

Advisory Board Meeting June 14, 2005

Present: Rev. Dr. John Stephenson, Bruce Neville, Ruth Sowrey, Peter Sabbagh, Cobina Price-Jones, Diane Allengame-Kuster, Karen Carley, Carl Kinzinger, Kim James, Deirdre Fowler, Mary Judge, Heather Sabbagh, Irene Stephenson, David Finch, Gordon Morton, Elizabeth Morton, Alan Whike.

The meeting was opened with prayer by John Stephenson.

Minutes of May 3, 2005

- Carl moved the adoption of the minutes and Dierdre seconded. All in favour. The cost of the photocopier was reduced to \$400 from \$4000.

Business Arising

- Alan expressed great concern for fund raising for 2005. John reported that the fund-raising committee of 5 has met and now a committee of 10 has been recruited and a meeting is in the planning stage. The vision is 2 main events, Spring and Fall, to raise significant funds.
- The Adopt-a-Road cleanup day went well. Thank you to David, Alan and John.

Incumbents Report

- This was another busy month. There was an Ascension Day Service on the Thursday night attended by 9 people.
- The Farewell for Bishop Anne went well although there were only 4 from St. James.
- We have had 2 deaths. Thank you to Dee for a wonderful reception for Dorothy Judge.
- Choices made an Outreach presentation and a \$200.00 donation was given to them.
- Decoration Day was held in the Cemetery. There were 51 present and this included some interesting visitors – descendants of original founders. The new benches were installed for the day and the cemetery looked lovely. Thanks to Joe Campbell, John Carley and Jesse Sabbagh.
- Sunday School closes this coming week. Wendy Smith-Bilton is retiring this year as a teacher. We need new teachers. It would be nice to have enough that each one would not have to be downstairs and miss too many services.
- The Youth Group has stopped their Wednesday evening meetings for the Summer. Jonathan is interacting with small groups of youth for special events.
- The New York tour is organized and the brochure is out.
- We have 2 weddings next month.
- The Parish Picnic is this Sunday.
- A Baptism Committee has been struck to guide us with policy into the future.
- Summer is a time to relax but not a time to ignore spiritual life. A mailing has gone out this week with summer worship details:
Contemporary Service at 7:00 pm.
Childrens program at 11:00 am. run by Jonathan and Priscilla.
From June 20 – July 21 and August 22 – September 1:
the church will be open for prayer from 11:30 am. until 1:00 pm.
Mid-day Prayers will be said at 12:15 from Monday to Wednesday.
Holy Communion will be celebrated at 12:15 on Thursday.
- These plans should be advertised, possibly by an article. Heather commented that we have to be judicious about content. The papers will not publish everything.

Wardens Report

- Bruce reported on a meeting with Daycare. Drainage has caused some problems with flooding. There doesn't appear to be any after the heavy rain yesterday...There seem to be no problems with the shared Sunday School rooms. They are to speak to parents about running cars while picking up children.
- A meeting was held with Sexton, Diana Trainor. The document "Role of Sexton" was distributed and presented by Bruce. Much discussion ensued and was deferred for another time.

Social Report

- It was mentioned that we should pray for Dee after her back surgery. She was up for a time today but will have a long period of recuperation.

Service Report

- Choices were given a \$200.00 donation.
- There will be another Outreach meeting in July when further needs will be identified.
- Adopt-a-Road should **not** be included under this heading. It is not a church function. We clean up 90% of the roads and receive 90% of the profits.

Administration Report

- The Heritage Committee met last night.
- A 2nd printing of the memorial brochure is being prepared and a colour copy is planned.
- We were assured that the white antependia will be ready at the end of June.
- The new chalice and paten have arrived in Canada from England.
- A motion was presented: We recommend that immediate attention be given to the church basement by the relevant committees so that records currently stored in the basement can be analyzed, scheduled and moved to a safer environment, garbage and redundant items be removed and historical artifacts identified
- 2nd – David. Motion carried.
- The Wardens will discuss how to go about this.

Property Report

- Grass cutting is to be done by Norman Davids on an as needed Basis.
- Cathy Wells has asked Gordon about extending Norman's time to do gardening chores if he is agreeable. Alan asked if this could be done to clean up the flower beds before the Town comes to inspect for our landscaping refund.
- There have been comments on the snow removal. This contract will be reviewed in the Fall.
- A request to remove the storm windows from the church windows was considered. This was for 2 reasons – to increase air flow and to negate the damage of heat build-up on the stained glass. With the building of phase two no cross ventilation is possible. The storms provide some protection for the stained glass. Gordon does not think heat build-up between the storm and stained glass has caused the damage (bowing) of the Judge window. He will check with McCauslands.

Finance Report

- As of May 31 we were \$5000 worse than budget.

- At the Finance meeting we discovered that our income was okay but expenses were high. No particular item stands out.

Worship Report

- The schedule for July, August and September is being finalized. Hopefully it will be ready for next Sunday.
- Irene spoke to a choir problem. There is a lack of space on the upper level to store robes, music and books. Some members have great difficulty with stairs and the lift has time constraints. The Leon Reed Room has been suggested for use as a choir room. Gordon added that this has been an issue since the building was finished. The choir realizes it would have to be shared space. There is a security issue with Access Centre because of their files. The wardens should check with them.
- Carl made a motion which was revised to read:
The recommendation is made that the wardens investigate a designated space for the choir giving special consideration to the Leon Reed Room and report back to Advisory Board.
Gordon 2nd. Motion carried.

Pastoral Care Report

- Nothing to report

Education

- Deirdre passed out the 1st draft of the Nursery Policy.
- She moved its acceptance and to return with comments at the next meeting.
- John 2nd. Motion carried.

Communications

- The web site averages 20 hits a day. There are plans for more additions.
- Cobina presented the Procedure for the Submission of Articles for publication.
- The Photo Directory publishers have all the information. They have had 6 weeks.

New Business

- John expressed that it would be prudent to have a vice-chair of Advisory Board elected in case Kim is absent.
- Heather nominated Cobina.
- Carl 2nd. Cobina will think about it.
- Property Policy. John passed out the corporation's policy.
- Diane suggested that this type of thing should be in a policy procedure manual, and proposed the motion that the corporation begin collecting all policies and procedures to place in a manual.
- Carl 2nd. Motion carried.
- Alan told us that last year during the Rotary Club's House Tour Christ Church, Bolton was one location on the tour. Would St. James be a location for their Christmas Tour this year? The motion was presented to allow St. James to be a point of call in the upcoming Rotary Tour.
- Diane 2nd. Motion carried.

- Alan reported that he has heard questioning of the Advisory Board. What does it do that the Parish Council didn't? How would it improve the running of the Parish? People have expressed that they feel disenfranchised. John explained all this at the special vestry. He has had one couple talk to him with concerns. They would not be reconciled with the explanations. We are merely following the canons of the church.
- Deirdre moved that John explain the Advisory Board in the next Newsletter.
- Karen 2nd. Motion carried.
- John has been approached by parents about the danger of the trees in the front of the church.
- John talked to the Town. The trees are on their property. They will take down the worst tree (most easterly) and the tree close to St. James House.

Bulletin Board

- The picnic will take place this coming Sunday.
- For our Patronal Feast in July the guest speaker will be a refugee priest from Zimbabwe. Also the new communion vessels will be blessed.
- September 11 will be the opening barbecue.
- Also in September there will be a Blessing of the Animals.
- October 4, 7:30 pm. Dialogue on same gender blessing at St. Joseph of Nazareth.
- October 12-16. Spiritual Side of New York trip.
- September through October. John is lecturing. Could we change our meeting night to September 12 and October 3?
- **Motion to Adjourn**
- Carl moved adjournment at 9:30.

The meeting closed with the Grace.

**Next Meeting
September 12, 7:30 pm.**