

**St. Paul's Cathedral, Kamloops
Cathedral Committee
Minutes 2016September27**

Committee Members:

Lee Emery
Gordon Dove
Barry Baskin
Kathryn Brisco
Kathy Moore
Evelyn Brisco

Colleen Stainton
Melissa Green
Lynne Snook
Margaret Hyslop
Elaine Parkes
Ken Gray

Guest Attendee: Bud Forbes

Recording Secretary: Tammy Davis

Regrets: Dale Drozda, Rose Roy, Sandra Sugden, Joan Lukou, Tom Sugden, Cathy Shether

Agenda Item	Discussion
1. Opening Prayer	Kathy opened the meeting with prayer.
2. Welcome	Colleen is the new Deputy Dean's Warden, appointed in August 2016. Welcome to the Cathedral Committee Colleen!
Check-In	Exercise in ranking (in order of accomplishment) our 4 key values. The committee ordered as follows: hospitality, responsive, joyful followed by rooted.
3. Agenda Review	Moved/ Seconded: Elaine/ Gordon carried BE IT RESOLVED THAT: The agenda be accepted as amended.
4. Minutes	Moved/Seconded: Evelyn/ Elaine carried BE IT RESOLVED THAT: The minutes from the meeting held on June 28, 2016 be accepted & prepared for posting.
5. Correspondence	We have received a letter of resignation from Jo Lynn and Bud Forbes who are no longer available for the role of church gardeners of the Cathedral effective December 1, 2016. The Forbes' will ensure the gardens are laid to rest for the Winter but we will need new gardeners in the Spring. The Committee is grateful for Jo Lynn and Bud's assistance with the gardening!
6. Ministry Sharing	

Agenda Item	Discussion
a) Rector	<p>Thoughts and updates from Dean Gray from his written report:</p> <ol style="list-style-type: none"> 1. I see a new roof on the cathedral which has been well supported financially and in other ways. We still have grant applications and requests for support pending, but given that individual contributions have well exceeded our target the eventual draw on reserves will, hopefully be much less than anticipated. 2. I see a wonderful group of volunteers who keep the Cathedral, its programmes and liturgies well supported and managed. I do note however that the supply of volunteers is not infinite and that we need to do some careful work around recruiting, training and succession planning. 3. Amongst volunteers and staff, I see tremendous passion displayed. That said, sometimes our passions, or personalities chafe. I want to remind myself and everyone that the Golden Rule “treat others as you wish to be treated and do not treat others as you wish not to be treated” is both essential and practical. 4. I notice both excitement and nervousness as those involved with the <i>Out of the Cold Ministry</i> prepare for another season of welcoming those in need. OOTC is a stand-alone programme housed in the Cathedral which draws on the skill and generosity of many volunteers including some cathedral parishioners. We will recognize these acts of kindness as part of our <i>All Saints</i> celebrations on Sunday, Nov 6 at the 10 a.m. service. 5. I notice the vital need to develop a congregational healing ministry team which will initially minister at the 10 a.m. service. Preparation is already underway. 6. We are all adjusting to the new office schedule. (Note to self) Please try to think of things, produce or request things, drop things off . . . <u>one day earlier than usual</u> and all shall be well. 7. With the Season of Creation now behind us I welcome your thoughts about what we should include in next year’s seasonal focus. What worked well in your view? What made sense? What puzzled you, if anything? 8. During October and November, I will commence some travel, first to our sister Diocese of Montreal shortly after Thanksgiving. I will also share worship with our Anglican Friends at St. Georges, Kamloops later in October. Finally, I will be in Toronto for a variety of ecojustice related meetings and for national meetings of the CNIB in late November. 9. Finally, I look forward to <i>Anglicanism 101</i>, a series of monthly gatherings which will focus on our Anglican tradition and experience. Sessions will be offered both in the day and in the evening in each month. For October please come together in the chancel: <p>Thursday October 20 at 1 p.m. OR Monday October 25 at 7 p.m.</p>

Agenda Item	Discussion
b) Administration & Finances	<p>Moved/Seconded: Elaine/ Barry carried BE IT RESOLVED THAT: The financial statements for August 2016 be accepted as presented.</p> <p>For the month of August 2016 - Income \$18,300; Expenses \$21,294.62, Net Income \$-3,494.62. Gordon shared, "For this time of the year, we're doing just fine".</p>
l) Summer Music	<p>Gail Ovington has done a wonderful job taking care of the music for worship throughout the Summer. Gail generously donates her time and talent and the Committee would like to honour her with a gift to thank her for her contribution. There is \$375 in the budget for music for July & August. Discussion of appropriate recognition \$300 mastercard Lee/ Colleen</p> <p>Moved/ Seconded: Lee/ Colleen carried BE IT RESOLVED THAT: A \$300 Mastercard will be purchased as a gift for Gail for providing music for Summer services.</p>
II) Roof Renovation Project Update	<p>To date, \$41,640 has been raised for the new roof!</p> <p>The project started Monday and already there is a lot of progress on the North side of the building. Just getting the cheque for 1st draw prepared. Job Manager is happy with how it's going, no surprises yet.</p> <p>Roof renos will have an impact on normal business to an extent- noise & access to the building will be restricted on occasion though there will be notification in advance.</p> <p>Solar Panels: An assessment was completed this summer at a cost of approx. \$300 to evaluate the possibility of adding solar panels to the roof. Unfortunately the assessment determined that adding solar panels would complicate & increase cost of roof install. The renovation would have been slowed, probably to Spring. Would have taken about 20 years to be cost neutral however would have reduced our carbon footprint.</p>
III) Refund from Canada Revenue Agency for Outstanding GST Rebate	<p>Thanks to Gordon's perseverance in working with the Canada Revenue Agency, we have recovered the outstanding GST rebate.</p>

Agenda Item	Discussion
c) Out of the Cold	<p>Bud Forbes attended the meeting to share an update on preparations for this year's Out of the Cold program. Nov 2 is the program's first night for this season. Some concerns have come forward and efforts to be proactive are underway but there are a large number of young, drug involved men regularly attending the shelter and this has been observed to correlate with an increase in conflicts and increased risk of violence to visitors and volunteers.</p> <p>To address these concerns, the board for the Out of the Cold program is looking at organizing a workshop on dealing with aggressive behavior that shift captains & volunteers could attend. For a cost of \$285 Out of the Cold would gain membership to "Shelter Net" which is an organization providing training solutions for staff and volunteer working with the homeless. Once a membership is purchased, all of the agencies resources can be accessed at no additional cost.</p> <p>Panic button- a panic button has been purchased which connects directly to the RCMP. The shift captain will wear the panic button. Response by RCMP is immediate.</p> <p>Out of the Cold will access 2 OD kits & facilitate a presentation on how to administer. 4 regular visitors were lost to drug overdoses this Summer.</p> <p>Volunteer orientation night has been scheduled for Mon. Oct. 17. This will be advertised.</p> <p>Gail Ovington is organizing a concert scheduled for Oct 21 to raise funds for the Out of the Cold program.</p> <p>In the past, the Out of the Cold program has created work for Claire which has impacted her availability to complete administrative work for the Cathedral. Efforts are underway to ensure this doesn't occur again. David Lidster is the new liaison for the program. Last year's Program Coordinator has relocated, Bud is fulfilling this role temporarily & delegating as necessary until a new coordinator can be found.</p> <p>Out of the Cold is very hospitable to visitors/ service users. Non-judgemental, provides necessities, and visitors have a great appreciation for the service. The program is very well respected in the community.</p> <p>3 years ago the Out of the Cold program became an outreach program of St. Paul's. 95 people volunteer in the program & most are part of the St. Paul's congregation. Ken is considering including a blessing of the Out of the Cold program in the Sunday Nov 6 liturgy.</p>
d) 566 4 th Avenue	

Agenda Item	Discussion
e) Children & Youth Ministries	<p>Melissa gave a verbal report.</p> <p>Sunday school has started! There are some returning families attending after having been away for the last 1-2 years. There is also a small group of new children. Observation that there is a big change of families week to week, if everyone comes on a specific week, there will be a large number of kids!</p> <p>We have been working with the Season of Creation theme since returning. There are a lot of thoughts around programming for youth, considering whether they want to join the service upstairs or look at another plan. We have some new teachers and some returning teachers this year.</p> <p>Colleen suggested that it would be nice to have any interested youth join the choir. Even 1 week per month would be a nice way to start. There is interest in adding some new youth servers.</p> <p>Youth group has started and the fall schedule has been distributed. Young Adults are meeting and sharing food together.</p> <p>A small group of youth from St. Paul's will be attending BCYAYM Fall conference in Victoria over Thanksgiving weekend.</p>
f) Building & Maintenance	
g) Parish Life & Fellowship	<p>Report received.</p> <p>Name tags: suggestion that using name tags is a way to build on hospitality. Contact Joan if you have a specific plan or proposal around using name tags.</p> <p>"Ministry Fayre" coming up Oct. 23 to build awareness of the work done in the parish & encourage new volunteers.</p>
h) Peace & Justice	
i) Community Garden	<p>Unfortunately, Chuck has been in the hospital. The garden is winding down now and will be cleaned out on the Thursday right before Thanksgiving. Any extra produce will be donated to the Women's Shelter.</p>
j) Christian Education	<p>Feedback on the Season of Creation: there has been a lot of positive feedback on the variety of art, music and guest speakers which was really inspiring. This was a very enthusiastic celebration! Huge acknowledgement to the artists who contributed who worked on planning displays starting in June.</p> <p>Last Thursday's lecture, there was some difficulty hearing 1 of the speakers. A sound panel might be valuable in future for times when more than 1 person is using a mic to so that adjustments can be made for people with various speaking levels.</p> <p>Suggestion of additional advertising of plans for next year inter-denominationally.</p>
k) Newsletter	<p>The fall production has been delayed with Chuck in hospital.</p>
l) Pastoral Care/ LMWS	

Agenda Item	Discussion
m) Altar Guild	
n) Regional Council	
o) Greeters Ministry	Report received. New volunteers welcome!
p) Prayer Shawls	The beautiful shawls that have been knitted recently will be blessed during an upcoming Eucharist.
7. Other Business	
a) Did You Know? Bulletin Board	New ideas discussed.
b) Next meeting dates:	November 29, 2016
c) Office Hours	Moved/ Seconded: Elaine/ Lynne carried BE IT RESOLVED THAT: Effective September 1, 2016, the administrative assistant's office hours have been increased by 2 hours per week.
d) Workshop on Hard of Hearing Device for Sound System	A workshop will take place after the roof renovation is complete to walk folks through how this works / what's required to connect with it/ utilize it fully.
8. Next Meeting Adjournment and Closing Prayer	Next Meeting: October 25, 2016 Tea: Tammy Prayer: Melissa