

Parish of Central Saanich Council Minutes – Dec. 10, 2019

7:00 p.m. at St. Mary

REVIEW OF ACTION ITEMS

Name	Action Item	Page Reference	Target Date
Lon	Attend a Saturday Mass on January 18, 2020 & memo of understanding regarding Covenant	1	
Ian	Open House for parishioners on Transforming Futures – set date		
Wardens	Succession Planning – Review Job Descriptions	3	
All	Review Covenant Between Revs. Lon & Matt		

Attendees: The Rev. Lon Towstego, Chair
Derek Osman Greg Robinson Lynda Clifford
Terry Hartley Karen McColm Ken Pedlow
Sandra Scarth David Stewart Don Wilson
Leslie Pedlow (Recording Secretary)

Regrets: Ian Stuart

I Open meeting with Reading & Prayer

Lon opened the meeting asking us to remember Shirley Rigby, Len, Betty, and for Carol and Bob B who are awaiting surgery. Also asked us to pray for strength and comfort for the Watkins family on the loss of their nephew, Stephen and for the Nimmo family on the loss of their husband and father, Dick. He then read a Prayer for the Meeting from the Book of Blessings.

II Changes or Additions to the Agenda?

Lon asked if there were any changes or additions to the agenda. None were requested. Lon did indicate that some items would be moved from Review of Action Items to Business Arising.

III Minutes:

1. Council Meeting – October 22, 2019 and November 22, 2019, approved electronically. Both have been posted to website

IV Review Action Items from Minutes – status, date adjustment, explanations?

1. Set a date to attend a Saturday Mass & memo of understanding regarding Covenant – Lon suggested trying to attend a Mass on Saturday, January 11 or 18. (*post meeting Lon found that he had a conflict of January 11*) Lon also pointed out that the Covenant was more than just a piece of paper. It was alive and breathing in the interaction of the people as exemplified by the recent losses of Joan Mitchell and how we connected and supported her.
2. Work with Leslie & Bob to replace Parish identifiers in bulletin – ongoing but a meeting between Lon, Leslie & Bob hasn't been held due to heavy seasonal work loads. (also Bob taking a QuickBooks course).
3. Email Derek regarding circulated 2020 calendar – Derek hasn't received any feedback. The events calendar will be discussed later in the meeting
4. Open House for parishioners on Transforming Futures – set date – Ian was unable to attend the meeting. Lon reported that the TF team will be

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meeting on December 17th.

5. Revisit our signatures on Privacy Policy agreeing to Diocesan email system - defer
6. Succession Planning – Review Job Descriptions – a more in depth discussion to be held under Business Arising.

V Business Arising/Discussion from Minutes

1. 2020 Calendar – General – Derek drew attention to the calendar that was included in the second council package and to the new Pre-Approval and Post Assessment forms. For an event to be approved on the 2020 Calendar, one of these forms must be submitted. Derek will follow up with the leads of events, sending them the appropriate required form(s). The key is to get the whole year planned, as soon as possible. The actual calendar can be viewed through the website calendar if you add it and it will continue to be a work in progress as leaders and volunteers are identified. Lon suggested that we move the discussion regarding the Wine Fest ahead of the Summer Camp.
 - a) Wine Fest – David introduced his Event Post-Assessment and drew attention to several key issues. He felt that working with the other churches was the most rewarding aspect. There were issues to grapple with – one being having a Pop-Up Store on site, and the actual day of the event. The wineries are very supportive of a Peninsula Wine event. However, there seemed to be consensus from the wineries that holding the event on a Saturday makes it very difficult for them to participate. They felt that holding the event on a Sunday would allow more wineries to engage. David agreed that the event was only likely to work if it was held on a Sunday. There was a rather long and fulsome discussion around the table. To the disappointment of some, Lon considered the feedback that he was receiving and said No to holding the event on a Sunday. David was asked to refer the matter back to his Committee to see if they could make a workable plan.
 - b) Summer Camp – Lon advised Council that a good team of parishioners has come forward to lead the Camp. The dates set for Summer Camp are August 10 to 14. Lynda was asked to investigate when other local church camps might be held.
2. Cemetery Committee Financials – Were reviewed at the Cemetery Committee. They will be sent with the Minutes. There was not sufficient time at the last Cemetery Committee meeting to conduct a review of the amounts being transferred (revenues and expenses) between the church and cemetery to cover expenses and services rendered.
3. Succession Planning – Derek reiterated the plan to have the Wardens and two members of our churches (Leslie Pedlow and Sandra Scarth) form a committee to review job descriptions and to look at who might be qualified, not just for nomination at the upcoming AGM but also 3 to 5 years down the road.

It was noted that the Years of Service record provided to Lon by Leslie Pedlow had been reviewed and the only person who has reach maximum

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years of service is Derek. Lon spoke on how he felt strongly that there was the need for a transition year with some consistency in leadership. Derek indicated that he was willing to continue as a Warden and Lon reiterated that there was no objection to his continuing from the Archdeacon or the Executive Archdeacon. *The Canons are made to be used by the people, not to restrict the actions of the people*. There was considerable support for instituting the use of Deputy Warden positions. The question of whether or not the Parish Treasurer was elected or appointed was asked. Lon confirmed that it was an appointment that was subsequently endorsed by Council.

It was **Moved** by Ken Pedlow, **Seconded** by Don Wilson that two Deputy Wardens be elected for this year of transition, one from each church.

CARRIED.

Don Wilson reminded Council that the People's Warden would be elected at the AGM and that Council couldn't extend Derek's time in the position. Lon agreed and he stated that the purpose of bringing the issue to Council was to seek support around the table for the direction that would be taken.

VI Reports

1. Rector

- a) Rector's Report
- b) Report from Trish Stock
- c) Report from Reconciliation & Beyond Team

There were no questions or comments regarding items a, b or c.

d) Covenant between Rev. Lon & Rev. Matt

Lon distributed the draft covenant that has been developed by Matt and himself. He asked that this document be kept confidential at this draft stage. He asked Council members to take it and read it and indicated that we could have a fuller discussion at the next meeting. He welcomed questions by email.

It was Moved to extend the meeting time to 9:15pm

2. Wardens' Reports

- a) St. Mary – Nothing to add. Nothing asked.
- b) St. Stephen - Nothing to add. Nothing asked

3. Transforming Futures – Ian was unable to attend. Next meeting of the TF team is December 17th.

It was **Moved** by Ken Pedlow, **Seconded** by Terry Hartley that the non-financial reports be received. **CARRIED.**

4. Financials:

a) Parish Treasurer

It was **Moved** by Ken Pedlow, **Seconded** by Lynda Clifford that the Parish Treasurer's Report be received. **CARRIED.**

Derek drew attention to the information regarding the Diocesan use of credit cards for donations. After a brief discussion Council decided to take a watch and listen approach for progress elsewhere in the Diocese.

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- b) St. Mary Statements to November 30, 2019 – the statements were presented as circulated by email. Derek's commentary stated that, based on end of November figures, he was projecting a \$4,299 deficit at year-end. Leslie pointed out that the Outlook Review included in the package was the one for October. Derek advised that he would send the version with the November figures with the Minutes.

It was **Moved** by Derek Osman, **Seconded** by Ken Pedlow that the St. Mary financials statements to November 30, 2019 be adopted. **CARRIED.**

- c) St. Stephen's Financial Report – was circulated by email. There were no questions. Greg indicated that Bob had now started a QuickBooks course. Lon asked Greg to ensure that the payment for the course was made from 2019 funds.

- d) St. Stephen Statements to November 30, 2019 – Greg reported that he did not expect there would be a deficit at the end of the year.

It was **Moved** by Greg Robinson, **Seconded** by Lynda Clifford that the St. Stephen financials statements to November 30, 2019 be adopted.
CARRIED.

Derek noted that Gail Gauthier suggested, as an opportunity for improvement of the Financial Statements, that for presentation purposes the account numbers could be removed (leaving just the account description). We will try this out with the year-end packages.

VII Correspondence - None

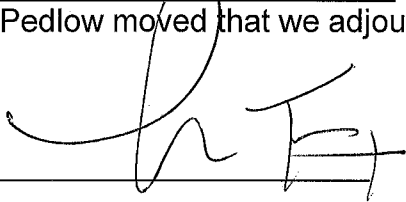
VIII New Business

IX Next Meeting

- a) Social Event – Wednesday, January 8th more information to follow
b) January 21, 2020 7:00 p.m. at St. Stephen.

X Closing with Prayer and Grace

Ken Pedlow moved that we adjourn at 9:20 p.m. We said the Grace together.



Lon Towstego, Chair