

St. James Advisory Board Meeting
May 2, 2006

Present: Bruce Neville, Rev. Dr. John Stephenson, Cobina Price-Jones (Chair), Ruth Sowrey (Secretary), Deirdre Fowler, Diane Allengame, Robin Holder, Dee McEnaney, Bob Williams, Heather Sabbagh, Elizabeth Morton, Jonathan Massimi, Alan Whike, David Finch.

Regrets: Carl Kinzinger, Kim James

John Stephenson opened the meeting with prayer.

Minutes of the April 4, 2006 Meeting

- Dee McEnaney moved acceptance of the minutes.
- Bob Williams 2nd.
- Passed

Business Arising

- The document and request for comments on our Parish Profile will be an insert in the upcoming Newsletter. It will be imbedded for email transmission.
- The two couches downstairs are not wanted by Daycare. Since the men's breakfast was delayed, they will be removed this coming Saturday.

New Business

Library Changes

- Deirdre presented changes in policy formulated by her and Bob Waller.
- The library is no longer available for the storage of items. This raises the whole question of lack of storage. We need to be creative in finding new storage.
- The library may not be used for closed door meetings after church. This needs to be communicated to the congregation.
- The Library Policy will be placed on the website with a mission statement.
- There is intention to place a catalogue on the website.
- The Youth Group are going to help with the cataloging and arranging.
- A book sale will be held. It would be a good idea to combine it with the Daycare garage sale to be held on June 3. Donations of books will be asked for. This will be in the newsletter.
- The question of requisitions for computer work and marking labels for the shelves was raised.

Israel

- A brochure was passed out for the proposed trip to Israel.
- Each church (St. James, St. Joseph of Nazareth) is allowed 16 spaces. A lot of interest has been expressed.
- The cost is \$2995.00. The only things not covered are lunches and alcohol with dinner.
- We have wonderful hotels booked with double rooms. Single supplements will be available. (approx. \$600.00 extra)
- The tour company will take deposits – not the church.
- The question of security came up. John commented that his visit this year felt very safe.

Policy and procedure

- Diane Allengame showed us the policy manual she had developed. She felt it should be kept in the office and place on the website.
- John felt it should be tabled tonight and reviewed next meeting.
- Bob moved to table the policy and Deirdre 2nd. Carried.

Warden's Report

- Bruce reported that a meeting with Daycare had taken place and a lease agreed on. It is for one year with a cost of living increase clause. Utilities and expenses will be paid up front and reconciled yearly.
- All receipts went out for donations to the Heritage Fund.
- We can not receipt people for services donated to the church. We must be very careful not to jeopardize our position with Revenue Canada.
- We need to check whether people who were promised receipts were contacted.
- We need a second handicap entrance because of problems with the present entrance. Snow, ice and the lifting sidewalk have caused problems. Gordon is looking into this.
- Our pre-authorized givings program is now PAR instead of PAG. It was arranged by Neil through the United Church. It will cost approximately the same amount as PAG. We need a promotion to double the amount of people using PAR.
- The lawn at the rectory needs work. A work party will be organized this month. Bob mentioned that the best price for sod was through Nashville Sod. Clover could be an option.
- We are looking at a contract through the Diocese for Direct Energy. It should be decided before mid summer.
- A small committee should study and pass information on to the congregation. Probably in the early fall a presentation will be made to the congregation. Bob told us that the Town of Caledon official plan shows no growth for Caledon East until 2031. There will be public meetings in June and July. A final report is being presented to Council in August. This would contravene information in the Diocese report.

Bulletin Board

- The conference "The Magnetic church" was mentioned as being worthwhile. It is about making the church more welcoming.

Incumbent's Report

Worship

- Easter is the most important celebration of the church year. 335 people were ministered to over Easter. Sunday was a larger crowd than last year. Good Friday was smaller.
- We should look into a children's program for next Good Friday.
- Stations of the Cross was intended to be a lead-in to the service, but most people left.
- The Resurrection Party was very successful.
- At the Confirmation Service at the Cathedral, there were more than 80 confirmands and 1000 in the congregation.
- Last Sunday Gerry Legge from St. John's Roman Catholic Church was a visitor here. It was a statement of unity but also disunity. It was very meaningful to have him here.
- There is a Worship Committee Meeting next Monday at 7:30 pm.

- We have to find a chair for the Chancel Guild.
- We need to impress on the Sidespeople the importance of covering all services for Christmas and Easter.

Pastoral Care

- There have been three incidences in the last month of people sick and John didn't know. Encourage loved ones to make sure they call in case of illness.
- Valerie Jones has had her surgery and Carol Armstrong is just about to have hers.
- On June 17 there will be a one morning Synod.

Ministry Areas

Social

- Twenty-one people have committed to the upcoming Theatre Night.

Service

- Nothing to report.

Administration

- There will be more placed in the cabinet for Heritage Day. The key to the cabinet has been lost. If anyone is aware of its location, please let us know. Valuable items can't be put in until we are able to lock it.
- A three fold brochure of history is being prepared for the pews.
- The new processional cross will be blessed on Heritage Day.

Finance

- There are new members on the Finance Committee making a very strong committee. They are bringing interesting skills and new ideas.
- Givings are not reaching the levels voted on at Vestry.
- We will be meeting once a quarter looking at the long term and helping the wardens.
- Advertising in the Newsletter was discussed. We would be looking at the next letter not this current one.
- The Car Rally will be held May 27th.
- Cleaning for Adopt-A-Road should be done in May. There was a meeting tonight and the roads not covered will be worked on to find cleaners.
- Alan reported that we had \$327.00 in the bank at the end of April. We expected to have \$6000.00. Envelope givings so far this year:
 - Jan 8%
 - Feb 20%
 - Mar 15%
 - Apr 9% below budget.

Actual	Budget	% of Budget
33,283	36,600	91%

Property

- Gordon expressed concern that he had submitted a report for April but it had not been tabled.
- New basement windows were installed in the rectory. The large window in the living room and one in the dining room remain to be replaced.
- Quote for the North Window from Edwards Glass:
 - Material 1956.00
 - Labour 2244.00 max.
 - Repairs to Putty Time and Material

Repairs to West Window 875.00-950.00 (if done at same time as north window)
Was the second price for North or for all? All.

- Norman Davids was approached for grass cutting on an as needed basis.
- Green Day asked if they could quote on cutting. It was 6 months, May to October, \$300.00 per month. This is similar to Norman although they would come every week.
- Some of the lawn died. It needs to be reseeded or sodded. Gordon suggested seeding.
- The evestrough on the North of the Narthex is coming down and needs to be replaced.
- Circa did the spring maintenance on the HVAC units today.
- The removal of the yew shrub at the front of the church has been requested. It has been referred to the Wardens. Any removal must follow proper procedure.

Pastoral Care

- The Newcomer's Breakfast will be held on June 4. A meeting was held tonight to plan. It would be nice to have the 9:30 band play.
- John will ask newcomers who express interest in becoming involved whether they would like a visit. We don't want to be intimidating.
- Please remember newcomers at Coffee Hour and take the time to welcome them.

Education

- The nursery has been very quiet.
- We have started the bell ringing schedule. The children are thrilled to do it.
- The Picnic is being worked on.
- May 28 is planting day.
- June 11 is the final presentation
- June 18 is Sunday School at the Movies.
- Alan asked for the numbers versus last year. They were up before Christmas and down after Christmas.

Youth

- Jonathan will be going to the Youth Synod this weekend. Sariana Sabbagh will attend.
- A basketball tournament has been planned for the Diocese.
- In the summer there will be an emphasis on sports – baseball and soccer.
- There has been an increase in attendance – young women primarily.
- The 9:30 service has increased to about 14.
- David asked if the young people would consider taking on some of Adopt-a-Road. Jonathan will talk to them.
- Alan asked if the church could buy a couple of roads that could be maintained by our youth.
- It was suggested that the youth clean up the vandalism on the back of the plaza that the hall window overlooks.
- The Thirty Hour Famine was a success. 37 attended. 19 were from us and the rest from the Baptist Church. The kids got along well.
- Alan expressed appreciation for hearing what the youth are doing. Could a member take on the role of reporter?

Communication

- There were 945 hits of the web site.
- The newsletter is coming out on the 14th.

Bruce moved a vote of thanks to Neil for his work involved in changing over the Pre Authorized Payments. Gordon 2nd. Passed

John moved a vote of thanks to Ruth, Gordon and Carl for the work done over Easter. Diane
2nd. Carried.

The meeting closed with the Grace.

Next Meeting
Tuesday, June 6
7 P.M.