

St Mark's Lutheran Church

Congregational Council Meeting

May 26, 2026

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Youth and Young Adult Committee Report

Attendance

Date: May 26, 2026	Location: St. Mark's Church
Time Started: 7:02PM	Time Ended: 9:00PM

Invited	Apr 21	May 26
Jen Polet (S)	P	E
Brian Lorch (T)	E	P
Nels Kristenson	P	P
Marijus Timmerman (C)	P	P
Lyndon Graff (VC)	P	P
Kurt Simonsen	P	P
Sheila Matsubara	P	E
Brenda Catchpole	E	P
VACANT		
Guests:		
Rev. Vince Solomon	P	E

Minutes

1. Opening Devotion - led by Marijus: God Gives the Growth

2. Approval of Agenda

Agenda Additions:

- New Business: Council Vacancy
- New Business: Worship Assistant Position (Michael G) (currently ending June 30/26)

MSC CC-2026-25 - That the Agenda for May 26, 2026 be approved as amended.

3. Approval of Minutes

MSC CC-2026-026 - That the Minutes of the Council Meeting dated April 21, 2026 be approved.

4. Business Arising from minutes

MSC CC-2026-027 - That the following be designated as having signing authority on congregational bank accounts effective June 1, 2026, or as soon thereafter pending updating of signing authority documents with TD Canada Trust: Kurt Simonsen, Lyndon Graff, Marijus Timmerman, Brian Lorch.

5. Finance

- a) Council Orientation on Finance – determined unnecessary due to experience of current council.
- b) Financial Update
 - a. Comfortable position due to increased giving in addition to reduction of expenses due to vacancy.
 - b. Unencumbered Cash: \$134,060.44
 - c. Brian has also provided bank statements for reference as well

6. Reports

a) Chair - see report
Highlights – Meeting with Bishop Jason regarding process for Rev Vince and his upcoming sabbatical and plan for moving forward, Alva Houston Scholarship trustee process is underway and documents are being delivered to St. Marks

- b) Pastor Report – Rev. Vince was approached to provide but declined

7. Committee Reports:

- Youth and Young Adult

- Brian to reach out to Annette G regarding honourariums for assistant youth leaders as these are typically given in June
- Worship Committee
- Property
- Congregational Care and Community Outreach
 - Post Service Coffee Time for July, & August: Suggestion that it is suspended over summer due to lack of assistants
 - Congregational Update Process: Process is completed as far as it can reasonably be done. Marijus to speak with Signe on next steps
- Social Ministry
 - No report but note that Day of Action to occur May 31/26
- Call Committee
 - Compensation package created as reference for council review
 - Based on M.Div candidate with 6 year experience and remaining MNO guidelines (housing, car, book, continuing education allocations, etc.)

MSC CC-2026-28: That the proposed compensation package for a new pastor, to be attached to the Call Committee's Congregational Profile, be accepted as presented.

9. New Business

a) Council Vacancy

- a. Brian has proposed that we approach Mabel H as she will be stepping down from Youth Leader position and had been nominated (though was previously unable to serve due to being an employee as Youth Leader) at the AGM

b) Worship Assistant Position

- a. Michael's contract ends at end of June, do we need support? Worship Committee intimated that there will be PowerPoint needs in the summer. Marijus to review with Worship and Michael G and a future motion will be made as necessary.

c) MNO Survey

- a. Request on ideas for theme for next convention. Suggest council members each complete individually.

d) Pastoral Care Review for September

MSC CC-2026-29: That the meeting go in camera.

Meeting comes out of camera.

Adjournment 9:00PM

Finance Report

Following is a brief overview of the state of St. Mark's finances as of April 30, 2026. Appended below you will find actual financial statements including an income (aka Profit and Loss statement), balance sheet and unencumbered cash reserves analysis. For those wishing to dive further into the numbers, you will find the April bank statement, the April 30 bank reconciliation report and the April TD Direct Investing statements in the April meeting folder.

Income (P&L) Statement

This statement records income and expenses related to our annual budget. There are two types of income:

- Income from offerings which can come in the form of envelopes placed in the offering plate, pre-authorized debits (PAD), e-transfers, plate offerings with no envelope (loose), donations of securities and donations received from other charities (primarily offerings received via Canada Helps).
- Non-offering income includes interest and facility rental fees. We also record here any gains or losses incurred from the selling of donated securities. These arise when the price of a stock changes from the time we receive it in our account (book value) and the time we sell the stock. Donors receive a charitable receipt for the book value. If the stock falls in price by the time we sell, we absorb the loss. We also pocket the gain if the stock goes up in price before we sell it. You should know that our policy is to sell securities as soon as possible after they arrive in our self-directed brokerage account.

2026 YTD Income Highlights

- YTD offering income is tracking \$16,500 above what we received in the same period last year.
- Offering income has been bolstered by gifts of securities (net value of just under \$11,000) and e-transfers (up from same period last year by over \$5,000).
- Higher facility rental income due in part to advance payments received from Archimedes Math as well as income from RTAM Choir. Note that the choir has given notice that they will not be using our space starting in September.
- Note that the miscellaneous income reported in 2025 was bequest monies that were later transferred to the memorial fund. Hence, these should be disregarded when comparing overall income from this year to last.
- Taking the bequest money into account, total income this year compared to last is up by about \$17,600

YTD Expenses

- Not unexpectedly, spending on salaries, wages and benefits is down considerably this year compared to last. Savings have come from being without an office administrator since early January and not having a pastor in place from mid-January to the end of February.
- Salary expense for our interim pastor kicked in on March 1. Total compensation for this half-time ministry will be approximately 50% of what we have budgeted for.
- We have incurred some additional expenses for overtime earned by our Music Director during January and February (approximately \$3,000). Going forward, compensation for overtime will be in the form of time in lieu wherever feasible.
- Utility costs are down this year mostly due to the end of carbon taxes.
- Airfare for Melissa to attend the National Worship Event in Whitehorse was expensed in April. The expense (\$1,335) was charged against Synodical/National Events (see GL 5083.3)
- Overall spending by program committees is higher this year than last, though a good portion of the difference can be attributed to expenses related to the farewell lunch for Pastor Zsofi.

Bottom Line

- As of April 30, income has exceeded expenditures by \$26,305.
- Note that no remittance was made to the Synod in April. We will catch up by making
- This provides a healthy cushion that will help us absorb the expense of sending our Music Director to the National Worship event in Whitehorse this coming July as well as costs associated with call process including interview and relocation-related expenses.

Balance Sheet

The balance sheet provides a snapshot of the congregation's assets and liabilities on a given date.

Assets

Assets include money held in our chequing account and investments held in our TD Direct Investing account. The latter includes money stashed in a high interest saving account (Code 1205 on the balance sheet) as well as two bond exchange traded funds (ETFs). The values reported for the bond funds are book values, that is the value of the funds on the day they were purchased. More about this in the following section.

Other assets are the GST Receivable account and the building account. As a registered charity, we can claim a 50% rebate on GST we pay on goods and services. We let the rebate owed accumulate for six months before submitting a claim to the

government. When rebate is received in our chequing account, the balance in that account goes up and the amount showing on the GST receivable line goes down by the same amount.

The building section on the asset side of the balance sheet has two items. Line 1401 show the original cost of refurbishing the sanctuary and expanding the parish hall in 2008-2012. We are depreciating that expense by twenty-equal instalments. At this rate, the entire cost of the expansion will be written off in 2032.

Liabilities

The liabilities side of our balance sheet records monies that we have set aside to pay bills that have not yet come due and monies we have set aside for designated purposes that are not part of the operating budget.

Bills yet to be paid include purchases made by staff on their church VISA cards as well as money that will be owed to Group Services Inc (GSI) for employer paid portions of CPP, EI and pension, life insurance and health plan benefits.

The remaining liability accounts hold funds given by members as designated offerings. These funds must be spent on the purpose for which they were given. Examples include offerings designated to Canadian Lutheran World Relief, our Refugee Sponsorship Fund, the Urban Meals program and of course, any funds raised by our Youth Group to pay for travel to CLAY). You can learn more about the details of each of the accounts listed here by reviewing the Designated Funds Policy document (on Google Drive, go to Council / Governance).

Unencumbered Cash Reserves Analysis

Unencumbered is a fancy way of saying no strings attached. In the case of St. Mark's unencumbered cash is money we can use to pay our regular operating expenses (i.e., program committee spending, administration expenses, property expenses, HR expenses and monies we send along to mission partners – mostly the MNO Synod). The unencumbered cash statement adds up all our liquid and near-liquid assets and subtracts from that all monies that have been set aside in those liability accounts (the designated offering) and any monies in those account payable lines.

The one significant difference between the values you see on this statement as opposed to the balance statement is that on the unencumbered statement, we report the market value of the bond fund, not its book value. Those familiar with the pricing of bonds will know that the value of bonds increases when interest rates decline. Vice-versa, when interest rates rise, the market value of bonds falls.

Looking back at the balance sheet, line 1208 is the book value of monies that were donated to fund our scholarship program. Since we have no immediate plans to sell this investment, we really don't care if the value fluctuates. We just collect the interest and use it to fund the scholarships we award each year. The same principle applies to the value reported on line 1209 on the balance sheet, the Social Ministry Bond fund.

Where market value is relevant is on Line 1207 – TD Bond Fund – unrestricted. Monies held in this fund are not encumbered and so can be used just like general offerings to pay on-going expenses. Hence, to reflect the true value of this bond fund on the Unencumbered Cash Analysis Report, we report what investment is worth today as opposed to what we paid for it.

For those who follow the bond market, you will know that it has not been the greatest place to invest over the past number of years. And so it is that the market value of our unrestricted bond fund has lost about \$5,500 since we bought our units. Ouch.

Despite this loss, we find ourselves in a reasonably comfortable financial position. As of April 30, total unencumbered cash sits at \$134,060. This is up substantially from where it was at the same time last year and up considerably from where it was at the start of 2026 (about \$107,000).

One last point. There is a close tie between changes in the unencumbered cash balance and the bottom line shown on the income statement. When the income statement shows an overall surplus (income greater than expenses), the unencumbered cash balance will rise. If expenses are exceeding income, then we will see the unencumbered cash balance go down. You can think of it this way. During the summer months when offering income tails off but expenses don't, the way we are still able to pay our bills is by drawing down those unencumbered funds.

Submitted by on behalf of the Finance Committee
Brian Lorch, Treasurer.

Council Chair Report

For May 26, 2026

Submitted by Marijus Timmerman

The following are the actions of significance since the last Council meeting April 19, 2026:

As we wind down a busy, eventful and at times stressful church year we thank all those congregation members working kitchen or property, in education or worship and in our church community or the community at large. We are gifted to have such a caring and committed group of people.

On May 1, I had a phone conversation with Bishop Jason regarding the terms of our interim pastoral leadership and other issues regarding our congregation including the Call process and general conditions in the Synod. The conversation provided a better understanding of the situation in the Synod and our congregational situation. There have been a few other opportunities to touch base by text to stay informed in ongoing matters.

On May 7, I sat down with Reverend Vince to have a general discussion and review of his interim ministry. I shared observations on the past few months of his ministry which led to a healthy conversation and understanding of our mutually desired outcomes. Reverend Vince attended two meetings over this period, the first was a meeting of clergy to review the City Wide Confirmation Program and the other a multi denominational meeting of clergy.

I am encouraged by the progress of the Call committee and have had conversations with Chairperson Danielle on occasion. I have shared Call Committee materials that have been shared with me so that we as council have a sense of the progress being made.

There is news regarding the administration of the Alva Houston Scholarship. I received word from lawyer Stephen Halas, who has been assigned to us through the Manitoba Law Society to oversee the transition of trustee for the account. Documents have been by Stephen Halas which will allow us to proceed in assigning the trusteeship of the Alva Houston Scholarship to our selected candidate Charlie Polet.

Community Care / Congregational Outreach

Coffee and monthly potluck lunches have been maintained throughout the last months, and this coming May 31 lunch will be the last before the summer break. We will resume with Come Together Sunday in September. I would like to have Council support to suspend formal Coffee Hours through July and August. It has been a challenge to keep the hosting roster up so that it does not always fall to a few who usually step in when no one else has signed up. It is fine for someone to put on a pot of coffee but there is the cleanup and close down that also needs to be done as well. As to the work on the Membership list I think I have completed my contact to as many of those we identified early last year (those we have not seen in the church in the last few years). I have left messages with many not returning calls or emails. I am wondering what a bigger plan to update information on our regular population might look like. Is this a priority right now or do we wait for stable office support and Pastor in place?

The Home Communion team will meet to review visitation again once a permanent Pastor is in place as well. Ron Long has continued to hold the balance of information and coordination of this outreach care.

Sincerely, Signe Jewett

Property Committee Report

The following items involved one or more of the Property Committee:

- Perry was available to let Hydro check for the possibility of gas leaks at the church.
- Ed, Perry and Fred assisted with the demolition of the old and construction of the new garden boxes.
- The trench that was dug to accommodate the new electrical cable from the church foundation to the sign, was filled in and covered.
- The urinal in the men's parish hall bathroom was unplugged.

Fred Mann
Acting Property Chair

Worship Committee Report

Meeting held at St. Mark's on May 1, 2026, 1:00 pm.

Those present: Melissa Gingrich, Sarah Harrington, Rachel Kristenson, Wendy Kublik, Marilyn Simonsen

Unable to attend: Siri Kristenson

Agenda

1. Check-in after Lent/Easter
2. Brief overview & clarity of future plans (Pentecost, etc)
3. Clarifying summer worship
4. Special events Sundays
5. Outline tasks for Season of Creation
6. Pastoral supply looking forward
7. New business

1) check-in after Lent/Easter

—celebrations, any concerns to bring forward?

- Very positive feedback on Lenten liturgy. Was a lot of work to put everything together, and we'd like to use it again.
- Many comments on the décor and people appreciated the explanation in the e-news.
 - Wendy will include a "blurb" in the e-news when we have notable changes in the paraments.
- Extremely good feedback from various congregants for Good Friday. It was powerful and moving. People appreciated its simplicity and the visual effect of the crown of thorns coming down and being wrapped up and placed at the cross
 - If using again, Wendy needs to fix Kyrie in bulletin (there is a copy paste mistake).
- Melissa had one member comment that the Kyrie eleison might be less welcoming to attendees unfamiliar with church liturgy. Melissa included note of English translation.
 - Note made of our Swedish heritage, which no one has close connection to anymore, but still an important part of St. Mark's.
 - Pentecost liturgy will be holding up different tongues and intentionally using the Spanish liturgy (setting 7)
- Discussion on importance of educating regarding language choices and seasonal changes. Even those attending for years may not be aware of subtleties or "church" terminology.
 - Sarah can coordinate, Rachel happy to write content
- Service length – always an ongoing conversation. Consensus that current services are very reasonable in length and if people have other scheduling demands, they can bow out of the service early. No judgment.

2) Brief overview & clarity of future plans (Pentecost, etc)

—welcome Michael Gingrich to new role

- Assistance in creating - bulletins, PowerPoints, preparing worship binder
- Melissa will proofread documents
- Timing, possibly just while Rhonda is away?
- Feedback that the PowerPoints prepared by Michael have been excellent. Thematic imagery running throughout.

—worship prep discussions

- Need to communicate for special Sundays, will be acknowledging Red Dress Day May 3rd as the official day is May 5th.
- Process for acknowledging catastrophes that occur after service has been prepared. Email Rachel, cc Melissa. Have a statement or prayer written so that it can be included in the worship binder (via post-it or otherwise). Will need to communicate to the lector and presider prior to the service.
- Prayer list process – to add to the prayer list, call Marijus or email the church office.
 - Pastor used to update, has gotten a little unorganized
 - Agreed that names will be updated by Michael and listed in alphabetical order (by last name). Will need to ensure Michael receives this information so bulletin and worship binder can be prepared appropriately.
- Use of different languages in Pentecost (Liturgy 7)

—making sure we're covering Melissa's absences

Melissa provided a list of the weeks she will be away and the supply musicians she has arranged.

- Each member of the committee will select hymns for the Sundays listed below, please provide
- Melissa will provide Rachel's contact information to the supply musicians – they are expected to reach out to her. Wendy and Sarah can help coordinate access to the church.
- Wendy can assist with preparation of music binder for musicians.

May 19-25 (Sunday May 24 Pentecost HC)

- Musician: Chrystal Bartel (may require enlarged text/music)
- Hymn Selection: Rachel

June 17-23 (Sunday June 21 Grad recognition?)

- Musician: Heather Grafe
- Hymn Selection: Sarah

Study Leave: June 30-July 6 (Sunday July 5 HC)

- Musician: Heather Grafe
- Hymn Selection: Wendy

July 7 -13 (Sunday July 12 SOW)

- Musician: Gordon Plant TBC
- Hymn Selection: Marilyn

July 14-20 (Sunday July 19 HC)

- Musician: Rachel Dyck TBC
- Hymn Selection: Rachel

—hymn decisions

Send them to Melissa and Michael (Melissa will provide Michael's contact) by Friday, May 8th

3) clarifying summer worship - recruit full deck of weekly volunteers? continue PowerPoint? frequency of video sermons?

Will use PowerPoint –easier if guests are leading

Wendy will review/proofread the PowerPoint, worship binder, etc. (usually done by Melissa)

Elaine Sauer at Messiah asked for help and whether we can coordinate some alternating worship Sundays this summer.

- St. Mark's council does not want closed doors on Sunday.
- Delay in/lack of response to Elaine Sauer's request. Need to ensure ongoing dialogue between Council and the Worship Committee, need timely responses between us when questions arise regarding worship.

Worship leaders are booked to end of August thanks to Sarah. Ron presiding July 5th and 19th (Rachel will ask about Ron's friend's background for preaching on July 19th, Sarah will email Rachel Ron's contact info).

About 3 Sundays will use the synod's pre-recorded sermons. Good to stay connected with the wider church, but grateful that we have so many strong members of our congregation.

Sarah will confirm with Marijus who is "pulpit supply" vs. volunteer member of congregation.

4) special events: formal Thank You and Sunday Sundaes after final week of Sunday school? Grad recognition? Mother's Day/Father's Day? Pride weekend?

May 10 – Mother's Day (Ed Mann, Merl) All inclusive prayer (thankful for all who nurture us)

June 21 – Father's Day (inclusive prayer)

May 31 – SOW Potluck – teachers usually have some ice cream with potluck

- Council's role to arrange a thank you
- We'd like to have a blessing/acknowledgement of the Sunday School teachers at the end of the children's message. Rachel will mention to Marijus (Council) that this would be the opportunity to provide a gift.

June 7 – Pride Weekend – will celebrate pride during this service

June 28 – Grad weekend – acknowledge grads (high school and college grads). Put note in e-news: Wendy can write it up (please send information to Sarah) Sarah will reach out to give them invites to attend a few weeks ahead of time. Sarah will make announcement coming Sunday (May 3rd) and beginning of June.

5) outline tasks for each person to report back on regarding preparing for Season of Creation

Anticipate continued roles as outlined at previous meeting. Melissa will send resources regarding Season of Creation. Please review prior to August meeting. Rachel will send out doodle poll for a meeting first week in August closer to that time.

Some key dates:

- September 6th first weekend
- September 13th come together Sunday – Friends of Creation.
- October 4th Friends of Creation

Worship Committee role: Marilyn referred to current Terms of Reference for committee, written in 2023. Discussed revisiting TOR once we have staff return, as some tasks will need to return to these individuals.

6) Pastoral supply looking forward

Sarah shared that Pastor Lenise Frances is helping us in August and has indicated willingness and eagerness to help past that. Rachel will mention this to Marijus (Council) that Pastor Lenise may be available as pulpit supply or more in the fall.

7) New business

First week of August for next meeting – have a look at season of creation individually before then.

Marilyn asked if we need to keep silver polished. We agreed not to stress about the silver as we are not going to use it in the near future. Marilyn will continue to keep the other communion dishes and supplies in good clean condition.

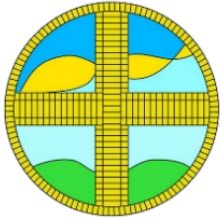
Marilyn will burn the palms and label ashes so we are not scrambling next Ash Wednesday.

Proposed Compensation Package for Potential Pastor

Type of Compensation	St. Mark's
Base Salary ¹	60,018
Housing Allowance	\$24,000
Pension, Life Insurance	As per current GSI requirements
Health Benefit	Option A – Enroll in Green Level Family Plan Option B – Enroll in Blue Level plus salary increment of \$1,512
Car Allowance	Kilometer charges as per current MNO guidelines
Book Allowance	\$500 per year
Continuing Education Plan	\$600 per year
Education Leave	As per current GSI requirements
Cell Phone	\$50/month cell phone allowance
Computer	Congregation to supply laptop or desktop.
Vacation	As per current GSI requirements
Moving Expenses	full remuneration for cost of moving household goods to Winnipeg excluding cost of packing goods. Full remuneration of personal costs (accommodation, mileage, food) while in-transit.
House Hunting	travel, food and accommodation costs for pastor and spouse/partner to make one trip to Winnipeg for the purpose of arranging accommodation.
Total Salary plus monetary benefits	\$103,385 Employer Paid Benefits include pension, health plan, Life Plus plan, CEP, book allowance and cell phone allowance.

Notes

1. MNO Guidelines assuming candidate with M. Div and 6+ years of experience.



Youth & Young Adult Ministry Committee

St. Mark's Lutheran Church (SMLC) Winnipeg MB

Committee Meeting May 5, 2025, 6:00pm Please advise writer of any errors or omissions

Lawrence Gargol LG, co-chair

Rachel Martens RM

Mabel Harrington MH

Annette Gargol Ag, co-chair

Brenda Catchpole BC

In attendance / regrets

Item	Action
1 Opening Prayer / Agenda Review .1 Opening prayer .2 Agenda review & update & guest introduction .3 Subcommittee Review: Confirmation/Youth/Young Adults .4 Other .5 Closing	Info
2 Subcommittees Review	
.1 Youth reviewed as follows:	
.1 Leadership going forward discussed:	
.1 Mabel is leaving Winnipeg for summer employment this week and will step down as Youth Leader. She may consider future involvement in a supportive role, perhaps part of worship.	
.2 Rachel is willing to be interim Youth Leader to end of June (Thank you!) She intends to step back from Leadership but is willing to provide background fund raising support and a young adult event focus.	Info / RM
.3 Michael / Taus will be approached to ask about their interest as youth leaders for 2026/27 Annette will send an email to Rachel asking her to check in with them.	RM
.4 A number of names were raised as members of the leadership age (Don Han, Henry H, Meadow R, Jessica C, Siri K), Realizing we really are just guessing, Brenda will inquire about SMLC 'Church Watch'.	BC
.5 Brenda will check if SMLC has a Youth Leader job description. Mabel will provide her monthly hours for future reference.	BC
.2 Honorarium presentation / leadership recognition targeted for June 21 st when Mabel is briefly back in Winnipeg.	Info
.3 June 28 th will be grad recognition for three member grads: Meadow Reider, Henry Harrington, Eric Wegert. Worship Committee was contacted & advised that our committee will proceed with book/cookie gifts and provide to Worship / Council for presentation.	Info
.4 A church key for Youth Leadership usage was provided to Rachel.	Info
.5 Fundraising	
.1 Quiz Night, basket Raffle and silent auction were huge success both for fun had and raising approx \$2300.	Info
.2 Glenlea plant sale will begin soon; delivery date is May 23 rd . youth to set-up and attend table with information. Youth o be asked to help, 9-11 orders, 11-2 help to carry out to car. About \$805 raised. eNews / Sunday Announcements to be made.	LG/RM / Info
.2 Confirmation reviewed as follows:	
.1 Prayer Partner program to be reviewed; an informal pairing to be considered. Lists need to be checked / updated.	Ag
.2 Plans for confirmation Sunday in the Fall and Classes is unclear; Ag to check in with council. Deacon Michelle also to be asked re classes plan.	Ag
.3 Young Adult (YA) Committee reviewed as follows:	
.1 An escape room event followed by pizza and board games is being planned for Sat June 20 th . Committee budget can cover pizza costs.	Info / RM
3 Closing Prayer	Info
4 Next Meeting – tbd	Info
Distribution: - all Committee members - SMLC Council Chair, Marijus Timmerman	
