spiritual direction and discipline in the form of praying, parsing scripture, and painting.

## **Congregational Reporting** *\*\*denotes non-member*

**Baptism – n/a**

**Reception by Transfer,**

**Confirmation/Affirmation – n/a**

**Death – n/a**

**Removal by Request - n/a**

### **Pastoral Acts - year to date**

**Baptisms 03    Affirmation 02    Weddings 00    Funerals 06**

### **Vocational Activities (year to date)**

**Worship Services:** 40 of which 35 were Communion Services

Adult Education: --	“Home” Communion: 09
1:1 Pastoral Response: 34	Hospital Visits: 03
Baptismal Preparation: 02	Meetings: 16
Council Meetings: 08	Visitation/Family Prayer: 17
Confirmation Classes: 08	Staff Meetings: 09
Funeral Preparation: 08	Wedding Preparation: --

### **Wider Church Responsibilities (year to date)**

MNO Meetings/Events: 27	Mentorship/Collegiality: 09
Other Meetings/Events: 09	MNO Synod Leadership Conference: ☺

## **STATISTICS - HR Reporting:**

***January-August 2025***

<i><b>Guidelines</b></i>		<i><b>Actual</b></i>
<i><b>Year to Date</b></i>		<i><b>Year to Date</b></i>
5 days per week, including Sundays <b>171</b>	Days Worked	<b>149</b>
24hr period, 2 days per week <b>65</b>	Days Off	<b>63</b>
Per Manitoba Mandatory Stats <b>7</b>	Statutory Holidays	<b>6</b>
<b>Total Set Aside</b>		<b>Year to Date Used</b>
4 weeks (+4 days rollover**) <b>32</b>	Vacation Days	<b>18</b>
2 weeks (+9 days rollover) <b>23</b>	Study Days	<b>6</b>
18 days (+5 rollover) <b>23</b>	Wellness Leave	<b>7</b>

\*\* The 4 days of rollover vacation time were specifically saved for post-Christmastime away with family from 2024 into 2025.

## SOCIAL MINISTRY COMMITTEE REPORT

SEPTEMBER, 2025

1. Committee Members: Jennifer Moroz (chairperson), Dean Parsons, Rhonda Lorch
2. Since the last report, Committee members have met once in person and have corresponded since then by email to follow up on meeting items.
3. Our meeting this month included reports on ongoing business but was primarily focused on planning Social Ministry initiatives for the fall and winter seasons.
4. Ongoing business:
  - Dean reported that as of September 4<sup>th</sup>, little response has been received to St. Mark's "Going the Distance" fundraiser for LUM.
  - Jennifer reported that St. John's property has now been transferred to the Synod but has not yet been transferred to Epiphany Indigenous Anglican Church . Potential use of the former St. John's parsonage as a counselling centre by EIAC is no longer looking very feasible. The committee will await any news of this initiative from the Synod or EIAC.
  - Rhonda reported on the refugee sponsorship program which has exceeded its fundraising goal (a separate report has been sent to council). The Committee agreed that another sponsorship is not recommended at this time.
5. New Initiatives
  - The Committee has agreed on:
  - A food drive for Harvest Manitoba which started September 14<sup>th</sup> and leading up to Thanksgiving (as advertised in E-News and in the service).

- For Advent, use of the Angel Tree once again to collect items for children in the Urban community. We will try to arrange a slightly later collection period with Rhonda Gorham if possible so that the tree does not need to be set up before the first Sunday in Advent (Nov. 30).
  - Distribution of gift cards at Christmas to congregational members in need and refugee families that St. Mark's has sponsored or supports.
  - We will not be doing Christmas Cheer Board hampers this year due to a decline in volunteers in recent years. However, the Committee will look into the possibility of organizing a day for Committee members & parishioners to volunteer at the Christmas Cheer Board. We will also provide parishioners with the information to register with the CCB if they wish to sponsor a hamper on their own.
6. The Committee is also exploring :
- starting a continuing/longer term local project, perhaps with a school for needed supplies,
  - participating in the CLWR project to restore Lake Chad which has been adversely impacted by climate change, thus impacting agriculture in the area. This "Friend of Creation" project would involve one or more study sessions and a possible fundraising initiative. Future reports on this item will be made to council, including any recommendations on how St. Mark's should participate.

Respectfully submitted,

K. Jennifer Moroz

## **Property 2025 September Report**

The following are the members of the Property Committee

- Perry Kohli
- Ed Mann
- Ken Charleson
- Fred Mann (interim chair)

Membership also includes those parishioners that are available on an "as needed" basis.

The tentative plans for the future, pending Council approval, include the following:

- contract with a company to trim the trees on the south property;
- contract with a company to repair the cracked sidewalk to the main church entrance; and
- renew the bark mulch around the existing gardens.

The following events have occurred during the months of June to September:

- Winnipeg Alarm called in response to an alarm which was activated when our south door was opened before 7 a.m. It was determined that cleaning staff entered the building before 7 a.m. They were advised to start after 7, when our alarm is no longer active.
- Perry Kohli fixed the Ring door bell system to work as intended. When activated, the person at the door can now be viewed on the church computer.
- Fred installed a switch cover on the right side of the boiler room door. The switch controls power to the boiler and the cover prevents accidentally switching the power off. This addresses an incident in May where power was accidentally switched off resulting in a call out to ICS Integrated Control Systems to rectify.
- Compost bins were emptied and grounds around the shed were cleared. Four bags of compost were taken to the Brady Land Fill.
- Ed, Alex and Fred Mann cut down the dead tree in the north west corner garden and took it to the Brady Land Fill.
- The back lane (east side) door was in a locked position where it could not be opened from the outside. Noble Locksmith replaced the lock and key.
- The sump pit alarm under the parish hall was activated as it was stuck jammed at the side. Moving the pump away from the side of the pit rectified the situation.
- Perry Kohli sold one of the three lawn mowers for \$150.
- The floors of both the sanctuary and parish hall were stripped of the old wax and re-waxed.

- The shed was broken into and fortunately nothing was stolen but the door hasp was damaged. Perry Kohli bought and installed a replacement hasp as well as a replacement puck lock that now covers the hasp. It however unlocks with a key instead of a combination. Fred installed a lock box beside the south door that holds that key for those needing access to the shed to mow the lawn or look after the gardens.
- ABC Fire and Alarm did a check of the smoke detectors, fire alarms and fire extinguishers. The cost was high (\$1,017) as batteries, etc. had to be replaced as it was 2 years since the last inspection was done. Unfortunately, it was overlooked for 2024. One emergency light/battery unit is on order as the regulator in the unit was malfunctioning.

Respectfully submitted,

Fred Mann

Interim Property Chair