**St. George’s of Forest Hill**

**Parish Council Minutes for January 23rd, 2018**

***Present:***

Fr. Stephen Hendry, Chair Charlotte Cromarty John Shaw

John Dale, Secretary Murray Gamble Lesley Burland-Prong

Terry McCoy Anne Taylor Mike Stredwick

Mary Ann Millar Nelson Cuthbert Jim Fox

Connie McCoy Jack Nahrgang Valerie Cuthbert

Cheryl Fox John Ryrie April Couzens

***Regrets***: Lynne Skanes-Bannon, MaryLynn Forrest, John Coleman, Reta Risto, Vivian Harris, Catherine Carlson, Nathaniel Couzens, Katherine MacLean, Matt Brown.

**1. Call to Order:** At 7.35 p.m., by Fr. Stephen Hendry.

**2. Attendance/Regrets**. As above.

**3. Devotions**. Fr. Stephen Hendry.

**4. Approval of Current Agenda**. John Ryrie asked that a Memorial Garden Funds Transfer Request be added as item 6(d).

**Motion** to accept the Agenda for the January 23rd, 2018 meeting as amended: Proposed, Anne Taylor; Seconded, Lesley Burland-Prong. **Carried**.

**5. Reading and Acceptance of the November 28th, 2017 Minutes**:

**Motion** to accept the minutes of the November 28th, 2017 meeting as presented. Proposed, Charlotte Cromarty; Seconded, Terry McCoy. **Carried**.

There were no matters arising from the previous minutes.

**6. Business for the Evening:**

**a) Mission and Ministry Plan Presentation**.

Fr. Stephen led PC through the finalized document on Mission and Ministry for St. George’s which will be included in the Vestry report. All parishes in the diocese were requested by the Bishop to prepare such a plan; the document details St. George’s strategy for implementing progress over the period 2018-2022 in the five major Marks of Mission (Evangelism, Discipling, Service, Transforming Society and Safeguarding and Transforming the Earth) as well as in Ministry and Leadership, Congregational Health, Long-Term Future, Buildings and Finances. It also sets timelines and documents achievement thereof.

**Motion** to approve the Mission and Ministry Plan as presented and to recommend approval by Vestry. Proposed, Murray Gamble; Seconded, Mike Stredwick. **Carried** unanimously.

**b) Financial Report for 2017, and 2018 Budget Presentation**.

Anne Taylor indicated that the report to vestry included a Statement of Financial Accountability. This is included to pre-empt a diocesan request that parishes undertake a yearly external audit, which would be very costly. We believe that the measures taken at St. George’s to prevent fraud are robust and preclude the necessity for an external audit.

Regarding the 2017 Report, Anne indicated that St. George’s had received a $16,000 bequest from Dorcas Folds in recognition of the pastoral care she had received while a long-term resident at a care facility. At present these monies are being held as Allocated Funds, which offers the Executive the opportunity to use them as they wish (there were no conditions or directions attached to the bequest).

In general, parishioner giving recovered from a low of a $6000 deficit to budget in June 2017 and ended the year only $1500 lower than budget. There were also some unexpected sources of revenue (e.g. more rent revenue than budgeted for) so total income was only $1000 less than budget at the end of the year. Expenses (particularly personnel expenses due to the absence of a rector for the first part of the year) were lower than budget, so revenue and expenses were close to balance on December 31st., 2017. Expenses had been budgeted as though we had a full-time rector all year, and this gave us a surplus which provided a cushion from the expenses of the rectory renovation and the unexpected HVAC replacement. We have a carry-over of funds to 2018 of almost $20,000, which is virtually unchanged from the carry-over into 2017.

The 2018 Budget is based on a 10% increase in revenue, this being necessary to cover the expense of some repairs (e.g. to the Rose and Sacristy windows) which have been deferred to 2018, and, more particularly, to cover the expenses of some new initiatives aimed at increasing our community outreach (for example, the website redesign and a new Theatre Group). It is hoped that a new Stewardship initiative, also to be launched in 2018, will result in a sufficient increase in parishioner giving. For further details, see the Vestry Report.

Jim Fox asked if we should consider setting up an Endowment Fund for the Dorcas Folds monies, but Murray Gamble pointed out that Endowment Funds can bring legal constraints with them that may turn out to be troublesome.

**Motion** to accept the 2017 Financial Statement as presented: Proposed, Anne Taylor; Seconded, John Shaw. **Carried** (unanimous).

**Motion** to accept the proposed 2018 Budget and recommend it for approval at Vestry; Proposed, Anne Taylor; Seconded Murray Gamble. **Carried** (unanimous)

**c) Motions to Vestry.** Murray Gamble brought forwarda proposed motion to Vestry (as determined by the Property Committee) which, in the interests of clarifying the financial outlay involved in the three main options for the new sign and memorial monument refurbishment for parishioners, gives the approximate costs of a manual and a digital sign, and further proposes that Vestry delegate authority to the Parish Council to make final determinations with respect to the type of signage, location and design details once final proposals have been received and upon receipt (or denial) of municipal approvals. Murray will himself verbally introduce and explain this motion to Vestry. **Motion** that Parish Council endorse the Property Committee’s proposed motion to Vestry regarding the options for the new sign and the monument: Proposed, Murray Gamble; Seconded, John Shaw. **Carried** (unanimously).

**d) Memorial Garden Transfer Request.** **Motion** to request the Parish Treasurer to transfer $1200 from the Memorial Garden’s Operating Account to the Memorial Garden Trust Account: Proposed, John Ryrie; Seconded, Mike Stredwick. **Carried** (unanimous). **NOTE**: this motion will have to be re-worded at the February PC meeting, since it transpires that it is the responsibility of the Memorial Garden Trustees, not the Parish Treasurer, to effect this transfer.

**7. Rector’s Report.** Fr. Stephen deferred this item to the Vestry Meeting.

**8. New Business.**

**a**) **2018 Parish Council Membership**. Four members of the current PC who are leaving (Jack Nahrgang, Katherine MacLean, John Coleman and Matt Brown) were thanked for their efforts. John McKellar will be joining as a new member; he will also be co-chair of the resurrected Stewardship Committee. Fr. Stephen has appointed Charlotte Cromarty to be a member of the 2018 P.C. Jim Fox will become Deputy Peoples’ Warden. The new P.C. will be presented at both services on a Sunday in February—all members are asked to attend.

**b) Social Justice Committee Proposal**. Having gained agreement that the meeting should be extended for a half-hour, John Ryrie proposed a trial of a committee which would concern itself with issues of social justice such as homelessness and the problems inherent in employers treating their workers as independent self-employed agents, rather than as employees. There might be monthly meetings of this Social Justice Committee at which interested parishioners could share expertise on how to gain leverage on issues which concerned them through emails/letters. Issues could also be aired and explored. Potentially, in some cases, petitions might be made available for parishioners to sign in the narthex, although there would an understanding that this committee did not ‘speak for’ St. George’s in any way. Letters sent by committee members on social justice issues could also be displayed on the bulletin board. **Motion** that Parish Council approve the trial establishment of a Social Justice Committee for a year, as presented, under the auspices of the rector and a committee Chair and Vice-Chair, who will be determined pending vestry’s approval: Proposed, John Ryrie; Seconded, John Shaw. **Carried** (unanimously).

**c) Chairperson of Parish Council Proposal**. John Ryrie proposed an experimental period during which the chairmanship of PC meetings would rest with one individual, or perhaps two. This, he felt, would free up the wardens to discuss issues freely (which they are not technically supposed to do so when acting as Chair), and might also speed up the meetings and resolve scheduling challenges. Mary Ann Millar confirmed that canon law indicates that the rector should chair the committee, although he can delegate the task. She felt comfortable with the status quo—rotating the chairmanship between the rector and the wardens. John Shaw welcomed any proposal which shortened PC meetings, since he felt that currently they extend beyond a reasonable attention span. **Motion** that Parish Council, from February 2018 to August 2018, revise the protocol of its monthly meetings and appoint two members of Parish Council at its February meeting to act as Chair and Vice-Chair with the specific task of chairing its regular meetings. If neither person is able to attend a particular meeting, then the task will fall to one of the wardens at the meeting or to the rector: Proposed, John Ryrie; Seconded, Lesley Burland-Prong. Anne Taylor proposed **deferring a decision on this motion** until the new parish Council meets in February. It was so decided.

**9)** **Correspondence, and 10) Other.** Chair deferred discussion until next PC meeting.

**11. Upcoming Dates and Events:**

**January 28th**. Single 9.00 a.m. Service and Vestry Meeting after (Refreshments required/also child care?)

**February 10th** (**Saturday)**. Messy Church

**February 23rd**. **(Friday)** Spaghetti Supper

**February 24th**. **(Saturday)** Movie Night

**March 3rd**. CLAY scrapbooking day.

**March 9th (Friday)**. Family Games Night

**April 9th. to 14th.** Photo Directory

**April 21st. (Saturday)**. Auction

**April 28th**. Community Clothes Closet.

**May 5th. (Saturday)**. Car Rally

**May 26th. (Saturday)**. Food Trucks

**June 10th**. Picnic

**12. Next PC Meeting**. Tuesday, February 27th., 2018. 7.30 p.m.

Chair, ?; Minutes, John Dale; Devotions, ?; Refreshments, ?.

**13. Adjournment**. 10.05 p.m. Proposed Jim Fox; **Carried**.