

St. Mark's Parish Council

Draft until approved by next meeting

Wednesday, October 8, 2014

7:30 pm, BRH

Present: Joy Bowerman, Jane Delroy, Cynthia Greer, James Kelly, Will Knight, Margaret Lodge, Will Knight, Penny Miller, Gillian Morris, Janis Perkin, Michael Perkin, Georgia Roberts, Coralie Sheehan, Suzanne Wilkins

Regrets: Kathy Chu, Les Cundell, Brian Kauk, Pam Rogers

Visitor: Brian Harrison

1 Call to Order: at 7:35 by Suzanne Wilkins (acting chair)

2 Opening Reflections: Michael led us in the prayer of the Anglican Diocese of Ottawa

3 Approval of Agenda: Margaret added Communications to other business
Approved with amendment (Jim and Michael)

4 Approval of minutes:

- Margaret asked for expenditures associated with mold removal
- Approved as amended (Penny and Gillian)

5 Business arising from previous minutes:

Retreat:

- we cannot get a consensus for the date before December. Suggest we postpone it until between now and Vestry.
- one idea is to look at asset mapping for congregational discernment and get a couple of books for reference, e.g. Luther K Snow's *Future Development*

6 Rector's Report: NTR

7 Warden's Report:

- response to Margaret re use of Knight insurance policy for kitchen refurbishment – nothing yet, but will be brought to PC for final decision
- interim office secretary:
 - Brian is doing admin work with help from Joy, Penny, and Lynn and Suja Mani
 - Cynthia asked if volunteers are needed to answer the phone
 - we are not actively looking for a replacement
- mold:
 - Penny explained that we thought it was cleared in the summer, but it came back; there was a gap between the assessment and removal. Residue was found under vinyl stripping. No areas should be closed off.
 - the area manager will advise in writing about best practices and solutions.
 - it is usable for the bazaar; there is only a minor amount of mold.

8 Treasurer's Report:

- we are \$6,000 ahead of the budgeted amount; envelope collections are up
- the secretary position has been removed from diocesan calculations
- Cynthia asked what happens when Joy stops in December. Joy will finish the fiscal year only; the budget will be done by Corporation.
- Lorne Bowerman asked to be removed from the financial advisory committee
- Corporation is looking for a Treasurer

9 Property:

- all lights have been replaced and are working
- we are waiting for replacement of the fascia on the side of the roof
- Jim will organize an interior and exterior clean-up in November
- the sensor in the parking lot is not working; it is being looked into
- Margaret mentioned that the choir entrance sensor is not accurate; Jim will also look into.
- the reflectors at the entrance are gone so Jim will investigate
- discussed where to put the bazaar's sign due to construction; possibly across the street

10 Membership:

- the membership report is attached as Appendix A. here are some of the highlights:
 - Church School children will sell advent wreaths Nov 23, the Sunday before Advent
 - a new lock was put on the cupboard in the nursery
 - the Mothers' Union was asked by the Canadian council to sow seeds before the next conference. Georgia mentioned a garden on the side of the church
 - little things that mean a lot – pass on acts of kindness; the children will hand out “God's business cards” at the end of the service. When you do something for someone, give them a card and they are to pass on when they do the same.
- Brian Harrison welcomed suggestions to improve the parish Breakfast. He also reported on St. Mark's Parish Vitality Committee which met last week to draw up terms of reference (Appendix B.) PC asked him to flesh it out by including some examples and possibly an appendix. Fuller terms are to be submitted for the January meeting. All agreed that the study is worthwhile.

11 Stewardship:

- Georgia and Michael met with Debra Dyne's Barbara Parent to discuss a possible celebration for DD participants so as to put a face on us who help them
- Dialogue with Youth with links to Daily Bread initiative- looking at grants for Debra Dynes lunches

12 Choir:

- the choir will sing at the Seniors' luncheon on Wednesday, November 19
- we will not be doing the concert because our soloist, Garth Hampson, is unable to participate

13 Outreach:

- we received a card from Wesley Warren, organist and choir director at St Barnabas, thanking us for the prayers for one of their choir members. Betty Caughlin made pocket prayer shawls for choir members.
- Paratranspo: a parishioner was left behind when the driver said she was not ready on his arrival. We could change the pick-up time and the wardens could suggest that the drive communicate with the sidespeople. Jim will make a sign for October directing the driver.

14 Other Business:

- communications: Margaret feels we are not that good at it. Post-MAP it would be good to send monthly emails with parish information and phone calls to those without email. We could use Parish Nurse Janet's phone tree as well as finding out what other churches do.
- alarm system: Cynthia mentioned that proper procedures are sometimes not being followed. The security company will phone but if you are not in the office you will not hear the phone. As well, if you do not have your ID number they do not know if you are authorized. We need to inform/remind all renters about the procedures; Cynthia will talk to Les and he can do it.

15 Parish Council Notes:

- the basemen/lower hall is usable
- the choir is participating/performing at the Seniors' luncheon on November 19
- the deficit is not as large as expected at this time of year, but we are still in deficit

16 The next meeting is November 12 in BRH.

17 The meeting was adjourned at 9:30 with the Grace.

Submitted by Coralie Sheehan