

**ST. MARK THE EVANGELIST
PARISH COUNCIL
Meeting of
September 21, 2021
7:00 pm, Zoom Meeting
MINUTES**

In attendance: Rev. Julian Campbell, Georgia Roberts, Bill Barber, Gillian Morris, Pauline Adams, Suzanne Bisson, Michael Perkin, Janis Perkin, Cynthia Greer, Terry Frederick, John Hancock, Joan Hounsell

1. Opening the meeting

Call-to-order: Suzanne Bisson opened the meeting at 7:04 pm

a) Opening Prayer: Offered by Rev. Julian Campbell

b) Regrets: Judy Life, Gillian Martin

c) Approval of the Agenda: Add Choir Report to the regular reports
Approval was moved by Pauline Adams and seconded by Michael Perkin.

2. Approval of the Minutes of the previous meeting:

Approval of the June 2021 minutes was moved by Joan Hounsell and seconded by Gillian Morris.

3. Business arising from previous meeting

a) Solar Panels

Work on the panels is now finished. John Hancock will continue to watch how they are performing and will take meter readings regularly. They seem to be working a lot better. It was suggested that we should look at past payment statements in order to compare output from before the failure and what is being produced now.

b) SPMC

(Shape of Parish Ministry) Interviews with the representative members of St. Marks will be conducted on Thursday, September 23, 2021. Penny Miller is unavailable and so only 6 members will be interviewed.

c) Livestreaming: Thanks was offered to Joy Bowerman who was very instrumental in getting the livestreaming service set up and running.

d) Greening of Sacred Spaces: Following on the motion made at the June 22, 2021 meeting Georgia Roberts asked Bill Barber if he had any further information to share. Bill requested more time to do research and so it will be tabled for our October meeting

4. Regular Reports

a) Rector's Report

There has been a lot of response to the 9am service time for the Sunday Service. Corporation had decided that this was a time when there were more COVID restrictions on attendance. In October the COVID Return to Worship Team will review whether we can start having two services.

Livestreaming is finally up and running and Fr. Julian is very grateful for those who have worked tirelessly on getting it set up.

A new service may be added in the New Year following the success of the Summer Compline services.

There will be a bible study in October and then a special series in Advent.

Creation Sunday is on September 26, 2021. It will be a special service not found in the Book of Alternative Services.

Baptisms have been planned for Sunday October 31, 2021 and there are 5 children to be baptized.

Three people who attended Compline this summer have shown a desire to join our congregation.

Following his summer health scare Father Julian is feeling much better.

Thanks was offered to those who lead the summer Compline services; they were well received.

b) Warden's Report

Wardens Report

Parish Council Meeting September
21, 2021

Shape of Parish Ministry (SPM) - Stage 1 Update

In total we received 22 responses to the 5 questions that were sent out regarding the Shape of the Parish Ministry Consultation Process. 14 of the 15 Parish Council members responded and another 8 responses were received from the general congregation. The next step of the SPM is a zoom meeting Thursday, September 23 with Barbara Gagné and Susan Whitton of the Diocesan SPM team; 10 people, who represent a cross section of the parish, were invited to attend and 7 accepted.

The purpose of the meeting is to learn more about us, partly through our responses to the five questions. Some of these questions speak to church building based ministries, but the Diocesan SPM team are just as interested in our parish ministries should they go beyond the church building. They are looking at what we do now; the challenges in doing these ministries and what we might imagine doing including what it would take to achieve those dreams. The information gathered at the meeting will be taken away and analyzed by the Diocesan SPM team who will then begin working with parishes that have identified commonalities from across the Diocese. This is Stage 2.

The six people are: Joy Bowerman, Wendy Burpee, Betty Caughlin, Terry Frederick, Cynthia Greer, Laurie Slaughter. St Mark's SPM coordinators, Fr Julian, Georgia, Keith and Suzanne Bisson and Corporation also will attend the meeting.

St. Mark's Parking Lot

It has been a long-standing practice to allow St. Rita's parents to use our parking lot 5 days a week for morning and afternoon drop off and pick up of the children.

We asked the Diocese about the liability factor involved in this and were told that we shouldn't let anyone use the parking lot if they're not there on church business because it leaves the parish and diocesan open to a lawsuit. We were also asked to speak with the diocesan insurance agent, which I did, and it was confirmed that our liability insurance did not cover this parking.

I spoke with the St Rita's school principal, who was very co-operative and understanding. In a subsequent conversation with her she let me know that many parents thanked us for allowing them to use our parking lot and understood our position.

Live-streaming

Joy Bowerman has donated her lap top to be used exclusively for live streaming. (software has been uploaded to the lap top.) Joy Bowerman worked the camera for the first 2 live streaming videos on September 12 and 19. At subsequent services Joy will show the other 4 volunteers, Penny Miller, Joan Hounsell, Yvonne Temple and Janis Perkin how to work the camera.

YIP

St, Mark's was unable to secure an intern for the 2021-22 term.

Respectively submitted

Suzanne Bisson Rector's Warden

c) Treasurer

Further to the comments in the report: the report was based on the monthly financial reports for the summer.

The following motion was made by Georgia Roberts and seconded by Michael Perkin: *"It is moved that funds from GIFT in the amount of \$4485.01 be used to pay EXECON for the repair of the faulty solar panels."* **Carried**

Some comments for Parish Council about August 2021 Financials

Balance Sheet for 31 August 2021

GIFT Funds have decreased by \$4671.01 since 30 June to pay Alex and the program rental for the editing of the service video for 2 months (\$93 X2) and \$4485.01 to Execon for solar repairs. However, the use of GIFT funds for the solar repairs needs to be approved by Parish Council due to the following motion passed at the January 2021 parish council meeting:

*"Moved by Michael Perkin and seconded by Pauline Adams. That the Growing In Faith Together (GIFT) remaining funding be treated as a single source for all of the four categories (Expanding Caring Ministries, Proclaiming the Word in the 21st Century, Reaching out into our community and Sustainability) and not be restricted to the percentages assigned in 2012. That Parish Council shall review requests for utilization of funds on a case-by-case basis. **Carried** "*

The Memorials reserve account has increased by \$400 since the end of June.

Income

Because of the impact of the pandemic on our way of functioning at St Mark's, we are having to depend almost exclusively on Collections as our source of income. However, in July and August, our collection income amounted to just \$19,818, which was one of the smallest 2-month amount of collection income in the past 5 years.

Collection income from January to August was **\$21,580.85 below budget**, and \$10,871 lower than January to August in 2020.

By the end of August, our **solar income** was \$1316 higher than end of August in 2020. We are now getting increased income due to the repairs to the panels.

No rental income was received in July and August.

Total General Income to the end of August was about **\$18,870 less than budgeted** and about \$12,500 less than end of August 2020.

Another \$200 in Lenten Outreach money was received since June. This is part of Directed Income.

Expenditures

The amounts paid for ECOPS, clergy housing, lay staff salaries, Fair Share, and Insurance from January to August are less than budgeted since we did not know that we would have a one-month Jubilee gift when we passed our budget.

Most other categories of expenditures were also less than budgeted and less than January to August 2020.

We have not yet paid out our Lenten Outreach donations (\$1360) to MHI and St Luke's Table. .

Total expenditures until the end of August (\$125,021.61) were approximately \$18,700 below budget but about \$6,000 greater than expenditures to the end of August in 2020.

Bottom Line

From January to August, our expenditures exceeded income by \$26,397. While being fairly close to budget, this is much worse than in 2020 where, at the end of August, expenditures exceeded income by approximately \$7,900. While we have to remember that we had 2 Jubilee months in 2020 and only 1 Jubilee month in 2021, the bottom line is concerning.

d) Property

Property Report September 21, 2021

Thanks to John, the hall lights have been replaced with LEDs which are brighter and have a longer life expectancy.

Russell replaced a burnt out light in the nave and eventually these should be replaced with LEDs.

Rose cleaned and waxed the hall floor so it is now nice and shiny.

The outdoor motion detector lights are now working.

In order to improve air quality, an air purifier was bought and is now running in the basement.

The plan is to buy another one for use in the main level.

The three furnaces have been fitted to accept HEPA filters which are installed.

The furnace fans have been rewired so that they can run without the furnace being on and they are now on.

If for some reason the fans have been turned off and the heat comes on, the furnace overrides the switches and puts the fans on. There is a switch for each furnace.

Georgia and Russell have done a lot of work on the hedges around the parking lot as well as others maintaining and watering the plants. We need a Garden Committee to spread out and coordinate the work required to maintain the yard.

If agreed then I hope we do not have a problem in getting someone to head it.

Submitted by Bill Barber

e) Membership

Membership Report September 21, 2021

Here in the body of this email is the membership report.

There is very little to report on because we have of course not been in personal contact with people. We have lost 2 of our parishioners, Sealan Chang, and Carmen Kelly. As far as i know, we have not lost anyone to Covid 19 .

Please email me, as soon as possible if I am incorrect.

The last 2 Sundays we have had 3 visitors from Manotick, who are intending to become members. One of them will likely join the choir. Carolyn McCaul has also joined the choir.

The number of attendees on Sunday appears to be about 40, and we are allowed 50. I am somewhat concerned that by Thanksgiving we might have reached our limit and surpassed it, especially if the 'other half of the choir' who are not presently allowed to sing, decide to attend on that day, because that number alone might move us over the limit.

Is there any possibility of a live streamed service into the hall at the same time as the service in the church, or is that cheating.

If and when our numbers are allowed to increase, we may need to encourage those whom we have been calling during this pandemic. That isn't likely to happen until this 4th wave passes through. It would also be good, if you are a phoner, to encourage your group of parishioners to watch the live-streaming at home.

Cynthia Greer

f) Stewardship

Following on the Treasurer's report Michael Perkin is offering to help arrange a financial campaign if needed.

g) Outreach

Outreach Report Summer 2021 (Sept. 21, 2021)

The month of August was devoted to gathering school supplies for Debra Dynes Family House.

My 5 Tuesday mornings in the parking lot were a lot of fun. Thank goodness that the weather was great on all those days! The collection was outstanding and exceeded my expectations.

I made 3 deliveries (to DDFH) which included 6 boxes of binders, 1 back pack (filled with supplies), 2 large boxes of food for the food cupboard, 1 box of personal toiletries, a wide variety of school supplies for all ages and grades and a large bag of wool for crafts.

My 4th delivery was cash, cheques and gift cards totalling \$530.00 which I delivered personally to Barbara Carroll. Thank you to all who participated.

Joan Hounsell
Outreach Coordinator
(via email)

h) Choir

Choir report September 21, 2021

Karen Barber has recently asked to be relieved of her position as Choir Rep. Kate the president asked me to write up the report because she is very busy. We started to meet in the nave of the church on August 26th, to prepare for the first service on September 12th. A few people sang for the last Compline. We were asked in early August who would be ready to return, and we had almost 100% positive response. We as a choir were longing to be back together and singing. We are a very close family, so last Sunday was very special for those who were allowed to sing. We are 100% fully vaccinated. We are hoping that soon we will all be able to sing on a Sunday. It is difficult for Ariane to find music for half a choir. Also we have to sing simple pieces because there are only half of us. The other downside is that 9 a.m. is very difficult for choir members if they do not live near the church, and if they are coming with other family members. They need to be ready to sing by 8:30. and it is well-nigh impossible if children are involved. Hopefully this also will be remedied soon.

A big thank you is offered to Ariane for organizing a Zoom meeting instead of choir practice throughout the restrictions. While singing, all muted, didn't work well, getting together to chat was great.

On Thursday (Sept 16th) I became choir president for 2 years. I couldn't express a 'choir opinion' on service times without asking the choir. I have never before seen such a fast response. The collective answer was yes; please could we go back to 10 a.m. as soon as possible. I seriously hope that the corporation will work at it, since that is almost 20 people, a bunch who allows us all to say that our music is a really important part of who are at St. Mark's.

Cynthia Greer

5) New Business

None

6) The next meeting

The next meeting will be by Zoom 7pm, Tuesday October 19, 2021 at either 11am or 7pm depending on Gillian Martin's availability

7) Adjournment

The meeting adjourned at 8:58pm with the saying of the Grace.

Respectfully submitted by Janis Perkin, Recording Secretary