**St George’s of Forest Hill**

**Parish Council Minutes, January 24, 2023**

Attendance:

Fr Stephen Valerie Clarke Deb Barclay MaryLynn Forrest

Nelson Cuthbert Ann-Marie Shaw Ericka Babb Catherine Carlson

Murray Gamble Adriana Cronin Tim Goodison Dulcie Tapp

Susan Hipperson,

Absent: Cindy Kellett, Greg Butler

1. Fr Stephen opened the meeting by telling council that St George’s is in a good position with signs of growth and cultural diversity. We now have 5-6 children in the nursery. We had 11 baptisms in 2022 and already had 1 in January 2023 with 2 more scheduled for February. Clearly the advertising put forward in the last couple of years has been effective. As we move forward, council was asked to consider 4 pertinent issues. 1) the Sound System needs improvement, 2) We do not have a projection system, 3) Livestream is going well but new equipment would help to improve it, 4) accessibility of the building issues need addressing. Fr Stephen would like to set up 4 new committees and asked council to vote on that at the end of the meeting after discussions. 1. Audio-Visual Task team headed by Tim Goodison, 2. Stewardship and Fundraising team lead by Ann-Marie Shaw, 3. Communications Committee that Catherine Carlson continues to chair, 4) an Evangelism team headed by Cindy Kellett if she accepts that invitation (Fr Stephen was not able to contact Cindy before the meeting and Cindy was not at the meeting). The National Anglican church as a whole has lost 10% of its membership in each of 2020 and 2021. St George’s is recovering well and that is good news. Fr Stephen thanked the clergy, altar guild, choir, lay readers, readers, greeters and intercessors for their participation over the Christmas season. We had great attendance at the Christmas services and considering the poor weather then, we are very pleased with that. Also Fr Stephen thanked Anne for her work on the 2022 financial report and the 2023 budget.
2. Acceptance of Agenda

Motion to approve agenda as presented:

moved: Susan Hipperson seconded: Catherine Carlson Carried

1. Acceptance of Previous Minutes

Motion to approve minutes from November 22, 2022 as presented:

moved: Dulcie Tapp seconded: Nelson Cuthbert Carried

1. Financial Report: Anne Taylor provided a financial report for 2022 and the budget for 2023. Anne spoke about each line on the report so that council knows where we are and why the budget was set as it was. The 2022 year ended with a profit of $4619.37. The 2023 budget has increased by $11300 to cover increases in many areas but mostly staffing costs. Capital repairs will not come from the budget bur rather from the Capital Repairs fund and/or fundraising efforts. Nelson asked for some clarifications which Anne was able to satisfy. Nelson will write a thank you letter to Garland who replaced the circuit board on the stove without cost.

 Motion to approve the financial report for 2022 as presented:

moved: Catherine Carlson seconded: Ann-Marie Shaw Carried

Motion to approve the budget for 2023 as presented:

moved: Dulcie Tapp seconded: Murray Gamble Carried

Anne then brought forward a motion for discussion.

 BIRT the Treasurer proposes to set up St. George’s of Forest Hill Endowment Fund.

Anne suggested that we start an Endowment fund managed by the Diocese in the amount of $1000 so that if people want to give to that fund, it is set up and ready for their donation. There would be a mechanism included so that funds could be withdrawn from the fund with a Vestry vote. The purpose of the fund is to leave the capital there and receive and use the interest annually. Murray suggested that Endowment Funds are great if you have more money involved and would expect at least $10,000 per donation. After discussion it was decided to table the motion until more information can be gathered.

Motion to table the original motion with the understanding that more information will be gathered to present in the future.

moved: Tim Goodison seconded: Ann-Marie Shaw Carried

1. Rector’s Report:
	1. A Rector’s report was handed out to council. There were no concerns.

Motion to approve report as presented:

moved: Catherine Carlson seconded: Susan Hipperson Carried

1. Wardens’ Report:
	1. Tim Thanked Greg Butler for his service as Deputy Rector’s Warden. He also recognized the Parish Council of 2022. It was a good working group and he enjoyed the experience.
	2. Catherine is delighted with the growth of the congregation with new families and new energy. Catherine thanked all who made newcomers feel welcome. She is excited to be returning to in person events and is grateful for the opportunity to continue working with the Communications Committee. Catherine is grateful for Council and the Wardens.
	3. Ann-Marie spoke about the Nominations to Council Committee. We have 4 potential new members. We need 1 more member and 1 youth member. (4 new council member positions have now been filled). The youth delegate will be between the ages of 16 and 24. Thank you to the Nominating committee. Ann-Marie thanked her fellow wardens.

Motion to approve the Wardens’ reports as presented:

 moved: Murray Gamble seconded: Nelson Cuthbert Carried

1. Committee Reports

Building and Property: Murray reported on the accessibility feasibility report for the back stairs. There are 3 ½ options that he presented.1) fix the existing stairs with new railings and new concrete ; $15-20,000. 2) put a ramp through the garden $120,000; 3) install an exterior lift $100,000; 4) fix the stairs and enhance the existing doors with power doors and small ramps $40,000. After discussion, council decided to take option 2 to Vestry as a motion to move forward.

**Motion**: BIRT Repair the rear entrance stairs and railings, but also include installation of automatic door operators at two entryways (the front church entrance and the rear entrance to Thompson Hall) along with reconstruction of the concrete sidewalk at the front door to achieve a gradual transition to the entrance. Budget Price: $45,000.00 to $50,000.00

Motion to approve the Building and Property report as presented:

 moved: Murray Gamble seconded: Catherine Carlson Carried

 In the interest of time it was decided to suspend discussion on the other committee reports.

New Business: There were 3 more motions brought to council.

BIRT a new TV Monitor be purchased for LiveStreaming purposes in the Sanctuary with a budget limit of $750 taxes etc included.

After discussion it was decided that Nelson could go ahead and purchase a monitor.

Motion to approve the motion as presented:

 moved: Nelson Cuthbert seconded: Murray Gamble Carried

BIRT Parish Council endorses the continuation of livestreaming of services on the internet.

Motion to approve the motion as presented:

 moved: Tim Goodison seconded: Murray Gamble Carried

BIRT Parish Council endorses the proposal to Vestry to request $12,500 for professional planning and design services as outlined in the attached Livestream project proposal.

After discussion the motion was reworded to take to Vestry.

**Motion**: BIRT that Parish Council endorses the establishment of an Audio-Visual task team whose goal is to evaluate the current worship space and engage professional planning and design services to provide options for upgrades to the AV environment in the worship space.

Motion to approve the motion as amended:

 moved: Tim Goodison seconded: Ann-Marie Shaw Carried

Fr Stephen then went back to his opening request for council to consider the 4 new task teams.

1. Endorsement of AV task team headed by Tim Goodison
2. Stewardship team headed by Ann-Marie Shaw
3. Communications Committee headed by Catherine Carlson
4. Evangelism Committee headed by Cindy Kellett

Motion to endorse these committees:

 moved: Susan Hipperson seconded: Tim Goodison Carried

Fr Stephen also thanked Adriana and Adam for their work with the youth group. The Bishop has invited them to the “Ask the Bishop” event on February 15. Fr Stephen would be most grateful if Adriana and Adam attended this event via zoom to represent the youth of St George’s as well as youth of the Diocese.

1. Next Parish Council meeting February 28, 2023 7:30 pm
2. Closing Prayer and adjournment at 10:00 pm