

**ST. MARK THE EVANGELIST  
PARISH COUNCIL  
Meeting of  
November 20, 2019  
7:00 pm, Choir Room  
DRAFT MINUTES**

**In attendance:** Rev. Julian Campbell, Georgia Roberts, Karen Barber, Margaret Lodge, Bill Barber, Suzanne Bisson, Gillian Morris, Julia Fogg, Janis Perkin, Michael Perkin, Pauline Adams, Judy Life, Kate Greer-Close, Cynthia Greer

**1. Opening the meeting**

**Call-to-order:** Pauline Adams opened the meeting at 7:03 pm

**a) Opening Prayer:** Offered by Rev. Julian Campbell

**b) Regrets:** None

**c) Approval of the Agenda:** Approval moved by Karen Barber and seconded by Michael Perkin.

**2. Approval of the Minutes of the previous meeting:**

Errors and omissions: in Business arising: section b) Perley the finish date should read November 15<sup>th</sup>

Approval was moved by Julia Fogg and seconded by Georgia Roberts.

**3. Business arising from previous meeting**

**a) Perley:** Mark this Word, the parish newsletter, has a comprehensive article on our pastoral care at the Perley and the Friday services over the years.

**b) White Feather:** There was discussion on where in the church we would display the White Feather from All My Relations. It is delicate and so the idea is to place it in a shadow box and maybe hang it near the prayer station. Gillian Morris will check out what can maybe be done at Michael's Arts and Crafts.

**4. Regular Reports**

**a) Rector's Report**

Rectors Report, November 2019

Father Julian reported that he was adjusting well to life in Canada.

The Ottawa West Deanery Clericus met at St. Marks on November 19<sup>th</sup>. Cynthia Greer arranged refreshments for the meeting.

The book study is going well and will continue into February 2020. It was suggested by Kate Greer-Close that perhaps it should be advertised outside of the parish as well.

Father Julian will be offering a Birthday Mass in homes for those who wish to celebrate their birthday in this way. It is a 15 minute service which can be followed by light refreshments. This will start in January 2020.

As a way of getting to know the life and routine of the parish Father Julian plans on getting together with the various groups at St. Marks.

A planning group will be gathered to do planning for Black History Month in the parish.

The Bahamas Independence Day is July 10<sup>th</sup> and discussion is underway with the High Commission about a service to celebrate this.

## **b) Warden's Report**

Corporation report to Parish Council for November 20 2019

We have held two Corporation meetings since Fr Julian arrived, mainly to get to know each other better, or discuss events or services coming up.

Church services.

The special services will continue as they have been for this year. These include

Remembrance Day, with Don Williamson bringing up the wreath.

The Seniors' Eucharist and lunch.

The Advent Carol Service and lunch.

The church school pageant.

The service of Lessons and carols.

The 2 special services during Advent with Eucharist were held for the first time during the morning service last year.

The pageant now on the third Sunday in Advent has changed its week,

The Christmas services will be at the same time.

We held the last service for us at the Perley last Friday.

Father Julian also stated that he will be available to meet with people to chat etc Tuesday Wednesday and Thursday from 10 a.m. to 2 p.m. or to meet with people in their homes.

He also suggested that part of his visiting could include Birthday Masses where family members could gather together in their homes to celebrate a birthday etc. This would be a new venture for us.

We looked at the financials for October and Georgia will report on them tonight.

Pauline Adams and Cynthia Greer

## **c) Property Report**

### Property report to Parish Council November 2019.

With Property, there are always jobs to be done, and many of those repairs are made when we can't see it happening. However it takes one or more people to do them.

Since we have very few capable or willing men to fix things, we are going to have to figure out a new method.

This could start with a manager, who would receive request and find the appropriate person to deal with it. I am hoping that Paul will give me ideas on how he thinks we should go about it.

We, the 4 wardens are going to meet with Paul at some point before vestry to

Make a list of where taps, electrical fuses sump pumps and many other things are.

Make a list of regular jobs to be done at specific times of the year.

Items coming up soon would be changing bulbs high up in the peak, putting new insulation round the Fisher Avenue door, and closing the mail slot, removal of snow between snow cleaning work using shovels, and putting down salt if needed. There is a green milk jug on the ledge inside the link door for that purpose.

We also need someone to take on the changing of the information on the outside board, the one with magnetic words.

We are hoping to standardize the lights where possible so there aren't so many different types of bulb.

There are a couple of lights in the hall which take turns at not working. It isn't for lack of effort.

The new office windows are appreciated. Joy is making a shade to replace the dreadfully heavy blind in the Rector's office.

I'm waiting on Tegano roofing to visit us, and find a temporary solution for the office / sacristy roof.

The little library has been put away in the shed over the winter.

It has been mentioned to us that certain renters would like better lighting in the hall. This has been taken under advisement, since the price suggested is \$15,000 to \$20,000 . Hopefully Steve and Paul will be looking at LED lights which cost less to run, but more to buy, and give off less heat build up. We will ask someone else to give his/her opinion.

There is one circuit which doesn't work or is a bit sporadic in the link. Paul has a suggestion for fixing it which will not involve going behind the link cement block walls. This would give us back the Fisher Avenue outside entry light.

I'm hoping to have Paul put some Christmas lights up, although I note that Father Antonio is ahead of us. Hopefully Christmas trees will be available before the Advent Carol Service.

Cynthia Greer

**d) Treasurer's Report**

Georgia Roberts presented the financial reports. She indicated that our collections are lower for the previous 10 months compared to what was budgeted.

It is expected that user fees will come in ahead of what has been budgeted.

The monies from the Bazaar are not in yet and so are not reflected in the balance sheet.

At the moment staff salaries are \$39,000.00 to the good due to several circumstances. We weren't paying either ECOPS or housing allowances and only making ½ time payments for our interim priests. Some decision will need to be made regarding these funds and we will need to be careful in our budgeting for the new year.

**e) Membership:**

**Parish Council November 20, 2019**

**Membership / Vitality / Communications**

**Membership:**

New Members            4                            moved            3

**Perley and Rideau Veterans Health Centre Ministry:** although not under Membership per se, it is our parish members who have provided this amazing pastoral service to the Perley-Rideau for over 30 years. November 15 was their last official day.

**Mothers' Union:** being as MU and Membership wear similar hats, it should be noted that through the Mothers' Union-sponsored parish Picnic (\$145) and BBQ (\$320) \$465 was given to Carleton Heights School for their play equipment fundraiser. Thanks to the parish for their support.

**Christmas Puddings / Calendars and Buttons:** Three MU initiatives for the parish – the Anglican calendars have sold out, and the puddings are down to the last 3. Christmas buttons are new this year.

**Name Tags:** Ten new name tags were required this month. Still looking at an affordable, permanent name tags.

**Vitality:**

Nothing to report specifically from Vitality

**Communications:**

**Newsletter:** New issue is for Advent up to Lent. Printing this week. The next newsletter will be Lent to June. Please plan ahead for events etc.

**Web:** still nothing to report. The old site is still being maintained. We need to get outside help to push this through. I propose this be done via GIFT funds.

**Outdoor Signs:** new temporary sign produced, permanent wooden replacement needed for Fr Julian

**Pew Leaflets:** These were updated with Rev Julian Campbell as priest

**Past Parish events:**

October 27 Fr Rob's last day – farewell  
November 2 Church Bazaar – raised \$5,788 over \$6,000 with extra sales + Mini Bazaar December 1  
November 3 Fr Julian's first Sunday – welcome  
November 6 New study session started with Fr Julian  
November 7 December 19 Seniors Coffee, Company and Conversation continues  
November 20 Seniors Eucharist & Lunch 11am Eucharist with about 45 seniors, workers and choristers attending

**Up-coming Parish events:**

December 1 Advent 1 – Advent Carol Service + Eucharist at 10am service + Lunch + Mini Bazaar  
December 4 Fall study sessions continue – possibly into January  
December 15 Advent 3 – Eucharist + Church school pageant  
December 19 Seniors Coffee, Company and Conversation – last until January 30  
December 22 Advent 4 - Nine lessons and carols + Eucharist at 10am service  
December 24 Christmas Eve Eucharist services at 4.30pm and 9pm with carol singing 8.30pm  
December 25 Christmas Day Eucharist 10am only

**Margaret Lodge Membership**

Further to the report: Suzanne Bisson has offered to provide her contact for Wordpress who is in the process of assisting in setting up a website for the Bytown Dogs.

**f) Stewardship**

Stewardship Report November 20, 2019

Preliminary report - St Mark's Financial Stewardship campaign - Vision 2020

We are pleased to submit the preliminary report from the recently completed Fall financial stewardship campaign, Vision 2020, for the Newsletter and to Parish Council.

This is an analysis of completed forms that were submitted. A tallying of the actual pledged amounts is now under way and will be combined with current givings of identifiable givers. This data will be reported later by the Envelope Secretary to Parish Council.

30 Completed forms were submitted, compared to 34 from the previous campaign. Of these 30, 18 were submitted by parishioners who had previously submitted pledges in each of the previous campaigns; 7 were received from individuals who had never before participated. One new person signed up with PAR, and 9 current PAR contributors elected to increase their commitments.

We suggest it would be useful for copies of the program documentation from Vision 2020 to be kept on hand and offered to new parishioners as they sign up to become members of the parish.

Respectfully submitted.

Karen Roberts  
Envelope Secretary

Bruce Lodge  
Coordinator, Vision 2020

Stewardship

I will be meeting with Father Julian to discuss stewardship and how we will be moving forward together. I have had some great discussions with other stewardship officers at Christ Church Bells Corners and St. Thomas Alta Vista and will be incorporating some of their ideas into my discussion with Father Julian.

In my position on Provincial Council I have joined the working group on water safety which will be looking at how we can protect our fresh water supply along with a special focus on our indigenous

water crisis. From my work on Parish Ministry Committee we are continuing our work on Elder & Caregiver support portal which was inspired by our focus on ministry to seniors.

Respectfully Submitted  
Michael Perkin Stewardship Officer

### **g) Outreach**

**Coffee, Company and Conversation.** This seniors' outreach initiative is in its second year and has proven to be fulfilling the need for companionship for seniors within the community. In October the attendance was 35, 45 and 38 at three of the functions. Several persons outside of St Mark's attend. In the new year we will continue to provide entertainment and informative features along with casual coffee and conversation mornings.

**Debra Dynes Family House** St. Mark's continues to generously donate food items to the DDFH. Our regular driver, Lawrence Peever is no longer able to transport the food items to DDFH. This task is however being covered.

**Coffee Roster - 10 am service** Over 2019 we loss several coffee hour providers, and three persons to date have indicated that they are no longer able to help in 2020. We are fortunate however that we have new parishioners, Vern and Gwen MacLean, and Joan Hounsel and Delissia Philip who have agreed to join the coffee roster. There are still teams with only three persons, which makes it difficult if one cannot attend. In 2020, teams will be larger within no less than four persons.

Suzanne Bisson

### **i) Choir**

#### **Choir Report 20 November 2019**

Rehearsals continue for the senior and junior choirs. Preparation has begun for the Advent Carol Service (1 December) and the Service of Lessons and Carols (22 December). The Junior Choir participated in a joint youth choir's evensong with St. John's, South March, and Christ Church, Bells Corners, on Saturday, 2 November. The children really enjoyed the experience and are looking forward to joining in another evensong, perhaps in the spring.

Karen M. Barber, Choir Representative

### **j) AED Report 20 November 2019**

There is nothing to report at this time.

Karen M. Barber

### **k) Fire Extinguishers and Emergency Lighting Safety Checks 20 November 2019**

Routine inspections of the fire extinguishers and emergency lighting continue.

Karen M. Barber

### **l) Little Free Library Report 20 November 2019**

The little free library has now been closed for the winter season. It was removed and stored in the shed with the kind assistance of Paul Greer.

We are now a member of the International Little Free Library Association, as our library has been registered with the organisation. The new sign, with the registration number, has been shipped so, come spring, we are ready to be up and running. Once I have the registration number, I will also see to placing our library on the world map of Little Free Libraries.

Karen M. Barber

**m) Children and Youth**      **Children and Youth report for November Parish Council 2019**

Sunday school decorated and sent cards to older/ill/shut-in/former members/clergy of St Mark's in recognition of Thanksgiving and the 70th anniversary of our parish.

The youth of the parish were pleased to help at the Bazaar on November 2 (before the evensong!) We had youth serving in the cafe and selling toys and books and clothes.

It was great to see the children and families of the 72nd St Mark's joining us for our Remembrance Day Service. Some of them even stayed to clean up!

The Sunday school children and youth are also looking forward to Advent and Christmas and all of their projects - making cards for older/ill/shut-in parishioners, decorating cookies for ... St Luke's? or Centre 454, raising funds to send overseas with PWRDF etc. It is tricky to achieve all of this now that we have our carol services during the morning services (and thus no Sunday school time) but we'll do our best.

Kate Greer-Close

**5) Other Business**

**a)** At Synod during a workshop the idea came up regarding energizing Parish Council meetings. Some of the ideas included making some meetings brainstorming sessions and even the thought that a venue other than the church could be used from time to time.

**b) Notes for the Bulletin**

Thanks to volunteers who served over the years in the Perley ministry.

Property is looking for both handy men and women to assist in odd jobs around the church.

**c) The next meeting**

The next meeting will be December 11, 2019 - bring some treats to share after the meeting

**6) Adjournment**

The meeting adjourned at 8:40pm with the saying of the Grace.

Respectfully submitted by Janis Perkin, Recording Secretary