

# St. Mark's Parish Council

Draft until approved by next meeting

Wednesday September 10, 2014

7:30 pm, BRH

## **Present:**

Joy Bowerman, Les Cundell, Jane Delroy, Cynthia Greer, Brian Kauk, James Kelly, Margaret Lodge, Penny Miller, Gillian Morris, Georgia Roberts, Pam Rogers, Suzanne Wilkins

**Regrets:** Kathy Chu, Will Knight, Janis Perkin, Michael Perkin, Coralie Sheehan

**Visitor:** Rev. Chris Dunn

- 1) **Call to Order** at 7:35 by Les Cundell.
- 2) **Opening Reflections:** Janis sent a passage from a Meditation on New Beginnings by MARK NEPO which was read by Les.
- 3) **Approval of Agenda**  
Approved (Suzanne, Gillian)
- 4) **Approval of minutes.**
  - a) Eliminate Approval of minutes section shown under Regrets
  - b) Para 4, add the sentence "The minutes of April 11 were amended to indicate that the meeting took place in the church, not BRH."
  - c) Para 6 - eliminate the words "Pastoral coverage by" after Brian away. At the end of the same line, change pastoral to Pastoral, in the third item replace Euhcarist with Eucharist
  - d) Para 7 – second item change Carleton Memorial United to Carleton Memorial Day Care
  - e) Para 9 change si to is
  - f) Para 9 – third item change completionat to completion at
  - g) Para 12 - change hoir to choir
  - h) Para 10 - add the sentence "Cynthia suggested an all-parish visitation that was NOT financial in any way." as the first item
  - i) Para 11 – item 4 change Bells Corners to Christ Church Bells Corner
  - j) Para 11 – item 6 add the sentence "Michael Perkin asked that suggestions be emailed to him in the next few days, so that he might consider them when completing a grant request."  
Approval as amended (Georgia, Suzanne)
- 5) **Business arising from previous minutes**  
No volleyball courts were constructed. There has been no further communication from John McFarland
- 6) **Rector's Report**
  - a) Brian was informed that Don Flynn is stepping down after 13 years as Group Commissioner of the 72nd Ottawa Scout group. He expressed his gratitude for Don's service to the community and contributions to the life of our parish.
  - b) Brian will be away from the parish October 15-19 as an Assessor at ACPO (Advisory Committee on Postulants for Ordination)
  - c) Please take note of the following events:
    - i) September 22-24: Bishop's Annual Clergy Conference

- ii) September 28: Guest Preacher from Threshold Ministries (was Church Army)
- iii) October 15: Great Chapter of Ottawa West Deanery, 7 pm at St Mark's
- iv) November 6-8: Diocesan Synod
- v) November 18: Friends of the Bishop Dinner with the Three Cantors

## **7) Wardens' Report**

- a) A claim process has been started for a life insurance policy held by St. Mark's for the late Joan Knight in the amount of \$10,000. In addition to this amount, it appears there are substantial dividends, for a total of approximately just over \$19,000.00. Penny mentioned that Joan always wanted to do something about the white flower vases at the front of the church - so Corporation thought that perhaps we could use some of the money to purchase 2 brass flower vases as a "living memorial" of Joan. Another thought was that we could perhaps fund a capital project such as refurbishment in the kitchen.
- b) As we no longer have a secretary at St. Mark's perhaps this would be a good time to explore other options. Do we really need a secretary 4 days a week? Perhaps a "hospitality ministry" is what we should be looking at for now by using volunteers say 2-3 days a week, perhaps Tuesday, Wednesday, Thursday for one half day to answer the telephone, sort through mail and deal with walk-ins. Brian is able to do some administrative work in the short term and Joy has agreed to put out the Bulletins on Wednesday evenings.
- c) On a sad note –our Treasurer, Joy and Envelope Secretary, Connie will be retiring at the end of this fiscal year.

## **8) Treasurer's Report**

- a) Overall, our finances are ahead of where expected to be. We had budgeted for a deficit at the end of August of \$33,725 and the actual deficit is \$25,535. Lenten Outreach not yet been paid. The difference in the net income is that the collections up \$2,700 and our expenses are slightly down.
- b) A number of expenses have been paid from reserve funds: mould abatement, organ repair, lawn mower repair. It was pointed out by another member of parish council that the organ repair was in fact budgeted so the expense of \$4,000 will be moved there for the next report.

## **9) Property**

- a) Not much property work occurred in the summer. The next little while, the property team will be looking into the missing fascia, bench repair, lights burnt out, exit light, tree trimming for wiring.
- b) Mould abatement project is still waiting for the final report
- c) The property team is looking at repainting the parking lot lines, and possibly adjusting the line position.
- d) James would like to schedule a fall cleanup.

## **10) Membership**

- a) The picnic in June went well with the added hymn singing component. There might be a fun component for children at the fall BBQ, if Kate has time.
- b) Still working on a small newcomers gathering. Unfortunately Cynthia has been out of town all summer, so she hasn't given it a lot of thought.
- c) A meeting was held under stewardship in 2007/8, and looked at needs and how to address those needs. Cynthia is not sure much happened apart from work on the nursery location, and schedule and a coordinator and roster. However the needs are still pretty much the same. She will have copies made of that report.

- d) Cynthia feels that communications is an issue to be worked on. The privacy issue also causes her concern because it has changed our ability to be a community, since we don't know when people are sick, bereaved, or moving. She has always felt that while we were somewhat lacking in our outreach concerns, we were extremely good at caring for our own. Now we seem ignorant of what is happening at home
- e) Cynthia mentioned the need for a friendly visitation back in April, and again in June, with no financial implications because we are in the middle of GIFT. She expressed the need of a short simple questionnaire along the lines of
  - i) factual information phone, email etc, and
  - ii) their history with the church. previous involvement, present, what they would like to do, and include a list of present activities, using one of the pew cards.
  - iii) What would they like to see happen.
  - iv) How could we improve things
    - (1) Church as they see it on Sunday.
    - (2) Outreach
    - (3) Physical plant
    - (4) Preferred method of communication
  - v) Other things.
 Cynthia will invite Brian H and/ or Georgia to look over the draft.
- f) Cynthia added that we then we need a phone team who would be willing to call every 2 months or so, to check on those who cannot attend church. It might be that some of these people could be phoners. Also, they would let people know what is happening, between News Letter
- g) After discussion around the table, St Mark's Parish council charged Cynthia to explore and prepare terms of reference for a Parish Renewal Committee. Margaret offered the suggestion of representative committee members from the whole parish.

### 11) Stewardship (GIFT campaign)

- a) Michael meets with Jane Scanlon, the Dioscean Stewardship Chair, this Friday to discuss a facilitated Parish Session. He would appreciate it if Parish Council could recommend a couple of dates for a parish council retreat to capture our vision and dreams with regard to our way forward. This is envisioned as full day retreat or broken down into digestable portions, preferably offsite. Brian agreed to create a doodle to survey parish council members for their availability.
- b) Debra-Dynes event Michael is working with Georgia to set up an opportunity to celebrate the work at Debra Dynes Family house. They have been very busy over the summer and a good opportunity to work and celebrate with them did not come up.
- c) Green audit application did not make the 30 June deadline, still missing the dimensional footprint of the church and hall. Will be pursuing the missing information and submit for the next round of grants.

### 12) Choir

- a) The organ sounds much better but still resets due to overheating.
- b) The choir has had an offer from Garth Hampson to sing at a Sunday lunch/tea with a few choral pieces sometime in October or November on a Sunday afternoon.
- c) Choir practice starts tomorrow. Three new members are expected to attend
- d) There will be carol services at 4:30 on both Nov 30 and Dec 21.

### 13) Outreach

- a) Betty Caughlin has been taking the contents of the shopping basket to Debra-Dynes. The basket looks full but most of the contents are egg cartons and plastic bags. These items will soon be stored underneath to give a more accurate picture of the donations. Canned food will also be asked for at Thanksgiving.
- b) School Supplies at Debra-Dynes. 167 children were helped. Two thirds of the students were helped through the Caring and Sharing program which works with community organizations such as DDFH. Our donations mostly went to High School students who are not eligible for Caring and Sharing donations. We will accept financial donations for school supplies until the end of September. Barbara has said she needs math sets, pens, and larger back packs. Georgia pondered whether we could use our property to grow fresh produce for the Debra-Dynes food bank? Maybe we could think about that for next year.

#### **14) Other Business**

- a) Kitchen Refurbishment – Suzanne is willing to head committee. Suzanne and Penny will come to parish council with a plan and cost estimate.
- b) Summer Service: The one service over the summer seemed to go well. Some people commented that it was nice to see all members of the congregation and there was a nice sense of community. The numbers attending were reasonable. St Michaels parishioners also enjoyed the flowers in the gardens outside the link. A suggestion was made that we should collect comments for next summer.
- c) Cynthia notes that she needs more help in the nursery/church school.

#### **15) Parish Council Notes:**

- a) 167 students at Debra-Dynes helped.
- b) Retirement of Treasurer & Envelope Secretary
- c) Summer worship “If we were looking for quotable quotes, what would you say?”

**16)** The next meeting is October 8 in BRH.

**17)** The meeting was adjourned at 9:25 with the Grace. (Suzanne, Penny)

Submitted by Joy Bowerman