

PARISH COUNCIL MINUTES
The Church of St John the Evangelist, Ottawa
April 21, 2015

Present: Beth Bretzlaff (Rector), Margaret Kasurak (Rector's Warden), Stephen Giles (People's Warden), Adrian Cloete (Chair), John Lawford (vice-chair), Linda Clippingdale (Secretary), Emmy Verdun (Treasurer), Audrey Starkes, Bryan Bondy, John Veenstra, Quiller Graham, Mary Frances Marshall, Michael Dowie, Leslie Giddings.

Regrets: Trevor Hammersley-Frazer, Stephanie Symonds, Ann Chaplin, Wendy Williamson-Scrim.

- 1. Welcome and regrets:** Beth welcomed everyone and asked for understanding of Stephanie's absence due to studying and illness. She is a synod delegate but Beth suggested we wait till the fall to decide whether or not Stephanie can undertake this responsibility. Agreed.
- 2. Opening Prayer:** Leslie led with a reflective poem on Love
- 3. Agenda:** approved as presented
- 4. March 24th minutes:** there were 2 revisions. Under item 7 (a) the recommended project #2 should read "insulation in the ceiling of the nave" and under c) Pastoral Care, it was Ryan Boivin (the student intern) who helped out. Leslie Giddings moved approval of the minutes, seconded by Stephen Giles. Agreed on consensus.
- 5. Business arising:** it was noted that John Lawford has joined the Stewardship Committee and that the Rector has met with the Archdeacon re a possible curacy for St John's.
- 6. Warden's Report:** Margaret noted that a couple of themes keep recurring in the Wardens' meetings. 1) one is the running of a deficit and looking at the various categories trying to find ways to reduce it. 2) examining procedures for cleaning now that there is no longer a full-time custodian. If there is an issue it should be reported to Kim (office manager). There are still 2 part-time custodians who help with set-up for parish events (ie. Fellowship). If someone is renting space they can hire one of the custodians or set up and clean up themselves.
- 7. Rector's Report:** Bryan Bondy met with the Bishop today and will be going on to the Postulant's Committee. Ryan Boivin has finished his internship – Beth described his evaluation as "stellar".

She will be meeting with Saskia Mueffels re the possibility of putting the creche in the Narthex.

St John's is on the list for another student intern and the Bishop may have a part-time person for us while we await a curate. The money for this would come from the GIFT campaign.

Beth also met with our former interim priest Rob Heard and his wife, welcoming them back as parishioners. Rob is happy to help out at St John's from time to time as requested by Beth (though at present he prefers not to be listed as an Honorary Assistant).

On May 6th, which is St John the Evangelist Day, Beth is going to host another Pub Night at the Fox and Feather.

8. Treasurer's Report: Emmy reported that Leslie has started her training to take over as treasurer. They are using the current accounting system for now so that Emmy can provide assistance to Leslie during the transition period. Emmy reviewed the financial statements for January 1, 2015 to March 31, 2015. At the end of March, both revenues and expenditures should be 25% of the approved budget amounts. Revenues are at 22% and expenditures are at 23%, which resulted in a deficit of \$11,773 at the end of March.

In response to a question from Stephen about the current bank balance, Emmy explained that she does not know the exact figure but that the cash flow is fine. With respect to Quiller's question re the parking lot expense, Emmy explained that this relates to the condo fees we pay for the 24 parking spots we own in Somerset Gardens (20 parking spots in the public parking garage and 4 spots we own in the apartment garage. The revenue from the Virtu car spot is included under rentals.

Since the parking issue has been raised a few times it should be noted as a Forward Agenda item.

Audrey asked for an explanation about parochial funds and this led to a long discussion about the various parochial funds and operating budget expense items and who makes decisions about spending from parochial funds and on program items. In addition there was a question about how restrictions on bequests are handled at St John's (ie. How we ensure that the wishes of the donor are respected) In the end it was decided Parish Council should have a separate meeting devoted to these issues.

9. Reports from Committees

- a) **Stewardship:** Mike circulated a document summarizing the results of the telephone calls made to parishioners by the Parish Council and the Stewardship Committee. Comments were grouped under “Places where people appreciated what St John’s is doing” and “Suggestions”. There was not a lot of follow-up required with respect to pastoral concerns. It was noted that a lot of the issues raised were the same ones raised at the symposium in 2011. Many people commented they were glad to get a phone call and that there was no hidden agenda.

Motion: moved by Stephen Giles, seconded by John Lawford that the report be summarized into a final report, that Parish Council organize a debrief to the Parish in a pop-up after a service in the near future (before June 15th) and that a report be prepared for posting on the Parish Web site and Bulletin Board . Agreed by consensus.

Adrian offered to help Michael with the summary and Leslie will organize the pop-up for the 1st Sunday in June.

Parish Council offered a big thank you to Mike and the Committee for all their work on this project.

- b) **Communications:** report postponed due to lateness of hour
- c) **Property and Building Committee:** nothing new to report. A few items on the Narthex project are being finished and the Committee will meet again in May.
Sub-committee – Gardening Group: will meet on Thursday.
- d) **Christian Education:** will be meeting in two weeks.
- e) **Pastoral Care:** still working on their plan. Have followed up on telephone summary where needed.

10. Updates from Working Groups

- a) **Community Shop:** Although guidance has not yet been given to the working group (Wendy, Quiller and Trevor) Quiller has had informal, preliminary meetings with several of the volunteers. Forward Agenda item for May meeting.
- b) **Governance:** The committee has met once and will meet one more time before reporting back to Parish Council
- c) **Community Events:** This group has no chair yet but Stephen Giles Circulated a Proposal for a Fundraising Concert to be held on Sept. 19, 2015 from 9 – 11pm featuring “An Evening with Kellylee Evans”.

Ms. Evans is a two-time Juno nominee and has performed live at the Kennedy Center, performing jazz, soul, pop and hip-hop over the past decade. This rising star is not charging for her performance. The goal is to raise money for Ministry and Mission and to raise the profile of St John's in Centertown.

Motion: This proposal was moved by Stephen, seconded by Linda. Agreed by consensus.

d) Welcome/Hospitality – no report

e) Social Action – no report

- 11. New Business:** **a) Duty Warden training** will be done by Douglas Warnock after the 1st of May. There is a manual available too. Douglas will arrange with Gordon to have the duty warden roster added to the web site.
- b) Recycling:** Mary Frances raised the issue of contamination of the various recycling bins. They won't be picked up if contaminated. This issue should be referred back to Gay Richardson and the Greening committee as well as to Kim.

Note: Beth thanked the discernment committees who worked with Bryan, Leslie and Elliott.

- 12. Next meeting: Tuesday May 19, 2015 at 7 for 7:15**

Adrian volunteered to do coffee and Margaret volunteered to do the Opening Prayer. **Note: Leslie offered her house for June 16th social meeting. Appreciatively received.**