

St John the Divine Property Committee

Minutes of June 9, 2017 Meeting

Members Present

Andrew Gates (Chair), Tony Barlow, Sandy Cotton, Anne Moon, Michael Zenger
(Representing Parish Council)

Regrets: Mike Bugslag, Chuck Neilson

Opening Prayer , Approval of Agenda

Andrew opened the meeting with a meditation and prayer. The agenda which had been previously distributed was approved with minor amendments. In his opening comments, Andrew noted the need to make sure that our deliberations and decisions were aligned with the priorities of Parish Council. He would be exploring ways of ensuring this.

Minutes of May 5, 2017 Meeting and Business Arising

The minutes were adopted as distributed and we agreed that any issues arising from our last meeting could be dealt with under the agenda.

Financial Update

Andrew reported that no financial update of year-to-date expenditures on property maintenance and repairs was available in time for the meeting.

Updates on Ongoing Projects and Issues

Minor Maintenance Issues

Andrew noted that Chuck had informed him of several minor repairs. In addition Chuck reported that the carpet in the choir had been removed at minimal cost.

Chapel Renovation

Tony reported on behalf of the Chapel project group. He stated that Rhoda Brody-Smith has consulted with parishioners attending services in the chapel and briefed them on plans. She will speak to the Sunday congregation in early July.

Garden Gate Repair

The recently installed repaired garden gate has been stolen. After discussing potential solutions to this ongoing problem, we agreed that Chuck should explore possible alternatives. We also feel that any permanent solution should involve dialogue with the Redevelopment Committee.

Property Committee Minutes June 9, 2017 – Page 2

Phase 2 Parish Work Day – Fall 2017

We could not complete all the tasks needed during the Spring Work Day and another day will have to be scheduled. Andrew will discuss the best date with Chuck.

Asset Inventory and Asset Management Strategy

Andrew briefed us on this important committee priority. He will contact one of the firms recommended by diocesan officials to identify estimated costs of an asset management program. We believe this will make a significant contribution to the long term sustainability of St John's and sound fiscal governance regarding property.

Church Signage

Andrew reported that the Sandwich Board has been updated, and that process for updating the Quadra signs is underway. Following our previous discussions, we agreed that input should be sought from parishioners to allow us to examine a spectrum of options. Anne agreed to coordinate this.

Audio and Lighting Projects

Tony reported that he would be meeting on June 14th with a Lighting Design Consultant as the first step in preparing a technical brief with contract specifications.

New Business

Walkabout

We agreed that this should be scheduled with a larger group representing clergy, lay staff, and committee members should do this to ensure we share the same information. No date has been established at this point.

Garden area Security and Cleanliness

Anne reported that the rocks in our garden area are being used by drug dealers who place purchased drugs for pick up under loose rocks. In general, there is a need for greater security patrols as our parish property is part of a “neighbourhood under stress”. Parish Council needs to be aware of this situation. In addition, there is a need for a permanent garbage can to be installed on the property. Anne will contact our City Councillor to see if the city might help with solutions.

September Budget Discussion

We agreed that the issue of our committee's budget should be discussed at our September meeting.

Adjournment and Next Meeting Date

We adjourned at 4:40 PM and we will meet again at 4:00 PM on September 8, 2017.