

St. Martin's United Church

2020 Annual Report

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Values and Beliefs

Vision:

St. Martin's United Church strives to be a thriving, growing, and welcoming faith community. Following in the path of Jesus, we seek to live faithfully in the midst of everyday life.

Mission:

St. Martin's United Church publicly affirms that diversity is truly a gift of God and that all people belong here. We commit to living in right relationship with our Creator, ourselves and the wider community.

Values:

We:

Nurture Christian faith, purpose and joy.

Embrace diversity and welcome all, regardless of age, gender, race, nationality, ethnicity, physical or mental ability, culture, education, economic status, family status, sexual orientation or gender identity.

Care for each other through all stages of life.

Strive to be a justice-seeking and compassionate community.

Provide opportunities for fellowship and service.

Embrace the mysteries and challenges of life.

Share our faith journey.

Strive to live with respect in creation.

**“STATE OF ST. MARTIN’S” CONGREGATIONAL
“ZOOM” MEETING
JANUARY 31ST, 2021, 10:30 A.M.**

AGENDA

- 1. Welcome – St. Martin’s Board Chair – Randy Cline**
- 2. Opening Meditation – Jordan Cantwell and/or Keith Hall**
- 3. Acknowledgement of Territory**

Chair: In the spirit of reconciliation, let us acknowledge our relationship with the Indigenous People of this land.

Reply by participants: We acknowledge that we gather for this meeting on the traditional lands of the First Nations and the homeland of the Metis. We are all treaty people bound by the understandings made in the agreement known as Treaty Six.

- 4. Board Chair Report and Overview of Meeting Format – Chair**

I anticipate giving a brief preview of the meeting format, emphasizing that the focus is on information and providing us with the opportunity to meet as a large group. This would also be a good spot to clarify how people can participate if they have questions during the zoom.

- 5. Committee Reports / Highlights from the Past Year in the Life of St. Martin’s**

5.1 Ministry and Personnel

5.2 Property Committee

5.3 Worship Support Committee

5.4 Website & Social Media

5.5 Outreach Committee

5.6 Refugee and Permanent Resident Committee

5.7 UCW

5.8 Transition Team [Board Sub-Committee Advising On Actions and Protocols Related to the COVID Pandemic]

5.9 Finance Committee

6. Ministerial Staff Reports

6.1 Jordan Cantwell

6.2 Keith Hall

6.3 Brandy Emmerich

6.4 Dan Unrau

7. Closing Remarks – Chair

8. Closing Meditation – Jordan Cantwell and/or Keith Hall

9. Adjournment - Chair

Celebrations & Memorials 2020

Baptisms

Anne Laura Sawchuk

Weddings

Russell & Annika Agnew

Funerals/Deaths

Garnet Harmon

Marilyn Sagi

Brian Ast

Gladys Cross

Harold Schultz

Vernon Mattson

Ruth Pugh

Adele Sowter

Jack Cameron

Irwin Ratzlaff

Lloyd Wudrich

Bill Sinnett

Susan Brooks

Alice Youngs

Joyce McMurtry

Norma Romuld

Siggie Johnson

Jim Holtslander

Eiler Humbert



Board Committee Reports 2020

Board Chair

When I took on the role of Board Chair for St. Martin's back in the spring of 2019, I can guarantee that I would not have been thinking about a world-wide pandemic as one of the eventualities we would have to contend with! Despite the multiple challenges created by the current pandemic, I am happy to report that our faith community has forged ahead with creativity, resilience, and faithfulness in the face of COVID! Your Board has continued to meet virtually through Zoom meetings to carry out its duties. Our staff and faithful volunteers have worked tirelessly to support the people of St. Martin's as we continue our efforts to put Christ's gospel and the teachings of our church into action.

I am excited that this first of two "virtual" congregational meetings provides us with the first opportunity we have had in quite some time to come together as a large group to get an overview of the ongoing life and work of St. Martin's United Church. In my report, I am simply shining a spotlight on some major highlights from the past few months. Our committee representatives and staff members will be offering more detailed accounts of the work they have engaged in to support our community of faith.

Finances

We are fortunate to have a dedicated, extremely hard-working team on Finance led by our chairperson, Mavis McPhee, and member Rick Dobrow who looks after the technical side of our budget. Our Finance volunteers have diligently done research and sought out advice through mechanisms such as webinars put on by the United Church of Canada to ensure that we receive all the external financial supports that are available to us.

As we have dealt with the realities of diminished rental income, and the loss of our normal fundraising revenue, I have been very grateful that the faithful giving of our congregational members has allowed us to remain relatively stable in terms of our finances. We appreciate having a long-term, stable renter in the Alerces school. Alerces were able to resume operations in our basement area this fall after putting tremendous effort into thinking through and executing strict COVID protocols.

Ministry and Personnel Committee

United Church policy clearly states that the community of faith needs to maintain an effective Ministry and Personnel Committee. For a variety of reasons, we struggled over the past year to have a committee in place with enough volunteer members to carry out the full range of duties that are required. Three ongoing members of M and P - Isabelle Cook, Adrienne Heskett, and Richard Prankev - generously agreed to stay on.

We were excited at our board meeting in late November to approve the addition of Kit Loewen, Lee Jasieniuk, Murray Tempel, and Beth Williamson to this vital committee mandated by the national church. We now have a blend of new members and several people who have previous experience on our St. Martin's Ministry and Personnel committee.

Transition Team

In the face of the COVID crisis, earlier in the year the Board established a "Transition Team" sub-committee, including our staff, myself as Board Chair, and several other volunteers. This group will continue to function throughout the pandemic, ably chaired by Don Cook who wears another hat as our chair of the Property Committee.

Work of Our Staff Team

This past October 31st, our hard working and dedicated caretaker, Don Williams, decided to retire. The Board felt very fortunate to be able to hire Dan Unrau, a long-time member of our congregation, to succeed Don in the caretaking position.

Throughout the COVID crisis our ministry staff, along with dedicated volunteers, have worked diligently and creatively to continue to offer weekly Worship in addition to programming such as in-person Youth Group meetings, virtual Children's Church, and virtual community check-ins. Jordan has offered various forms of weekly reflections and devotions in on-line formats.

The Board is grateful to our musicians, Erin Tempel and Betty Lou Agnew, and the "tech team" including Cathy and Bob Anderson, and Ken Glover who have continued to use their expertise and creativity to help create the excellent on-line

worship event that we have the opportunity of experiencing every Sunday. Our ministers have continued to hone their on-screen skills as they have courageously accepted the challenge of delivering worship in this new mode!

Our ministers continue to maintain pastoral visits with a mix of phone conversations and in-person visits where that is possible. Keith continues to facilitate a much-appreciated Covid-19 Pastoral Care Phone Volunteers program.

The Affirming Action Team met this past October and, in cooperation with the Affirming Committee at McClure United, are planning around four areas of focus for this ministry including Mental Health, Disabilities, LGBTQ21A+ inclusion, and Right Relations/Racial Justice work.

Our office administrator, Brandy Emmerich, continues to expertly provide vital services in the areas of administrative support, bookkeeping, and church communications.

Sanctuary Renewal Project and Audio-Visual Upgrades

One of the major themes that emerged from work done by our Long-Range Planning committee in 2018 was a reimagining of St. Martin's multi-purpose sanctuary and this led to the establishment of a "Sanctuary Committee". After broad consultation with stakeholder groups, and a realization of the complexity of executing a sanctuary revitalization project, this committee went through an extensive interview process to find an interior design firm that could assist the congregation in laying out a plan for renewing our sanctuary. At the November 28th, 2019 meeting of the Board, the Sanctuary Committee brought forward a recommendation to approve the proposal for a Design Concept submitted by Marian Hoffos, Holliday-Scott Interiors Design Studio Ltd. at a cost of \$15 000 plus GST. Following rich discussion and numerous questions, members of the board put forward a motion to accept the Sanctuary Committee's recommendation and this was passed unanimously. The onset of the Covid19 crisis brought this project to a halt. However, the Board will be exploring how best to reactivate this process, prioritizing upgrades to our audio-visual systems given the current limitations of our sound system and the exciting potential of on-line streaming technology to enhance delivery of our weekly worship experience.

This pandemic has created great challenges for us personally, and for our faith community, but we know that in the past our ancestors in the Christian faith faced

grave circumstances that they were able to overcome and use as an inspiration for growth and renewal. Here at St. Martin's, there may be opportunities to use this sudden shock to our normal ways of doing things as a catalyst to explore how we can live as gospel people in new and visionary ways.

On behalf of the church Board, I would like to express my deep appreciation once again for the ongoing engagement and support of all our St. Martin's community of faith members in these trying times.

Yours in faith,

Randy Cline

Chair of St. Martin's Board

Ministry & Personnel

In this environment of enormous change, we commend all of the staff for their willingness to take risks, to re-imagine their work, and to exercise enormous flexibility, patience and perseverance.

M&P Membership

- The M&P Committee is comprised of Beth Williamson, Isabelle Cook, Lee Jaseniuk, Murray Temple, Richard Prankev and Kit Loewen. The staff report to the committee and participate in aspects of committee meetings.
- Kit Loewen will act as Chair (i.e., developing agenda, creating reports, facilitating meetings and acting as a "point person" for inquiries). Beth Williamson will be the Committee's delegate to Board meetings. Lee Jaseniuk will keep records of M&P Committee meetings.

Duties of the M&P Committee

The role of the M&P Committee is focused and centred on healthy relationships. The committee's key responsibilities relate to the relationships among the pastoral charge staff, the congregation, the governing body, other staff, and the working conditions of staff. The committee and staff must operate with a high degree of trust, with commitments to confidentiality and integrity to support the work of the committee.

For a complete description of the roles and responsibilities of the M&P Committee, please refer to the United Church of Canada policy (https://united-church.ca/sites/default/files/ministry-personnel-committees_policy-procedures-practices.pdf) or speak to one of the committee members.

Key Issues for the Committee

Since the membership of the committee was approved in October, the committee has held two formal meetings and has had extensive communication by email. We have set out number of important items to address:

- **Caretaker:**
 - The appointment of a new caretaker for the church, Dan Unrau. The committee and the Board are delighted that Dan has agreed to take on the caretaking duties on a part time basis. Dan has been supported in his new appointment by members of the Properties Committee.
- **Budget:**
 - The M&P Committee prepared a draft submission for consideration in preparing the budget proposal.
- **Office Administrator:**
 - In consultation with the Finance team of Rick Dobrow and Mavis McPhee, the committee has been working on a renewed job description for Brandy Emmerich to ensure that it is congruent with the duties she carries out.
- **Ministerial Review Process:**
 - Due to Covid-19, a ministerial review process was put on hold. At this time, the committee is seeking information to assist with that process, which will need to be revived.
- **Ongoing matters for the committee:**
- **Staff Work-Life: Support and Consultation**
 - We receive regular reports from the staff regarding their work. This is particularly important given the two transformational circumstances in their work - the reduction in the pastoral staff team, and the Covid-19 pandemic. It is important to emphasize that these two contextual changes have had an enormous impact on the work-life of the ministry personnel, and of course the support staff have had to undertake

significant re-configuration of their work-life as well. The M&P Committee is committed to being available to hear, consult, and support the staff as they work in this radically different environment. As a committee, we commend all of the staff for their willingness to take risks, to re-imagine their work, and to exercise enormous flexibility, patience and perseverance.

- The staff report their access to sick leave, vacation time, and study leave to the committee who seek approval from the Board where necessary.

Property Committee

The Property Committee is responsible for the general building and property maintenance and improvements of the church building and grounds.

The church building has been closed to all uses in March 2020. Staff have been working from home starting at that time. The online worship time have been using the sanctuary space for recording on a weekly basis.

Reopening of the church for use began in September with Alerces Spanish Pre-School & Kindergarten returning to operation.

Alerces are currently have exclusive use of the lower level of the church building and are responsible for cleaning and sanitation of that area. They are not using any portion of the main floor of the church building.

Reopening of the church for small church groups and ministries was offered starting in October with limited uptake.

Reopening of the church to in-person worship has not been undertaken at this time.

Reopening of the church to community groups has not been undertaken at this time.

For the period of March to October, custodian and building operation was provided by Don Williams on a volunteer basis. We are very appreciative that Don offered to do this for the church. Don resigned as the church custodian at the end of October.

The Property Committee members participated in the hiring of a new custodian and are pleased to welcome Dan Unrau to that position on November 1. Dan is currently

working up to 10 hours per week based on current needs. Hours will expand to 30 hours per week when the church full reopens.

Given the uncertainty around the COVID-19 pandemic, no projects have been undertaken in 2020.

Thanks to Don Reimer, Ken Turner, Al McPhee and Gord McMurtry for their wisdom, effort and commitment to the committee.

Submitted by
Don Cook (for the Property Committee)

Worship Support Committee

The Worship Support committee is responsible for working with the ministry staff to provide worship services to St. Martin's. The work includes arranging for greeters, readers, and communion servers, decorating the sanctuary for the first Sunday of Advent and removing decorations after Epiphany Sunday. The committee also makes recommendations to the Board sessions for marriages, baptisms, and church membership; receiving and considering worship-related suggestions from members of the congregation, helping to organize special services.

This past year of 2020 was somewhat different. We held one in-person meeting on October 20 where we discussed ways for making the Advent season more meaningful for the church community in this year of Covid 19. In late November we decorated the sanctuary and lounge for Advent and Christmas.

Members of the committee are: Marguerite Irvine, Valerie Cameron, Sheila Scott, Maureen Zoerb, Bunny Pfeifer, Bonnie Wudrick, Cheryl Thacker, Pat Sonntag, Jordan Cantwell (minister liaison)

Respectfully submitted by,

Patricia Sonntag

Website & Social Media

2020 was a year like no other. Due to the Covid pandemic, St. Martin's online presence increased significantly.

In 2020 there have been over 16,000 visits to the website, up from 11,700 last year with an average of 829 different people coming to the website each month. The worship page was the most frequently viewed page and had over 6500 views, up from 1200 last year. That is an indication of the interest shown for online worship.

We have continued to publish weekly videos of our church services to YouTube, moving to online worship published Sunday mornings beginning mid March. These have been very well received. In 2020, there were over 11,000 views, compared to 1730 in 2019, with over 44 thousand impressions with a click-through rate of 37.6% In 2019. You can find the service videos at <http://stmartinsuc.com/worship.html> or on St. Martin's YouTube channel, under Worship playlists.

In November, St. Martin added an Instagram account and currently have 87 followers. You can find us at <https://www.instagram.com/st.martins.uc/>.

Since its inception in 2012, the Facebook page grew to 516 followers in 2020, up from 352 from last year. women over the age of 65 years are the largest category of viewers, making up 23% of the total. Most views come from a direct link to Facebook. There are followers from all over the world - as far away as United Arab Emirates, Ivory Coast to Bangladesh - although most followers are from Canada. It's a good place to catch-up on what's happening at the church. You can find it at <https://www.facebook.com/stmartinsuc> .

Submitted by

Cathy Anderson

Outreach Committee

Outreach Report for 2020 for the Annual Congregational Meeting on Jan. 31, 2021

- At the Feb. meeting the Board accepted Outreach's motion to establish a dedicated account called the Christian Action Discretionary Fund. \$1000/year will be transferred into this Fund from the Mission Fund to respond to the immediate needs of marginalized individuals requesting assistance from the St. Martin's congregation. The ministers will do the necessary professional discernment to address requests.
- We had a roster of volunteers ready to help with the Chop'nChat lunches in March. With the onset of the pandemic volunteers could no longer help. ICM switched to having their staff prepare take-out lunches for the people who used to come to the lunches. This is still happening and included a "Christmas Feast" in December.
- We are grateful for the work of Jordan, Keith, Don and Brandy to provide outreach to the Saskatoon community during the spring and summer and to all those who made donations. Donations were collected and distributed to Prairie Harm Reduction (formerly AIDS Saskatoon), the Lighthouse, St. Martin's VBS, the Core Neighbourhood Youth Co-op, Egadz, Friendship Inn and the Salvation Army.
- Once again, we collected gently used winter clothing in October. We were gratified by the number of donations especially since donations had to be dropped off in bins outside the church.
- We advertised the ICM 10X 10 online auction which replaced the regular silent auction.
- We once again sold Palestinian products for the charitable organization Zatoun.
- Maureen contacted Keith Simmons, the minister from Duncan United Church, who had been to Palestine as an Ecumenical Accompanier. Through the auspices of the World Council of Churches, Ecumenical Accompaniers spend time with Palestinian people, walking with them as they go to work and school and being some of the eyes of the international community. The congregation will be invited to participate in a zoom discussion with Keith Simmons. The date and time will be announced later.

- The Junior Youth collected 77 gifts of pyjamas and socks for Haven Kids House (formerly the Crisis Nursery). Great work by the junior youth and their leaders!
- Retiring Offering: Once again donations to the Retiring Offering were extremely generous, especially considering that the church building had been closed since March and special donations had to be made. Donations totalled \$4,982.50. This was very close to last year's total of \$5,372.35. This year the donations were matched twice for a total of \$14,947.50 going to support the Food Bank!

Respectfully submitted,

Maureen McPherson, Chair

Outreach: Refugee Committee

Committee members: Betty Lou Agnew, Fay Harris, Koreen Geres, Eileen Gudmundson, Dayle Armstrong [chair]. In Sept we accepted with regret, Koreen Geres' resignation. Koreen will continue to be a consultant on education matters.

Note: For the security of permanent residents here, refugees overseas and their family members in their home countries, only initials will be used in the report as the report can be accessed from the internet.

N, Z and family: In Feb. 2018, we applied to sponsor a Syrian family of 6 living in Iraq. At interview in Nov. 2018 their application was rejected. After a successful judicial review, they were advised to submit more documents and a repeat interview was to be held in May or June 2020. The application is being processed through the Canadian Embassy in Jordan. Due to the pandemic, no cross-border traffic is allowed, so no interview is currently scheduled. If and when this family arrives, McClure United Church has pledged \$10,000 to help with resettlement.

N, M and 6 children, ages 19-5 yrs.: Arrived Sept 17, 2019.

Health and Dental: This family arrived having little or no previous dental care. Gratitude is extended to a member of the congregation who provided extensive pro bono surgery for the youngest child on his 6th birthday! In spite of the disruption in

services due to the pandemic, the rest of the family's dental needs were addressed by Sept 16/20, just before the Interim Federal Health benefits expired.

After Sask. Health cards arrived, a family Dr. was found and initial checkups, some chronic medical concerns, some minor surgery issues were addressed, and ongoing assistance is provided as needed.

All immunization is up to date: they had little or no previous protection.

Education: All family members have been and are currently in educational programs.

N. Husband/Dad] Initially was a full-time student at Sask. Polytech in ESL classes. In early Mar.2020 he had opportunity to participate in a full time Employment Training program through International Women of Saskatoon: 9 weeks full time in class, with a large homework assignment on the weekends, followed by a 6-week volunteer work placement. After one day in class, the program had to go online due to COVID-19. For a man with very minimal computer experience, this was a challenge, but he worked hard and was successful. On July 10,2020, following the completion of his volunteer placement, he received a casual part time contract at the retirement home in which he was a volunteer. He continues to work there, permanent evenings, getting shifts that amount to about $\frac{3}{4}$ time. He continues with ESL classes 3 mornings a week and on days off, to take additional courses that are applicable to his current work with a view to securing a permanent, full time contract.

M.[Wife/Mom] Initially taking full time ESL afternoon classes at Global Gathering Place. Transportation supplied by volunteers until she was comfortable taking the bus. Since March, takes ESL classes online.

Children: 3 High School students, 3 Elementary school students. Due to their arrival date these students didn't begin classes until Oct 1, 2019 and with the onset of the pandemic, were out of school in mid March 2020. A request was made to keep them in the same grade for the 20-21 school year. The request was denied. However, we were able to provide some help: congregational members donated 2 additional computers to assist with online learning, a volunteer was found who, via zoom, read daily with the students in grade 3 and 5 from early July until Sept. One of the high school girls was able to take an ESL class at E.D. Feehan High School throughout July and Aug. Due to the pandemic, the high school students are now in the quint

schedule. As well they have in class days alternating with online learning. This is very challenging for newcomers as well as many other students.

Summer Job Hunt: The 2 eldest children diligently looked for summer employment. Even with references from 3 members of the congregation, assistance from Partners in Employment and the Open Door Employment for Youth Program, they were unable to find work. They are now back in school full time, with a heavy load and employment is put on hold for now.

Recreation: Due to having volunteer drivers, 2 of the elementary school children were able to participate in an outdoor Language Learning and Activities Camp for 2 weeks in July run by the Global Gathering Place.

Due to having a volunteer driver, one of the high school students participated in the Saskatoon Child Friendly Youth Volunteer Program over the summer. She was able to learn a lot about the city, help in many different areas and most enjoyed the work and learnings in community gardening.

In mid Sept. a celebration was held in the family's back yard to mark the family's first anniversary of arrival in Canada. Due to health guidelines, only the family and committee were in attendance.

Sponsorship review: The SAH [Sponsorship Agreement Holder] for this sponsorship was the Anglican Diocese of Saskatoon. Every 3 months a review was conducted involving the family, a committee member and a person representing the SAH. St. Martin's received a highly positive affirmation after each review.

Finance: Financial sponsorship expectations for private sponsors are provided by the Sask. government. We have followed these guidelines, reducing our support in Aug after N. was employed. Even though the sponsorship officially concluded at the end of Sept, we continue to supplement the family's income until they become financially independent, as has been our practise in the past.

In the summer, we initiated a fundraiser to pay back the government travel loan: \$12,500. With the participation of 43 generous donors [including 2 from Grace Westminster] the goal was achieved. We were also greatly blessed when a staff member generously donated to the Refugee account, the money donated for his retirement gift.

Thank you: The committee wishes to thank St. Martin's congregation for all the help; financial, practical, prayerful, volunteer that we have relied upon and received during this challenging year for all of us.

Respectfully submitted.

Dayle Armstrong.

Refugee and Permanent Resident Committee Highlights for 2020

1. Working with a family of newcomers who model courage, resilience, determination, adaptability, respect and gratitude and who have taught us what facing challenges looks like.
2. The unfailing, generous support, in a myriad of ways from members of the St. Martin's congregation.

“Alone you can do some things, together we can do anything.”

3. Working with a local SAH [Sponsorship Agreement Holder], the Anglican Diocese of Saskatoon has been so beneficial in countless ways.

United Church Women

On January 20, the U.C.W. did a cleanup of the kitchen and inventoried its contents. Our annual meeting was held January 27 with Dawn Weber from the Provincial U.C.W. executive giving us a report of the activities of the provincial and national body.

At our regular executive meetings in February and March we began the initial planning for the annual Ham Supper. By March 15 it became evident that everything would be closing down, and we were able to sell the already purchased hams and corn between the two services. Since then, the U.C.W members have not met in either their unit or executive meetings. Many of us keep in touch via phone as the majority of the members are in the over 70 plus age group hence isolating at home as much as possible.

As Catering and the Christmas tea have been our main sources of income for the year, we had very little revenue in the past nine months. We are very thankful for a few donations from congregational members. A special thank-you to Bunny Pfeifer

and Joan Anderson for actually selling some church calendars and many thanks to those who purchased one or more.

Geri Janow continues as our Friendship Convenor sending cards to all church members who are ill, bereaved or celebrating a special occasion. Funds for the cards and postage are provided by the U.C.W.

Sadly, this year many of us lost family or friends and were unable to celebrate their life in the normal way.

In 2020 a long-time member, Norma Romuld passed away. She was a member of the Supper Club and represented her unit on our executive. The U.C.W. will be contributing \$25.00 to the Church Memorial Fund in her memory.

We look forward to the day when we can gather again safely. New members are always welcome. If you would like more information regarding the U.C.W. and their work please contact one of the following members: Bonnie Erickson-Wudrick 306.374.2689, Peggy Phillips 306.343.6975, Lois Bradley 306.374.4108, and Kathy Schmitz 306.343.0082.

Respectfully submitted,
Kathy Schmitz

Transition Team

The Transition Team was formed by the Board at its June meeting and the team has been meeting monthly since that time. The Team has the following members: Don Cook (Chair), Randy Cline, Cathy Anderson, Greg Bell, Bette Braizier, Mary Ann Sealey, Jordan Cantwell, Keith Hall, Brandy Emmerich, and Dan Unrau / Don Williams.

The purpose of the transition team is to guide the church to and through a safe reopening process for congregational and community uses. To that end a Pathway for Opening was developed.

Pathway for Opening

- 1: Church Building Closed to All
Online worship as an alternative to in-person worship.

2: Alerces Resumes School (September)
Sole occupant of the building.
They are responsible for cleaning and sanitation of their space.
Access limited to certain building spaces.

3A: Opening for church staff.

3B: Opening for small church group gatherings.

4: Resumption of weekly worship

5: Resumption of rentals to community groups.

With encouraging COVID infection rates being experienced over the summer months the Transition Team worked its way to Step 3 of the reopening however at this time church staff are working mostly from their homes (except custodial) and small groups have not been meeting at the church.

At this point it will not be possible to safely reopen for weekly worship for Easter and it may not be practical to reopen to Step 5 until the fall of 2021.

Discussion Point

One key question discussed at several Transition Team meetings is: When we reopen our church should we return to things just as we left them, or should we be exploring how to change and enhance our church experience in new and creative ways? While many of us have a strong desire to “get back to normal” as soon as possible, this question is important for several reasons:

1: United Churches have been in decline for quite some time and while we currently have a strong church congregation, we too have struggled to support our operating costs and are experiencing a decline in our membership.

2: We have learned a lot of things about ourselves, our community and our spiritual journey over the past year.

We have an important opportunity at this moment in our history to not just reopen our church but to create a church community that is more engaging, fulfilling and sustainable.

The Transition Team will be recommending to the Board that we begin a process to imagine a new future for our church and we would like to see a broad involvement of our community of faith actively engaged in that process.

Respectfully,

Don Cook, Chair
Transition Team

Finance & Stewardship

Reviewing 2020 Financial Highlights:

- The members of St. Martin's are very generous and have continued to provide financial support even as our church lives with the pandemic.
- Having much of the bookkeeping done by our Office Administrator provides the committee with more timely reports.
- The United Church of Canada has continued to provide strong educational support and guidance through webinars to Treasures and Finance Committees as we applied for and continue to utilize the various government subsidies.

	2020 BUDGET	2020 ACTUAL	DIFFERE NCE
Donations	\$273,000.00	\$311,039.99	+ \$38,039.99
Other Income	\$68,250.00	\$19,897.50	- \$48,352.50
Boiler Replacement Grant		\$7,791.00	+ \$7,791.00
Total Gross Revenue	\$341,250.00	\$338,728.49	- \$ 2,521.51
EXPENSES	\$404,501.52	\$364,190.36	+ \$ 40,311.16

Total Net Revenue	- \$63,251.32	- \$25,461.87	
Government Subsidies			
CEWS (Canada Emergency Wage Subsidy)		\$62,412.20	
Rental Subsidy Program		\$4,500.00	
Total Government Subsidies		\$66,912.20	
Net Revenue including Subsidies		\$41,450.33	

Going back to June 2019, the congregation accepted the proposed 2019 budget. Unfortunately, due to Covid, the ACM scheduled for March 2020 was cancelled. We were unable to review the 2019 audit or present the proposed 2020 budget. The 2020 budget had been accepted by the Board. Throughout the past year, we have worked within the 2020 budget structure.

We have continued to work with *Checks n Balances*, the bookkeeping firm we hired in November 2018. Since then, Brandy Emmerich, our office administrator has taken additional training and is now doing most of the bookkeeping. *Checks n Balances* input has been reduced to primarily providing support to Brandy as needed.

We worked with the accounting firm of *McClelland DeBusschere* which completed both our 2018 and 2019 audits. There were no irregularities with our financial accounting and both audits were reviewed by the Board.

In the fall of 2019, Rick Dobrow assumed many of the responsibilities delegated to the treasurer. With the onset of the Covid pandemic, St. Martin's became eligible for several government subsidy programs. Beginning in March 2020, Rick has applied for

and managed all the subsidy applications. The funds we received through the various government programs has amounted to over \$65,000.00. This financial support will continue in 2021 but will gradually be reduced in the coming months.

As well, the Finance Committee has:

- Completed a review the GL codes to make entries more straightforward and reduce the chance of errors.
- Developed a reference document that outlines all the monthly and year-end financial tasks. It is a tool to ensure the committee is very familiar with the process and activities required to maintain accurate bookkeeping records for St. Martin's. The detailed document will be included in the committee's policy and procedures manual. This is necessary to ensure committee continuity for the future.
- Developed a proposal for the distribution of the monies from the sale of the land for the Fire Hall. It has been reviewed and revised by the Board.
- Developed and presented the proposed 2021 budget to the Board.

As for many, 2020 has been a challenging year. Even with Covid, we are a very active congregation with many committees providing a variety of activities, on-going building costs, legacy funds, financial demands and investments to manage. Unfortunately, in December 2020, long-time committee member Bette Brazier stepped down due to her many commitments outside the church. Bette was a valued member of the committee and will be missed.

The Finance Committee presently includes: Rick Dobrow, Dale Worrell, Fay Harris, Brandy Emmerich, staff liaison.

Mavis McPhee, Chair

Staff Reports

Jordan Cantwell

Ministry during a pandemic is an ever-shifting thing. Initially, the focus was on keeping people as connected as possible and tending to immediate practical and spiritual needs. I am grateful to Diane Strickland and Victoria Walton for the information and resources they shared to help us in this important work.

In the early days of the pandemic, I was offering regular reflections on Facebook Live, morning and evening prayer several times per week, Sunday morning online worship, weekly community check-in via Zoom, and printed daily devotions for those not online. Our children's ministry offered a mid-week story time for kids and online Children's Church. This summer we also held front yard grad celebrations for students finishing grades 8 or 12; delivered bibles to grade 4 students; held a children's ministry car parade; and produced and delivered Church Express packages to over a dozen families. Our children's ministry leaders also put together numerous craft resource packages and delivered them to families.

A grant from the federal government allowed us to hire a summer student. Eden Polischuk offered a summer VBS program and digitized our historic role for us.

In September, the Transition Team began to develop protocols for in-person gatherings at the church. This allowed our book study on "The Universal Christ" to go ahead, and the Digging Deeper group to resume meetings. Both of these groups shifted to an online format when the COVID numbers began to climb once again. The Affirming Action Group also met to do some revisioning of our priorities and goals for the coming year. The four areas of focus for this ministry will be Mental Health, Disabilities, LGBTQ2IA+ inclusion, and Right Relations/Racial Justice work. Our Worship Support Team also meets regularly.

I no longer offer morning and evening prayer online as interest seemed to have waned; however, I continue to record short weekly reflections on Facebook Live and provide printed Daily Devotions for off-line members. I have presided at two graveside services and one funeral service at a funeral home since the pandemic began. Most families who have lost loved ones during the pandemic have opted to postpone or forego a funeral service. Keith and I make every effort to connect regularly with these families.

Children's programming is now once a week on Sunday mornings. While the pandemic has made it challenging to engage with younger children, we have reconnected with several families who had fallen away and have actually had a few new families become regular participants in this ministry. This feels very positive.

We baptised Anne Sawchuck at the church at the end of November. Two other families have opted to wait until we have returned to in-person worship to have their children baptised. I also had the privilege of presiding at the wedding of Annika and Russell Agnew.

The resource from A Sanctified Art for Advent was very well received. The printed daily devotional booklet and emailed Star Words were particularly appreciated. We delivered home Advent kits to 27 children and home Advent wreaths to an additional two dozen households. Adrienne Heskett offered a weekly online Advent craft activity for children. We also collaborated with McClure United Church to produce a virtual Christmas pageant.

I am deeply concerned about the growing pastoral needs within our congregation and our inability to meet these needs due to COVID restrictions. We try to reach out by telephone as much as possible and have been able to provide some practical support for those who are struggling financially through our minister's discretionary fund. We are so grateful to the Northern Hospital Chaplain, Emily Carr, who has visited our members in hospital when Keith and I have been unable to do so and delivered dozens of prayer shawls on our behalf.

I can not adequately express my gratitude for the worship team who have done such an extraordinary job of our online services – Ken Glover, Cathy and Bob Anderson, Betty Lou Agnew, and Erin Tempel. I am also so grateful for the Children's Ministry leaders who are planning and leading Children's Church each week and delivering church-at-home kits for each season. A special word of thanks to Blanche Johnston who is also providing much needed support to parents.

One of the gifts of this time has been the close working relationship the whole staff team has developed. This is something we hope to continue once the pandemic is over. It is a pleasure and privilege to serve with such talented and dedicated colleagues.

Gratefully submitted,

Jordan Cantwell

Minister for Worship, Children and Pastoral Care

Keith Hall

Since we suspended operations in March 2020, I have worked from my home office and continue to do so.

Youth

- Both Junior and Senior Youth met online last spring, resumed meeting in the church on Sundays beginning September 13, 2020 and then moved back and continue to meet online since January 10th, 2021.
- Senior Youth are using a new UCC curriculum designed by GO Project centred on social justice themes.
- Junior group continues to be facilitated by Katie Curtis and Jen Carthy.
- All youth receive seasonal cards mailed to them and weekly supportive texts and emails.
- Jordan and I did physically distanced visits for all youth graduating last June.
- Junior youth conducted a PJ drive during Advent. With your donations 77 pairs of pajamas were donated to Haven Kid's House (formerly Interval House)
- Senior Youth ran their annual poinsettia sale using an adapted format and were able to donate approximately \$800.00 to the 2020 general operating budget.

Worship

- Jordan and I continue to co-lead online worship services. I write or contribute prayers, pieces of liturgy/music/licensing information as agreed upon.
- We continue to record worship Friday night in collaboration with our tech support and music team.
- Participated in the online special Easter services, Hard to be Merry Service and both Christmas Eve services.

Faith Development

- Contemplative Prayer sessions moved online in April 2020, resumed in the church on October 8th, 2020 and then moved back and remain online effective November 20th, 2020.

Pastoral Care

- A significant and large piece of work that I continue to facilitate is the Covid-19 Pastoral Care Phone Volunteers. Since March 16th, a team of 24 concerned congregation members have been calling those in our congregation at risk of isolation from the church. This began with folks we knew did not access social media and email. Calls then expanded to folks for whom we had an email address but were not sure were receiving the weekly Church Chat and online worship, prayer groups, online check in information etc. Following that, calls were made to folks on our directory we had not heard from for awhile or in some cases we did not know.

A September 2020 and January 2021 phone push were made by this group in response to the increasing number of cases of sadness, anxiety and depression Jordan and I were experiencing in our pastoral care involvements. These calls will continue on a schedule established by the caller and those being called. Callers report concerns and observations so ministry staff can follow up. Relationships that did not exist before continuing to flourish. Some callers made arrangements to meet those they call over the summer for physically distanced visits. We hope that these interactions will assist with closer connections going forward. The weekly mailings that prior to the pandemic were going out to about a dozen people has grown to a current number of 64 of which 13 are receiving audio CD's of the weekly worship service and one is receiving a DVD. These are produced by the generosity and technical ability of Cathy Anderson.

- The St. Martin's Lay Pastoral Visitors have continued to be in touch with the people they regularly visited whenever possible. They met for one face to face meeting on October 28th, 2020 before ceasing to physically meet. They have resourcefully connected with those in long term care, assisted living and private care homes where visits are currently once again restricted. The Lay Pastoral Visitors produced a Covid-19 version of "Christmas in a Bag" which were offered to all on our COVID-19 calling and mailing list. 53 bags were distributed. Special thanks to Lorraine and Lynn Forsberg for putting the bags together and to Myrna King who stepped down as visitor after years of service. Thanks
- Prayer Shawl Ministry has not resumed face to face meeting since the pandemic began. They have continued to produce shawls which were blessed during the worship service on November 1st, 2021 and January 7th, 2021. New shawls will be blessed during communion at regular intervals. I have maintained email contact with the prayer shawl members during the pandemic. 36 shawls were gifted to the new UC hospital chaplain for distribution to UC folks unable to see families.
- Pat Stuart and I facilitated the fall session of Ministry by Phone with an adapted format during late October and November. Congregational feedback has been distributed to board, committee's, and staff.
- The Senior's Hub club ceased operations when the pandemic began. The coordinating team met on November 3rd, 2020 where the decision was made to re-evaluate in spring 2021 for a potential restart in September 2021.
- I continue to provide phone, Zoom and face to face pastoral as required and appropriate. Hospital and care facility visiting has been limited and is now fully restricted once again.

- I have conducted 5 graveside or funeral services since the pandemic began.
- I continue to participate in the weekly online community check-in.

Volunteers

- This difficult time has brought a fresh need for volunteers to do a variety of tasks or fill committee/task group roles.
- I find it heartening that so many folks have been willing to take on work for the church at this time particularly those that have stepped outside of their comfort zone to participate in recordings for worship.
- We are currently in need of 2 Lay Pastoral Visitors, 5 COVID-19 callers and considerations for a church Treasurer.

Administration

- I continue to handle a variety of administration items as required and discussed with my colleagues. These are typically generated at weekly Zoom staff meetings.
- A massive review of our church directory was conducted in June 2020 as a result of the contacts made through the COVID-19 Calling program. This resulted in a significant edit of our Church Chat email list and our Ministry by Phone lists.
- All staff have been active in ensuring COVID-19 protocols approved by the board have been operationalized appropriately.
- I continue to act as the liaison with Alerces Spanish Preschool and Kindergarten, a valued and productive relationship particularly during this time. Alerces is very grateful for the support and commitment the church has shown them. The school resumed operations in September 2020 and have exclusive use of the church basement at this time. Everything is going well from their perspective.
- Participation in Outreach committee meetings
- Participation in Transition Team
- Attended M&P meetings
- Attended Board meetings

Wider Church

- Continue to sit as a national board member for GO Project.

- I continue to mentor a student entering into the Diaconal Ministry program at the Centre for Christian Studies. We meet once a month for two hours by Zoom.

Thanks

Thanks to my colleagues Jordan, Dan and Brandy. Our working relationship has deepened and grown during this difficult time and I am most appreciative of their collaborative work ethic, supportive nature and wise counsel.

I would be remiss in not offering particular thanks to our remarkable worship and tech team. Cathy and Bob Anderson, Ken Glover and Betty Lou Agnew have been simply outstanding in their commitment right from the beginning, lending their technical and creative knowledge and wisdom to each Sunday service. It is completely because of these individuals that the online worship has achieved and maintained such excellence week to week. Thank you!

Respectfully submitted,

Reverend J. Keith Hall, DDM

Brandy Emmerich

Since March 25, 2020, I have been working from home and continue to do so currently. Since that time, I have been working on the following:

- I have been sending weekly mailing outs to approximately 40 people/families that include the Messenger, bulletin, weekly devotionals, CD's of the service, and any other pertinent information from St. Martin's, Living Skies Regional Council, The United Church of Canada, etc.
- Creating the weekly email St Martin's Church Chat as well as numerous special emails which provided important information to the congregation.
- Weekly trips to the office to make copies for the weekly mailout and to pick up the mail.
- Taking part in bi-weekly staff meetings

- Continuing to make payments for St. Martin's bills via BillPay, e-transfer, and cheque runs. Coordinating with Mavis McPhee and/or Rick Dobrow to deliver cheques to them to be signed.
- Data entry into QuickBooks for all payments, expenses, income, donations, etc.
- Data Entry of all contributions into Servant Keeper.
- Completing a monthly worksheet for the Temporary Wage Subsidy for Employers from March until June and providing the needed information to Adrienne Heskett to submit to ADP.
- Running reports for the Finance Committee and working with Mavis McPhee and Rick Dobrow to provide them with the needed reports and information for the Canada Emergency Wage Subsidy.
- Weekly bank deposits.
- Overseeing the donations@stmartinsuc.com email to keep track of any e-transfers that come into the St. Martin's bank account.
- Painting the windows of St Martin's with different designs and pictures in effort to spread positivity and kindness to its members and the community.
- Helping to plan St. Martin's Outreach each week from May until August that highlighted different community organizations who were in need of donations at the height of the Covid-19 pandemic. Once the donations were collected, I would pick up the items from the church and take them to that week's organization.
- I attended OUTSaskatoon's webinar Queer 101 & An Intro to Building Inclusive Workplaces
- I attended OUTSaskatoon webinar Two Spirit 101: Histories, Teachings, & Resurgence
- I attended QuickBooks certification classes, passed the exam and I am now QuickBooks certified.
- Working with Keith to complete a substantial edit of the church directory and Ministry By Phone lists.
- As part of the Transition Team, working with the other team members to complete the Discernment process, create a survey for the congregation, and come up with recommendations to the board regarding protocol's and building guidelines for St. Martin's re-opening plan.
- Became the staff liaison to the Finance Committee and have begun attending Finance Committee meetings.

- Completed entering all 2020 contributions into Servant Keeper.
- Completed entering all 2020 data into QuickBooks.
- Reconciled Maximizer 1 Bank Account and Mastercard in QuickBooks for 2020
- Completed all payments for Annual Assessment and Mission and Service.
- Keeping in contact with the Finance Committee to keep them up to date on the progress of all year end tasks that are to be completed.
- Creating and moderating a new Instagram account for St. Martin's
- Have started taking accounting courses through Corporate Finance Institute

I am blessed to work with wonderful colleagues and excellent committees within St. Martin's. The hard work and dedication shown by all, especially during these challenging times, is remarkable and inspirational.

Respectfully Submitted,

Brandy Emmerich

Dan Unrau

Since my start date of the beginning of November the job has been a learning curve. With the help of the staff, from our weekly staff meetings, it has been very helpful. With new eyes on this position a few details have been dealt with in a timely manner. To date:

- Mailbox installed in basement for Alerces.
- Removing dead cedar tree and self-seeded trees
- Snow clearing
- Weekly cleaning
- Backdoor lock maintenance
- Vacuum power bar replacement
- Side doorbell replacement
- Bathroom storage replacement (on order)
- Mounting vertical blind signs on to lounge brick wall.
- Cleaning blinds in kitchen
- Cleaning windows and screens
- Cleaning chandler's in Chapel
- Scrubbing black marks off kick plate on office doors

- Washing outside Windows on front entrance
- Mail retrieval
- And Christmas take down.

It has been extremely helpful to have a close contact with the property committee, Don Cook, to talk about the needs of the church.

Once the church starts to open in the future and demands for usage increases scheduling, a new curve to the job will come about with smooth transition. I'm looking forward to the 90-day review.

Respectfully submitted,
Dan Unrau.