

**Church of Saint John the Divine
Parish Council Meeting
December 20, 2016 7:00 PM
Denson Lounge**

ADOPTED MINUTES

Attendees: Alastair McCollum (chair), Gillian Hoyer, Trish Punnett, Penny Holt, Tony Abbott, Joan Huzar, Rhoda Brodie-Smith, Trevor Elton, Doug Sheepwash, Gillian Barlow, Michael Zenger, Graeme Brown (vestry clerk)

Regrets: Duane Lecky, Jim Harlick, Patrick Sibley, Heather Lee

Guests: Ruth MacIntosh, Derek Dunwoody, Tony Barlow

Meeting called to order at 7:00pm.

Penny led Parish Council in prayer.

WELCOME & INTRODUCTIONS

The chair welcomed guests.

ADOPTION OF THE AGENDA

- Moved by Penny that the agenda be adopted.
- Seconded by Trevor
- Carried

ADOPTION OF THE MINUTES OF NOVEMBER 15, 2016

- Moved by Rhoda that the minutes be adopted.
- Seconded by Doug
- Carried

REPORTS

Action by

Ministry Report – Alastair

- In January Alastair would like the parish to start a discussion on visioning and to set up a visioning group. Parish Council should take the lead in this exercise. This will not be a re-working of Quo Vadis as that report is very good. The visioning group will discuss where we as a parish are going and come up with action points to move forward.
- Alastair is impressed by the work Gillian, Patrick and David have done in preparation for the Advent services
- Pageant – new people came to church after seeing the pageant
- Attendance at three services so far in Advent has been very good

Property Committee

- Still need to find new chair
- Motion by Gillian Hoyer to thank the Audio Committee for their work.
 - Seconded by Penny
 - Carried

Finance Report - Alastair

- Heather Lee was unavailable for the meeting but financial reports were distributed.

Family Ministry – Ruth MacIntosh

- Pageant – Ruth was impressed that members of the congregation trusted the evolving process of setting up new pageant. About 50 people attended. The same format for the pageant will be used again next year with some minor adjustments. Some older members of the congregation may have not attended because of the format and we need to find balance going forward.
- The children will be involved in the Christmas Eve service at 4pm
- Group of young adults now meeting monthly
- Introduction of theme at the Sunday service is helping parents understand what their children are doing
- A web coding course is being offered by St. Luke’s and some of the youth are attending. They are working on producing a web site to display their work.
- 6 families decorated church then walked to the Arena to watch a hockey game
- Some of the youth will be cooking for the night shelter on Jan 2

Motion by Joan that all four reports be accepted

- seconded by Michael
- Carried

ACTION ITEMS:

- Nomination Committee - Trish
 - The committee consist of Trish with Doug Sheepwash, Anne Henderson and Jesse Bosma
 - They are approaching potential candidates to discuss their interest in taking on a role
 - Alastair discussed the difficulty of recruiting people to the warden positions given the three year term. He also discussed the assumption that deputy wardens will move up to warden after three years as this very rarely happens. Alastair will present to Vestry the idea of having up to three deputy wardens who each serve for one year, although this could be extended if the deputy was agreeable. The deputies would no longer be designated People’s or Rector’s and all would be elected by the congregation at Vestry.
- Blue Envelopes – Trish
 - The list passed of Blue Envelopes for 2017 was passed by PC

- The envelopes will be:

January	Refugees
February	EFS & Alliance Club
March	PWRDF
April	Sisterhood of St. John the Divine
May	Victoria/Taiama Partnership
June	PEERS
July	Threshold Housing
August	Refugees
September	EFS
October	Out of the Rain
November	RILL/Aboriginal Neighbours
December	Rector's Discretionary Fund

CONTINUING BUSINESS

- Evaluation of Finance Workshop – Jim Harlick
 - Tabled till January
- Communications – Joan Huzar
 - Joan reviewed actionable items in the report
 - Matrix is well underway
 - Volunteer Fair should be repeated and held in church
 - Trevor to arrange for February
 - Ad/hoc committee – review Wendy’s list and see if anyone can be identified. Rhoda to investigate
- Develop a Communications /Publicity Plan with Terms of Reference and Budget requirements to assist in new event communications. Rhoda to look in to this regarding possible participants in this Committee.
- Specific recommendations

Trevor
Rhoda
Rhoda

Item	Action
1. Protocol for accessing media	In progress
2. Policies on web site	Complete
3. Parish List	List available for those who have a need for it
4. Communication template	Template exists but is not being used. Alastair to revisit with staff
5. Information package for new parishioners	No action to date but a leaflet prepared by Ann McLaren can be used for now
6. Contributors to social media	Alastair, Gillian Hoyer and Bob McIntosh currently posting items to Facebook and Twitter
7. Email format	Alastair is working on getting consistency in the emails
8. Information card	An updated card for the pews is being developed
9. Social media course	Another course should be offered on the use of Facebook and Twitter

Alastair
Alastair

NEW BUSINESS

- Budget – Alastair
 - A small group consisting of Jim or Duane, the Treasurer, Catherine Mackenzie and two or three parishioners is being formed to create a budget to be presented to Vestry

ANNOUNCEMENTS

- Christmas Eve services will be held at 4pm, 7pm and 11pm
- Christmas Day service will be at 10am
- Epiphany 1st Sunday after Christmas (Jan 1)

NEXT MEETING

- January 17th, 2016 7pm Denson Lounge
- Alastair to do opening prayer

ADJOURNMENT

- Motion by Penny to adjourn at 9:00pm
 - Carried

Prayer