**St. George’s of Forest Hill**

**Parish Council Minutes for March 28, 2017**

***Present:***

Charlotte Cromarty Chair April Couzens Lynne Skanes-Bannon

John Dale, Secretary John Coleman Murray Gamble

Mike Stredwick Anne Taylor Mary Ann Millar

Terry McCoy Lesley Burland-Prong MaryLynn Forrest

Connie McCoy Vivian Harris John Ryrie

Reta Risto Cheryl Fox Katherine MacLean

Jack Nahrgang Valerie Cuthbert Jim Fox

Nathaniel Couzens

***Regrets***: Nelson Cuthbert, Catherine Carlson.

***Absent:*** Matt Brown, John Shaw

**1. Call to Order:** At 7.30 p.m., by Charlotte Cromarty. **Devotions:** Valerie Cuthbert; The Chair once again particularly welcomed new members of Parish Council.

**2. Current Agenda- Additions or Revisions:** John Ryrie asked that discussion of the recent Diocesan Regional Memorial Garden Seminar in Burford should be added as item 6 (i). John Dale requested that discussion of Garden Guild finances be added as item 7(b). Reta Rista asked that discussion of the disposal of old prayer books belonging to the church be discussed as item 7(c).Valerie Cuthbert indicated that Messy Church on April 1st should be added to the list of upcoming events, and MaryLynn Forrest asked that the Potluck supper prior to the Maundy Thursday service on April 13th be likewise added.

**Motion** to accept the Agenda for the March 28th, 2017 meeting as amended: Proposed, John Ryrie; Seconded, Cheryl Fox. **Carried**.

**3. Reading and Acceptance of the February 28th, 2017 Minutes**: **Motion** to accept the Minutes of the February 28th., 2017 meeting as presented: Proposed, John Dale; Seconded, Charlotte Cromarty. **Carried**.

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

No discussion.

**5. Old Business.**

No discussion.

**6. Standing Committee Reports:**

**a) Finance.** Anne Taylor indicated that parishioner donations were more or less on target up to the end of March, and, expenses continuing to be a little less than budget due to the employment of interim clergy, the overall revenue/expense situation she projects for the end of March is approximately as expected. It is too early in the year to discern significant trends.

**Motion** to accept the financial report as presented and described above: Proposed, Anne Taylor; Seconded, Lesley Burland-Prong. **Carried**.

**b)** **Outreach.** Reta Risto reported that she currently has 145 lbs of potatoes collected towards the target of 400 lbs for potatoes and Easter treats for St. John’s Kitchen. Outreach will make up any deficit from target. John Ryrie suggested Reta deploy an eblast in an attempt to collect the target number by this coming Sunday (the last Sunday for collection), and Cheryl Fox suggested that Reta accept a $10 donation in lieu of potatoes, if necessary. Interviews for Camp Little Dragon counsellors are under way.

**c) Property.** Murray Gamble said hewould report on the three significant projects that the committee has under way.

 First, teams have been assigned to different responsibilities in the restoration of the rectory; e.g. roofing/windows, painting/drywall in basement and on other floors. These teams have already started their work, which should be finished in about three months. It is hoped to keep expenditures close to the $18,000 budgeted. A lockbox for the rectory front door is being obtained. Anne Taylor pointed out that actually slightly more than $18,000 was available, but Murray added that it should be possible to finesse the expenditure by decisions on the quality of the roofing, and similar. Charlotte Cromarty pointed out that, in addition to the expenditures Murray had mentioned, new appliances had to be acquired.

Second, a meeting of the group dealing with the new/restored signs is scheduled shortly.

Third, a request has been received from the sextons that the Spring Clean-up (which will occur in May), should include not only the exterior but also the interior of the church, and deal particularly with the accumulated unlabeled stored material in the church. Murray requested that any stored material to be kept should be labeled for retention by those responsible for it prior to the clean-up.

**d) Worship.** MaryLynn Forrest said that the committee met last week and focused on Holy Week activities. Highlights include the following. On Palm Sunday the entire congregation will be afforded the opportunity to process with palms. There will be services at St. George’s on Monday and Tuesday evenings, as well as on Maundy Thursday at 7.00 p.m. The latter will include hand and foot washing and will be preceded by a potluck supper. There will be no Eucharist at the Good Friday service; it is hoped to organize an Easter Vigil. On Easter Day there will be three services; 7.15 a.m. (BCP), 9.00 a.m. (a contemporary service with the Praise Band and the Junior Choir), and 11.00 a.m. The last two services will utilize the BAS, and will involve standing stations for the reception of the Eucharist.

There was also general discussion about asking intercessors to limit the length of prayers at the early services, since if they finish too late there is not time for the Choir and Praise Band to practice before the later service. However, MaryLynn also pointed out that the intercessors were volunteers and that their work was much appreciated.

The Worship Committee will meet again on April 18th to critique the Easter services and plan services right through to the end of June.

**e) Atmosphere**. The Dragonflyer has been received in the church office and will shortly be taken for printing. Otherwise planned Atmosphere activities are as reported last month, with the following additions. Back-to-Church Sunday and BBQ will be September 10th—the theme will be red and white in recognition of Canada’s 150th anniversary. A Games Night is planned for October 20th.

**f)** **RENEW/ASCEND**. Valerie Cuthbert reported that there has been no meeting of the ASCEND committee, but that the Atmosphere activities just described fit in very well with the ASCEND agenda. There is a Messy Church event this Saturday. Valerie pointed out that all church members should be alert at gatherings such as coffee hour to newcomers sitting alone, and be prepared to engage with them.

**g) Selection Committee**.

John Ryrie provided the following report on the recent activities of the Selection Committee.

* The Committee has met three times in March – for over 5 ½ hours
* We’ve developed over 52 potential questions to ask during an interview – we need to meet at least one more time to revise and pare down the questions
* That meeting is tentatively scheduled for Palm Sunday
* The questions cover at least 12 areas that the parish identified as areas of interest and concern in the surveys that were completed

Pastoral Care/Youth and Young Families/Music/Leadership/Administrative Abitilities/Outreach/Stewardship/Fellowship Events/Adult Christian Education/Worship/Homilies & Sermons/Communication/Decision-making

* We have also developed most of the parameters of the interview structure itself – again, we need perhaps an hour to firm up how we intend to proceed
* Last week I talked on the phone and sent a couple of e-mails to any candidate put forward to us by the Bishop
* When the Committee met this past Sunday evening, we firmed up the tentative date and time for any interview we will be holding, and I have since e-mailed this information back to any candidate the Bishop has given us
* Partially because of the timing of Easter, and partially because of the various commitments of our Committee members that makes is very hard to find a time when everyone is available for 2-3 hours, we do not expect to complete whatever interviewing we need to do until early May
* Lastly, we are still working through the timing of any visit we make to a parish to witness the officiating at a service and hear a sermon or homily, so there is still some investigating – beyond an interview process – that needs to take place
* I still do not think I can speculate about a specific time when we will complete our selection, but I would hazard to say that ‘the end is in sight’

**h) Wardens**.

The wardens have been putting in very long hours.

**i) Diocesan Regional Memorial Garden Seminar**.

John Ryrie reported on this recent meeting, which he attended at Holy Trinity Anglican Church, Burford. It was clarified at this meeting that, if we dig a hole to receive ashes rather than simply scatter them, we are operating a cemetery rather than a Memorial Scattering Garden. John will inspect our bye-laws to see if they need to be more specific on this issue and he will also consider whether we need to be more precise regarding our practices.

John was also surprised to discover that St. George’s does not have access to the principal it has transferred to the Memorial Garden Care and Maintenance fund maintained on our behalf by the diocese; we only to have access to the interest accrued. That being the case, the Memorial Garden committee will consider whether it needs to maintain a larger balance in its operating fund to cover large expenses such as a new granite pillar.

It also emerged at the seminar that the discovery of bones on church property involves considerable expense since a professional anthropologist must be employed to determine their origin (First Nations, murder victim etc.). It seems that some deconsecrated church sites cannot be sold because of the possibility of there being undiscovered bodies on the site or under the church building.

**7. New Business.**

**a**) **Communications**. Katherine Maclean 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. She has met some resistance to these proposals from the church office on the grounds that the template may not be necessary, and there are time restraints preventing the 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 serious in that they may prevent newcomers to the church participating in the activities presented in the bulletin.

After discussion, the following was decided:

i) To monitor the adequacy of bulletin items for a month and discuss the topic again at the next PC meeting.

ii) To include on the bulletin a reminder of mandatory inclusions for items posted (e.g. contact person, date, time, place).

iii) To evaluate the time constraint involved in updating the website, since it is so essential that the information in be accurate, particularly when there is a change to the usual time of service (e.g. this April 23rd).

iv) To integrate the editing of the content of the sign(s) with the monitoring of information disseminated in other ways.

v) To seek out a young(er) person to work with PC member(s) in the management of social media output (currently we use Facebook, but not Twitter currently)

**b) Financing of Garden Guild**. John Dale requested clarification from PC regarding the maximum amount of funding available to the Garden Guild (gardening season being just around the corner). **Motion** BIRT the Garden Guild is authorized by PC to spend up to $300 this year: Proposed, John Ryrie; Seconded, Murray Gamble. **Carried**.

John Dale added that the time was approaching when expensive replacements would become necessary for the garden, since many of the shrubs and trees were becoming over-mature. Murray Gamble said that, at that time, the Garden Guild should approach him for appropriate funding to be included in the Church Maintenance budget to be proposed to Vestry.

**(c)**. Reta Risto asked what disposal method should be adopted for stocks of old and unusable prayer books stored at a number of locations in the church. Lesley Burland-Prong advised her to speak to Brother Mark since the Scouts have a procedure for burning old flags which might be appropriate.

**8)** **Correspondence.** Mary Ann Millar reported that Paul Rathbone, the Diocesan Secretary/Treasurer, had written to St. George’s in October 2015 indicting that a diocesan team would be visiting St. George’s to acquire images as part of a project to set up a digital record of all churches in the diocese. It seems they visited recently.

**9) Other**.

MaryLynn Forrest assured Nathanial Couzens that the wall in the new nursery room which preserves images created by past camps will not be painted over.

**10. Upcoming Dates and Events:**

**March 30th.** Scout Fundraiser- Spaghetti supper

**April 1st**. Messy Church

**April 13th**. Maundy Thursday Service—Reta Risto and Lynne Skanes-Bannon are organizing a potluck before the service.

**April 23rd.** St. George’s Day. Bishop Bob’s visit; 1 service at 10.00 a.m./ Ploughman’s Lunch/ Baptism/ Br. Mark’s Vow Renewal.

**April 29th.** Community Clothes Closet.

**May 2nd**. 7.00 p.m. Waterloo Deanery Meeting at All Saints’, Waterloo (for wardens and lay delegates).

**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**. Car Rally.

**May 13th**. Judy Paulsen workshop (postponed from earlier), at St. George’s, 9.30 a.m. – 4.00 p.m. (Bring your own lunch). Subject-Evangelism. No cost.

**May 24th**. Church Tea.

**May 27th**. Food Truck event at St. George’s.

**June 11th**. Joint picnic for Kitchener churches at Mannheim Community Centre.

**September 10th**. Back-to-Church Sunday and BBQ. Theme-Red and White.

**October 20th**. Games Night.

**Spirit of Invitation: A Lenten Series of Services Sponsored by the 4 Kitchener Churches**. (led by the 4 churches in turn; Canon Christopher Pratt will officiate for St. George’s).

**April 5th** – St. John’s

**April 12th** – Holy Trinity potluck (5.00 p.m.)

**11. Next PC Meeting**. April 25th, 2017. Chair, Nelson Cuthbert; Minutes, John Dale; Devotions, Cheryl Fox; Refreshments, John Ryrie.

**12. Adjournment.** Proposed 8.55 p.m. by Mike Stredwick. **Carried.**