

Parish Council Minutes
October 13th, 2011

Present: Rev. Mike, Rev. Judie, Jo-anne Hanley, Bev Higgins, Rick Morash, Linda Strachan, Renee Fraser, and Angela Miller.

Regrets: Nicole Chenell, Jo-Anne Rector, Doug Gillett, and Rick Orlando.

Rev. Mike opened the meeting with prayer and chaired the meeting.

Approval of Agenda was moved by Rick Morash and seconded by Jo-anne Hanley. Motion carried.

Approval of the minutes of the Sept. 8th meeting was moved by Rick Morash and seconded by Angela Miller. Motion carried.

(1) Ongoing business arising from the minutes were as follows:

- a) Rick asked for a clarification on what the purchase amount should be for the First Aid kits. Council members decided to go with a basic kit. A suggestion was made to keep a check list of the items contained in the kit. On the check list would be the signatures of those who had used the kit and what items were used along with the date.
- b) Bev Higgins will be the designate on behalf of the Finance Committee at Parish Council meetings.
- c) Ways & Means Committee petty cash for purchase of turkeys – Jo-anne Hanley has already purchased the turkeys.
- d) The honorarium submission by AniC for the use of St. Luke's property will be determined at the end of October when a review will be conducted. Rev. Mike has a copy of their insurance policy to cover the former St. Luke's church.
- e) Ken Richardson will be in charge of snow removal from Nov. 2011 to March 2012.

(2) Communications – correspondence – Rev. Mike read a letter from Bishop Sue Moxley to do with “A national journey for healing, families, and reconciliation” by the Truth and Reconciliation Commission of Canada (TRC), an organization that represents the aboriginal survivors of the Indian Residential Schools (IRS). They are conducting an Atlantic National Event in Halifax between Oct. 26th to Oct. 29th. As part of the healing journey, they will be having a breakfast at the World Trade Centre for the former residents. As the Anglican Church of Canada is a signatory to the aboriginal agreement for compensation to the survivors of the IRS, Bishop Sue, on behalf of ACC, requested that our Parishes, as a goodwill gesture, assist with funding towards the “journey of healing” breakfast at the WTC. Rev. Judie made the motion that the amount of \$200 be donated from Parish Council towards the breakfast and was seconded by Rick Morash – motion carried. Rev. Mike suggested that an announcement be put in the church bulletin on the amount that Parish Council will be

- 2) giving towards the breakfast and to invite others to donate to offset this amount. Rick Morash expressed that he would prefer that ample notice be given for future requests of funding of events by ACC. Rev. Mike said that he would take the matter to the Regional Deans' Council meeting.
- 3) Rector's Report – As circulated. Rev. Mike gave special thanks to Rev. Judie and the Spiritual Development Committee for organizing the Back-to-Church Sunday that included a potluck supper, Men's breakfast, skits by the Sunday School, and the BBQ/Corn Boil. With regards to the recent renovations in the men's choir room, stairs, and balcony, Rev. Mike gave thanks to the former Chairperson Jamie Wile, Keith Fraser, current Chairperson, Ken Richardson for his rewiring efforts, and to all responsible for this project. Rev. Mike is pleased to have Rob Elford, 3rd year student from AST, who is participating in his "Fresh Expressions" project as part of his M.Div.
- 4) Wardens' Report – As circulated. Renee had attended the recent Ways & Means Committee meeting while Rick Orlando had met with the Property Committee. The Wardens had met with Rev. Mike to discuss the following matters: members of the men's choir would be returning to their newly renovated room which would also serve a dual purpose as a place for the sidespersons to do their offering count, and plans are to have a table with chairs installed for the sidespersons; 50 copies of the Holy Manners are available and will be circulated; rezoning of St. Luke's property to accommodate semi-detached housing development; terms of reference for the Property Committee; cancellation of the Sidespersons' Workshop for Oct. 15th; new Member-at-Large; outdoor storage of church propane tanks according to orders of Fire Marshall; invite new ideas and strategies for future Ways & Means projects; a permanent organizational chart to be mounted with a separate list of names of those who occupy the various positions on the org chart; and signed Organist/ Choir Director contract.
- 5) Treasurer's Report – As circulated. The new accounting software, Church Works Software, has the HST feature calculated separately for each item or purchase. Another feature allows for the filtering out of amounts, i.e. the amount of the cheque paid to the Diocese of N.S and PEI or the amount paid to the Primates Fund. Rev. Mike noted that there was no "budget par" so this column will be added to the Budget & Transactions Page as a side item. The new software also allows the freedom to install the church parish list and other files. Bev Higgins made the motion to adopt the Treasurer's Report and was seconded by Linda Strachan. Motion carried.
- 6) Ways & Means Committee – Jo-Anne Rector informed that the committee is preparing for the upcoming "Crafters' Sale" on Oct. 29th. There will be a canteen for

- 6) this event and arrangements are being made by Darlene's husband to pick up 6 ft tables from the Halifax Forum. A sign up sheet has been placed at the back of the church for donations towards the bake table. Jo-anne Hanley has organized the pie sale for this fall as well as purchasing of the turkeys for the supper to be held on Dec. 3rd.
- 7) Property Report & Cemetery – New Chairperson, Keith Fraser reported that the men's choir room/counting room and bell tower are completed. A few members of the Ladies Group had cleared most things out of the balcony to make way for cleaning and painting of the balcony floor over the next few weeks. The furnace room will be cleaned before Christmas. Anti-skid tape was placed on the steepest part of the outdoor wheel chair ramp. Lloyd Miller will look after the recycling, starting immediately. Keith would like to know if anyone on Council would know the whereabouts of the second green garbage can, which had gone missing after the Back-to-Church Sunday BBQ.
- 8) Parish Administration Committee – New Chairperson, Brenda Morash, reported that there has not been a formal meeting to date of the administration committee. Rev. Mike's letter for the "Memorial Gospel Sing" on All Souls Day, Wednesday, Nov. 2nd, 2011 at 7 pm has been photocopied, assembled, envelopes labelled, and now placed in the church mail slots. These envelopes will be mailed after Oct. 16th. Brenda will meet with Rev. Judie to have her name and signature placed on the account at the Miracles Book Store for future stationery supplies. Fellow member, Jo-anne Hanley, has been advised of the administrative duties and responsibilities. Plans are being made for the Christmas letter, and Rev. Mike will provide the dates for follow up. Arrangements will be made to have a meeting of the committee members – Jo-anne Hanley, Erica Orlando, Renee, Rev. Judie, Bev Higgins, and myself with Rev. Mike. An announcement will be placed in the church bulletin for anyone who would like to join this committee. Rev. Mike will provide a temporary church key for Brenda.
- 9) Spiritual Development Report – Rev. Judie stated that there are plans underway for the following dates: on Oct. 18th, there will be a Holy Eucharist on St. Luke's Day with a luncheon to follow; on Nov. 2nd, a hymn sign will be held; and for Christmas, a "Memorial Christmas Tree" will have the names of those remembered.
- 10) Sunday School – No report.
- 11) Choir – No Report.
- 12) Pastoral Care – Connie Hudson advised that during the month of September there were 29 phone calls to Parishioners, 28 visits, and 11 cards sent out.

- 13) Ladies Group – President Linda Strachan informed the group had met on Oct. 6th. They now have the money to purchase a new manger and new candles were also purchased. A request was made by the Property Committee for the clean up of the balcony. Between 6 to 8 members met on Wednesday to clean up and Sharon Polkinghorn had taken items, pertaining to the dinner theatre, home with her. Wendy Wells purchased 75 calendars. Also, new table cloths will be bought. The group have a balance of \$ 1,096.18 on hand. Plans are being made for the upcoming yard sale on Oct. 15th. The policy, pertaining to weddings and funerals, was discussed with the members. The group had a request for a donation of \$75 for a family up north. The next project will be the Mission to Seafarers.
- 14) Outreach Report – Renee reported that the Thanksgiving Food Drive was a great success and how it was wonderful to have the participation of the Sunday School students in bringing forth the donations of food. Next plans will be for the “White Gift” Sunday for monetary donations towards the Feed N.S. purchase of turkeys for the Christmas dinners and the annual Phoenix Youth “Wish List.”
- 15) Clericus- Regional Council – Rev. Mike informed that the last meeting was in Sept. for fellowship. He advised that the Regional Council has a say on how the Diocesan Council is run. Rev. Mike sits on the budget subcommittee and as yet, there is no balanced budget.

NEW BUSINESS:

1. Ways & Means Committee – Input of new ideas and strategies on how to do future projects was invited of the Council members. Renee had sent an e-mail to members of the Ways & Means Committee requesting their input as well as a phone call to former Chairperson Linda Strachan. The general consensus was that it would be best to have separate Chairpersons for each of the different fundraising projects – Craft Market, Turkey Supper, Pancake Supper, Country Jamboree. Then, it would be incumbent upon each Chairperson to recruit volunteers.
2. Member-at-large – Rev. Mike had spoken with Raymond Scott and he has agreed to offer for the position. Council members decided that Raymond would be an apprentice for the months of November and December 2011 and then, be Member-at-Large for 2012 and 2013. Rick Morash made the motion to nominate Raymond Scott for Member-at-Large and seconded by Linda Strachan. Motion carried.
3. Circulation of copies of Holy Manners – Deferred until Rick Orlando returns.
4. Kitchen clean up – Groups are to take home their leftovers and garbage. Food left in the kitchen fridge should be labelled by the groups.

5. Christmas Eve and Christmas Day Services – Jo-anne Hanley wanted to know who looks after sidespersons duty for the 4 pm, 6:30pm, and 10 pm services. Linda said that the Wardens look after the 6:30 and 10 pm services since the family service will be held at 4pm this year.

OUTSTANDING ITEMS:

1. St. Luke's property – rezoning proposal for semi-detached homes.
As Doug Gillett was not able to be present, Doug asked that 2 members of Council be part of a group along with the Executive to meet to consider options for the sale of the property. Rick Morash and Jo-anne Hanley volunteered.

Meeting adjourned at 8:45 pm by Linda Strachan.