

**St. James Advisory Board Meeting
September 4, 2007**

Present: Cobina Price-Jones (chair), Ruth Sowrey (Secretary), Heather Sabbagh, Bruce Neville, Carl Kinzinger, Diane Allengame, Karen Carley.

Karen Carley opened the meeting with prayer.

Minutes of the June 5, 2007 Meeting

- Bruce Neville moved acceptance of the minutes.
- Diane Allengame 2nd.
- Passed.

Business Arising

- Police checks are still being worked on.
- Compost has arrived for the new lawn.
- The front doors have been painted. John Heighton and Jim Cassell are doing the prep work for the portico.
- The wardens still need instruction on the operation of the heating and cooling.

Warden's Report

- The Parish Selection Committee received the names of three candidates at the beginning of June. Interviews were held by the middle of June. All were strong and Wendy was selected unanimously. She will start September 16. The rectory will not be used, so rental has been arranged for \$1500 per month. It has been rented for at least one year. Utilities will be \$200 per month, reconciled every three months.
- The Regional Dean inspected the rectory in March and recommended some work. The main floor bathroom has received a new tub, surround, toilet and sink and now looks like a totally new room. Thanks are expressed to John and Karen Carley for all their work. The basement washroom has not been done yet. All the hardwood floors were refinished on the main floor. The front and back yards were worked on and cleaned up.
- The wardens were advised that a vestry was necessary to approve rental. This was done August 26. Bruce has advised that we do not intend to send 40% of the rental to the Diocese to be held in trust for repairs. We need this to pay for the rector's housing allowance. It will go before the Financial Committee later this month and hopefully will be rubber stamped.
- Thanks to the generous donation of a parishioner, air conditioning was installed in the church and enjoyed this summer.
- Robert Bell has painted the front doors of the church and will do the portico.
- We are behind financially and need a fundraiser but nothing is being planned.
- The wardens have established a duty roster for checking the premises after use on Sundays.
- There are two payments left to Trinity – this September and next March.
- Carl has enough lumber to frame a deck for the rectory. We would have to supply the decking.

Ministry Areas

Social

- Dee sent a message via Carl that there would be a Theatre Night in November.

Finance

- See report received from Neil.
- The electricity for the rectory and parish hall is a mystery. It seems overly high.
- Carl felt the wardens should say something about the state of the finances in the upcoming newsletter.

Property

- Does anyone know who the bicycle in the enclosure belongs to?
- Gordon found a picnic table and empty bottles on the roof. One of the ventilation caps had been knocked off and will have to be fixed before we have trouble with rain.
- Some dirt has been piled at the back of the parking lot and pushing the fence over. It has now been removed.
- Yard waste was dumped in the overflow hole for drainage.
- The thermostat has been set carefully for air conditioning. Two units should be turned off after the 11 o'clock service.
- Diane asked for instruction for the HVAC system.
- Garbage has been left in the compound by the back door. Renters should be reminded that the dumpster must be used. A laminated sign was suggested for the compound door.
- The Judge window is still in the tank.
- The chimney was swept in the family room of the rectory. It still needs a fire retardant mat in front of the wood stove. The chimney sweep will bring it.

Worship

- The Worship Schedule will be extended for one month until Carl can talk with Wendy.
- We have lost one Intercessor and two servers.
- People not showing up for duties is still a problem. Phoning should be done.
- Harvest Home will be September 30.

Education

- Clair Thain is the new co-coordinator of Sunday School. More new teachers are needed.

Communications

- The website is still getting a lot of hits.
- The Newsletter deadline is September 9.

Carl asked were we were sitting on the search for an organist/choir director. This is on hold until the Incumbent is in position.

Bulletin Board

- "Welcome Back" Corn Roast – September 16, 2007 – sponsored by the Selection Committee.
- Bishop Poole's next visit – April 20, 2008

A small reception to thank Mary Ranger is planned for after the 11 am. Service on September 9.

The meeting closed with the Grace at 9:00 pm.

Next Meeting
Tuesday, October 2, 2007
7 P.M.