

**Church of St. John the Divine
Parish Council Meeting
September 19, 2017 7:00pm
Denson Lounge**

Attendees: Duane Lecky, Penny Holt, Trevor Elton, Doug Sheepwash, Catherine Small, Kate McCabe, Michael Zenger, Rhoda Brodie-Smith, Gillian Hoyer, Joan Huzar, Graeme Brown (chair), Carol Anne Harper, Sherrie Allen

Regrets: Tom Clements, Alastair McCollum, Patrick Sibley

Clerk: Molly Patton

Guests: Ruth MacIntosh

Welcome and Introductions

Meeting called to order at 7:06pm
Rhoda Brodie-Smith presented opening prayer

Adoption of the agenda

No changes to the circulated agenda

Motion: That the agenda be adopted

Mover: Michael Zenger
Seconder: Duane Lecky
Carried

Adoption of the Minutes of the Parish Council Meeting on August 15, 2017

Motion: That the minutes be adopted as written.

Mover: Rhoda Brodie-Smith
Seconder: Doug Sheepwash
Carried

Reports

Ministry

Gillian Hoyer reporting, oral only

- There will be a Safe Church workshop on October 28 from 9am-12pm hosted by St. John the Divine.

The workshop is geared towards Parish Council members, wardens, staff, envelope secretaries, and volunteers. If you have not taken Safe Church in the previous five years, or have taken the old Safe Church training longer than three years ago, this is a good opportunity. Registration is available through Carol Ann in the office. Registration is open until two days prior to the event or once 32 people have registered, whichever happens first.

- A special meeting will be called to put forward the question of St. John the Divine requesting the Bishop's permission to perform same sex marriages at St. John's.

Two weeks' notice will be giving to the parish; this is just a heads up for Parish Council at this point. Alastair and the wardens will be drafting the language and more information will follow.

- Pastoral Care

Gillian is in the process of pulling together folks who are interested in taking a leadership role in Pastoral Care. There are trainings and exciting events coming up in the next couple of months.

Property

Written report circulated before meeting.

An inquiry was made as to how the ramp proposal is different from the garden redevelopment & access project. Gillian stated that the ramp presents an urgent need at this point and therefore has been pulled out as a separate item. Gillian states that there is willingness from the Diocesan Vision Fund to receive a proposal around funding for the ramp, particularly if we can explain its programmatic importance in addition to its capital piece.

Finance

Kate McCabe presenting

Written report circulated before meeting.

Kate McCabe notes we are seeing summer lows, which are seasonal and not atypical to this church. Kate has been working closely with Nicolas the bookkeeper, meeting weekly to standardize.

There is some confusion about placement of the "New to You" funds on general balance sheet. Kate will do some forensics and see why it isn't showing up in the revenue column. Possibly the event was not coded properly.

Action: Kate to post and distribute copies of the cheque production schedule to staff.

Family

Ruth MacIntosh presenting orally

While things tend to slow down for the church as a whole during the summer months, programming traditionally really tends to pick up in the Youth & Family Ministries.

Ruth really wanted to focus on giving families opportunities to connect in relaxed atmospheres during the summer. Weekly gatherings were held at Elk Lake with picnic dinners. Average attendance saw three to four families every week, with up to seven families attending on the busiest nights. The program will be repeated throughout the year.

Ruth noted there was lots of pastoral care going on with families over the summer, with three separate families facing significant crisis moments. The impacted families are finding their footing, and having a church connection during that period is helpful. Ongoing support will be provided throughout the fall with Gillian Hoyer and Ruth collaborating on pastoral care with families.

Ruth is investigating various workshops and presentations for families to offer significant but hard to find resources and education to help to hopefully avoid reaching crisis points.

Ruth reports that consistent week –to-week attendance consists of three children in the nursery, four pre-schoolers, ten in the elementary school group, five in the middle school group, and five in the high school group. Ruth maintains significant contact with all these kids all year long.

The annual summer camp out at Camp Kingswood also took place for the 8th year running. Children aged 9-17 attended and were joined by peers from St. George's this year. Camp provides numerous opportunities for kids to make connections and take on lots of leadership roles.

Ruth and Sharon from St. Luke's will once again be running the nine month confirmation program "Reform". The program will likely primarily take place mostly at St. Luke's as it is a friendlier location to drop children off at in the evenings.

The upcoming summer is a CLAY year, so that project will be the main focus of the teens. The Youth We Together Conference also takes place on October 1.

Motion: To accept the reports as presented

Mover: Duane Lecky

Seconder: Carol Anne Harper

Carried

Action Items

Ratification of Process for Projects Requiring Funding

Joan Huzar

Amended process circulated to PC before meeting- including updated timelines and accountability.

Motion: to accept the previously circulated amended process as the final process

Mover: Michael Zenger

Seconder: Rhoda Brodie-Smith

Carried

Finance Committee

Joan Huzar

The Finance Committee has met twice and is looking at reviewing procedures and policies around finance. The committee has met with the Chair of the Property Committee to discuss upcoming projects and priorities. The next meeting of the committee will further review policy and look forward to the budgeting process. The group will explore the best way to undertake, prioritize, and explore funding options. The committee is undertaking "big picture" thinking, not nitty gritty details. The committee functions as an advisory committee, not a decision making committee.

Chapel and Vision Fund

Sherrie Allen

Rhoda reports that \$4,900 is pledged or paid for the chairs out of around \$8,000 required. We have 12 7ft pews plus two downstairs which could be sold for \$300 each, which would net \$4,200. This would bring us to \$9,100, which would be enough to cover the chairs. The original calculations for the chairs were based on a

Canadian dollar in a very different position. Rhoda will obtain a new quote from the company. Some chairs will not have arms for accessibility purposes.

Sherrie has put together a request to the Diocesan Vision Fun. It is a work in progress, but a lot of the info is together. The application is for Phase 2 of the project, which includes the doors and the artwork on and above the doors. Funds for painting need to be acquired or allocated, which is approximately \$1,000. If chairs are ordered in October, there will arrive in January and the chapel project could take place in February.

Action: Rhoda to solidify prices of the chairs and come to parish council next month to ask for approval to proceed.

On Street Parking

Penny Holt

Penny has been talking with Ivy Thomas at First Met and with the city. They have come up with a compromise along Balmoral- there will be 2hr on the north side of Balmoral. Our side will still be one hour; City Council is willing to revisit again eventually.

Rostering System

Penny Holt & Gillian Hoyer

An automated rostering system called Ministry Scheduler Pro is being tested. Carol-Ann in the office will eventually be responsible for maintaining it, however Penny is doing the set up and inputting. Penny is hoping to have all of this tested for the October rosters. We have a 30 day free trial with lots of support available from the software company. People who are on rosters will be sent an introductory email with instructions for use.

New business

Blue Envelopes

Joan Huzar

We need to make a decision for December or January for the blue envelopes. We are looking for people who are interested to look at what we've done in the past and put word out to the parish to see if they have group we should support as outreach ministry.

Action: Catherine Small volunteers to be a part of this committee. Joan Huzar will recruit two other parishioners.

Security

Penny Holt

It has been strongly noticed that there is an uptick of drug usage and disturbing behaviour in this area and on our property. There has been some discomfort in St John's Court. We've been looking at security on a many pronged front- one prong is looking at our security people that we use, which is now Palladin. Duane is looking into exactly what we're getting with Palladin in the contract.. We're also realizing that we are in a different position with the people who are using on our property- they are our brothers and sisters. We are called to ministry with them as much as anyone. Patrick is looking into getting sharps containers for outside

on the property. Alastair, Patrick, Carol Ann, and Penny recently attended a workshop on Trauma Informed Practices which provided numerous tools. This is a very difficult health problem that we're dealing with- we are a downtown parish and we want to work with compassion as well as safety.

The telephone number for Paladin security is (250) 380-1965

Workshop with VicPD

Penny Holt

Constable Dan O'Conner will do a walkthrough of our grounds and building to get the lay of the land. After that, Penny will work with him on a workshop for us on security, what the police can do, how we can work with them. We may invite the cathedral to be involved in that workshop. Penny will also discuss with First Metropolitan and AIDS Vancouver Island.

Wardens

Duane Lecky

The wardens have met a couple of times with the wardens of the cathedral with the intention of creating future opportunities for collaboration.

Next Parish Council

Meeting will take place October 17 at 7:00pm in the Denson Lounge. Carol Anne will lead opening prayer.

Adjournment

Rhoda Brodie-Smith motions to adjourn at 8:48

Carried