

St. Augustine's Parish Council Meeting

Tuesday April 30, 2019

Location: Parish Hall

Attendees: James Pat Darcy Don Marc Allan Alan Michael Richard
Michelle Linda Karen Cathy Sharon Carol Gary Jose

1. **Welcome to New and Returning Members of Parish Council and Management Committee.** Carol explained the purpose of this joint meeting of the Parish Council as well as the Management Committee. Each member introduced themselves and explained their role on the Parish.
2. **Opening Prayer** Linda opened the meeting with prayer.
3. **Parish Clerk** There is still a position available for parish clerk. That is, someone to record and report the minutes of the PC meetings. To date there, we don't have a volunteer; however, we will continue to search for someone within our parish. In the meantime, Michael volunteered to serve for this meeting.
4. **Adoption of the Agenda** It was suggested that an item concerning the rezoning of property be added to the agenda. Moved by Carol /Seconded by Darcy that the agenda be adopted as amended. CARRIED
5. **Adoption of Previous Meeting Minutes** Carol moved/Michael seconded that the minutes and the Web version of the meeting be adopted as presented. CARRIED
6. **Management Reports** Each deputy warden provided a brief oral report of their area of responsibility according to the following list
 - a. Gary - Fellowship
 - b. Sharon- Caring and Outreach
 - c. Michael - Worship
 - d. Karen- Financial Stewardship
 - e. Reports from Discipleship & Evangelism and Maintenance/Facilities were not available as the deputy wardens were not in attendance.
7. **Business Arising from Minutes**
 - a. **Financial Report** Cathy presented the financial statement for the period up to the end of March 2019. She reported that the trends experienced in the early months of 2019 continued through March, and thus we are in good position for the year. Revenue continues to be above budget and our Expenses are slightly under budget. To date there are no unforeseen expenses. Cathy continues to be optimistic concerning our financial position for the year.

- b. **Organ Maintenance** Cathy reported that our organ is now being serviced regularly on an on-going basis. The expenses are being moved from Organ Maintenance to Capital Expenses and thus can be budgeted better. The new cost of replacement of the organ has been established for insurance purposes. That amount is \$820 000.
- c. **Rental Properties Update** Cathy, as part of her financial report, showed the breakdown of revenue and expenses for each of the properties. This reflects the entire financial situation of each of our properties individually as well as the rentals properties as a whole. The funds are now up-to-date and accurately reflect each property.

8. Other Business

- a. **BCB Engineering Structural Report** Allan reported on the status of the Parish Hall building from the BCB Engineering firm and the progress of the recommend procedures and issues needing repairs. The following is a summary of Alan's report:
 - i. The building is structurally sound and able to withstand future use and some renovations.
 - ii. Some work may be required on the ceiling with the support beams. I.e. Tightening up and strengthening the beams
 - iii. Minor cracks in the walls and floor may require sealing.
 - iv. Small issues still exist but can be repaired easily.
- b. **Hall/Sunday School Upgrades** Allan has met with various people in the Sunday School and has begun to draft a plan of action and budget for renovations to the Sunday School and downstairs area. The general plan is to provide four individual rooms plus the Bambrick room. Each room would be walled in. The area would require some initial cleanup and the reallocation of storage areas. Each room would have individual storage areas. An estimated cost of the revision would be about \$20 000. Further information will be presented as the various users are contacted.
- c. **Year of The Sunday School** There was no further information at this time
- d. **Youth Trip to Red Deer** About 14 people from our Parish will be attending the YC Conference in Red Deer on the May Long Week End. All the funding goals have been reached and they will be joining St. Peter's Okotoks, and Holy Trinity, Calgary on a Diocese sponsored bus. All participants are excited and enthusiastic.

- e. **Sale of the 12th Street Properties** Carol reported that there are still one or two possible buyers for the 12th Street properties; however, there is likelihood that a realtor will be involved in the sale.
 - f. **Property Visioning Committee meeting with Dioceses** Carol reported that the Property Visioning Committee, along with a few additional people, will be meeting with the Archbishop and his group from the Diocese to go over our plans and procedures for the properties we recently acquired. This meeting would be held on June 9th. We have also had a request for our vacant lot to become a parking area to alleviate some of the parking issues in the downtown. In order to do this, we require the properties to be rezoned.
Motion: Moved by Carol, seconded by Marc, that we apply to the City for the re-zoning of the 11th Street properties to be designated as Public Building Zoning. This is to be funded to a maximum of five thousand dollars (\$5 000) from the Property Development Fund. CARRIED
 - g. **Summer Verger Substitute** During the summer the vergers will be replaced by Jo, who is very pleased to be looking after the church for the months of July and August.
 - h. **Summer Flower Delivery and Coffee Hour Duties** Carol passed around the lists and encouraged sign-ups for various duties. Blanks in the list will be assigned as best Carol can coerce later.
9. **Adjournment** Richard moved the meeting be adjourned. CARRIED
10. **Closing Prayer** James closed the meeting with group prayer and the Grace.