

**ST MARK THE EVANGELIST
PARISH COUNCIL
Meeting of September 13, 2017
7:30 pm, Bishop Reed Hall
DRAFT MINUTES**

In attendance: Janis Perkin, Michael Perkin, Rev Jessica Worden-Bolling, Bruce Lodge, Cynthia Greer, Penny Miller, Jenny Morphew, Kate Greer-Close, Margaret Lodge, Georgia Roberts, Laurie Slaughter

1. Opening the meeting

Call to order: Bruce Lodge called the meeting to order at 7:38 pm.

Opening Prayer/Reflection: offered by Rev Jessica

Reflection Question: "What was the highlight of your this summer?" Council members shared with all of us.

Regrets: Gillian Morris, Ray Davidson **Absent:** Maria Padin

Approval of the Agenda

Some announcements were added to Other Business by Georgia Roberts. Lock-up problem added by Jenny Morphew.

Moved by Kate Greer-Close seconded by Laurie Slaughter; carried

2. Approval of the Minutes of the previous meeting

Moved by Jenny Morphew seconded by Laurie Slaughter; carried

3. Business arising from previous meeting

Status of GIFT funds/documentation: Michael Perkin addressed his September 12th email about council members doing some creative dreaming in order to see how the GIFT funds could be used. It was thought that perhaps a working group could be pulled together to lead a consultation. Penny Miller wondered if we could spark some interest and then give out cards to the congregation on which they could write their thoughts and ideas. These could then be gathered back in and collated.

New Ministry Update: Laurie Slaughter reported that the City and organizations such as NROCRC is becoming serious about finding out about the needs of seniors. One in particular is social isolation. The role of St. Marks would be to offer space and provide tea, coffee, and fellowship while city organizations would find people to offer the needed services and the clients.

Parking Lot: The pot holes have been filled in by Elio. Bids for paving the lot will be requested again. (more details are available in the Warden's Report)

Main Church Sign / Link Entrance Sign: Georgia Roberts will ask her brother whether he can create a wooden sign indicating CHURCH ENTRANCE with a directional arrow.

WiFi/Sound System: The focus at the moment will be on WIFI and Internet. Steve Close will purchase all of the necessary items and install them in place. We then need to create a new account. Kate Greer-Close will send us the costings.

St. Mark's Anglican Church - Internet

In order to support usage (youtube, websites) by rental clients, the speed of internet must be upgraded.

Upgraded speed is also required if considering Voice over IP to replace telephone service.

Current provider : Rogers

Monthly fee: \$70 approx.

Tested speed: Download up to 7 Mbps, Upload up to 1.5 Mbps

Suggested new provider : TekSavvy

TekSavvy Business Internet

Setup fee: \$50

Monthly fee: \$54.95 (modem rental included)

Download up to 30 Mbps, Upload up to 5 Mbps.

Initial cost - \$50

Monthly cost - \$55 + tax

St. Mark's Anglican Church - WiFi

Improvement to building WiFi coverage is required to support connection from anywhere within the building.

Current setup: Rogers SMC modem with Router and Wifi

There is also a switch to provide wired connections.

Suggested setup:

Apple Airport Extreme Router (Free)

Ubiquiti UAP-AC-Pro (3 units) - \$199.99 x 3 = \$599.97 ([amazon.ca](#))

RJ45 connectors + crimper + tester - \$35.91 ([amazon.ca](#))

Cat 6 cable - 500ft - \$59.99 ([amazon.ca](#))

In order to provide full WiFi coverage throughout the premises; three Access Points are required.

1. Old Kitchen - directly below office
2. Basement Mechanical room
3. Bishop Reed Hall (location TBD - perhaps near office)

Installation of wiring will be done by Stephen Close and a couple of volunteers. This will take approximately 3 hours.

Configuration of WiFi will be done by Stephen Close and take 2 hours.

Initial cost - \$700 + tax

Monthly cost - \$0

4. Regular Reports

Rector's Report

Parish Council September 13th 2017

I have been visiting parishioners during the quieter weeks of August. My focus is to get to know people over the next year and I'm making good progress so far. Fall will bring a busier time with meetings and Diocesan events.

Upcoming events

The stewardship campaign will commence this Sunday, Sept 17th. We will be handing out the stewardship packages to everyone on the parish list. Michael Perkin will be preaching on the scripture theme for the campaign this Sunday, Sept 17th. This will help me out as I am the guest preacher at the Parish Breakfast this Sunday.

We are preparing things for the Induction on Wed. Sept 27th at 7pm. I have been asking a handful of people to help present items for ministry during the service. It will be a nice way to involve parishioners in the ceremony.

The Clergy Conference is coming up from Monday, Sept 18th to Wednesday, Sept 20th. It is being held at Hotel Mont Gabriel in Saint Adele, Quebec. It will be a great time for me to reconnect with my colleagues now that I am back to full time ministry. The guest speaker will be Brother James Koessler, SSJE.

I will also be attending a Stewardship Gathering "With our Thanks and Praise" for 2 days on October 3rd and 4th. I will be driving in for the day sessions at Manoir d'Youville in Chateauguay, Quebec. The Diocese has very kindly sponsored my \$100 registration fee. The Primate Fred Hiltz will be there as well as the Bishop of Montreal and Quebec.

There will be a baptism during our Thanksgiving service at 10am on Sunday, Oct 8th. Chisomo is a new parishioner here so please make her feel welcome.

Summer service

Joy Bowerman, Cynthia Greer and I compiled some feedback we had received about the summer service this summer. We made a note of some advice for next summer such as; less music, keep the service more simple and pick more familiar hymns. If you have any additional thoughts please let us know so we can capture them while things are still fresh in our minds.

The Fall schedule is mostly set and even our Christmas services are now on the calendar. Advent is rather short this year and makes for complicated timing as Advent 4 and Christmas Eve are on the same day. I will bring an up to date copy of service dates to the council meeting.

I'm looking forward to leading a Bible study on the Book of Acts during a 6 week period at 10am on Wednesdays. The dates are; October 11 to November 22, except November 15, which is the Seniors' Eucharist and luncheon.

I'm looking forward to a full program this fall and all the joy of these firsts with St. Mark's.

Rev. Jessica Worden-Bolling

Warden's Report

Warden's report to Parish Council, September 13, 2017

The arrangement with our neighbour at the far end of the parking lot, concerning mowing of the "back 40", has been terminated by mutual agreement.

This has led to the need to discuss with the snow removal contractor exactly where to put the snow, since our property finishes at the end of the paved parking lot.

Much thought has been given to repaving the parking lot. A temporary patch will be placed over the culvert area for the winter. Also, before winter, the current bidders for the project will be contacted to refine their bids, so that they will be bidding on exactly the same work. The scale of this work will require money to be recovered from the Consolidated Trust Fund, rather than trying to finance it out of the operating budget. The plan is to have paving done in the front area in May or June 2018. The ride-on mower finally overheated, which killed the motor. It is proposed to seek bids from commercial mowing companies and have a contract in place for 2018.

Heavy traffic in our parking lot caused by students being picked up at St. Rita's school must be addressed. A meeting will be held with the school principal to try to alleviate the situation, perhaps by getting more involvement from their PTA. Also the Diocese will be contacted to ask about our liability in case of an accident in our parking lot during student pick ups.

Changes to the current cleaning contract will be discussed with the contractor, to reflect decreased use during the daytime, as well as evenings and weekends.

There will be no play group, but their equipment will remain with us until they start up at a new location.

Information is being sought on making changes to the church signs.

Cynthia Greer

Bruce Lodge

Fall Financial Campaign

the envelopes for the congregation have been stuffed and are ready to be handed out. On Sunday September 27th the sermon time at both services will be a Stewardship talk given by Michael Perkin

Treasurer's Report

Georgia Roberts did a follow-up and both the Anglican Foundation and the Multifaith memberships need to be paid. Georgia will get the paperwork from Joy Bowerman so that this can be done. There are some GST-HST rebates that appear to be owed to St. Marks and this is being followed up on with the government. We have been looking for volunteers to tend the front gardens of the church. Three people have come forward to take on this duty. Paul Greer has fixed the kitchen fridge by rearranging the gasket which has increased the fridge's efficiency.

Property Report

The taps at the double sink in the kitchen have been repaired.

Membership/ Vitality:

The following motion was made by the Membership chair:

“With the success of recent parish financial campaigns, and proposed future campaigns, the Vitality Group asks that it return to its original mandate of FUNraising events, with a non-budget requirement. Funds will still possibly be raised for parish general revenue, but without the pressure of a specific target as has been the case the last two years. ”

Moved by Margaret Lodge, seconded by Cynthia Greer : Carried

Membership / Vitality / Communications

Parish Council September 2017

Membership

Births: 2 births Deaths: 2 deaths Move: 1 move

Past Parish events:

- **June 24 - Canada 150 event 4:30pm** high Canadiana tea with entertainment by our choirs of Howard Cables 'Sea to Sea' led by Barbara Clark, founder of the Ottawa Regional Youth Choir, with accompanist Wesley Warren of St Barnabas. About 100 parishioners and friends attended Canada's early birthday party. Primarily a FUNraiser we raised about \$1000
- **Yard sale update:** bike sales on kijiji added \$225 to total income of \$1259

Known Parish events coming up for the rest of the year:

- **September 17** Parish Breakfast
- **September 24** Parish BBQ
- **September 27** Rev Jessica's Induction Eucharist 7pm / reception
- **October 1** Songs for the Soul 2
- **October 11 >** Bible study – Book of Acts for 6 weeks
- **October 22** Welcome Sunday lunch/reception
- **October 28** Fall Concert with the Valley Men
- **November 12** Parish Breakfast
- **November 15** Seniors' Eucharist/Lunch
- **November 18** Bazaar
- **Advent / Christmas**

Vitality

In June we received the resignation of Brian Harrison from the Vitality group. He had been the leader for the first two years, but cut back to work with other venues. Thank you Brian. Cynthia Greer chairs the group of five. We will be looking for new members.

Summer was a welcome break. Fall is getting busy. Vitality has one more event this year as a FUNdraiser – October 28, with the Valley Men, a male choral group.

With the success of recent parish financial campaigns, and proposed future campaigns, the Vitality Group asks that it return to its original mandate of FUNraising events, with a non-budget requirement. Funds will still possibly be raised for parish general revenue, but without the pressure of a specific target as has been the case the last two years. For 2018 the group will work within its original mandate and look for new personnel.

We met in August to plan for 2018. To try and avoid this year's pressure, we looked at all on-going events within the parish and will sponsor a number of events throughout the year (marked **Vitality**). Others are listed with convenors etc

Tentative Parish events for 2018:

- **January 14** Parish Breakfast – Brian Harrison
- **February 13** Pancake Supper – Kate/Steve Greer
- **February 14/March 31 – Lent** Lenten study ? Rev Jessica

- **March 11** Parish Breakfast – BH
- **April 1 – Easter Sunday**
- **April 7** Art Show – 50th Anniversary – Georgia Roberts
- **April 22 – St Mark’s Sunday** Parish Lunch – **Validity – free will**
- **April 25** St Mark’ Day
- **May??** Card Party – Carol Russell (this might be in March / April booked for Kiwanis Festival)
- **May 26** Parish Clean-up - Cynthia/Paul Greer
- **June 2/3** Big Give / Doors Open – **Validity**
- **June 6** Seniors’ Eucharist & Lunch - Georgia Roberts
- **? ? –** Church Yard Sale – Cynthia/Paul Greer – **Validity Fundraiser**
- **June 24** Parish Picnic – Mothers’ Union
- **September 9 /16** Parish Breakfast – BH
- **September 23** Parish BBQ - Mothers’ Union
- **? ? -** Songs for the Soul 3 - Choir / **Validity**
- **October ??** Welcoming Sunday ??
- **October ??** Parish dinner – **Validity Fundraiser + entertainment ?**
- **November 3** Bazaar – Joy Bowerman
- **November 11 ?** Parish Breakfast – BH
- **November 21** (?14) Seniors’ Eucharist & Lunch - Georgia Roberts
- **December 2** Advent 1 – carols ? – Rev Jessica / Choir
- **December 7** Stairwell Carollers – **Validity Fundraiser**

I would like to propose that Parish Council look at ALL possible parish events and plan ahead for them.

Communications:

MTW September newsletter should now be delivered. Next one will be November for the Advent issue, and then Lent. Please plan ahead.

Margaret Lodge
Membership

Stewardship

Outreach

September 2017 Outreach Report

Debra Dynes: The donations of school supplies for Debra Dynes children and young people exceeded previous years as the box was overflowing several times. It seemed that specific requests as given by D.D., assisted people in knowing what to look for and buy. Debra Dynes Family House is grateful for this generosity. It is the observation of the Outreach coordinator that St. Mark’s members always “step up” and are most giving when told of a need.

Welcoming and Sharing Sunday: Everyone will have received the “early bird” notice about displays as part of this year’s W. and S. Sunday to be held on October 22. It seems that Parish Council members are also contacts for the various groups and committees in the church.

As you will have read, once again we look to Parish Council to provide a “mini lunch” following the service on that day as the P.C. members volunteered to do last year. We were complimented on last year’s coffee lunch as it was a wonderful spread.

This year when announcing this event, members will be reassured that it is fine if they do not bring someone to church on the 22nd, but all of us who can (family, friends, neighbours) are encouraged to do so for this one service in order to share all that we share and to show all that we do. Our parishioners who do not have someone to bring can reach out and welcome our guests.

Respectfully submitted, Laurie Slaughter

New Ministry/Mission Initiative Update -September 2017

The committee met on September 7 to share information gathered since June and heard that Georgia had finally been able to make contact with a supervisor from NROCRC (Nepean, Rideau, Osgoode Community Resource Centre). She learned in her conversation that the City of Ottawa has been studying the needs of seniors in some ways and now wishes to involve NROCRC in programs on social isolation and specific services. It was gratifying to hear that NROCRC are interested in our willingness to consider assisting with space. Their representative specifically mentioned the need for a foot care center and this is precisely the example that our former Parish nurses identified as a need when we met with them in the late spring. NROCRC is looking for a place that could host a monthly gathering that would be casual and could incorporate a small service such as foot care and facilitate a program that they would coordinate. By mid -September they should have their plans in place to support this. Georgia will be the contact. We also are going to speak with people from Care For and We Care.

Should we agree to be the "host" space, if invited, we would need minimal resources, would perhaps provide coffee and cookies for the social part of this "centre" and would be facilitators, not coordinators of this project. As hosts, we would welcome and make comfortable the people who gathered for both social contact and to use the service provided. As our pre-school group will no longer be meeting in our hall, this would be a new direction for our community involvement.

This obviously is very much in the planning stage and depends not only on the interest of an outside group and their desire to partner with us, but also, most importantly, on our willingness to facilitate this endeavour.

Respectfully submitted, Laurie Slaughter

Choir

September Parish Council Report

Junior choir

Junior choir also resumed this past week after the summer break. There were 6 children on Thursday – all keen to sing. We welcomed Jessica as a full chorister this Sunday morning at church (she received her surplice).

Senior choir

Senior choir also resumed this past Thursday. We will be having our summer/fall supper party this Friday evening. A few choristers were absent but as far as I know, everyone is expected to return.

Both choirs very much enjoyed their summer concert of Canadian music at the end of June. It was a treat to work with Barbara Clark and Wesley Warren. Choristers were amazed at what they were able to learn and sing. A challenge well met.

We will be singing for Rev. Jessica's induction. We are also hosting Songs for the Soul II to encourage the whole congregation to feel the spirit in their singing. Roxanne Goodman will be returning to inspire us on October 1 from 12-1:30. Folks should bring brown bag lunches to eat during coffee hour. There will be a free will offering in order to share the cost with the choir (choir funds will pay half).

Ariane will be away for 3 weeks in October and will be replaced by Frances McDonnell and Don Marjerrisson for those Thursdays and Sundays.

Respectfully submitted
Kate

Children and Youth:

Sunday school

Sunday school follows the school schedule and so finished at the end of June and has just resumed this past Sunday. We had 8 children this Sunday morning.

I have not yet received confirmation from all of my helpers for this year but am pursuing this. I will continue as lead teacher this year and am very thankful to my mother who has been able to replace me when I cannot be there. Carolyn is usually present as a helper but it is always good to have another so that we have one person available for the nursery. My father often helps when we have many young ones. Please let me know if you hear of anyone who might be interested in helping with this ministry.

5. Other Business

Announcements- Georgia Roberts shared a couple of announcements. Carleton Memorial is now offering Freebie Tuesday in their Clothes Cupboard.

Community Ministries Cornerstone has started a financial campaign for their new facility on Princeton Street. Georgia will check with Brian Harrison to see if he would welcome a speaker for the November Parish Breakfast.

Lock-up Problem- Jenny Morphew reported that there is a problem with the back door lock on the Choir room entrance. It would be helpful if those on Closing and Lock-up could do the process from inside. Perhaps the Wardens could let Les Cundell know so that he can pass this info onto his volunteers.

Possible New Rental- Penny Miller let us know that there is a new rental possibility. The group is Medieval Arts and they would rent space both Monday and Wednesday evening.

Next Meeting: Wednesday October 11, 2017 7:30pm

6. Adjournment: the business being completed the meeting was closed with the grace.

Respectfully submitted by
Janis Perkin
Parish Council Secretary