

**ST MARK THE EVANGELIST
PARISH COUNCIL
Meeting of April 11, 2018
7:00 pm, Choir Room
DRAFT MINUTES**

In attendance: Rev Jessica Worden-Bolling, Bruce Lodge, Cynthia Greer, Pauline Adams, Georgia Roberts, Jenny Morphew, Margaret Lodge, Kate Greer-Close, Karen Barber, Suzanne Bisson

1. Opening the meeting

Call to order: Bruce Lodge called the meeting to order

a. Opening Prayer/Reflection: offered by Rev Jessica

b. Reflection Question: One Easter blessing you feel you have experienced this Easter season.

c. Regrets: Judy Life, Michael Perkin, Laurie Slaughter, Gillian Morris and Janis Perkin (secretary)

d. Approval of the Agenda

2. Approval of the Minutes of the previous meeting

Moved by Pauline Adams seconded by Georgia Roberts; that Minutes be accepted with the correction of spelling in 1.f of "Pauline" carried

3. Business arising from previous meeting

a. AED Monthly check personnel: Cynthia reported that she spoke with Karen Barber who will take on this role following instructions. She would also like to do AED training which is coordinated through Wellness (Judy Darling/Georgia Roberts)

b. Combining sexton/cleaner: closed - *see Warden's Report 4.b*

c. Clothing donation boxes: closed - *see Warden's Report 4.b*

4. Regular Reports

a. Rector's Report

St. Mark's Garden, Flowers of Hope – Starting on Sunday, April 8th through to April 22nd, the congregation will be asked to fill in one paper flower with one hope they have for St. Mark's on it. The intent is for people to write down what priority they think St. Mark's should focus on in the next one to five years. This information will be used at our visioning day on April 28th alongside the S.W.O.T. feedback that was collected (Strengths, Weaknesses, Opportunities and Threats).

St. Mark's Patronal Feast on Sunday, April 22nd. The service will be inter-generational, meaning the children will be in with us for the whole service. The sermon will be more child-friendly and the children will help with the service.

Making our Mark – Digging Deeper, Saturday, April 28th from 9am to 4pm with the Rev. Monique Stone. Rev. Monique will lead us through a discussion on that day and help us figure out our priorities for the next one to five years here at St. Mark's. The information collected on the January 28th visioning session on the five Marks of Mission, the S.W.O.T. feedback, the flowers of hope feedback and the new ministry initiatives will all be good information to work from on that day.

Lunch for Making our Mark day – Since everyone at the parish needs to be involved in the discussion on April 28th, the lunch served that day needs to be cold and already prepared. I am

proposing that the parish council, as leaders in the parish, make sandwiches for the lunch. Please think of what type of sandwiches you would prefer to contribute and sign up on the list I will pass around at the meeting.

One year Anniversary – On Tuesday, May 1st, I would like to invite the parishioners to the office for a small anniversary party. I will bring in cake (normal and gluten-free) and make coffee and tea.

Bishop's Gala, Dinner and Silent Auction, Thursday, May 24th, 2018, Cocktail reception at 6 p.m., Dinner at 7pm. It is held at the Ottawa Conference and Events Centre, 200 Coventry Road, Ottawa. – The Gala is an annual fundraising event in support of the Bishop's Discretionary Fund which enables the Bishop to respond quickly and compassionately to situations of need. It would be wonderful to gather a table of eight people from St. Mark's parish to go and attend together. Tickets can be bought online for \$135 each or by mail for \$125. Picatic.com/BishopsGala2018

Summer Holidays and Supply Clergy – The Rev. Rhondda Mackay will be taking the service on Sunday, July 1st and on Sunday, August 19th. The Rev. Bill Byers will be taking the service on Sunday, August 26th and Sunday, September 2nd. I will be away on holidays from Monday, August 13th through to Saturday, September 8th. (Here for Sunday, August 12th and back on Sunday, September 9th). The clergy at All Saints Westboro have agreed to cover any pastoral emergencies that arise during that time.

Submitted by:
Rev. Jessica Worden-Bolling

Comments:

Make our Mark Vision Rev Jessica passed round a list for sandwiches etc

b. Corporation Report

1. We were asked if we would have a donations box on our property.
2. We looked at the possibilities of location, etc, and decided to decline.
3. We discussed the possibility of looking for a sexton/ cleaner/ fixer but we think anyone who can do the things we can't do, would cost us too much if that person was an employee, rather than a one- time fixer person.
4. This is still negotiable. The whole cleaner contract needs an overhaul, especially with the lawn mowing getting closer. We might be able to use someone occasionally for little jobs.
5. People gave us several names of people they used for individual jobs,(paid) so thank you to them.
6. It seems the physical plant takes much of our discussion.
7. Hopefully paving will happen by the end of summer. We need to secure the funds for that from capital funds, and CTF funds. That would however use up our trust funds.

Suggestions welcomed

Some things may come up after our visioning day.

Respectfully submitted,
Rev. Jessica, Pauline Adams, Cynthia Greer, Bruce Lodge

c. Treasurer's Report - Georgia Roberts

Georgia presented the end of March financial report, noting that there is now a 'Fundraising' line as an income. Art show final figures not available yet.

d. Property Report - Cynthia Greer

1. The sign boards are under discussion, with money hopefully coming from GIFT. They are very difficult to see/ read. Outside lighting would be included.
2. The flat roof seems to be keeping the rain out now that the snow has gone. When it is warmer we will have it checked.
3. A new carpet is definitely needed in the entry and cloakroom.
4. After the visioning we hope there will be some clarification on the bathrooms and kitchen, and what our future needs might be.
5. Several people have offered to paint. The link and Cloakroom are the most in need.
6. The gardens will need renewing in the next few weeks. Offers of help are always accepted. We will speak with those who have been involved in the past of course.

Respectfully submitted,
Cynthia Greer

Comments:

Signs and Web:

- Old swinging sign has been repaired
- Kate Greer-Close commented on status of main signs
 - SignsFX has been recommended by other churches and contacted.
 - They are willing to come to the church to discuss our needs, requirements for internal programming, electrical cables/connections, messages etc.
 - CCBC is having new sign by SignFX – approx. \$20,000
 - **GIFT:** approx. \$11,000 available in GIFT (*confirmed from \$12k after meeting*)
 - Jessica to contact John Wilcox, Winchester
 - Kate to bring update to May meeting.
 - Parishioners Arnold and Emanuel Elite have been contacted to be part of a working group.
- **Web:** Elite brothers are also to help with future web application

e. Membership / Vitality / Communications Report - Margaret Lodge

Membership

The Church Events/Activities report is presented below. It does not include worship services.

New Members: 2 new members since March.

Past Parish events:

March 7 Card Party raised \$1111 for church fundraising

April 7 Art Show – 50th Anniversary - a celebration, including popular new artisan section

Up-coming Parish events:

April 22 – St Mark's Sunday – Intergenerational service and lunch for the parish family – freewill offering to raise funds for St Mark's for Cornerstone-Princeton Housing for Women room project

April 28 - St Mark's Visioning – day workshop with Rev Monique Stone

May 16 – Seniors' Eucharist and lunch

Margaret Lodge

Membership

Comments:

Church Events/Activities report – all events could be led by any group or individual.

2018 Church Event / Activities - where they presently fit - who leads

The following list was put together by Cynthia Greer - Peoples' Warden, Margaret Lodge - Membership, during a meeting with Suzanne Bisson (new Vitality), to chat about parish activities that Vitality is involved in. It was a very useful 'chat' that stretched to other activities and people-in-action and how events could be run in different ways - "could this group run that event" or "could we have an ACW umbrella group again".

It was an opportunity to compile a list of where we are in February 2018, as discussed during the Vision1 session, and where we would like to go leading up to the Vision2 day in April.

The list is parish-based events and activities that require people-in-action, showing connections within the parish / diocese-city / outreach / groups / individuals – whether done as part of a group (eg picnic run by MU / Art show run by Circle 2 – both as outreach fundraisers, receiving donations or help from individuals) or a stand-alone big event with a leader (eg bazaar led by Joy with individuals participating) or something small done by a leader with individual helpers (eg prayer shawl knitting), or a requirement that just needs people (screening in faith / AED).

The list was presented February 27, 2018 to MU-Membership and tweaked – new lines were added.

- All are Parish based
- Some have Diocesan / City-wide connections – some loosely
- Each activity or event is listed by Category – Church Event / Worship etc
- Categories can be added/changed eg where does Screening in Faith belong etc
- Some activities are a form of outreach but not necessarily covered by the Outreach program
- Some are related to a specific group – some are not but function as a parish happening organized and provided by individuals*
- Some are fundraisers – some are community
- Some have been part of one group, but could be part of another or a stand-alone eg Bazaar

We do a lot! There has been concern that we might be trying to do too much and need to refocus ourselves and declutter. It was noted that some things might need to continue if only as a 'social need*' and could continue as that. We do not want to lose the 'widows mite' (the mite being time, talent or treasure) along the way.

Each event could be looked at – along with the people involved – to see just how much overlap of personnel there is.

It was noted that the stewardship talent forms were only a beginning and there needs to be more formal lists of people willing to do a specific job eg baking / gardening / maintenance. It's a start.

Categories:

CE Community Event E Education O Outreach P Parish Plant / admin
 PC Pastoral/Parish Care PE Parish Event PR Prayer W Worship

	item	diocesan/city	parish	outreach	group	individual	lead
CE	Art Show	Cornerstone		cornerstone	circle 2	help	Georgia
CE	Bazaar			community		donate/help	Joy
CE	Card party			community	vitality		Carol R
CE	Pancake supper			community		help	K/S Close
CE	Parish Concerts			community	vitality	help	Cynthia
CE	Yard Sale			community	vitality	help/donate	Cynthia
E	ChurchSchool		ministry		ChurchSchool	help/donate	Kate
E	Library						Betty C
E	Study Program		ministry				Rector
E	Vision		ministry				Rector
O	AdventGivingTree	CommMinstry		community	MothersUnion	donate	JennyM
O	Bales4North	ACW		outreach/Circle2 \$	MothersUnion	donate	Jenny/Laurie
O	BBQ			\$\$	MothersUnion	donate	Cynthia
O	Big Give			community	vitality	donate/help	Kate

	item	diocesan/city	parish	outreach	group	individual	lead
O	BookTable			\$\$	MothersUnion	donate	JennyM
O	Calendar sales	ACW/MU		\$\$	MothersUnion		Cynthia
O	DDDebraDynes			community	outreach		Laurie
O	DD Back2School			community	outreach	donate	Laurie
O	DD foodbank			community	outreach	donate	Laurie
O	DD layette ??			community	Circle2 ?		DoreenM?
O	DD MothersDay			community	outreach	donate	Laurie
O	DD Piano			community	outreach		Carol D
O	DD Soupalicious			community	outreach	help	Georgia
O	Doors Open	city		community	vitality	help	Kate
O	Glasses				Circle2 ?	donate	DoreenM ?
O	MetalTabs				Circle2 ?	donate	SheilaP ?
O	MilkBags					donate	GailVolk
O	Picnic			\$\$	MothersUnion	donate	Cynthia
O	Puddings			community	MothersUnion	make/help	Cynthia
O	PWRDF					donate	Jenny
O	Scouting			community			Henry S
O	Stamps				circle2	donate	DoreenM
O	Tulipathon MultiFaith	city		outreach/ChSchool		walk/donate	Laurie/BrianH
P	AED		health				Corporation
P	ChurchMaintenance					help	Corporation
P	Dollar4\$					help	Joy
P	GardenMaintenance					help	Corporation
P	Office					help	Corporation
P	Open/Closing					help	LesC
P	ParishCouncil				ParishCouncil		Corporation
P	Rental						Penny
P	ScreeningFaith		safety				LesC
PC	Cards(Christmas)		ministry		Vitality		Cynthia
PC	Cards(Easteretc)		ministry	outreach	ChurchSchool		Kate/Cynthia
PC	Cards(getwell)		ministry	outreach	wellness		GillianMorris
PC	FriendlyPhone		ministry	fellowship	wellness		Rector
PC	FriendlyVisit		ministry	fellowship	wellness		Rector
PC	Funeral receptions				?	help	JudyD ?
PC	Ottawa-Civic		ministry	community			Rector
PC	Pastoral Care	training ?			TBD		Rector
PC	PerleyRideau		ministry	community			Rector/Cynthia
PE	Breakfasts			fellowship			Brian H
PE	MotheringSunday			flowers/simnel	MothersUnion		Cynthia
PE	Parish cleanup				vitality	help	Cynthia
PE	Parish Dinner			fellowship	vitality	help	Cynthia
PE	SeniorsEucharistLunch			fellowship	wellness	help	Georgia
PE	Slim Trim						Gail/Jenny
PE	St Mark's Day				vitality	help	Cynthia
PR	Eprayer		ministry				Margaret L
PR	ParishPrayerPhone		ministry	fellowship	PrayerPraise		Rector/CarolD
PR	Prayer Shawl		ministry		wellness	make	Gillian Mor
PR	PrayerPraise		ministry	fellowship	PrayerPraise		CarolD
W	AltarGuild	AltarGuild	ministry		AltarGuild		Penny
W	Choir		ministry		Choir		Ariane/Kate
W	Christian Unity			community	choir		Rector
W	Coffee hour			fellowship		help	Georgia/Helen
W	Counters					help	LesC
W	Greeter			fellowship			Cynthia
W	LAC		ministry				Rector
W	Reader						Rector
W	Server		ministry				Rector
W	Sidesperson						Les
W	SpecialServices			ministry	choir		Rector/choir
W	WorldDayPrayer			ministry			Jenny

March 3, 2018

f. Stewardship Report - Michael Perkin

No report

g. Outreach - Laurie Slaughter

Barbara Carroll of Debra Dynes Family House will provide a date when they will be collecting Mother's Day gifts for the children to purchase for a very small fee in order to have a gift to give their mothers. In a couple of weeks, advertising/ announcements will appear and the box will be out in the link for donations.

As well, advertising for Bales for the North will commence soon and a box be placed in the link for new items to be sent to northern communities. Some donations have been received already and are packed and stored in the basement. Packing for shipment by air will take place at St. Columba's church on May 30.

Further information about the Tulipathon Walk has been received and online donations can be made. As in past years, Brian Harrison and I will make announcements and place it in the bulletin in order to "recruit" walkers for St. Mark's and donations from church members. The date of the walk is May 27.

New Ministry Initiative:

The research and development of this initiative to provide within our local community a service, has been a slow and careful one as it needs to be very well thought out and planned in order to propose it to the membership as an outreach community activity. Looking for community support and partnership has taken much time. Three different rectors have made input and been part of the committee. The focus has become specific and is directed at creating a seniors centre or drop in which would be a regular activity.

On March 28, Georgia Roberts and I visited a seniors' drop in at 267 Viewmount in a community housing project. Zeba Taj is the coordinator under the auspices of the NROCC organization and it was quite useful for us to observe and hear the comments of the participants. They enthusiastically engaged in an exercise program, then socialized over snacks and coffee before watching their monthly movie. The activities vary from week to week. Zeba is very willing to help us establish a centre and to lead some of the activities.

As well, this week the committee will be meeting with John Johnson, our Parish Breakfast speaker in March and a past President of the Council on Aging. He is very supportive of our initiative to establish a seniors' program for members of the local community as well as our own seniors. Next month's report will contain information related to this meeting.

Respectfully submitted,
Laurie Slaughter

Comments:

NROCRC (spelling Nepean Rideau Osgoode Community Resource Centre) – what radius will be looked at re what the needs are and the kind of program offered ?

h. Choir Report - Karen Barber

Again this year worship during Holy Week was enhanced by the participation of the Senior Choir in all four services. A very rewarding week for choir members.

The junior choir provided an anthem for the Easter Sunday service, and in addition, joined with the Senior Choir and members of the congregation in a joyous rendering of the Hallelujah Chorus from Messiah.

The Junior Choir has a new probationer, James, and a probationer-in-waiting, Caitlyn (will become a full probationer once she can read).

Respectfully submitted,
Karen Barber

i. Children and Youth (Sunday School) - Kate Greer-Close

We had our Sunday school party (with Junior choir) on Sunday April 8. There were 13 children and I think they all had fun. My mum will be teaching next Sunday as I will be away (Sunday April 15) and on Sunday April 22 we will participate in the inter-generational service and the luncheon.

We have not yet counted our Lenten box givings but we will shortly have a total to send to Cornerstone. We decorated many dozens of cookies on Easter Sunday and delivered them to Cornerstone.

I am very grateful for the encouragement of the congregation in enthusiasm, baking and helping out in Sunday school. We had many extra hands for both the cookie decorating and the party last week.

Kate Greer-Close

Comments: Kate further commented in relation to comments made in the SWOT notes regarding lack of a youth program – of the Sunday congregation 1/3 is made up of children, plus those who have children/grandchildren or are helping the children = youth program

5. Other Business

a) Notes for the Bulletin: Cynthia to recruit 'gardeners'

b) New Lapel Microphones: The 2 portable microphones need replacing. Costing +/- \$200.

Motion: Pauline Adams, seconded by Karen Barber: that 1 new lapel microphone/receiver be purchased from GIFT fund within the \$200 range. Motion carried.

Also suggested that it might be cheaper to replace the 2. To be determined.

c) Next meeting: Wednesday May 9, 2018 – 7:00pm Choir Room

6. Adjournment

The Agenda being completed the meeting adjourned at 8:35pm with the Grace.

Respectfully submitted
Margaret Lodge
Acting Parish Council Secretary