

Church of St John the Divine, Courtenay  
579 5<sup>th</sup> St Courtenay, BC

**PARISH COUNCIL MEETING – VIA VIDEO CONFERENCE  
MINUTES – OCTOBER 15, 2020 (4:30PM)**

**Attendance:** Rev Alan Naylor, Nancy Booth, Denise Ropp, Timothy Ray, Marcia Haley, Doug Shantz, Peggy Tribe, Chris Widner, Barb Neid (Treasurer)

Secretary: Kathy Coulthart-Dewey

Guests: none

Regrets: Rev Michael Booth

**1. Welcome Scripture Reading, Reflection and Prayer:**

Rev Alan Naylor opened the meeting at 4:30pm reminding Members of the value in humour, confidence and persistency in the ministry of Parish Council. The teachings of Saint Teresa of Avila, a 16<sup>th</sup> century reformist theologian, who expressed her faith as well as a healthy contempt for the lack of structure and rules, utilizing those very principles. She wrote of the “inner castle” and the value of personal prayer.

**2. Adoption of Agenda (att# 1):**

*Moved by: N Booth Sec'd by: D Shantz*

*That the Agenda be adopted as distributed.*

*Carried (2020-10-001)*

**3. Approval of Minutes - September 17 , 2020 (att# 2):**

*Moved by: D Ropp Sec'd by: D Shantz*

*That the Minutes of the September 17, 2020 Parish Council Meeting be approved with one amendment. The last sentence of item 8(c) shall read, “Reallocation of funds budgeted for possible moving costs might be considered for temporary rental costs, if necessary”.*

*Carried (2020-10-002)*

**4. Guests**

None in attendance

**5. Executive Reports**

**a. Interim Priest’s Report:** Rev Alan Naylor – written report (att# 3) – verbal highlights as follows:

- Appreciation for the sympathy and friendship shown to Peter Walker and family, following the loss of Jean, was conveyed
- Primary focus has been the safe return to in-person services and the ReOpening Plan appears to be working well, with minor improvements being made as needed. The role and training of Greeters was discussed. Reference was made to the original protocols

adopted. The time, training and practice will improve consistency in performance of the new duties.

- b. Bishop's Warden's Report: Denise Ropp – verbal highlights as follows:
  - Working with the Executive on the concept plans and the AV Committee on their efforts toward livestreaming of services
  - Attended a number of meetings both locally and at the Diocese
  - Participated in the Walker funeral and election of the new Bishop
  - Maintaining communication with Rev Alastair Hunting as transitioning evolves
- c. People's Warden's Report: Nancy Booth – written report (att# 4) – verbal highlights as follows:
  - Helping where ever and whenever Parish needs arise
- d. Treasurer's Report: Barb Neid – written report (att# 5) – verbal highlights as follows:
  - Offerings were good in September. Net income is down \$16,000 but we continue to meet our costs
  - Fundraising by T Ray was quickly and effectively completed, covering the costs of audio/visual equipment needed for livestreaming
  - \$17,000 set aside for planning and professional advice for the renovation project has been spent on a number of smaller projects
  - Thanks Hat contributions might be well served if the Hat is moved to the front before dismissal.

*Moved by: B Neid Sec'd by: N Booth  
That the Treasurer's Report be adopted.  
Carried (2020-10-003)*

## **6. Committee Reports**

- a. Property Committee: Chris Widner – verbal highlights as follows:
  - Fire safety equipment is being readied for annual inspection
  - Door sill has been repaired at St Andrews, with gardens and gutters to be cleared October 17
  - Fall Cemetery clean-up scheduled for Nov 7 with the families of persons buried in 2018 and 2019 to be invited to participate, in addition to those previously approached

## **7. Business Arising out of Minutes**

- a. Revisit ReOpening for Renters: Rev A Naylor  
This issue was deferred at the August 2020 meeting and remains outstanding. Risk, liability, contract form and fees, as well as expectations for a renter's COVID Safety Plan still need to be reviewed.

*Moved by: N Booth Sec'd by: D Shantz  
That ReOpening for Renters be deferred to the January 2021.  
Carried (2020-10-004)*

The facilitator of Chair Yoga, held after Wednesday services, is not considered a renter, but rather a service provider requested by and for Parishioners. It, like the church service, is open to the public and participants pay \$5.00 each to the facilitator for her services. Resumption of this activity raised no objection, provided St John's COVID ReOpening Plan is followed.

- b. Renovation Concept Plans: Rev A Naylor  
Referring to his written report, Rev Naylor noted the Executive met again with the Consultant, making minor changes to a more detailed set of plans. Since then a suggestion to relocate the choirloft stairs inside the Nave will also be drawn. Next steps include sharing the plans with Rev A Hunting and the congregation, application to the Diocese for approval and then issuance of the request for proposals.

**8. New Business**

None raised

**9. Closing Prayer and The Grace**: Rev Alan Naylor


All joined in the prayer of fellowship.

**10. Adjournment**:

On mutual consent the meeting adjourned at 5:40 pm.

**NEXT MEETING SCHEDULED FOR THURSDAY NOVEMBER 19, 2020 AT 4:30PM**

Attachments (5)

Adopted by motion dated: Nov 19/2020  
  
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Secretary