

**St. James Advisory Board Meeting**  
**May 1, 2007**

**Present:** Cobina Price-Jones (chair), Karen Carley (Secretary), Heather Sabbagh, Bruce Neville, Debra Quarrington, Deirdre Fowler, Robin Holder, Diane Allengame

Karen Carley opened the meeting with prayer

**Minutes of the April 10th Meeting**

- Karen Carley moved acceptance of the minutes.
- Deirdre Fowler 2nd.
- Passed

**Business Arising**

Karen will send Duncan an email regarding the tidying up of the church by the sides people after the service.

New keys were made for the doors to the daycare.

**New Business**

**Summer Hours**

The summer schedule will take effect in July. We will be having an 8:00am and an 11: 00 am service only. The 9:30 will be cancelled. Cobina will change the web site. Ruth will change the phone message and outside sign.

**Sunday School**

The annual picnic will be June 3<sup>rd</sup> immediately after the 11: am service. The picnic will be held at the Caledon East Park

**Ruth Recovery**

Heather bought a plant and card for Ruth. She will deliver it Wed. May 3<sup>rd</sup>.

**Shop and Support**

All gift cards and vouchers will be kept in the church safe during the summer. Cobina will buy gift cards in advance, with the money we already have in the bank. These cards will be sold during the summer. The people may still buy online. The online orders cards will be shipped to Business Errands Inc.

**Selection Committee Report**

The profile has been completed and sent to the Bishop.

Bishop Poole will visit the committee and give them names of possible candidate.

The committee now enters phase two so we will not be given any information until a candidate has been appointed.

**Warden's Report**

The rectory was inspected by the Regional Dean.

One change is required before occupancy: installation of new smoke detectors.

The following improvements are recommended.

Refinishing the hardwood floors

New Bathtub insert in the main floor bathroom

New shower stall in the basement bathroom

New deck outside.

Check filter system

The rectory grass has been brought back to life with and little fertilizer and a lot of loving care by Robert Bell and Bruce Neville

The grass will be cut by Adam Neville

The Rectory is inspected 3 times a week for problems

The day care space was used without permission. Karen will contact the person responsible regarding policies

The daycare will be having foam rubber installed in their playground in July; consequently, there will be outside workers on the premises.

The air conditioning for St James is still an on going project.

## **Ministry Areas**

### **Social**

The next theatre night will be May 25 or 26. This will be decided later. Dee McEnaney will not be able to organize this event.

### **Administration**

- We need a new representative for the administration committee. – also someone to chair the Heritage Committee, finance and maintenance committee.
- Diane Allengame is preparing job descriptions for each position.
- Police checks are being finalized. All necessary people will need to sign a form and supply two pieces of identification. Bruce will begin obtaining this info on May 6<sup>th</sup> 2007

### **Finance**

Adopt-a-Road has not had any follow up this spring. Karen will call David Finch regarding this.

A budget report was issued by Neil Price Jones. See attached report.

The secretary should open all the mail in the future to insure consistency.

The PAR program will be the project of the month for May.

### **Property**

Robert and Laverne Bell will paint the front doors of the church this summer.

Linda Moon has been asked to sand the doors in preparation for painting

Wendy McLeod will paint the Sunday school room yellow.

### **Communications**

The newsletter deadline is May 13, 2007

### **Bulletin Board**

May 6 Book sale

- May 12 Fashion Show
  - May 27 Sunday school plants flowers for spring
  - June 3<sup>rd</sup> Parish Picnic
- June 24 Jonathan' last day

The meeting closed with the Grace.

**Next Meeting**

**Tuesday, June 05, 2007 7:00pm**