



# LuMinHoS

Lutheran Ministry in Hospitals of Saskatoon

## **BULLETIN OF REPORTS FOR 2019-2020**

**Annual General Meeting**

**August 30, 2020**

**at**

**Faith Lutheran Church**

### **Mission Statement**

LuMinHoS is a ministry of spiritual care sharing the gospel of Jesus Christ with Lutheran patients and their families in Saskatoon hospitals.

### **Vision Statement**

LuMinHoS will present the comfort of Christ to all Lutheran patients admitted to Saskatoon hospitals.

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# 2019-2020 LUMINHOS ANNUAL GENERAL MEETING AGENDA

August 30, 7:00 p.m.

Faith Lutheran Church

1. Call to Order, Welcome and Introductions Chairperson Gord Martens
2. Opening Devotions
3. Approval of Agenda
4. Approval of Minutes of 2018-2019 AGM Minutes
5. Review of Reports
  - 5.1. President Gord Martens
  - 5.2. Chaplain Pastor Michael Diegel
  - 5.3. Committees of the Board
    - 5.3.1. Governance Committee Allan Hjelte
    - 5.3.2. Finance Committee Gord Martens
    - 5.3.3. Personnel Committee Gord Martens
6. Volunteer Management Team
  - 6.1. VMT Report
  - 6.2. Visitation Committee Pastor Allan Grundahl
  - 6.3. Communications Committee Brenda Jensen
  - 6.4. Resource Development Committee
  - 6.5. Events Committee Renate Bishopp

*Motion to receive the reports as presented.*
7. Financial Review for 2019/2020 John Riggs
  - 7.1. Review of Statement from Reviewer Marilyn Grose  

*Motion to approve the financial review to March 31, 2020 as prepared by Marilyn Grose.*
  - 7.2. Appointment of Financial Reviewer for 2020/2021 Fiscal Year  

*Motion to appoint Marilyn Grose of MG Accounting & Office Services to conduct the Review of the financial records and issue an unaudited review report for the year ending March 2021.*
8. Budget – Review the Proposed Budget for 2020/2021 Dan Hagen  

*Motion to approve the budget for 2020/2021.*

- |  |                       |
|--|-----------------------|
| <b>9. Nominations Committee Report</b>                     | Pastor Allan Grundahl |
| <b>9.1. Election of Board Members</b>                      | Gord Martens          |
| <b>10. Call Committee Report</b>                           | Gord Martens          |
| <b>11. Other Business:</b>                                 |                       |
| <b>11.1. Introduction of Chaplain Richard Engel</b>        |                       |
| <b>11.2. Upcoming Events – Walk-a-thon – Sat., Sept 19</b> |                       |
| - Virtual Dinner - Sun., Nov 15                            |                       |
| <b>12. Adjournment</b>                                     |                       |
| <b>13. Closing Prayer</b>                                  | Gord Martens          |

## 4. APPROVAL OF 2018–2019 AGM MINUTES

### Minutes of the 2018-2019 LuMinHoS Annual General Meeting

June 2, 2019, 5:00 p.m.

### Good Shepherd Lutheran Church, Saskatoon

#### Those attending the AGM were:

Renate Bishopp	Faith, LCC	Sharon Martens	St. Johns, Warman
Gord Martens	St. Johns, Warman	Diana Fast	Augustana,
Joan Meyer	Good Shepherd	Donna Gash	St. Paul's
Jim Gash	St. Paul's	Coralie Geving	
Allan Hjelte	Grace	Brenda Jensen	Resurrection
Ron Bestvater	Lutheran	Elaine Akre	Redeemer
Doreen Baker	Holy Cross	Henry Wichert	Zion
Marlene Wichert	Zion	Alice Olson	Zion
Wendy Erickson	Redeemer	Hugh Farmer	Redeemer
Angie Farmer	Redeemer	Elaine Leite	Resurrection
Jim Komar	Augustana	Allan Grundahl	Zion
Del Mengerling	Faith	Elaine Hesje	Redeemer
Harold Hesje	Redeemer	Ron Belke	Augustana
Marlene Belke	Augustana	Diane Davis	Resurrection
Doris Slind	Good Shepherd	Munye Mtata	Good Shepherd
Sharon Babcock	Resurrection	Wilmer Hamp	Augustana
Alice Hamp	Augustana	Darin Felstrom	First Baptist
Margaret Fast	Zion	Dan Hagen	Rock of Ages

**Welcome & Table Grace** - Chairperson Gord Martens welcomed everyone to the LuMinHoS Pot Luck Dinner and said grace.

- 1. Call to Order** - Chairperson Gord called the AGM to order at 6:00 and had the Board members introduce themselves. He then had everyone else attending the meeting introduce themselves. He had everyone join in singing "Brothers and Sisters in Christ".
- 2. Opening Devotions** - Pastor Hugh Farmer had opening devotions based on – Philippians 1:3 -11 – Paul's prayer for the Philippians highlighting "that your love may overflow to help you determine what is best; and, the harvest of righteousness that comes through Jesus Christ for the glory and praise of God."
- 3. Approval of Agenda** – MSC that the agenda be approved for this meeting.
- 4. Approval of Minutes** of 2017-2018 AGM Minutes  
MSC that the minutes of last year's (June 3, 2018) AGM be approved as printed.
- 5. Review of Reports**

**5.1 President Gord Martens** – reviewed his printed report to those assembled.

**5.2 Chaplain** - Pastor Ron Bestvater reviewed his report and related a story of being a chaplain for LuMinHoS and how it relates to patients.

### **5.3 Committees of the Board**

**5.3.1 Policy and Procedures Committee** - Allan Hjelte reported on behalf of the committee regarding the work of the committee.

**5.3.2 Finance Committee & Review of 2018/2019 Financial Statement** – Gord reviewed the financial statements commenting on the success of the fund raiser dinner and the increase of donations from congregations. **MSC** that the financial report for 2018/2019 be accepted.

## **6 Volunteer Management Team**

**6.1 VMT Chair's Report** - Pastor Harold Hesje reviewed his report and highlighted the role of various committees involved with the VMT.

**6.2 Visitation Committee** - Pastor Allan Grundahl, chair of this committee, reported on work of visitors who do the visitations for LuMinHoS. He recognized the long-time work of Donna Gash as a volunteer visitor and who has recently retired.

**6.3 Communications Committee** – the new chair for this committee is Brenda Jensen. Pastor Allan reported on the process for updating the Saskatoon Lutheran Directory and sending information to congregational representatives on behalf of LuMinHoS.

**6.4 Resource Development Committee** – this committee is in the process of being redeveloped. A report was available in the bulletin of reports from the past chair of the committee.

**6.5 Events Committee** - Renate Bishopp presented the report on behalf of the Committee. She highlighted the report in the Bulletin of Reports and the events currently being planned.

**MSC** that the reports be accepted as presented.

## **7 Financial Review for 2019/2020**

### **7.1 Review of Statement from Reviewer Cogent Chartered Professional Accountants**

**MSC** that the financial review for the period ending March 31, 2019 as done by Cogent Chartered Professional Accountants be approved.

### **7.2 Appointment of Financial Reviewer for 2019/2020 Fiscal Year**

**MSC** that Marilyn Grose of MG Accounting & Office Services be appointed to do the Review of the financial records and issue an unaudited review report for the year ending March 2020.

**8 Budget** – Gord reviewed the proposed budget for 2019/2020.  
**MSC** that the budget for 2019/2020 be approved.

**9 New Business**

**9.1 Constitutional Amendment**

**MSC** to approve the revision of Article V, 3 to read:

“They shall serve for a term of two years, beginning at the first Board meeting following the Annual General Meeting and continuing through two years to the conclusion of the first Board meeting following the Annual General Meeting.”

**10 Nominations Committee Report** - Pastor Allan Grundahl presented the report on behalf of the committee.

**10.1 Election of Board Members**

Renate Bishopp through to the 2021 AGM – 5<sup>th</sup> term

Diane Fast through to the 2021 AGM – 6<sup>th</sup> term

Coralie Geving – through to the 2021 AGM – 1<sup>st</sup> term

Dan Hagen – through to the 2021 AGM – 1<sup>st</sup> term

Del Mengerling – through to the 2021 AGM – 1<sup>st</sup> term

**MSC** that the people listed above be elected to serve on the LuMinHoS Board of Directors.

**10.2 Appointment of Nominations Committee –**

**MSC** that the nominations committee until the 2020 LuMinHoS AGM be Renate Bishopp, Allan Grundahl, Alice Olson, and Faith Rohrbough.

**11 Other Business:** no other business was identified

**12 Adjournment** – declared adjourned at 7:55

**13 Closing Prayer** – Pastor Munye Mtata, Pastor at Good Shepherd, closed the meeting with prayer based on Galatians 6:9.

Minutes taken by Joan Meyer, Admin Assistant

**Approved by:**

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Chairperson, Gord Martens

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Secretary, Diane Davis

## **5. REVIEW OF REPORTS**

### **5.1 PRESIDENT'S REPORT**

Greetings in the name of our Risen Lord, who is the same yesterday, today and forever.

What a comfort to be assured of the solid and true nature of our Lord, especially when we are dealing with so many uncertainties brought about by Covid 19 this year. We are humbled to be able to minister to Lutheran patients in Saskatoon Hospitals and we seek God's direction in this.

This past year God has once again demonstrated His faithfulness as He opened opportunities for our Chaplain to continue to visit patients in spite of the many restrictions of the Covid situation. Our Chaplains were able to be in hospitals while Pastors were not allowed. God provided persons in the Health Authority who saw the necessity of Spiritual Care for patients in the healing process. Our Chaplains reported how loneliness was rampant in the hospital rooms where patients, who were often dealing with end of life reality, were deprived of family and friend support. That loneliness allowed us to minister to these patients and assure them of God's love for them and His unfailing promises to be with them always. And the assurance of eternal life with God. We are humbled to be able to present this life sustaining message to our fellow Lutherans. God is good.

We look forward to the future as we move into a new chapter with a new Chaplain. We continue to seek God's guidance into new opportunities here and in other cities in Saskatchewan. It is indeed an exciting time in our ministry.

We reach out to you, our partners for continuing support both financially and in prayer. God answers these prayers in ways we could never imagine, and your support allows us to reach out with the incredible comfort of the gospel promise.

God bless you,

Gord Martens,  
Chair - LuMinHoS



## **5.2 CHAPLAIN'S REPORTS**

### **5.2.1. Interim Chaplain's Report**

Over the past number of years Pastor Ron Bestvater has been the face of LuMinHoS to those in the hospitals in Saskatoon. In February 2020 Pastor Ron began to serve as pastor of Zion Evangelical Lutheran church and I took over as the interim chaplain. His are big shoes to fill! Pastor Ron gave his heart and soul to this ministry as he continues to do at Zion.

Ministry to those in hospital is about visiting those in crisis and in life transitions. This is something that is done in conjunction with a person's pastor and their family. In March all of that changed with the declaration of the Covid 19 pandemic. Local pastors, volunteers and family were no longer allowed to visit which added a whole new dynamic to the ministry of LuMinHoS.

In the early stages of the pandemic volunteers were excluded and the denominational chaplains were unsure of what was going to happen to us. Many emails and texts were sent back and forth as we were determined to continue with our ministry and wondered each day if we were going to be allowed in the hospitals. We thank God that we have been allowed to continue to be the presence of Christ to those in hospital; St. Paul's Hospital made it clear that we were wanted while City Hospital excluded us and all volunteers.

Due to the pandemic worship services at City Hospital have been cancelled and for the first part we were not allowed to distribute communion. There were restrictions on the use of personal protective equipment, and we were not allowed to use any ppe in the early stages of the pandemic. The health system prepared for the worst and the number of acute care patients was reduced to make room for an anticipated surge which did not happen. There was a side benefit to this in that it allowed one to spend much more time with patients.

The pandemic has modified the ministry of LuMinHoS, but it has not changed it. The mission is still to proclaim the love of Christ and be the presence of Christ in the hospitals in Saskatoon. I look forward to the time when volunteers will be allowed back into the hospitals and I pray for the future ministry of LuMinHoS. I also give thanks for the board and the volunteers because without you this ministry would not happen.

In Christ:

The Rev. Michael Diegel + B.A., B.Ed., M.Div.

Interim Chaplain

### **5.2.2. Chaplain's Report** April 1, 2019 – Feb 24, 2020

"...I was sick, and you visited me..." (Matthew 25:36)

It was my privilege to work as Hospital Chaplain under call from the Saskatchewan Synod of the Evangelical Lutheran Church In Canada with the Board, volunteer staff and volunteer committee members and visitors of LuMinHoS until Feb 1, 2020 when I began my work as Pastor with Zion Evangelical Lutheran Church in Saskatoon. This report covers some of my ministry from April 1, 2019 until the Interim Chaplain, Rev. Michael Diegel, relieved me of the chaplaincy responsibilities in mid-February.

#### **The statistical report provides a "snapshot" of the ministry:**

- 744 visits with patients; 497 visits with patients' family, friends, and caregivers; 169 visits with hospital and care staff; and over 89 hours in follow-up after discharge.
- My ministry included 1 baptism, 2 funerals, 10 after-hours emergency calls, 10 regular Sunday chapel services, 2 Memorial Services (Anniversary of the Broncos Crash), and special services for Christmas, Ash Wednesday, and Good Friday 2019.
- I was off work 4 ½ days due to illness, 10 days on education leave, and the full allotment of holiday time away.
- Special events worthy of note: the ecumenical and inter-faith Dedication Service for the Jim Pattison Children's Hospital; developing and teaching the Introduction to Spiritual Care course for the Lutheran Theological Seminary (August-December); organizing the Inter Church Health Ministries Fall Training Seminars (Sept-Oct), and attending the Canadian Association of Parish Nurse Ministries Conference at The Ivy in London, Ontario (May).

The unimpressive number of patient visits is in part due to decreased access resulting from changes in patient registration policies; both acknowledgement and gratitude are due to Leah Perrault and the staff of St. Paul's Roman Catholic Hospital Mission Department for their vigilance and hard behind-the-scenes work in supporting chaplaincy, the patients' right to access chaplaincy through registration, and on-going day-to-day support for spiritual care throughout the health care system in Saskatoon. I also wish to acknowledge and thank the Manager, staff and volunteers of the Volunteer Workforce Department of Saskatoon City Hospital for supporting chaplains' access and facilitating the regular Sunday and Special Services in the Nurses' Alumni Chapel, and the Nurses' Alumni Association for supporting the music ministry and the dedication of the organists, porters, and rota of clergy and lay service leaders. Hospital Chaplaincy is essentially ecumenical and builds on mutually supportive, caring collegiality with all the denominational chaplains, the First Nations and Metis Health spiritual caregivers and elders, and hospital staff and management.

Two other statistics warrant extended comment: the visits with caregivers, and the hours of follow-up work. These statistics are related: as more people in Saskatchewan continue to identify as "spiritual but not religious," they appreciate spiritual care in crises—not only the patients, but also their families and friends. As they are not active church goers, they also appreciate follow-up after discharge from the chaplain they met in the hospital. Only rarely

does that relationship transfer to a local or previous congregation, and that with significant involvement from local clergy, parish nurses, and congregation members. Given this reality, the chaplain's role as "community pastor" needs to be acknowledged, defined, and supported by the wider church. It extends far beyond "funerals and weddings" into re-evangelization and congregational strategic planning. I want to thank the Mission and Ministry Committee of Saskatchewan Synod, The Rev. Linda Hall, and Rev. Dr. Bishop Sid Haugen for their support of the Extending the Ministry Follow-Up Project over its three-year process. Special thanks must be given to Rev. Dr. Faith Rohrbough for supporting the initial conception and birth of this project during her tenure as Vice-Chair of LuMinHoS, and to Board Chair Mr. Gord Martens, Committee members Dr. Daniel Glaeske, Darin Felstrom, and Elaine Leite for seeing the potential this project represents for the relationship between chaplaincy and congregational ministry. I want to personally thank Joan Meyer for supporting this project from two sides: during its initial stages as Executive Assistant for Saskatchewan Synod, and after her retirement, in her role as volunteer staff Administrative Assistant for LuMinHoS. I would also like to extend my thanks to Rev. Harold Hesje and the members of the Volunteer Ministry Team for guiding me and the whole organization as we integrated follow-up into daily practice. God bless you all!

**This statistical analysis tells only part of the story;** another significant part is the Vice-Pastorate Agreement struck between Zion Lutheran Church and LuMinHoS during 2019. Despite all our best efforts, this ministry sharing proved unstable and unsustainable, and I resigned from the Vice Pastorate in December. However the compass had shifted in the direction of my calling: the paradigm shift in chaplaincy combined with my sense of declining productivity in visitation was pushing me away from hospital ministry while the challenges of day-to-day administration in congregational ministry, regular preaching and sacramental services, and on-going pastoral relationships were drawing me toward the congregational calling. Zion's unique situation as a downtown church, the challenging task of integrating two different worship styles into one service, and the potential for outreach to inactive and unchurched former members of Zion attracted me to their call. Just after the excitement of changing roles, moving offices, gathering for the installation service, beginning to shape plans and priorities for the upcoming few years, and seeing hopes and dreams take wing... the church closed its doors, the struggle to learn internet-based methods of ministry yesterday, and the lonely hours of pastoral-care-by-phone began. I knew the world had changed and with it everything I thought I knew about ministry was obsolete, the day I was not able to pass through the doors into RUH Ward 6200. I have not presided at Holy Communion for 22 successive Sundays now. But there was a moment when the Holy Spirit broke through my deepening sense of loss and despair: suddenly I realized that the whole city is my hospital now, and everything I had learned in over twelve years of hospital chaplaincy was more relevant than I could have ever imagined. To you all who have given your time, talent, and the treasures of your hearts to support this ministry, and to our good, great, and gracious Triune God working through you, I give my heartfelt thanks.

Joy in Jesus,

rbb+

Ron Bestvater, sts

## **5.3. REPORTS - COMMITTEES OF THE BOARD**

### **5.3.1. Governance Committee**

The Governance Committee, formerly known as the Policy and Procedure Committee, assists the Board in the development of pertinent policies and will strive to keep said policies current. The Committee also assists the Board in the facilitating of the Strategic Planning Session. This is a Board Committee and currently serving on it are: Allan Hjelte, Gord Martens, Coralie Geving, Joan Meyer and Dan Hagen. Advisors assisting the committee are the Chaplain, Pastor Harold Hesje and Pastor Allan Grundahl.

This past year the Terms of Reference for all Committees were reviewed and updated. The name of the Policy and Procedures Committee was changed to Governance Committee. Several policies are in the works and will be finalized when the committee is reconvened.

Plans were also put in place for a Strategic Planning session to be led by Vern Bachiu, March 21, 2020. Unfortunately, this was postponed when a state of emergency was called because of Covid 19. It is hoped that the plans can be activated in the near future.

Sincerely,

Allan Hjelte, Committee Chair

### **5.3.2. Finance Committee report**

The Finance committee has had an interesting year, as we all have. Being restricted as to fundraisers and such for this year brings concerns over sustaining finances. And then we are reminded that this is the Lord's Ministry and we are privileged to be involved actively. We follow where God leads and trust He will bless and provide. And He has done that.

At the present we have no Chair for the committee and so have set up a rotation for this position. We are pleased that the committee members are willing to take on that responsibility.

We have enlisted MG Accounting to review our Financial statements and received approval from ISC to do that. The Finance Committee has reviewed the 2019 – 2020 statements prepared by them and we have recommended presentation of the same to our AGM. As well, the 2020/2021 proposed Budget will be presented for approval by the AGM.

We have submitted to the Board the appointment of Dan Hagen as the new Treasurer, succeeding Diana Fast who has served our ministry so willingly over the past decade or so. Thank you for your service Diana.

All in all, 2020, although challenging in many ways has been a good year. Our Financial supporters have been faithful and we pray that God will continue to bless our ministry as we look forward to moving on with a new Chaplain in place.

God is good!

Respectfully submitted

Gord Martens on behalf of the Finance committee.

### **5.3.3. Personnel Committee**

The Personnel Committee is accountable to the Board of Directors and is responsible for the staff members of LuMinHoS.

As such we were kept busy this past year with the following:

- resignation of Pastor Ron Bestvater from Chaplain
- the implementation of Interim Chaplain Pastor Michael Diegel
- assisting in the transfer of Pastor Ron from Chaplaincy to Parish ministry
- updating various Job Descriptions
- working with Zion Lutheran during the loan of Pastor Ron to Zion
- annual reviews of staff
- sundry other functions

In all of this our goal is to be committed to the vision, mission and values of LuMinHoS to present the comfort of Christ to all Lutheran patients in Saskatoon hospitals. The purpose of the Committee is to provide for an orderly, focused and considerate means to build a healthy working relationship for staff.

Respectfully Submitted

Gord Martens on behalf of the Personnel Committee

## 6. REPORTS - VOLUNTEER MANAGEMENT TEAM

### 6.1. VMT Report

The Volunteer Management Team (VMT) is committed to the vision, mission and values of LuMinHoS to present the comfort of Christ to all Lutheran patients admitted to Saskatoon hospitals. Together with the LuMinHoS chaplain, the VMT helps fulfill the day-to-day management functions of the organization on behalf of the Board to meet LuMinHoS' goals and objectives.

The VMT consists of the chaplain and the chair people of the committees that comprise the VMT. Meetings are usually held on a monthly basis. Unfortunately, this year there were only 7 meetings held as Covid 19 brought everything to a crashing halt.

The committees that work with the VMT have their reports following this one. We are thankful for the assistance they give to keep LuMinHoS working so well. The **Communications Committee** is under the very capable leadership of Brenda Jensen. Joining her on this committee are Renate Bishopp, Elaine Akre, Yvonne Rowe, Elaine Leite, and Pastor Allan Grundahl. Elaine Akre is currently serving as our Caregiver Newsletter Editor and doing the formatting. Pastor Allan oversees the updating of the Saskatoon Lutheran Directory.

The **Events Committee** is overseen by the energetic Renate Bishopp. This Committee has encountered several setbacks this year as many events that were planned to raise funds for LuMinHoS had to be cancelled due to Covid 19. Serving on the committee with Renate are Angie Farmer, Diane Davis, Rhonda Gore-Billard, Doreen Baker, Alice Olson, Joan Meyer and Del Mengerling.

The **Resource Development Committee** (RDC) is in the process of rebuilding its membership. They work closely with the Communications and Events Committees to make sure resources are available for LuMinHoS. Currently Allan Hjelte and Pamela Giles serve on this committee.

The **Visitation Committee** is led by Pastor Allan Grundahl. He ensures that people (clergy and lay) are available to cover for the Chaplain when he is on holidays or not available to meet with the patients at the hospitals.

The VMT also has the treasurer or other financial people attend their meetings to review the current financial status.

The following reports will highlight the detailed work done by the VMT members this past year.

Report submitted by  
Joan Meyer, Admin Assist.

## 6.2. Visitation Committee

"...and you visited me." (Matthew 25:36)

There is no better scripture verse for the Visitation Committee of LuMinHoS. Visiting all Lutheran patients in Saskatoon hospitals continues to be where our LuMinHoS ministry 'hits the road'. Sharing the Light of the Gospel through friendly presence, listening, and voicing the Faith is the heart of this ministry...to present the comfort of Christ to ALL Lutheran patients in Saskatoon hospitals and their families.

**Major changes** during this past year! Besides all of the changes resulting from the government's action to eliminate the Spiritual Care Department of our healthcare facilities, our Chaplain, **Rev. Ron Bestvater**, resigned to take a parish call at Zion Lutheran Church in Saskatoon. However, we have been grateful that **Rev. Michael Diegel** has been willing to step in as Interim Chaplain during the time of the search for a new Chaplain.

With that search completed, a new LuMinHoS Chaplain begins September 1/20. Thus, begins a new chapter in our Saskatoon hospital ministry.

The onset of **the COVID-19 pandemic** has forced our chaplains to function with different restrictions and procedures. Lay visitors have not been able to do their usual visiting and yet **347 visits** were made by our two active lay visitors. Obviously, we need more lay visitors! But our Chaplains still made at least **1,905 visits** during the fiscal year with patients, families, and staff!

Also, because of the pandemic and the government spiritual care changes, there have been virtually no efforts made to secure new Lay Visitors nor have there been gatherings, called "**Info Time**" sessions, to acquaint prospective visitors with that ministry. Likewise, there have been no "**Visitor Venue**" gatherings either to help current visitors handle their opportunities better. These efforts will need to be renewed and re-invigorated as restrictions of the pandemic lessen and as we work with a new Chaplain.

Thanks so much for the prayers, support and cooperation from all involved with LuMinHoS hospital visiting, but especially for **Lawrence Peterson** who collects the statistical information of this important ministry when visitors provide that information.

Visiting in hospitals is a marvelous experience and a way to serve for many folks. If you have an interest, please contact me. Thanks be to God for the privilege of serving!

+ Allan Grundahl, LuMinHoS Visitation Committee Chair

306 220-9878 (leave a message if necessary) [allgrundahl@gmail.com](mailto:allgrundahl@gmail.com)

### **6.3. Communications Committee**

The Communications Committee uses various communication channels to profile the organization and build understanding of LuMinHoS. We also provide support for others working on behalf of LuMinHoS.

Our committee met four times over the past year. In my role as chair, I give thanks for the faithful work of members Elaine Akre, Renate Bishopp, Pastor Allan Grundahl, Elaine Leite and Yvonne Rowe. We also acknowledge the tremendous administrative support provided by Joan Meyer.

The LuMinHoS **website** has been regularly updated with the assistance of Elaine Leite. Events are promoted and reported upon. New devotional material has been added. New information is also posted to our **Facebook** page.

Three editions of our newsletter, **The Caregiver**, were coordinated by Elaine Akre in the past year. Copies are posted on the website. Just over 800 copies of the March 2020 newsletter were distributed. For financial and sustainability reasons, our ongoing aim has been to send as many as possible via email addresses provided by our supporters. The remaining paper copies were prepared for mailing by a faithful group of volunteers and we extend our heartfelt thanks.

We welcomed the **new database program**, approved by the Board and guided by the Resource Development Committee. This new program will streamline communication ability and tracking of data pertaining to LuMinHoS supporters and contacts.

**Pamphlets** outlining LuMinHoS information and devotional material have been updated and printed as needed for distribution by the Chaplain and lay hospital visitors. We are excited to have started on a project to provide these pamphlets in a few other languages. Translation work has been completed on the German and French editions.

The **Saskatoon Lutheran Directory** continues to be updated and circulated via email in PDF form by Pastor Allan Grundahl. Five editions were sent out this past year. Only about four paper copies were requested, and these were provided in January.

Pastor Allan also ensures timely communication is sent to **LuMinHoS representatives**, pastors, and churches. We thank the LuMinHoS reps for their willingness to serve in this capacity and participate in the sharing of information related to this hospital ministry.

The **PowerPoint Presentation and the Display Board** have been updated and are ready for use at future LuMinHoS and Synod events.

In conclusion, it has been a busy year with some things to celebrate. Along with this, the year 2020 has brought the huge challenge of the worldwide COVID-19 pandemic. We believe that communicating and supporting the LuMinHoS vision to present the comfort of Christ to hospitalized Lutherans continues to have high relevance for our community.

Respectfully submitted,  
Brenda Jensen



## **6.4. Resource Development Committee**

The primary function of the Resource Development Committee (RDC) has been to ensure that LuMinHoS has sufficient resources for the ministry to be carried out.

This committee is in the process of rebuilding as there are currently only two members serving on it; Allan Hjelte and Pamela Giles.

The events that the committee helped with this past year were the Walk-a-thon and the dinner at the Western Development Museum, "The Gift". The Gift event was accompanied by a bake sale and a baking auction sale. This is the major fund raiser of the year and raised \$17,249.

The RDC has realized for some time that in order to have accurate records of our donors and volunteers that a Database computer program had to be purchased and an administrator was required to keep it up to date. The board supported the RDC in their request and a program was purchased and Pamela Giles of Faithful Servant Consulting inputted the data available to date. She also trained Lavina Carter to operate the program as the Board has contracted Lavina to serve as the Database Administrator for LuMinHoS.

The other major project being worked on is collecting email addresses for those receiving the Caregiver Newsletter. Emailing this newsletter to friends of LuMinHoS rather than mailing it or dropping it off at the various congregations to be put in mailboxes will save LuMinHoS considerable resources – dollars and volunteers' time.

If you, or someone you know would be willing to serve on this committee, please let Chairperson Gord or Admin Assist Joan know.

Sincerely,  
Joan Meyer, Admin Assist.

## 6.5. Events Committee

The committee is comprised of Diane Davis (Resurrection), Angie Farmer (Redeemer), Del Mengerling (Faith), Rhonda Gore-Billard and Doreen Baker (St. Paul's), Alice Olson (Zion) and Joan Meyer (Good Shepherd), Renate Bishopp (Faith) chair. We are happy to have such a diverse group to plan our events.

In September we held our **second annual Walk-a-thon** with 17 active walkers but many more "armchair" participants who helped support LuMinHoS to a total of \$4,170. Well done and much appreciated! Blessings to All!

**The primary fundraiser for 2019 was *The Gift***, Nov 19, a dinner evening at the Western Development Museum's Saskatchewan Hall. Two hundred patrons browsed the Christmas baking tables and took home goods donated by many of our Lutheran churches, engaged in silent and live auctions. Musical entertainment was delivered by the Saskatoon Men's Chorus and eleven-year-old Marley Hauk. Speakers included Pediatric surgeon Dr. Elke Mau, Chaplain Ron Bestvater and Keynote speaker Brynn Boback-Lane, for the Jim Pattison Children's hospital. Guests left their generous gifts to LuMinHoS, totaling \$17,249.

April 18, 2020 was scheduled for a commemorative dinner at the German Cultural Club, celebrating 40 years of hospital visits in Saskatoon through LuMinHoS. Sadly, it had to be cancelled due to restrictions put in place by the Province of Saskatchewan to counter COVID 19 outbreaks.

For November 15, the committee is arranging as the Fundraiser for 2020, a **Virtual Musical Dinner** evening, featuring our local Lutheran talents. This will be a totally new endeavor which we hope to see well supported by the friends of LuMinHoS. Details will be made available on Facebook, LuMinHoS website, via emails and to the churches.

Renate Bishopp  
Committee Chair

## **7. FINANCIAL REVIEW FOR 2019/2020**

### **7.1 Review of Statement from Reviewer Marilyn Grose**

**LUTHERAN CARE SOCIETY  
OF SASKATOON INC.  
(O/A LuMinHos, Lutheran Ministry in Hospitals)**

**Financial Statements  
For the Year Ended March 31, 2020**

**MARILYN J. GROSE  
MG ACCOUNTING & OFFICE SERVICES**

Unit 202  
1630 Quebec Avenue  
Saskatoon, SK  
S7K 1V7

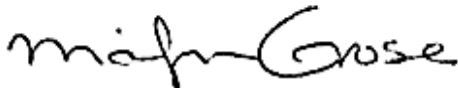
Work: (306) 931-6118  
Cell: (306) 230-9011  
Fax: (306) 931-6123  
Email: [marilyn@mgaccounting.ca](mailto:marilyn@mgaccounting.ca)

June 24, 2020

**INDEPENDENT REVIEW REPORT**

To the Members of  
Lutheran Care Society of Saskatoon Inc.  
(O/A LuMinHoS, Lutheran Ministry in Hospitals of Saskatoon)

I have reviewed the accounting records for Lutheran Care Society of Saskatoon Inc. (O/A LuMinHoS, Lutheran Ministry in Hospitals of Saskatoon) for the year ended March 31, 2020. Based on this review and discussions, I believe there are no material misstatements or undisclosed amounts in the balance sheet as at March 31, 2020, and the statement of operations for the year then ended. This statement does not constitute an audit or professional opinion on the financial records or financial statements.



Marilyn J. Grose

**MG ACCOUNTING & OFFICE SERVICES**

**LUTHERAN CARE SOCIETY OF SASKATOON INC.**  
**O/A LuMinHos, Lutheran Ministry in Hospitals**  
**Balance Sheet**  
**March 31, 2020**

	2020	2019
	\$	\$
<b>ASSETS</b>		
<b>Current Assets</b>		
Chequing Account	55,209	48,956
Savings Account	3,554	8,489
Cash to be Deposited	2,390	0
GST Receivable	105	1,536
	<hr/>	<hr/>
Total Current Assets	61,258	58,981
<b>Long-Term Investments</b> (note 2)	30,457	30,108
	<hr/>	<hr/>
<b>TOTAL ASSETS</b>	<b>91,715</b>	<b>89,089</b>
	<hr/>	<hr/>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
Accrued Liabilities	1,200	1,200
Deferred Revenue	3,386	8,489
Employee Deductions Payable	869	1,170
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>5,455</b>	<b>10,859</b>
	<hr/>	<hr/>
<b>Retained Earnings</b>		
Retained Earnings - Previous Year	68,142	49,597
Restricted Fund (note 4)	0	10,088
Current Earnings	18,118	18,545
	<hr/>	<hr/>
<b>Total Retained Earnings</b>	<b>86,260</b>	<b>78,230</b>
	<hr/>	<hr/>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>91,715</b>	<b>89,089</b>
	<hr/>	<hr/>

**ON BEHALF OF THE BOARD**

\_\_\_\_\_  
*Director*

\_\_\_\_\_  
*Director*

**LUTHERAN CARE SOCIETY OF SASKATOON INC.**  
**O/A LuMinHos, Lutheran Ministry in Hospitals**  
**Income Statement**  
**For the Year Ended March 31, 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>REVENUE</b>		
Donations - receipted	46,147	45,663
Congregation and Synod	21,389	34,044
Fundraising	28,549	38,709
Donations - non-receipted	6,924	6,018
Interest Revenue	516	383
<b>TOTAL REVENUE</b>	<b>103,525</b>	<b>124,817</b>
<b>EXPENSE</b>		
Wages and Benefits	81,135	80,546
Fundraising Expense	7,024	16,289
Office and Administration	3,534	2,230
Accounting and Legal	2,414	2,454
Caregiver - Newsletter	2,094	3,627
Supply Chaplain	1,696	1,704
Rentals	1,350	1,500
Website Development	1,302	10,687
Advertising	40	0
Travel	9	21
Conferences and Conventions	0	75
<b>TOTAL EXPENSE</b>	<b>100,598</b>	<b>119,133</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FROM OPERATIONS</b>	<b>2,927</b>	<b>5,684</b>
<b>OTHER INCOME</b>		
Deferred Rev – Follow-up Program - (note 4)	5,103	2,781
Transfer from Bequest	10,088	10,080
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>15,191</b>	<b>12,861</b>
	<b>18,118</b>	<b>18,545</b>

**Lutheran Care Society of Saskatoon Inc.**  
**(O/A LuMinHos, Lutheran Ministry in Hospitals)**  
**Notes to Financial Statements**  
**For the Year Ended March 31, 2020**

**1. The Organization**

Lutheran Care Society of Saskatoon Inc. (O/A LuMinHos, Lutheran Ministry in Hospitals) ('the organization') was incorporated on September 23, 1980 as a non-profit organization under the Non-Profit Corporations Act of Saskatchewan. The organization offers visitation to patients and their families in Saskatoon Hospitals by a chaplain and trained volunteers, providing spiritual care and counselling. It is a charitable organization and is exempt from taxes according to the Income Tax Act (Canada).

**2. Basis of Preparation**

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

**3. Significant Accounting Policies**

Revenue recognition

Income, including grants and donations are included in revenue when received and are considered receivable. The organization follows the Restricted Fund method.

Investments

Investments are reported at fair market value. The long-term investments are composed of a 4-Year GIC which matures Jan 2024 and a 1-year Flex Term Deposit which matures October 2020. The investments have interest rates of 1.9% and 1.1%, respectively. Credit risk is not considered to be material since these investments are held at a Canadian Schedule A Chartered Bank.

**4. Deferred Income**

Deferred income represents amounts allocated for the After-Discharge Spiritual Care Support Project. During the year, a total amount of \$5,103.16 has been recognized. The remaining amount is \$3,386.

**5. Restricted Net Assets**

The organization has maintained one restricted fund. The internally restricted fund contained a donation received in a prior year. The organization was transferring the funds on a straight-line basis over 5 years, and the fifth and final transfer took place in the current year ended March 31, 2020.

## 8. BUDGET – PROPOSED BUDGET 2020 - 2021

LUMINHOS BUDGET PROPOSAL							
							Proposed
	Accounts	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
		Actual	Actual	Actual	Actual	Actual	Budget
<b>REVENUE</b>	Individuals	19,185	15,870	18,722	29,156	32,000	33,000
	Memorials/Honourariums	7,602	5,955	8,807	7,236	8,000	8,500
	Congregations	10,831	24,028	8,297	20,237	20,000	20,000
	Women's Groups	2,445	4,065	4,350	3,565	1,000	1,500
	Businesses	10,750	-	550	-	4,000	-
	ELCIC Synod/LCC District	2,860	4,700	4,320	2,950	3,000	-
	Fundraising Events	14,161	14,275	12,815	38,709	30,000	24,000
	Reformation 500	-	-	18,195	-	-	-
	Other	-	10	30	1,200	100	-
	Endowment Grants	3,775	1,987	1,740	1,753	2,000	-
	Estates				5,000	1,000	1,000
	Interest Income	544	544	2	500	500	500
	Follow-up Grant	-	-	3,730	6,270	5,000	3,386
	Bequest transfer	10,080	10,080	10,080	10,080	10,080	0
	<b>TOTAL REVENUE</b>	<b>82,233</b>	<b>81,514</b>	<b>91,638</b>	<b>126,656</b>	<b>116,680</b>	<b>91,886</b>
<b>EXPENSES</b>							
<b>Chaplain</b>	Chaplain's wages	55,372	54,836	61,778	64,475	68,022	60,000
	Follow-up ministry wages	-	-	3,730	*	-	-
	EI Expense	1,445	1,536	1,244	1,325	1,204	1,200
	CPP Expense	1,628	1,807	2,682	2,594	2,841	2,600
	Employee Benefits	7,140	11,008	10,667	11,831	12,721	9,000
	Liability Insurance	465	-	-	-	-	-
	Continuing Education	225	50	-	-	-	600
	Travel	244	187	127	400	400	250
	Telephone	1,630	2,155	1,548	2,008	1,800	1,800
	<b>Total Chaplain Expense</b>	<b>68,149</b>	<b>71,579</b>	<b>81,776</b>	<b>82,633</b>	<b>86,988</b>	<b>75,450</b>
<b>Gen/Admin</b>	Administration	66	97	825	500	500	150
	Financial Review	1,789	1,766	1,744	2,000	800	1,000
	Conference/Conventions	-	240	-	75	200	-
	Newsletter	1,371	909	469	2,854	3,000	2,000
	Office Supplies	908	578	2,579	363	1,200	1,500
	Bank Charges	19	230	10	559	500	120
	Postage	508	367	746	544	800	350
	Liability Insurance					1,000	1,000
	Fundraising expense	3,341	3,543	3,660	16,289	12,000	5,000
	Volunteer Expense	-	250	-	-	200	100
	Supply Chaplain expense	3,390	2,350	1,808	1,704	2,000	1,500
	Supply Chaplain Sabbatical	-	4,000	5,754	-	-	-
	Website Development	-	-	1,269	-	600	600
	Database Development	-	-	-	10,660	4,000	1,000
	Rent	-	-	2,700	1,800	1,800	1,800
	Reformation 500 Expense	200	-	11,285	-	-	-
	<b>Total Gen/Admin Expense</b>	<b>11,592</b>	<b>14,330</b>	<b>32,849</b>	<b>37,348</b>	<b>28,600</b>	<b>16,120</b>
	<b>TOTAL EXPENSES</b>	<b>79,741</b>	<b>85,909</b>	<b>114,625</b>	<b>119,981</b>	<b>115,588</b>	<b>91,570</b>
	<b>SURPLUS/DEFICIT for YEAR</b>	<b>\$ 2,492</b>	<b>-\$ 4,395</b>	<b>-\$ 22,987</b>	<b>\$ 6,675</b>	<b>\$ 1,092</b>	<b>\$ 316</b>



## 9. NOMINATIONS COMMITTEE – 2020 Report

The LuMinHoS Board currently has 10 members, though the Constitution allows for the Board to be 5 to 12 members. A term is for 2 years. The number of terms which can be served is not limited. A partial term is not considered a full term since the Constitution does not provide any guidance.

This year there are 5 two-year positions open, for which the Nominations Committee presents the following Nominees, with their consent, in alphabetical order:

For a two-year term:

- **Hugh Farmer** - through to the 2022 AGM - 1st Term
- **Darin Felstrom** - through to the 2022 AGM - 3rd Term
- **Gord Martens** - through to the 2022 AGM - 3rd Term
- **Rob Tomiyama** - through to the 2022 AGM - 1st Term
- **Murray Wagner** - through to the 2022 AGM - 1st Term

For a one-year term to complete two two-year terms:

- **Del Mengerig** - through to the 2021 AGM, completing a two-year term for which she originally agreed to serve for one year at last year's AGM! - 1st Term
- **Sylvia Unrau** - through to the 2021 AGM - partial term (to fill out the two-year term served by Diana Fast)

Others may be nominated from the AGM floor. Information on the Nominees may be requested from the Nominations Committee at the LuMinHoS AGM meeting.

For your information, continuing LuMinHoS Board Members, in alphabetical order, are:

- **Renate Bishopp** - through to the 2021 AGM – 6th Term
- **Coralie Geving** - through to the 2021 AGM - 2nd Term
- **Dan Hagen** - through to the 2021 AGM - 2nd Term

The Nominations Committee would also like to thank so very much those who are leaving the Board: **Diane Davis** (1 term), **Diana Fast** (5.5 terms), **Allan Hjelte** (4 terms), **Faith Rohrbough** (4 terms). Also, **Alice Olson** and **Faith Rohrbough** from the Nominations Committee after serving several years. Thanks be to God for their service!

The Nominations Committee also presents the following names, with their consent, in alphabetical order, as being willing to be the **Nominations Committee** until the 2021 LuMinHoS AGM (the LuMinHoS President should name the Chairperson):

- **Renate Bishopp; Allan Grundahl; Nora Peterson**
- (Another Board member for the committee will be appointed by the Board)

+ Allan Grundahl, Chair of the LuMinHoS Nominations Committee

together with Renate Bishopp, Alice Olson, Faith Rohrbough

## **10. CALL COMMITTEE REPORT**

The Call Committee is an Ad Hoc committee that was set up at the end of 2019 with the resignation of Pastor Ron Bestvater as chaplain. During the time the committee has been active we have had numerous interviews with Pastors that responded to our call.

We were blessed to have 5 very qualified individuals respond. We conducted our initial meetings in early 2020 and then of course Covid happened and the process slowed down. We were able to pick up again in June of this year and made a recommendation to the Board of Directors at the July meeting to approve the appointing of our new Chaplain, Pastor Richard Engel.

We thank God for leading us through this process, and all along we could feel His direction, ending up with a unanimous decision end of July.

We are thankful to Pastor Diegel for filling in during the vacancy and giving the committee the time needed for prayerful and thoughtful selection. Please continue to remember our Chaplain in your regular prayers as we look to the future guidance of the Holy Spirit in our Ministry to Lutherans in Saskatoon Hospitals.

Respectfully submitted,  
Gord Martens for the Call Committee