

**ST. MARK THE EVANGELIST
PARISH COUNCIL
Meeting of
March 13, 2019
7:00 pm, Choir Room
DRAFT MINUTES**

In attendance: Rev. Rob Davis (Interim P-in-C), Cynthia Greer, Pauline Adams, Georgia Roberts, Judy Life, Karen Barber, Kate Greer-Close, Margaret Lodge, Bill Barber, Julia Fogg, Michael Perkin, Janis Perkin

1. Opening the meeting

Call to order: Pauline Adams opened the meeting at 7:10 pm

a. Opening Prayer: offered by Rev. Rob Davis

b. Regrets: Gillian Morris, Suzanne Bisson

c. Approval of the Agenda:

Add - Appointment of Chairperson and Secretary

Moved by Georgia Roberts seconded by Karen Barber carried

Pauline Adams welcomed the new members to Parish Council- Bill Barber and Julia Fogg.

Les Cundell came to speak about Screening in Faith and the need for Police Checks which are required every 5 years. Packages were handed out to those who needed to get one.

2. Approval of the Minutes of the previous meeting:

March 13, 2019 minutes

Moved by Michael Perkin seconded by Georgia Roberts carried

3. Business arising from previous meeting;

Kitchen Renovations- Pauline Adams gave an update. The working group has now received 3 bids; the last one on March 13, 2019.

First bid- \$22,000.00- it did not include demolition, painting, or removal of garbage

Second bid- \$33,000.00- everything included i.e. plumbing and electrical

Third bid- \$45,000.00- very high end- probably not appropriate for a church kitchen

All quotes included HST and a percentage of that would be refunded back to St. Mark's.

The following motion was made:

It is moved that the Kitchen Renovation Committee proceeds further with Tyler Raymond Renovations who gave an estimate of \$33,000.00 and that the estimate details and final price be confirmed by Parish Council." Moved by Pauline Adams and seconded by Cynthia Greer CARRIED

4. Regular Reports

a. Rector's Report

Rev. Rob Davis reported that he was enjoying his time with us immensely. There will be an Intergenerational Service on March 31, 2019 and Rob and Kate will look after the planning. Holy Week will remain the same as it has been in the past. Regarding the Maundy Thursday Vigil. It will operate as in the past however the sign-up sheet will be posted earlier. If there are not enough people to carry it through until morning the vigil will be shortened. St. Marks has been approached about renting both the church and the hall for a wedding. This will be referred to Penny Miller the Rentals Convenor and Corporation for follow-up.

b. Wardens' Report

Corporation Report to Parish Council for March 13th 2019

We held our first meeting with Ven. Rob Davis and our 2 new deputy wardens, Suzanne Bisson, and Bill Barber. We will be adding their names to the signing authority for St. Mark's shortly, and

removing Bruce's name.

We looked at the list of renters which has increased this past year, to see if our needs for a cleaner remain constant or have changed.

Events which are planned in the near future are:

Sunday March 31st Intergenerational service and Mothering Sunday.

Wednesday April 3rd the card party.

Sunday April 28th St Mark's Day lunch.

Saturday June 1st the Big Give, tentatively.

Sunday June 23rd Church Picnic (M.U.)

There will also be a seniors Eucharist and Lunch on June 5th.

During Lent there is a Bible study on Wednesdays at 1:30 p.m.

Cynthia Greer/ Pauline Adams.

c. Treasurer's Report - Georgia Roberts

Income- The collections in January and February was around \$21,000.00 which is less for the same time in 2018.

Gain from Assets- this amount was higher due to our renters giving in higher amounts than expected

Expenses- Staff salaries are less in the Jan-Feb timeframe 2019 due to the reduction in ECOPS. We are paying about half of the 2019 salary and there is no housing allowance to be paid.

AED Program- the payments for all of those trained is now in.

We are showing \$4,000.00 in the red for Jan-Feb

d. Property Report

- 1 The kitchen is not part of this report. It will be discussed under other business.
- 2 The leaky roof is still with us .We called in pro-roofing to clear off the roof. They were hoping to put a tarp down, but they couldn't find a suitable place to attach it.
3. We had a number of chairs re-welded by Alex from the Armenian Church, free of charge.
4. When Spring arrives helpers will be needed to clean up the lawns, ditches and gardens.

There are also several projects which we could start on.

- a) Windows in the offices (2)
- b) Steps and walkway at the back of the church.
- c) New mats in the link entry and the cloakroom.
- d) Outside door painting
- e) Chancel flooring.
- f) Ceiling in the sacristy, which may be part of roofing concerns.

Cynthia Greer

e. Membership

Membership / Vitality / Communications

Parish Council March 13, 2019

Membership: since February

1 member moved/ address unknown new members: 2

Vitality Group:

We met in February to discuss events for 2019. As this is a basic FUNraising year, we are working towards that aspect of life for the parish. This does not stop us from maybe offering an event that produces FUNDS. So far there are 3 events that we have committed to, as part of our original mandate, Patronal Lunch (St Mark's April 25) the Big Give/Doors Open Ottawa (1st weekend in June) and a parish dinner in the fall.

- 1 **Patronal Lunch April 28:** Our first 'event' is the St Mark's Patronal Lunch (St Mark's day April 25) which will be held on April 28. It will be lasagna and salad. We are also hoping to make this the official 'welcome to St Mark's' lunch for the newcomers who came after our last 'welcome' in 2016. As of March 2019 we have 15 invitees. Easter Sunday falls before St Mark's day and there is a booking conflict on April 28 at 2pm, so to prevent this in the future we have booked already for **April 26, 2020 / April 25, 2021**

- 2 **Big Give / Doors Open Ottawa – June 1 and 2:** this year Kate (Big Give) and Margaret (Doors Open) will not be available this weekend. Both could help organizing in the pre-planning stage if needed.
 - **Big Give June 1, 10am-12 noon:** Kate will not be able to attend, but she can help pre-plan. There's a core of 'workers' both attending and baking. Suzanne Bisson is willing to help supervise the morning. We will do refreshments, books, plants, and some toys.
 - **Doors Open:** although everything is available to do this, there's a need for someone to take it over for the weekend. It is suggested that we drop it for this year.

- 3 **70th Anniversary of 1st Anglican service October 9, 1949:** Before the parish was formed and the church built, Anglicans were part of ecumenical services at Carleton Heights school. The parish (with no name) officially came into existence on October 9, 1949 with the first Anglican Communion service at the school. There is time to organise this in later months, but by noting it and booking it now, it gives us time to plan. We are proposing to make this a special weekend for the **October 5/6 weekend** as Thanksgiving is October 12/13 and many will be away.
 - **October 5 - Parish Pot-luck Supper:** With it being an 'historical' event, an organised pot-luck was suggested – 'organised' that specific people would be asked to bring specific things, with size, quantity etc. Simple and light entertainment - suggested Garth Hampson / hymn or song sing-a-long (choir) / other vocal groups / light musical interlude - harp etc. We are not looking at large fee entertainment. It could be 1949 – post-war theme, dress etc.
 - **October 6 – Eucharist Service:** It is hoped that something special can be done within the service for this anniversary. It could also be from the old BCP service.

- 4 **Card Party April 3:** Carol Russell and Pat Sinclair are running a card party again this year. In the past, any profits have been donated to the church. This year the church will benefit again, but with 50% going to another charity.

Past Parish events:

February 24 Parish Vestry we have a full slate for Parish Council
 March 5 Shrove Tuesday Pancake Supper 5-7pm about 130 (30 children) attended, raised about \$900
 March 6 Ash Wednesday services 10am and 7pm - quite well attended, especially morning service.
 March 10 Parish Breakfast 8:45am with Fr Rob as guest

Up-coming Parish events:

March 13 - April 17 Lenten program started today 1:30pm
 March 31 Mothering Sunday and Inter-generational service 10am
 April 3 Card Party lunch 11:45am – 3:45pm

Communications:

Newsletter: Lent issue was printed February 12 due to unplanned winter storm! – and distributed with Tax Receipts.

Next issue is mid-May for June distribution. This is the end of season/summer newsletter but I hope to have some info on Fall events, so please plan ahead.

The Fall issue will be produced in mid-August.

Web design: There is still nothing specific to report. I spoke with Joy Bowerman. She said she had been in touch with one of the Elites and also Fr Rob. I have been given no details. The old site is still being maintained.

Diocesan Communications - Crosstalk / web / newsletter: due to the change over of staff communications we were unable to advertise for February and March, so we had less promotional choices for the Pancake Supper etc. Everything should be OK for April.

Anglican Journal sign-up: this info was in the parish newsletter and bulletins and Joy has offered to coordinate confirmation for those who need help as a mass registration. She is also looking into direct electronic mailing.

Margaret Lodge Membership

f. Stewardship

Michael Perkin spoke about a Lenten program called 40 Acts of Stewardship which originates from the United Kingdom. It is a bit complicated to share the full 40 acts with the congregation. Kate Close-Greer suggested that it might be an idea to share at least one Act each Sunday for parishioners to consider doing in the next week. Michael will choose appropriate acts to have put in the bulletin each week and submit them to the parish administrator. There will be a fall stewardship campaign.

g. Outreach

Debra Dynes Family House Food Drive

St. Mark's generously donated to the Children's Emergency Lunch Program for the Debra Dynes Family House during the month of February. Regular weekly food donations continue.

Coffee, Company and Conversation for Seniors

The Coffee Company and Conversation initiative provides a friendly gathering place in the local community for seniors to enjoy social activities and entertainment and enjoy coffee and sweets. Weekly events have included an Income Tax session, and music and signing. A fraud prevention and emergency preparedness discussion and other activities are forthcoming.

Suzanne Bisson

h. Choir Choir Report 13 March 2019

The Junior and Senior Choirs have continued regular rehearsals and have started preparing for Holy Week.

Karen M. Barber
Choir Representative

i. AED

AED Report March 13, 2019

A list of CPR/AED certified individuals has been posted on the side of the white AED box in the link.

Karen M. Barber AED Contact Person

j. Fire Extinguishers

Fire Extinguishers

It was brought to my attention that the fire extinguishers have not been inspected since April 2017. I have now located 8 fire extinguishers and have created a spread sheet to record monthly checks and yearly professional servicing. Anderson Fire Protection, who are the inspectors of record, are scheduled

to come the morning of 13 March 2019 to inspect the units.

Karen M. Barber

k. Little Free Library

There is nothing further to report on the Little Free Library at this time.

Moved by Karen Barber, seconded by Kate Greer-Close, Carried

I. Children and Youth

MARCH 13, 2019 CHILDREN AND YOUTH

The pancake supper is one of those events for which I call on our youth as helpers. We were fortunate to have 8 children/youth able to join us and ensure the success of this event. This is also an event that brings out a lot of children from the community. There were at least 30 children at our pancake supper, including many from our 72nd Scout groups, church families and extended community.

Sunday school continues as usual, with helpers scheduled to be "on duty" for nursery. This is so that although we all begin together with song, prayer and story, there is also someone ready to be in the nursery whenever the youngest are ready to play. There is no Sunday School (or Junior choir) this Sunday, March 17th (March break). There will be an intergenerational service on Sunday, March 31, which is also Mothering Sunday, at the 10AM service, so no Sunday school but I'll be looking for some readers and some helpers.

The children will be collecting change (at home) for their Lenten outreach, by doing acts of love (helping, caring, etc.) I hope to decorate cookies with the Sunday School again this Easter to donate to Centre 454.

Kate Greer-Close

5. Other Business

Parish Council Notes

Information regarding the Kitchen Renovations will be made available by the committee for viewing during Coffee Hour.

Next Meeting

Wednesday, April 10, 2019 7:00pm. Choir Room

6. Adjournment

The Business being completed at 8:55pm closing prayer was The Grace led by Rev. Davis

Respectfully submitted by Janis Perkin Recording Secretary