

**ST. MARK THE EVANGELIST
PARISH COUNCIL
Meeting of
Wednesday, December 14, 2022
10:00am, Bishop Reed Hall
MINUTES**

In attendance: Judy Life, Suzanne Bisson, Gillian Morris, John Hancock, Joan Hounsell, Rob Mellon, Laurie Slaughter, Carolyn Findlay, Cynthia Greer, Michael Perkin, Pauline Adams, Janis Perkin

Guest: Joy Bowerman

Opening the Meeting

Call to Order

The meeting was called to order at 10:04 am.

Opening Prayer

A meditation and prayer were offered by Michael Perkin

Regrets

Joan Grayer, Bill Barber, Rev. Julian Campbell

Approval of the Agenda

Approval was moved by Pauline Adams and seconded by Rob Mellon. *CARRIED*

Financial Report

Financial Summary for December 2022

The collections income at the end of November is the lowest it has been since November 2015. That year we had an Advent Appeal and regained the income during December once the congregation had been informed of the extent of the problem. Our collections income is almost \$20,000 less than budgeted and \$4,000 less than last year at this time. This is a significant concern because the majority of our income comes across the plate. New and creative ways will need to be found to address this problem as our biggest donors continue to pass on. Attendance at the Sunday services has declined and the last few weeks at the 10 am service, the choir has made up almost half the congregation.

To balance this, our rentals income has been almost double what was budgeted and up 25% from last year. The bazaar income has also been above expected. The total amount budgeted for the bazaar (including the spring market) for the year is \$6,000 and this has already been exceeded even though the majority of cash from the online portion has not been deposited.

Our HST refunds since 2019 have been received and this will increase our bank account significantly. Most expenses, with the exception of salaries and programs, are close to the budgeted amount.

Our expenses have exceeded our income by over \$33,000 at the end of November.

From the meeting: The surplus funds that St. Marks had built up was due to the time that we had half-time clergy, and this carried us through the COVID pandemic. These are considered retained earnings. We could actually use up the remainder of these earnings in 6 months.

Some discussion followed on how best to let alert the congregation to our financial situation. Joy suggested an article in the December 16, 2022 newsletter after which we then start planning strategy for the new year.

Rob Mellon asked if we should hold a special vestry. Joy responded that perhaps a focus group of interested individuals might be a good start. We could reinstate the financial advisory committee. It was suggested that we also look at internal control procedures and terms of reference.

Approval of the Minutes from the November 9, 2022 meeting

Errors and Omissions:

Add an addendum – Father Julian’s e-mail from November 11, 2022

Approval of the minutes was moved by Laurie Slaughter and seconded by Pauline Adams. *CARRIED*

Business Arising

None

Regular Reports

Wardens’ Report

Rector’s Warden December 2022 Report

New Rentals for 2023

1. Four Carleton University Students will be renting space in our parking lot. This brings in \$100 monthly. The students have presented their vehicle insurance policies and they have signed the rental agreements and the liability waivers.
2. Pedalheads have let us know that they want to rent our parking lot for two months - this brings in \$5000 in rental fees.

Synod 2023

Based on the size of our congregation, St. Mark’s should be sending only two lay representatives to Synod. In the past, we have sent a warden and two reps.

External Sign - Message Board

All of the letters and numbers are arranged in plastic baggies - there are two sticks used to hold up the protective glass cover. I need a few people to become familiar with the process of putting messages out on the board.

During our meeting Cynthia Greer, Carolyn Findlay and Pauline Adams volunteered to help with the changing of notices on the sign.

Deputy Rector’s Warden Report December 2022

1. Black History Month 2023

The theme is **“Black in Canada: The Narrative and The Vision”**

Program: Speakers have been booked for all four Sundays in the month, culminating on February 26 with our Primate, the Archbishop and The Most Reverend Linda Nicholls. These highly accomplished and committed women will be addressing the theme of vision and the story behind the vision, from their different areas of involvement and experience. Following the service on February 26, there will be an Afro-Caribbean luncheon, all homemade by volunteers connected to our church. As well, a wonderful Reggae Band will provide the “music to eat by”.

To support this program the BHM committee is asking parishioners to assist through donations/contributions with the cost, which includes gifts/honoraria for the speakers and payment of the band. Two sources have already committed to a contribution.

Participation: It is hoped and expected that parishioners with their families will participate through their attendance as we celebrate and show that we care about inclusivity and the vision of Black in Canada. Everyone needs to support this event to show the Diocese (as the Primate shares with us) and our community, that our church is engaged in Canada’s diverse culture.

Promotion: *Black in Canada: The Narrative and The Vision* is outlined on the colourful poster for BHM which has gone to the editor of Crosstalk and will be distributed to other churches, community centres, retirement and coop living centres and elsewhere. In addition, it will be on the church website, the diocesan website and calendar, Facebook, and Twitter. Everyone is asked to promote this month of special events and get the word out.

2. Coffee, Company and Conversation

The poster advertising winter coffee mornings at St. Mark’s Church for the months of January, February and March has gone to Crosstalk to be used to highlight the events for each Thursday and will be going to the Diocesan newsletter, as well as to places in the community as usual. Help in distributing the posters in late December/ 1st week of January would be appreciated.

There is a special guest each month on one of the Thursdays as well as activities on special days (Valentine’s, St. Patrick’s) in each month.

It is hoped that in 2023, CCC can grow through word of mouth and promotion. Additional activities are being considered as part of its regular program.

Respectfully submitted, Laurie Slaughter

Property Report December 2022

A mouse repellent device has been installed in the boiler room in Bishop Reed Hall to keep mice away.

I plan to meet with our 4 parking lot/ spaces renters regarding where they can park and to explain the snow plowing procedure. - John Hancock

Stewardship Report

There hasn’t been very much feedback from the parish. As for lessons learned; it would probably have been a good idea to also read the reflections on a Sunday during the livestreaming. This was a very passive campaign due to several different circumstances. Hopefully it will be more formal next year.

Michael Perkin

Outreach Report December 2022

I have 5 items to report on this month.

1) There was an insert for 4 weeks in the Newsletter focused on food and cash for DDFH. The request also included mitts, scarves, toques and socks for the children.

Generous donations were delivered weekly to DDFH.

2) I made a substantial delivery on Nov 15 of knitted goods (from the bazaar), food from the blue bin and 6 bags of gently used women's clothes donated by my neighbour. All the items were in perfect condition, clean and nearly new. I also delivered a huge plastic bag of egg cartons.

3) We currently have a "Gift Bags for Nelson House" campaign on the go. I am hoping to make a delivery the week before Christmas of gift bags for women in the shelter. The details of this campaign will be in the weekly newsletter for 2 more weeks.

4) This week Doreen Matteow made a large donation to DDFH. Items included knitted scarves and toques, gently used clothing, food items, empty containers and children's stuffed animal toys. Thanks to Suzanne for picking up and delivering all of this.

5) Once again Cynthia and Jenny have set up The Giving Tree in the Nave. They are hoping for donations of toiletries, shampoo, toothpaste etc. for delivery to The Mission, The Well and St Luke's Table. This will also be in the newsletter for the next 2 weeks.

Joan Hounsell

New Business

Livestreaming

The laptop being used for livestreaming on Sunday has multiple uses which caused some issue when used on Sunday for services. Another laptop, dedicated to the purpose of livestreaming may be available due to the offer of donation by a parishioner. The new laptop will need to be checked for compatibility.

Next Meeting

The next meeting will be in-person on Tuesday January 17, 2023, at 10:00am.

Adjournment

The meeting adjourned at 11:35 am with the saying of the Grace.

Respectfully submitted by Janis Perkin, Recording Secretary