**St. George’s of Forest Hill**

**Parish Council Minutes for September 27, 2016**

***Present:***

Mary Ann Millar, Chair John Ryrie April Couzens

John Dale, Secretary Mary Shaw John Coleman

Cheryl Fox Charlotte Cromarty Anne Taylor

Vivian Harris Nelson Cuthbert Lynne Skanes-Bannon

Reta Risto Valerie Cuthbert Murray Gamble

Matt Brown Lesley Burland-Prong

***Regrets***: Mike Stredwick

***Absent***: Terry McCoy, Connie McCoy, MaryLynn Forrest

**1. Call to Order:** At 7.35 p.m., by Mary Ann Millar. **Devotions:** Mary Shaw.

**2, 3. Agenda- Additions or Revisions:** John Ryrie indicated that a motion would be introduced under item 7 dealing with the changes to the minutes for September 20th which has been necessitated by Archdeacon Jenkin’s intervention in our choices for the Selection Committee. **Motion** to accept the Agenda for the September 27th, 2016 meeting as amended: Proposed, John Ryrie; Seconded, Lesley Burland-Prong. **Carried**.

**4, 5. Reading and Acceptance of the August 24th, 2016 Minutes:** **Motion** to accept the Minutes of the August 24th, 2016 meeting as presented: Proposed, John Dale; Seconded, Anne Taylor. **Carried**.

**6,7. Reading and Acceptance of the September 20th, 2016 Minutes**. The September 20th meeting of PC was held to elect members-at-large to the Selection Committee for the new rector. Subsequent to the election, Archdeacon Jenkins informed us that one of the members elected, our Church secretary, Valerie O’Reilly, was ineligible for the Selection Committee because she was a church employee. **Motion**: In the context of the unexpected ineligibility of our Office Administrator to be a candidate for our Selection Committee, BIRT Council approve the reinstatement of Anne Taylor, a previously tied candidate in the September 20th., election, as a member of the Selection Committee. Proposed, John Ryrie; Seconded, Mary Ann Millar. **Carried**. **Motion**: BIRT the minutes of the September 20th 2016 Parish Council meeting be accepted as amended by the above Motion. Proposed, Matt Brown; Seconded, Cheryl Fox. **Carried.**

**8. Business Arising from the Minutes:**

**i)** **Livestream Team and Training**. Mary Ann Millar indicated that the livestream system had worked last Sunday and Reta Risto said that one alternate operator was available for the Sundays she was not at church.

**ii) Lawn-Cutting—Church and Rectory**. Mary Shaw relayed a request from John Shaw that the chains between the picnic tables be undone so that he can flip them and mow beneath. Nelson Cuthbert agreed to unchain them.

**iii) Refugee Update**. John Ryrie reported that there had been no meeting of the Deanery Refugee committee, but that the Budget sub-Committee had recently visited the fourth refugee family accepted (a family of 6 with 4 young boys) who are having financial struggles. The preferred strategy is to encourage and help the family manage under their existing (admittedly tight) budget by taking advantage of the Food Bank and of events such as the St. George’s Community Clothes Closet. It was also suggested that this family might be selected as one of those to benefit from the St. George’s Angel Tree this year, and further that Mohammed, the father, might earn a little money by doing casual jobs such as leaf-raking. It is intended to announce his availability for such tasks at all the churches in the Deanery. John did report that Mohammed had commented that the family were very grateful to their sponsors and Canada in general, and, more significantly, feel equal in Canadian society.

**iv) Progress on New Sign and Existing Monument, v) Rectory Decorating and repairs**. Dealt with under 9 (c) Property Committee report.

**vi) Selection Committee—Special PC Meeting**. Archdeacon Jenkins has requested a meeting with PC on Thursday October 13th. Thereafter he will meet with the members of the Selection Committee.

**vii) Ice Cream Report**. John Ryrie circulated a week-by-week report on activity for 2016—a successful year. 46 tubs of ice cream were served between June 26th and September 7th. Volunteers Thelma Barnes, Klare Prong, Catherine Carlson, Elizabeth Ceres, Marilyn Graham, Helen Hickman, Jean Horne, Ivan Mariepan, Wayne Mathieson, and Gerry McGregor were thanked for their efforts. Donations were generous and a surplus of $183.70 is available to carry forward to next year.

**9. Standing Committee Reports:**

**a) Finance.** Anne Taylor presented the financial statements as of the end of August 2016. Anne reported that parishioner donations were again down $1000 in August, giving a year-to-date deficit for this item of approximately $12,000. The revenue/expenses situation is still on budget, but this is due to delay of major expenses and lower clergy expenses than normal since Cn. Davidson left. Major expenses are expected shortly, however, such as repairs to the rectory and moving expenses for the new rector when he/she is selected. The decline in parishioner donations does seem to reflect a decline in the number of church members, as evidenced by a decline in the number of attendees at services, decline in the number of pre-authorized payments to the church as well as in donations given at services, slow ticket sales for normally well-attended events (for example, the turkey supper), and fewer donations to camp. Nelson Cuthbert pointed out that diversion of giving to ASCEND may also be relevant (STARS also had the effect of diverting donations from general giving to the special appeal). There does, however, seem to be a rough correlation between the announcement of Cn. Davidson’s departure and the decline in donations. It is intended to associate further appeals for increased parishioner donations (for example, at services and in the bulletin) with an explanation of specific financial needs (for example, the required repairs to the rectory). **Motion** to accept the August financial statement as presented: Proposed, Anne Taylor; Seconded, Murray Gamble. **Carried**.

**b)** **Outreach.** Reta Risto reported that the normal Outreach programme would be pursued this year: Community Clothes Closet, Share the Warmth, Angel Tree for Christmas, Socks for the Homeless (in January) and Ground Beef donations. The Outreach committee has decided to go ahead with funding the Foster Children programme this year, but will re-evaluate this decision before next year’s donation is made.

**c) Property.** Murray Gamble said a decision would have to be made with respect to the existing monument regarding whether to refurbish it as pure masonry or stone veneer. This decision affects cost and durability. For the new sign, criteria are being developed by the property committee--size, acceptable cost, digital or non-digital sign etc. Having developed these criteria, sign vendors will be approached for estimates for digital and non-digital options and then design boards will be made up for display in the narthex and parishioner input requested. Thereafter, however, options would be presented to PC, and it would be they who would make the final decision as to which option would be proceeded with. There are legal issues with the city to be considered (for example, set-back), and the response from the neighbourhood to proposals will be important (it might, however, be possible to blunt any negative response from this quarter by showing flexibility regarding issues such as the timing of illumination of the sign). Murray estimated a bare minimum cost of $15,000 for the sign, and estimated an expenditure of $25-27,000 for both ‘signs’. John Ryrie passed around photos of the new digital sign at St. John’s, Preston, which is very handsome. PC indicated that the direction the property committee was pursuing was appropriate. Anne Taylor said that the Anglican Foundation provides grants of up to $15,000 and that one of the acceptable project goals was ‘to increase the visibility of the Anglican presence in the community’, which seems appropriate to our sign project. She will send the link to the Foundation to Murray.

Murray reported that a tour of the rectory by the committee revealed many items needing attention; little work has been done over the 12 years of Cn. Davidson’s tenancy. A new roof and three new windows are required, as well as more re-painting than can be achieved by volunteer effort, and a significant amount of new flooring. In the basement, dry-wall repairs are needed and the electrical panel is in dire need of attention. Murray estimates that $20-30,000 will be required. Some volunteer effort can be employed on minor items such as garden clean-up and ceiling fan replacements. Should the new incumbent not want to live at the rectory (as seems quite likely) its sale will bring no profit to St. George’s, since all property belongs to the diocese. Murray indicated that he will in the near future initiate a theoretical discussion with the diocese in an attempt to get them to agree that, in the event of the rectory being sold, St. George’s would be recompensed for monies spent to put it in a saleable state. Anne Taylor said that there are precedents for such expenditures being put into a trust fund to help defray the expenses of paying a housing allowance to a rector who prefers to live independently.

Mary Ann Millar reported that our insurers require that the empty rectory be checked every day (Valerie O’Reilly is doing this), and she indicated that the water should be turned off and drained. Nelson said that he would attend to this.

It was decided that October 29th would be the date for the Fall Clean-Up.

**d) Worship.** There is an urgent need for new teachers for the Sunday School, and, particularly, for someone fresh to volunteer for the role of coordinator. It was agreed that the Pageant and Nine Lessons and Carols celebration would be held on the same day—December 18th.

**e) Atmosphere**. No report

**f)** **RENEW/ASCEND**. There will be a meeting of the committee soon; the focus remains the exploration of potential projection systems for the church.

**10. Old Business:**

**a) Camp Little Dragon.** Vivian Harris reported that this has been an excellent year for camp financially and in terms of atmosphere. One staff member left unexpectedly, but others showed great initiative in taking up the slack. $4500 has just been received from government towards camp expenses (everything that was requested) and this will be used to defray next year’s needs; it having been decided to hold camp again next year.

**b) Messy Church.** Valerie Cuthbert said that the next Messy Church will be held on October 29th; the theme will be ‘Let Your Light Shine’.

**c) Opening BBQ**. This went well and there was a good turn-out.

**d) Bible Studies**. Valerie Cuthbert indicated that there was a good turn-out for the Thursday meeting, while John Ryrie said that turn-out was less for the Wednesday meeting, but that there is a good chance it will build.

**e) Bus Trip to Kingston**. Nelson Cuthbert reported that there have been 8 cancellations, involving the church in a potential financial loss. Other churches have been asked if they wish to participate in an attempt to rebuild numbers.

**f) Turkey Supper October 4th**. So far ticket sales have been poor.

**11. New Business.**

**a) Potential Change of Day for PC Meetings.** Mary Ann Millar said that Archdeacon Jenkins had indicated that the Churchwardens and Delegates to Synod should be attending the monthly Waterloo Deanery meetings, which are held on a Tuesday evening, like the St. George’s PC meetings. At the special meeting with the Archdeacon on October 13th she will ask him whether the day of the PC meeting needs to be changed for next year, or whether attendance at the deanery meetings by a rotation of representatives from the two required groups would suffice.

**b) Special PC and Selection Committee Meeting with Archdeacon Jenkins**. This will be at 7.30 p.m. on Thursday October 13th. Mary Ann asked that all PC members attend.

**c) New Counters Schedule**. John Ryrie has distributed this.

**12. Correspondence.** Mary Ann Millar drew attention to a letter promoting the Kitchener-Waterloo Bishop’s Friends Dinner, which will be held at the Galt Country Club on October 27th. John Ryrie explained that these annual dinners were enjoyable occasions at which the Bishop spoke, and part of the proceeds from which was used to fund assistance for clergy of the diocese who find themselves in urgent and unexpected need of money. He recommended attendance.

**13.** **Other:** None

**14. Upcoming Dates and Events:**

Mary Ann Millar explained that the Carol Service on November 27th was one of a series of events held on a rotational basis by the four Kitchener churches to which the members of all of the churches are to be invited.

**October 1st.** (Saturday)Matt Brown indicated that there will be a study session between 9.30 a.m. and 3.00 p.m. at St. John’s the Evangelist, Kitchener.

**October 4th**. Turkey Supper.

**October 13th**. Special meeting for members of Parish Council and the Selection Committee with Archdeacon Jenkins. 7.30 p.m.

**October 14th**. Farewell party for Bishop Bob, Convention Centre, London.

**October 15th**. Men’s Breakfast.

**October 16th**. Bus trip to Kingston to attend Cn. Davidson’s installation.

**October 22nd**. Community Clothes Closet at St. George’s and Judy Paulsen workshop at St. John’s Kitchener.

**October 25th**. Next PC Meeting: Chair, Nelson Cuthbert; Secretary, John Ryrie?; Devotions, MaryLynn; Refreshments, April. November PC Meeting; Devotions, MaryLynn; Refreshments, Lesley.

**October 29th**. Messy Church and Fall Clean-Up.

**November 16th**. Meeting for wardens of four Kitchener churches.

**November 19th**. Christmas Market, Men’s Breakfast.

**November 26th**. Bishop Linda’s Installation.

**November 27th**. Advent Carol Service hosted by the Kitchener Anglican churches. Location TBA.

**15. Adjournment.** Proposed 9.10 p.m. by Matt Brown. **Carried.**