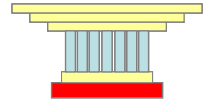




## ST. MICHAEL'S CHURCH COMMITTEE MEETING #7

OCT 25, 2012 MINUTES

2018



**PRESENT:** Rev. Wilmer Toyoken, Moses Kajoba (chair), Terry & Marg Cutforth, Brigette Castro, Brigitte Laweng, Bart Alatan, Sam Copley, Greg Tatchell.

**Call to Order:** Meeting #7 in 2012 was called to order at 6:48 with an opening prayer by the Rev. Wilmer. This meeting was held in the Sanctuary, on the occasion of the return of the congregation to the Sanctuary on October 21, 2012.

1. **Adoption of Oct 25 Agenda.** Moved by Brigitte L, seconded by Marg, carried.
2. **Acceptance of Sept 25, 2012 Minutes** - moved by Bart, seconded by Brigitte C, carried.

### MINISTRY

#### 3. PRIEST-IN-CHARGE

- i. **White Paper on Diocesan Reorganization & Restructuring** - Wilmer overviewed a Diocesan White Paper on Diocesan Reorganization and Restructuring. Six recommendations for discussion at upcoming workshops were:
  - a. *Having Diocesan Synod meet only once every two years, with a Diocesan conference on leadership in mission and ministry on alternate years.*
  - b. *Reducing the size of Diocesan Council, & the frequency of meetings.*
  - c. *Reducing the number of Diocesan Committees.*
  - d. *Expedite decision making on matters of property and finance.*
  - e. *Providing diocesan services for parish audits and financial review.*
  - f. *Revision of governing positions in Diocesan Canons, Constitution, and Regulations.*

There is a Deanery Workshop white paper 'conversation' this Saturday (Oct. 27<sup>th</sup>), for which Wilmer was looking for feedback on these six positions.

- ii. **Clergy Meetings** - Since our Sept meeting, Wilmer has attended a Clergy Conference at Campbell River, a meeting for new priests at the Diocesan Office, and a Deanery meeting.

#### 4. MEAL MINISTRY

- i. **The Kitchen** - the Rental Committee, acting on a Church Committee Resolution from earlier in the year, had a standard door lock installed on the Kitchen Door, keyed to the ACW 90 series key.

#### 5. SANCTUARY PLANNING COMMITTEE (SPC):

- i. **2012 Sanctuary Restoration Project** - the SPC Chair, Bart Alatan, presented SPC minutes from October 14<sup>th</sup> & 21<sup>st</sup> (see pages 4 & 5). In particular, he highlighted a '**2012 Sanctuary Restoration Outstanding Work Items**' list from those minutes. The 15 items will be a work-in-progress for the SPC, and will evolve to include all items outstanding for the completion of the 2012 Sanctuary Restoration Project. It was emphasized that this isn't a work list for Terry; it is a work list that is the responsibility of the Sanctuary Planning Committee.

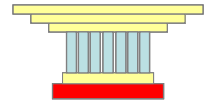
There are three significant, essential items from the list scheduled for completion over the next two weeks:

- a. Narthex & Family Room Carpetting
- b. Stations of the Cross Plaques & Historical Plaques
- c. Crucifix over the Narthex Door (Sanctuary Side)

The SPC is preparing a one-page article on the 2012 Sanctuary Restoration Project, for the Diocesan TOPIC newsletter, highlighting the 1,000 volunteer hours over the five week project. See page 7 for the complete treatment of this major achievement by the congregation of St. Michael's.

- ii. **Ellen Clark-King Visit** - the visit by Ellen Clark-King has been set for Nov 25<sup>th</sup>. Wilmer is co-ordinating with Ellen, who will be doing the homily. Wilmer is also co-ordinating with the Diocese re: the liturgy.
- iii. **MANSIONS of the SPIRIT Proposal** - Church Council was advised that the SPC would be recommending a January or February program, along the lines of VIA MEDIA run a year ago. It will be using Bishop Michael's book MANSIONS of the SPIRIT.

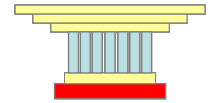
6. **SUNDAY SCHOOL:** Going through teething pains. Tabled for the SPC to deal with at their Nov meeting.



## COMMITTEES

7. **ACW FAMILY ROOM:** - As part of the 2012 Sanctuary Restoration Project, the northern side chapel is being outfitted for three functions; Chapel, Family Room (during Church Service), and as the ACW room. To that end, keys on the three doors were all set to the ACW 90 series, including the outside access door, with three keys requested and provided to the ACW Chair, Grace Wandag.
- FAMILY ROOM CARPET** - Further to the minutes from last month, Church Committee was advised of the two quotes for Carpets in the Family Room (and the Narthex). After Church Committee, agreement was reached on the color of the carpet for both of these locations. The Family Room Carpet will be installed next week, and the Narthex the week after.
8. **STEWARDSHIP COMMITTEE** - Wilmer attended a Diocesan Stewardship Workshop on Oct 20<sup>th</sup>, along with the Stewardship Committee Chair, Sandra Baldo. With a theme of *Telling Your Story*, Wilmer & Sandra found that St. Michael's had a compelling story to tell. More to follow next meeting.
9. **BUILDINGS & MAINTENANCE** - With this meeting being held in the Sanctuary, and the 1,000 hours of volunteer labour visible all around us, Terry joked that nothing had been done over the last month. Amongst the many things visible around us, Terry highlighted three things that were not visible; the scaffolding which had been removed the previous Monday, the conclusion of the Electrical work, and his work with regards to the Insurance appraisal.
10. **RENTAL COMMITTEE** - the rental committee highlighted the new 90 series locks on 4 doors in the church (Family Room and Kitchen). Church Committee encouraged the Rental Committee to advise all renters to lock the entrance doors once the sessions begin. The need for this has become apparent with the unauthorized entry by people into the church, one of whom was found by Wilmer hiding in the Sanctuary, and on another occasion a bag of food from the fridge stashed at the bottom of the Hall stairs.
11. **DAY CARE** - The Chairman asked the Secretary to ensure that the agenda of the November Day Care Board include discussion of a Managers Year End Annual Report, as suggested by the City.
12. **FINANCE COMMITTEE** - Given the extent of the material to be covered under this agenda item, the Finance Committee presented a three part handout to facilitate discussion (see page 6).
- i. **Interim 3Q Financial Statements** - four highlights were presented from the 3Q interim financial statements (see Section I of page 6). Highlights 1 & 4 were dealt with further under item 12.v following. For item 4, clarification was provided on the cost of the Restoration project to date, and projected costs to the end of the project. The Electrical invoice, which came in yesterday, was higher than originally budgeted, and will represent approximately half of the costs of the project. But, with the \$9,300 budget (from the Balance Sheet), and an anonymous bequest to the 2012 Restoration project, it is anticipated that the costs of the 2012 Sanctuary Restoration project will be fully covered without having to dip into Contingency reserves.
  - ii. **\$100,000 Strategic Reserve** (per item 12.i of Sept minutes): the three part motion regarding GIC investments was moved by the Finance Committee (Bart Alatan), seconded by Greg, passed unanimously, as follows:
 

1. <b>\$25,000:</b>	<b>Retain</b> the existing \$25,000 instantly redeemable GIC (currently at 0.8%). This can be moved back same day with a phone call.
2. <b>\$30,000</b> (3 x \$10,000):	<b>Transfer</b> \$10,000 out of each of our three accounts into the same instantly redeemable GIC's (all 3 at 0.8%). These can be moved back same day with a phone call.
3. <b>\$100,000:</b>	<b>Establish</b> , for the St. Michael's Strategic Reserve, a ' <i>Five-in-One</i> ' RBC GIC at 2.15% (\$20,000 rolls over every year, beginning October of next year).
  - iii. **Oct 20<sup>th</sup> Diocesan Treasurer's Workshop** - four members of St. Michael's attended a Diocesan Treasurer's Workshop on Oct 20<sup>th</sup>; Brigitte Laweng, Bart Alatan, Moses Kajoba & Greg Tatchell. The consensus was that the time was very well spent, and that St. Michael's had already implemented many of the guidelines (see 1 through 12 of Section III, page 6). The 21 points arising from that workshop are summarized in Section III of page 6. Items 13 through 19 represent action items for the Finance Committee. Of special note is item 21; compared to many churches in the Diocese, *'St. Michael's is blessed with a richness of Financial expertise.'*
  - iv. **2013 Budget** - first draft in circulation, second draft pending from November Finance Committee meeting, first presentation to Church Committee on Nov. 29<sup>th</sup>.



v. **Joint Stewardship Committee, SPC Committee, & Finance Committee Motion**

Item 5 of the SPC 2012 Sanctuary Restoration Work List (see page 4) was for a cross to be installed above the narthex door, inside the Sanctuary. The Stewardship Committee is struggling to achieve the ambitious 2012 givings objectives. It was decided to combine these SPC & Stewardship requirements with the following motion:

*Using the same 14 group concept as was used in the purchase of the Stations of the Cross in 2010, it was moved that 14 similar groups be re-formed, with the objective of raising at least \$200 per team.*

*This will cover the cost of the new Crucifix (on loan from St. Andrews and hanging above the Narthex door), and add \$3,000 to the givings in 2012.*

Moved by Sandra Baldo (in absentia), seconded by Wilmer, passed, with seven in favor, two abstaining.

13. **STRATEGIC PLANNING COMMITTEE** - given the Restoration project, no meeting in October.

## OTHER BUSINESS

14. **NEW BUSINESS & ANNOUNCEMENTS**

- i. **St. James School Alumni** - Bart Alatan read a letter from Marjorie Philipp, co-ordinator for the St. James School alumni, requesting that the rent from the Church Hall (Sept 29 & Dec 31) be a St. Michael's donation to St. James. The Rental & Finances Committees to make a recommendation at the November Church Committee meeting.
- ii. **Diocesan TOPIC Article** (<http://www.vancouver.anglican.ca/Home/tabid/161/currentpage/2/Default.aspx>) – the following italicized paragraphs are from an October 12, 2012 Diocesan TOPIC article. They were read aloud at Church Committee for inclusion in the official minutes. They provide a concise summary of the challenges faced by the St. Michael's Canonical Committee in the period April 2007 to October 2011. They provide a precise, Bishopric context for members of the congregation still dealing with fall-out from those challenges. The event referred to was attended by one member of the Canonical Committee, three additional members of Church Committee, and several members of the congregation.

*"Sometimes the church moves slowly and sometimes the church moves painfully slowly."*

*This phrase spoken by Bishop Michael at the Service of Reception of Holy Orders for The Reverend Expedito Farinas prompted chuckles from the congregation gathered at St. Margaret's, Cedar Cottage in East Vancouver on Wednesday evening, October 11th.*

*There was of course a good deal of truth in the Bishop's remark as it is well known that Expedito has been doing excellent ministry in the diocese for a number of years without actually being a Priest of the Diocese of New Westminster, Anglican Church of Canada.*

*It has been difficult to organize letters of transfer from the Philippine Independent Church, the church into which Expedito was ordained and that has been the principal cause of the delay.*

*Fortunately, Bishop Michael came in contact with The Primate of the Philippine Independent Church when they were both present in Hong Kong for a consecration earlier in 2012 and Bishop Michael was able to speak with him, helping to facilitate the transfer.*

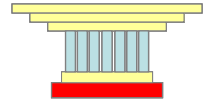
15. **Nov/Dec Meetings** - some of the essential meetings of the next two months:

1. Sanctuary Planning Committee - Sunday, Nov 18<sup>th</sup>
2. Strategic Planning Committee - Tuesday, Nov 20<sup>th</sup>
3. Church Committee - Thursday, Nov 29<sup>th</sup>

16. **ROUND TABLE – HOW DID WE DO?** - A significant amount of business was conducted this evening, as evidenced by three pages of minutes. Although we ran somewhat overtime, it was primarily because of New Business. The meat of the Business Meeting concluded on time.

NEXT CHURCH COMMITTEE MEETING: Last meeting of the year, Thursday, Nov. 29.

At 9:10, adjourned to complete the carpet selection process for the Family Room and the Narthex.



1. Insert 2 pages of SPC Workshop Minutes (Oct. 14 & 21)
2. Insert 1 page Treasurer`s Report
3. Insert 1 page draft Restoration article for TOPIC