**St. George’s of Forest Hill Anglican Church – Kitchener, Ontario**

**Parish Council - Tuesday, April 25, 2017**

**Minutes**

***Present:***

Nelson Cuthbert, Chair April Couzens Lynne Skanes-Bannon

Jack Nahrgang Murray Gamble Jim Fox

Mike Stredwick Anne Taylor Mary Ann Millar

Charlotte Cromarty MaryLynn Forrest John Ryrie, Acting Secretary

Reta Risto Cheryl Fox Katherine MacLean

Valerie Cuthbert Catherine Carlson

***Regrets***: Matthew Brown, John Dale, Lesley Burland-Prong, Vivian Harris, Connie and Terry McCoy

***Absent:*** John Shaw, John Coleman, Nathanial Couzens

1. **Call to Order**: Chair – 7:35 p.m.
2. **Devotions** Jim Fox
3. **Approval of Current Agenda** Chair

Change: 6 e) report – Catherine Carlson

Added: 7 c) – Habitat Lunch, 7 d) Church Garbage

**MOTION:** BIRT the Agenda for this meeting of Parish Council be accepted as amended. Moved: Charlotte C.; Seconded: Mike S. **Carried.**

1. **Reading and Acceptance of Previous Minutes**  Chair

Revisions highlighted or stated below

1. Update to Minutes Item 7(a) Katherine MacLean

Communications. Katherine Ma**cLe**an presented draft protocols to improve the accuracy and usefulness of the church bulletin entries, the church website content, and social media output. She has also developed a template for bulletin items. **Katherine and the office administrator, through a telephone appointment, discussed these proposals. Through these discussions, Katherine learned that the template may not be necessary because the current process offers less encumbrances, and time restraints are a barrier to full implementation of the website changes.** However, discussion at PC revealed that change is needed as a sample of recent bulletin entries was found to be lacking in necessary information; either place or time of meeting was missing, or information on a contact person. These deficiencies are **significant** in that they may prevent newcomers to the church participating in the activities presented in the bulletin.

1. Amendment to an action item 7, a, v:  Katherine MacLean

"To seek out a young(er) person to work with PC member(s) in the management output (currently we use Facebook, but not Twitter currently)." I believe that the above item did not result in an action item but rather was a discussion that resulted in clarification that two PC members already monitor Facebook.

**MOTION:** BIRT the minutes of the Parish Council Meeting dated March 28, 2017 be accepted as amended. Moved: Jack N.; Seconded: Jim F. **Carried.**

1. **Business Arising from last PC minutes:**
   1. Spring Cleanup Date (Exterior/Interior of Church) (See Agenda #7(c))
   2. Bulletin Items: The following item was to be brought forward as an agenda item for this meeting: (From Communication Item #7(a) (i) of the March Minutes): “To monitor the adequacy of bulletin items for a month and discuss the topic again at the next PC meeting.”

Comment: Most people are following the new expectations for information printed in the bulletin announcements. We will continue to monitor the clarity of the content.

1. **Old Business** - none

1. **Standing Committee Reports**
   1. Finance, 2017 Budget Anne Taylor

No financial report was tabled for March, but the church’s accounts have nevertheless been monitored. We are on track up to the end of March with respect to income and expenses – no immediate concerns.

* 1. Outreach Reta, Cheryl

This Saturday is our Community Clothes Closet. The organizing of our church camp is on-going. Discussion ensued concerning our support of two foster children. Last year there was enough money in Outreach to cover the gap ($300-$400) between monies raised through the Pancake Supper and the cost of the sponsorship. There still appears to be some confusion as to the oversight of the support, as it has not always come under the auspices of Outreach, even though almost 20% of Outreach funds in a given year go to support the foster children. Can we perhaps just support one child, to match the cost to our fund-raising? Consensus: we need to provide information to the parish about the need for outreach monies to cover the full cost of our foster children and our other Outreach commitments. Unlike many churches, we do **not** budget for our Outreach initiatives.

Cheryl highlighted a large quilt that will be in our church for two weeks, parishioners will be encouraged to purchase raffle tickets – in support of St. Monica’s Place.

* 1. Property + Spring Clean-up Date Murray

Sprucing up of the rectory continues under four ‘teams’ – the roof, painting, the basement, flooring + miscellaneous (such as new appliances). Considerable time is being invested by members of our parish to do this work. The cost is estimated to be $20 - $25,000. A dumpster will shortly arrive to help dispose of materials from the cleanup of the rectory. Because of the busyness of the Easter season, any deliberations about new church signs have been delayed.

Spring Clean-up: no good date to pick in May, but it was finally decided to go with May 27 starting at 9 p.m., prior to the scheduled Food Trucks selling their good as of 11 a.m..

* 1. Worship MaryLynn

Debra Barclay’s boys are to going to support the servers in the fall. John Phillips is stepping down as an intercessor; Jack N. will be stepping up. We will be losing Clare and perhaps Nathanial as youth Intercessors – a significant loss. Pastoral Care - Brother Mark will be away from mid-May to mid-Sept. Heather Johnson is coming back to help with the Junior Choir. Nobody can find or locate the inventory of the Junior choir ribbons and crosses; Joan and George Mudry are helping out to cover their ‘disappearance’.

Mother’s Day services – MaryLynn will preach at both.

May 7 – Chris P. speaking at 8:15 p.m. / PWRDF speaker at 10 a.m.

June 11 – a regular 8:15 service. At 10 a.m.– a service and picnic at Mannheim with four other churches, Chris P. to preside. The other churches have been informed and will be meeting with Catherine C. to plan this event.

June 20 – next meeting of Worship Committee.

Sunday July 2nd – start of summer schedule - only one service at 9 a.m. – the first one will be BCP. Services will alternate for the rest of the summer.

* 1. Atmosphere Mary Ann

Next meeting is taking place on April 27. The focus will be the car rally and the Food Trucks. Other churches have been invited to the car rally. Sign up deadline is May 3rd. We may host a euchre tournament in the fall. A new bulletin board is going to go up in Thompson Hall.

* 1. Ascend/Renew Valerie/Nelson

An update was handed out on Sunday (April 23). The next meeting will be in May.

* 1. Selection Process John Ryrie

John highlighted the culling of 54 interview questions to a more manageable 22. The Committee will shortly be holding an interview of one or more candidates put forward for us by the Bishop. Any visit to a candidate’s church will follow rather than precede his/her interview- details of this process still to be worked out. It’s complicated when there are potentially 12 parishioners to surreptitiously send to a candidate’s parish. We are getting close to the end of this process, but it is still not possible to give a firm date for a final selection.

* 1. Wardens

Nelson asked everyone to read the Huron Church News article on Bishop Linda in preparation for doing a self-assessment of our parish. In some ways, we appear to be ahead of many parishes in evaluating our strengths and our needs.

Succession Planning – we need to plant seeds to encourage new wardens to step forward next year, via participation on Parish Council and involvement in church committees. We need four active people as wardens to avoid overwork and burn-out. Val C: The warden’s job has grown and grown. We need younger people in this role and not just rely on retired parishioners. We also need more discussion about this topic. MaryLynn recounted how challenging it was to become an ‘instant’ warden – i.e., without previous experience on our Church’s Parish Council.

1. **New Business**.
2. Use of Refugee Committee money for ‘Sanctuary’ House John Ryrie
3. The Committee has approximately $38,000 available to support a 5th refugee family (more than enough), and lots of committee members to help out with practical settlement issues, but we need 2, 3, or 4 people to step up and volunteer to be the primary contacts for such a family. All the churches are going to be doing a ‘call out’ prior to the next meeting in May to see if anyone will take on this role. John hopes to do this April 30th.
4. The *Sanctuary Refugee Health Centre*, that now serves 1850 refugee patients from across the Region (up from 6 patients four years ago!) needs to move to new larger premises near downtown Kitchener and needs about $25,000 to do this. The Deanery Refugee Committee would like to provide some financial help, but needs to double-check with each parish that it is all right to uses monies originally donated to help our specific families to aid the large refugee community.

**MOTION:**  BIRT Parish Council approves the allocation of funds from the Deanery Refugee Committee account in support of the Sanctuary Refugee Health Centre up to $5,000.

Moved: Mike S; Seconded: Cheryl F. **Carried.**

1. Diocese of Huron Request: “If you able to contribute a backpack and/or supplies please bring the items to St. George's **by May 21**and our Lay Delegates to Synod will take them to London.

**The Diocese of Huron**

**College of Deacons Outreach at Synod 2017**

In keeping with this year’s Lenten Series, 5 Marks of Love, The College of Deacons encourages the Diocese to carry out God’s Mission to those in need of material need, love, support and friendship. To this end we are pleased to support the following **two areas of focus**.

Last summer the congregation of St. Mary’s in Windsor took on a project to collect and send to the small community of Kingfisher in Northern Ontario 637 lbs of goods sent by volunteer pilots. This year along with other churches in the deanery and diocese they hope to truck 1500 lbs. of goods to Pickle Lake; then volunteer pilots will fly the goods the rest of the way to Kingfisher.

The community is in need of **150 new adult backpacks and school supplies, (pencils, note books, etc.)** Out of a population of 411, 175 of them are school age children.

**Our second focus** will be Children’s Aid Societies across our diocese.  They have a need for **new backpacks, to be filled with towels, books, tooth brushes and tooth paste, socks, underwear for boys and girls ages 6-13.**Often children who come to them carry their meager belongings in a garbage bag.

**For the purpose of transport and distribution please do not pack the backpacks. Backpacks and items to go in them will be organized and distributed by the Deacons.”**

Lesley B-P will be able to transport to Synod any supplies that come forward. Boxes have been set up in the narthex.

1. Habitat Lunch – Valerie C would really love it if someone else could head up this initiative that we did not do last year. Catherine Carlson indicated she would be genuinely interested in helping out.
2. Church Garbage – Lesley is going to get more bins for our larger events. People still need training to put the correct materials into the right bin. Valerie C. should be consulted if any directions are needed. A poster will be put up in the kitchen outlining the Region’s current recycling expectations.
3. **Correspondence – none mentioned**
4. **Other –** The First Aid course for camp staff will take place on Saturday May 27th. Other parishioners can take part – at cost (to be firmed up).
5. **Upcoming Parish Dates**

* **April 29th.** 9:00 am – 12:00 pm Community Clothes Closet @ St. George’s
* **May 2nd**. 7.00 p.m. Waterloo Deanery Meeting at All Saints’, Waterloo.
* **May 3rd**. Blanket exercise in association with United Nations Declaration on the Rights of Indigenous Peoples and Call to Action at St. James, Hespeler.
* **May 6th** – St. George’s Car Rally 2:00 pm start
* **May 13th**. Judy Paulsen workshop (postponed from earlier), at St. George’s, 9.30 a.m. – 4.00 p.m. (Bring your own lunch).
* **May 18th**: Ladies Potluck and Theatre Night
* **May 24th**. Church Tea.
* **May 26th**-28th. Huron Church Youth Conference (at Huron Church Camp)
* **May 27th**. Food Truck event at St. George’s.
* **June 11th**. Joint picnic for Kitchener churches. At Mannheim Community Centre
* **June 27th Pot**-luck supper for Parish Council and spouses. BYOBeverage (as desired).
* **June 28th**. Monica Place Gala Graduation Evening
* **Sept 10th** Back to Church Sunday**,** BBQ – Red & White t-shirt theme
* **Oct** – Games night

1. **Next PC Mtg:** Tuesday, May 23**,** 2017 @ 7:30 pm

Chair: Nelson Cuthbert

Minutes: John Dale

Devotions: Matthew Brown

Refreshments: Reta Risto

1. **Adjournment:** Valerie C. 9:30 p.m.