

PARISH COUNCIL
Meeting of
Tuesday, September 24, 2024
Bishop Reed Hall
MINUTES

In attendance: John Hancock, Joan Hounsell, Joy Bowerman, Carolyn Findlay, Gillian Morris, Janis Perkin, Mike Duval, Rev. Julian Campbell, Michael Perkin, Joseph Amuah, Cynthia Greer, Pauline Adams, Georgia Roberts

1. Opening the Meeting

- a) The meeting was called to order at 7:00 p.m. by Joseph Amuah
- b) Father Julian Campbell offered a prayer
- c) Regrets: Bill Barber, Joan Grayer, Suzanne Bisson
- d) Approval of the Agenda
Approval of the agenda was moved by Joy Bowerman and seconded by Pauline Adams. *CARRIED*

2. Approval of the Minutes from the meeting of June 11, 2024

As some members of Council did not receive the minutes approval has been postponed to the next meeting. Joy Bowerman forwarded the minutes to those who had not received them.

3. Business arising from previous meeting (s)

None

4. Regular Reports

a) Rector's Report

Rector's Report 24th September @7 pm.

- 1. I will be the guest speaker at St. Paul's University on Thursday 24th October.
- 2. The funeral for Gloria Trimm-Williams was held on Friday 13th September at 11 am. This was done as a sign of outreach to the community around us. She was an Anglican from the Diocese of Trinidad and Tobago.
- 3. Bishop Shane Parker will make his official episcopal visit to the parish on October 6th during the 10 a.m. mass. As a result, there will be no 8 am mass. We encourage all to attend the later service. Reception of new members
- 4. Carleton University will be visiting the church to learn more about its architecture on Monday 30th September @ 9:15 am. The students will be led by their Professor Janine Debanne. Assisting me will be Mike and Janis Perkin along with Bill Barber. Bill usually provides pictorial diagrams of the church structure and a historical overview.

Diocese

- 5. Bishop Shane is pleased to announce the following services of induction:

The Rev. Christine Muise will be inducted as Associate Incumbent in the Parish of the Valley to serve together with the Reverend Matthew Brown as Incumbent and the Reverends Gillian Hoyer and Nick Forte as Co-Associate Incumbents in Team Ministry. The service will be held on Saturday, September 21st at 3 PM at Holy Trinity Pembroke (68A Renfrew Street.) Clergy are invited to vest; the liturgical colour will be red. All are welcome; there will be a reception following the service.

The Rev. John Holgate will be inducted Incumbent of St. James Manotick (1138 Bridge Street) on Sunday, September 22nd at 7 PM. Clergy are invited to vest; the liturgical colour will be green. All are welcome. A reception will follow the service.

The Rev. Thomas (Tom) Hubschmid will be inducted Incumbent of Holy Trinity Metcalfe and St. Mary's Russell on Sunday, September 29th at 4 PM. The service will take place at St. Mary's (139 Castor Street). Clergy are invited to vest; the liturgical colour will be green. All are welcome to the service and to stay for a reception afterwards.

The Rev. R. Susan Smandych will be inducted Incumbent of Emmanuel Arnprior and St. Paul's Renfrew on Tuesday, October 1st at 7 PM. The service will take place at Emmanuel (287 Harrington Street). Clergy are invited to vest; the liturgical colour will be green. All are welcome; a reception will follow the service. Bishop Shane is pleased to announce the appointment of the Reverend Tom Hubschmid as the full-time Incumbent of the parishes of Holy Trinity Metcalfe and St. Mary's Russell, effective September 5, 2024. The two parishes have worked with Bishop Shane and Archdeacon Rhonda Waters over the last few months to forge a new, hopeful collaborative relationship.

6. With the full understanding and support of Bishop Shane, and after much prayerful personal discernment, the Reverend Stephanie McWatt has resigned from the Incumbency of St. Clare's North Dundas, effective September 8, 2024. Stephaine remains a priest in good standing in our diocese.
7. Clergy conference will be held at Hôtel Lac Carling, Quebec beginning 16th September 2024.

Further to the report: There will be Baptisms on November 3, 2024.

Rector Warden's Report

Warden's Report - September 24, 2024

1. Shed Lock and missing lawn mowers

A few weeks ago, Suzanne and I were at the church when we discovered that the lock on the shed was missing. We checked in there and looked around and did not locate it. The next day, it was discovered that the lawn mowers were missing.

The lock had been replaced twice prior to the last one being missing before the mowers disappeared.

We have since bought a new lock (Thank you to Russel for getting us a very strong and secure lock). The keys to this lock are now kept with Joy and whoever needs it has to connect with Joy and arrange to pick it up and return it immediately after use.

Since losing the two lawn mowers, Michael Perkin has donated his used lawn mower to the church. This mower has since been cleaned and fixed up by Mike Duval to 100% operation. Thank you, Mike Duval, for your time and hard work to get the mower back to full operation. And a huge thanks to Micheal Perkin for your generosity.

2. Independent Contractor status for cleaning company (Rose).

Suzanne and I have drafted an independent contract agreement. Fr. Julian and Suzanne will meet with Rose in October to document the required cleaning tasks, which will be an appendix to the contract. This will give us a

clear understanding of her current schedule for cleaning, additional duties, payments, etc. As it stands now we do not know when Rose comes into the church, what she does in the summer, nor what her exact duties are. It is also important for both the church and Rose that she has contractor's insurance. Rose has let us know that she does have insurance and this is also covered in the contract.

3. Pothole in front of the shed

There is a small pothole in front of the shed that is slowly expanding and if not patched up could become huge and cost us more money later to fix. So Joy has agreed to get the needed materials and I will take advantage to do some upper body physical activity to help patch it up.

Still in the parking area, one will notice that the parking lines have faded. It will be good time to consider repainting them.

4. The roof of the shed is falling apart and the entire roof needs to be re-shingled. We approached Russel who has agreed to replace the roofing for us. We will cover the cost of the materials.

5. Corporation also agreed that the black sign facing Fisher at the front of the church be cut down. It is in need of repair and because it is on city property we cannot repair it. It was proposed that Russell or someone with a chain saw cut in down.

6. Corporation at our last meeting decided that we should withdraw our Memorial CTF 2534 and cash it. This is because our funds are running low and we need the money to support our expenditures. We have since sent an email to Bill Gilbert for the funds to be cashed. This money will be put in our bank account.

7. Dollar for Dollar Account. It was noted at Corporation that the amount stated on the balance sheet is much lower than what it shows, probably about \$5000. The parish newsletter will continue to note that the coupons will be sold every Sunday.

c) Property Report

The Chinese Elms that have been growing outside the Office and Choir Doors have been removed thanks to Russell Wilkins.

John Hancock

d) Treasurer's Report

Financial Report

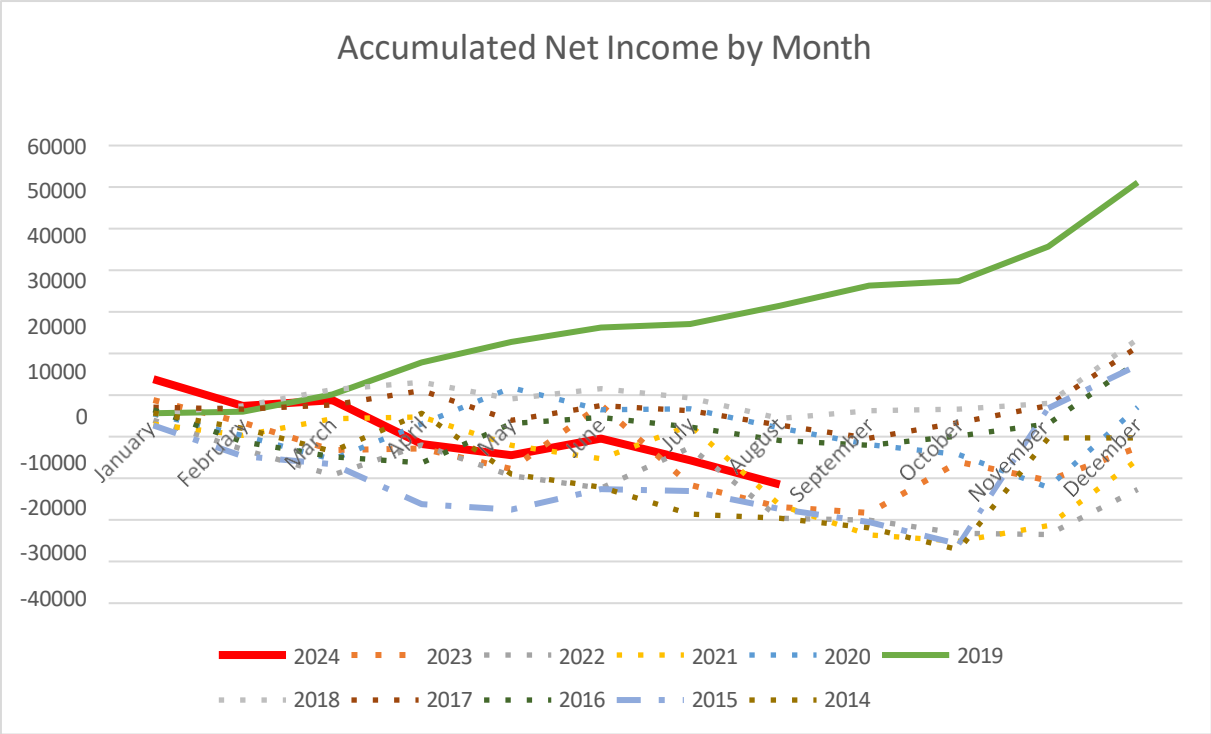
Financial Report – September 2024

In several ways, we are doing better than we were last year. However, there are several ways where we are significantly behind last year.

Our collections income is around \$13,000 behind what was budgeted and about 2% lower than last year. However our total non-directed income, while still ~\$8,000 behind the budgeted amount is 2.5% above last year. While most expenses are below the budgeted amount, the drain work in BRH in April, has increased our building expenses.

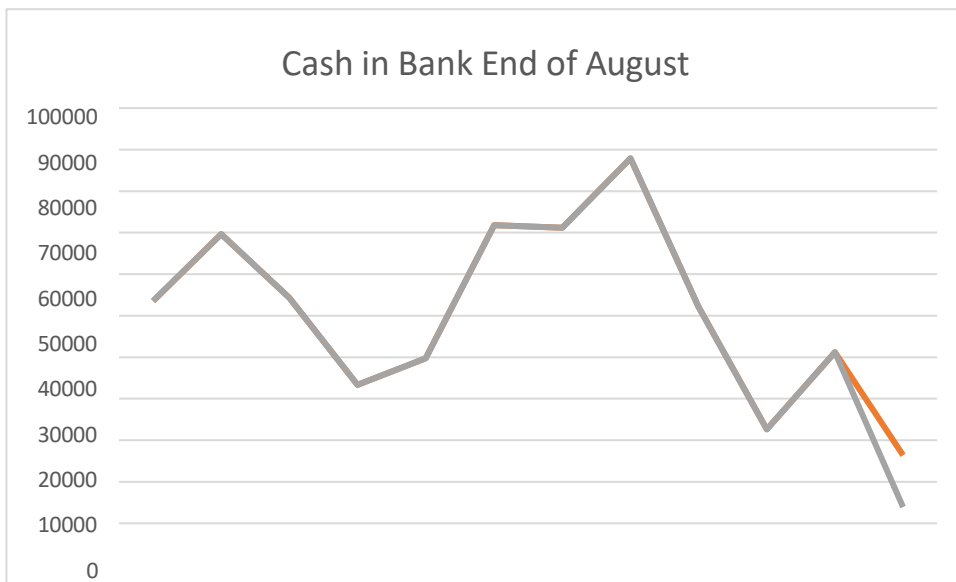
In a church's cash flow through the year, typically we start the year in a negative position and continue in a negative position until December. If our income is going to exceed our expenses, that will typically happen only in the last month of the year.

Please look at the graph below to see the typical accumulated net income at the end of every month. That is the number that you see both on your balance sheet and your budget comparison.



During the years of the pandemic, some of the months showed a positive value part way through the year due to the diocese forgiving amounts owed to them. The solid green line which does not follow the pattern is from 2019. That is the year we were on half-time clergy (can you tell when it started) and did not pay the full ECOPS or any housing allowance. The bright red line shows where we should be in 2024. You can see that this is actually a little better than recent years.

What is significantly different this year is the amount of cash in the bank. The graph below shows the amount of cash in the bank at the end of August from 2013 to 2024



The green line shows that there would be less than \$4,000 in the bank if we made our full payment to the diocese. When corporation met, they made the decision to withhold one month of payment to the diocese to make sure we had enough to pay our bills.

The HST & GST refund has been applied for and should reach us by the end of the year. The wardens are applying to the diocese to bring the Memorials CTF fund back into the bank account. These funds are already accounted for in the Memorials Reserve Account. We are also looking to sell the remaining Dollar for Dollar coupons to increase the money in the bank.

The net income at the end of August, after withholding one month's payment to the diocese is -\$8,999.

Further to the report: it was suggested that on special occasions such as the Bishop's visit, the offering be plates should be passed through the congregation.

e) Membership

Membership report September 2024

Summer is traditionally a slow time for new members.

A few people have visited but are not permanent so far.

Three funerals have been held. One was for a present member. Don Williamson died after reaching 100 years and was the last of our 'veterans' to lay the wreath on Remembrance Day. He was very pleased and proud to be able to do that. Lawrence Peever was a long-time previous parishioner, and Gloria Trimm-Williams was someone Fr Julian was linked with from the pastoral care at the hospital.

Mickie Penney died during the summer on her 84th birthday having had many surgeries and much pain for many years.

Craig McCaul returned home in August to live with Diane, Carolyn and family. We also have a young person, a student who enjoys the singing at St Mark's and is at present attending every 2nd week.

Any additions?

Cynthia Greer

f) Stewardship Report

Michael Perkin reported that due to the financial situation he would draft an article for publication in October/November to be placed in the bulletin or newsletter that would include a direct ask for financial assistance in lowering our deficit.

g) Outreach Report

OUTREACH REPORT September 2024

Over the summer I made 2 deliveries to DDFH of food from the bin in the link .

At the beginning of September and again in the middle of the month I delivered 2 carloads of school supplies and food plus cash and cheques in response to the annual "DDFH School Supplies" drive.

This month I made up 6 Welcome Bags for guests to St Marks. Each bag contains a pen, note pad (thank you, Janis), pocket shawl (thank you, Gillian) CCC info card, bookmark and an Information Directory. (They are in the office in colourful gift bags.)

Nothing else to report at this time.

Joan Hounsell, Outreach.

h) Choir Report

Choir report September 2024

The choir sings as a 'pick-up' choir during the summer, but we are all back now. Many helped the singing at the funerals and gave everyone a good musical send-off.

Craig McCaul has joined the choir.

Cynthia Greer

i) 75th Anniversary Committee Update

We are now getting towards the end of our activities in celebration of St Mark's 75th anniversary. Here are some details of where we stand.

Aged in Harmony concert

This concert will be on Saturday September 28 at 2 p.m. Arrangements with the chorus have taken place through contact with John Le Roy (booking coordinator) and John Hancock. There is no charge for the concert or for the reception afterwards. Donation boxes will be set out both at the concert and at the reception. It should be noted that the chorus does not want to receive an honorarium for their performance in thanks for being able to use St Mark's for practices and the odd show. However, there will be food and beverage costs for the reception and for other 75th anniversary activities. The concert has been advertised in our weekly newsletter; on our Facebook page and others; in announcements at Sunday church services and at Coffee Company and Conversation meetings; and on the Diocesan website calendar.

Hydro Ottawa has recently contacted the church to say that our power will be shut off on September 28 so that Hydro Ottawa can carry out some planned work. The chorus has been informed. And the possibility of lack of power will influence what is served at the reception.

Special Final Service with our Bishop

This final service will take place at 10 a.m. on Sunday October 6. Fr Julian is preparing the service and consulting with Elaine and Joy on choice of music. There is a possibility that new members will be welcomed to the parish during this service. We have not had a formal welcoming of new parishioners since before COVID.

After the service, there will be an informal lunch in Bishop Reed Hall. The proposed menu for the luncheon is to repeat what was served at the final CCC meeting in June (ham, potato salad, green salad, baguette) plus a special

cake decorated to mark the occasion. There will be sufficient food prepared for 75 people. Donation boxes will be set out and announcements will be made encouraging people to contribute.

This service is being advertised in our weekly newsletter and on our Facebook page and as part of Sunday announcements. Suzanne reported that she has contacted Leigh Ann Williams and she will attend the October 6 Service and take photos for the Nov issue of CrossTalk. As well Leigh Ann will add this event to the calendar listings for the October CrossTalk, which will be published toward the end of September.

Parish Pictorial Directory, containing some material re 75th Anniversary events

Suzanne has been in touch with IPC and has set dates of November 4-7 for photographs of parishioners to be taken. IPC has sent a package containing posters advertising the event and small handouts to go in Sunday bulletins. There is also a Coordinator's Guide giving instructions and advice on how to proceed to have a successful turnout for the Directory.

The final directory will also contain information and photographs taken at various 75th Anniversary events.

More advertising of these events?

A paper letter has been sent out to a few parishioners who have not been attending church and probably do not have access to internet. The letter invites them to consider attending the Special Final Service and having their photograph taken for the parish pictorial directory.

No additional "Save the date" communication about the October 6 service has been sent to clergy that have had special connection to St Mark's in the past. If you are in touch with any of these clergy, why not remind them that we would be happy to see them?

Volunteers are needed for the success of all of these activities. Please let me know when you are available.

Georgia Roberts

For the 75th Anniversary Planning Committee

5. New Business

There was no new business discussed at this meeting.

Next Meeting

The next meeting date will be October 8, 2024 at 7 pm.

Adjournment

Joy Bowerman moved to adjourn the meeting, and everyone agreed. *CARRIED*

The meeting adjourned at 8:15 p.m. with the saying of the Grace.

Respectfully submitted by Janis Perkin