

St. Mark's Parish Council

Draft until approved by next meeting

Wednesday, January 11, 2012

7:30 pm, BRH

Present:

Joy Bowerman, Wanda Bowman, Judy Corbishley, Les Cundell, Allen Deering, Cynthia Greer, Fr. Brian Kauk, Jenny Morphew, Gillian Morris, Georgia Roberts, Sheila Vaudrey

Regrets: Stephen Coaker, Penny Miller, Janis Perkin, Michael Perkin

Absent: Mani P Mani

1. **Call to Order** at 7:35 by Judy Corbishley.
2. **Opening Reflections:** Judy Corbishley read a section called Lifting from a book by Henri Nouwen.
3. **Approval of Agenda**
Under New Business, add Nomination Committee
Add Parish Council Notes between New Business and Next Meeting
Approved (Allen, Georgia)
4. **Approval of minutes.**
Approved (Gillian, Les)
5. **Business arising from previous minutes**
None at this time.
6. **Rector's Report**
 - a. On January 22, there will be an Ecumenical celebration with Madonna at 7:30 pm. St Mesrob and some members of Mar Thoma will also be participating. The service is at Madonna this year. Everyone should be encourage to attend and feel free to bring food.
 - b. Brian has had a good meeting with the LACs. A number of points arose from this meeting. They are facing some issues including difficulties with scheduling, decreasing numbers. There was a suggestion that it was tme for a teaching eucharist. They also discussed the issue of where the ministry might go? Rather than leaving it to chance (in case of snow storm, or other unforeseen circumstances), it might be time to explore lay-led worship. There will be another meeting of LACs. They will come back with a proposal for trying lay-led worship. It would be a different worship service than the Eucharist. There was a Service of the Word approved by General Synod 1998, it might be possible to explore that and have a sermon and communion at the end. This might also make it easier for visiting clergy. The LACs currently perform 3 functions: Prayers, reading and administration of chalice. It may also be possible to have separate rosters for 3 functions and encourage participation by a larger group. We will set time aside at our next meeting to look at a proposal fromthe LACs.
7. **Warden's Report**
 - a. Vestry will be February 19th
 - b. We have not had regular employee evaluations for a number of years. As a good

management practice, corporation would like to reinstate this and is looking for a good process for employee evaluation. They will be soliciting advice from the diocese and a human resources consultant. There was a suggestion from council to add a regular contract review for the cleaning contract and any other contract employees.

- c. To improve communication, corporation is making the suggestion to include a half page in the bulletin giving the highlights of parish council on the week following the parish council meeting. At the end of each meeting, parish council as a group would choose a few items they would like to parish to know about.

8. Treasurer's Report

- a. While we ended the year with a deficit, the deficit was not a large as predicted.
- b. We have reported income from reserves. The CTF funds were the Capital Projects CTF and the Erma Earle Bequest which were used for the electrical and the roof and solar panels. Since we have not recovered the tax and have not requested the last amount from the CTF, the income from Capital projects covers this difference and will be returned to capital projects when the tax refund is received. The income from the Ministry Reserve Fund covers the increased hours of the Parish Administrator which began in September.
- c. Because the work is not yet complete, the full amount budgeted for projects has not been paid. There is about \$33, 850 remaining in the contract.
- d. Gas and Water costs were substantially lower last year.
- e. **Motion:** The 2012 budget be approved for presentation to vestry subject to corrections pursuant to Financial Form 3 from the diocese. Approved(Les, Jenny)
- f. Suggestions for projects for Lenten Outreach were:
 - Debra-Dynes
 - AncouraThese will be put in the announcements to see if there are other suggestions from the congregation.

9. Property

- a. Work started finally on the roof, solar, and electrical service on November 14. It took about two days to clear each quadrant of the roof, and another two days to do the shingling. The solar panels took quite a bit of time. But the slowest by far is the installation of the new electrical service. It is coming, but it is not completed yet. What has been done has been done well. It is a job that we can all be proud of. We all look forward to having it finished.
- b. The extra traffic on the office foyer and office roof caused the roof to leak just where the flashing of the sloping roof ends and the flat roof begins. Trevor and Lorne lifted the flashing enough to fill the cavity with roofing cement. That was successful and the leaking stopped. However, that section of roof is the last of the 1966 roofing and it needs replacement. If the repair has been successful, then we can last another two year; if not, replacement next summer will be required.
- c. Another problem that occurred since the last property report is the globe lights in the hall failing. The two lights closest to the kitchen must have been hit because both globes and sockets dropped and ended up hanging by the wires. Trevor, Paul, and Lorne worked on them and repaired both of them. They also developed a practical method of replacing any future failures.

10. Membership

- a. For the parish meals over the Advent/Christmas seasons there were about 70 people at the Advent Carol Service and 55-60 at the 9 Lessons and Carols.
- b. There was very good support for all the gifts collected in Advent with the Advent Giving

Tree. There is a letter of thanks from the Mission posted in the link.

c. No headway with pamphlets due to other commitments by the parties involved.

11. Choir

a. On Christmas Eve the Juniors sang at the early service and the later service was followed by hot cider and goodies to welcome in Christmas Day. Thank you to Cynthia Greer and Margaret Lodge for organizing the food. Christmas Day was a Sunday and the congregation was larger than usual. There was a small choir augmented by 2 guests choristers, a harpist and bassoonist.

12. Outreach

a. We have been invited to the Multicultural Potluck Supper on Saturday, February 11 at 6 pm taking place Carleton Memorial United Church. St Mark's was asked if it could provide some entertainment. Everyone bring their favourite dish.

13. Stewardship

a. GIFT Team is under construction have a number of core positions filled and some names to follow up with. Any suggestions or volunteers for any of the positions would be appreciated.

b. Have met to review Parish List ensuring that we focus our efforts in accordance with established procedures under GIFT. Next step is engaging the parish to establish our GIFT case which will be included in our Parish brochure. We will achieve this via our two visioning sessions Friday and Saturday this week. We will be taking the results and creating our case which in turn will be presented to the congregation prior to going to the printers for the brochure.

c. There is a meeting with Diocesan representatives to go over the next steps. So far we are well within the timelines, looking forward to completing the team and moving onto the next phase.

14. Other Business

a. The Nominating Committee is looking for a Deputy People's Warden, a synod member (2 years), an alternate synod member (1 year), a member at large (2 years) and two members at large (1 year) for parish council positions. They are also looking for an auditor. On Sunday they will be passing out forms showing the positions available and looking for recommendations from the congregation.

b. Use of Kitchen The information Judy had on kitchen use was the rental contract which specifies that the kitchen can be used for warming and serving, not food preparation. This clause has been in effect since 1994. Karen Roberts is looking into the regulations and guideline on the use of the kitchen. She will provide a report once she has finished researching.

15. Parish Council Notes

- Membership report on services and meals. Good feedback on gifts collected.
- Motion from last meeting on GIFT campaign, include the amount \$227,000 over 5 years
- Update on solar panels, further repairs to the roof.
- Date of vestry
- Full minutes of the meeting are available at www.stmarksottawa.ca...

16. The next meeting is February 8 in BRH.

17. The meeting was adjourned at 9:17 with the Grace. (Les, Joy)

Submitted by Joy Bowerman