

**St. James Advisory Board Meeting  
February 9, 2010**

**Present:** Cobina Price-Jones (chair), The Rev. Wendy Moore, Diane Allengame, Heather Sabbagh, Dee McEnaney, Michelle Jones, Donna Davies

**Regrets:** Irma Proctor, Karen Carley, Ruth Sowrey

Wendy opened the meeting with prayer.

**Minutes of the January 12, 2010 Meeting**

- Dee McEnaney moved acceptance of the minutes.
- 2<sup>nd</sup> Michelle Jones.
- Passed

**Business Arising from Minutes**

- Water: Quote for water softening system has been received from Kinetico. Wendy isn't sure where to get another quote. Finding space for the softener may be a problem.
- Roof: Wendy has received one quote, and will be getting another this week.
- Alan White room: There is a need for a fireplace in this room, to improve the heating.
- Lapel microphone: The problem has been fixed by John Carley.

**New Business**

- Thank yous: Heather Sabbagh for initiating investigation into problem with lapel mike, and John Carley for the time and effort he took to troubleshoot and resolve the problem; Tammy and Rob for their help in the Sunday School.
- Advisory Board: Attendance at meetings is open to all members of the parish. Each committee chair (or designated alternate) has a vote.

**Incumbent's Report**

- Advisory Board structure: Wendy distributed the proposed structure, and created it in the Warden's meeting.
- All Committee heads will be limited to 2 years in a portfolio.
- Each portfolio will be expected to set goals. Successes will be celebrated.
- Wendy welcomes suggestions of names to head the different portfolios.
- Family participation in ministries will be encouraged (for example, Outreach, Hospitality)
- In the next 10 years, the number of families in Caledon East is expected to remain static.

**Warden's Report**

- Wardens met February 7 to:
- Look at demographics, and work on a 10-year plan.
- Plan for pre-Vestry and Vestry.
- Create a wish list and brainstorm ways of paying for the needed items.
- Prepare the Advisory Board structure.

**Treasurer's Report**

- See report submitted by Neil.
- The budget is not complete, so there is no comparison to budget. Finances are in line with the same time last year.

**Ministry Areas**

**Outreach**

- Have submitted Vestry report.
- Ongoing projects are going well.
- Will be meeting in the next 2 weeks to choose programs for 2010.

**Communications**

- Newsletter articles are due today, Feb. 9. The newsletter will be published Feb. 21
- Web site hits for January are up to 2880.

### **Christian Education**

- Lent program will be held March 7 to 28.
- There will be no Palm Sunday blitz

### **Youth & Young Families**

- Possibility of a March Break event, and a spring Tea Party
- The Sunday School will send a letter to parents requesting that children be kept from running in the Hall, to prevent injury to both children and bystanders.

### **Sidespeople**

- We will ask the sidespersons to distribute prayer books. This will ensure that everyone gets a prayer book. The current method, of putting prayer books in pews means that some people have to share prayer books, while there are unused books in empty pews.
- We will ask that a sidesperson remain at the Hall doors until at least 10 minutes into the service, to greet latecomers.

### **Fundraising**

- The Shop & Support program only raised \$100 last year, so it will be terminated.

### **Envelope Secretary**

- 5 new sets of envelopes were issued in January.

### **Hospitality**

- With the arrival of new families and visitors from other churches, we must remember to be welcoming and hospitable, making new people comfortable at St. James

### **Pastoral Care**

- The Prayer Chain requires an update.

### **Bulletin Board**

- **February 13** – Murder Mystery Dinner.
- **February 14** – Vestry Reports/Financial Statements Due
- **February 17** – Ash Wednesday Service
- **February 21** – Discussion of Financial Statements
- **February 21** – Publication of Newsletter
- **February 27** – Theatre Night
- **February 28** – Annual Vestry
- **March 7, 14, 21, 28** – Lenten Study
- **March 19** – L'Arche Visit

The meeting closed with the Grace.

**Next Meeting - Tuesday, March 9, 2010, 7:00 pm.**