

# St. Paul's Cathedral, Kamloops

## Cathedral Committee

Minutes 2017 Feb28

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### Committee Members:

Rose Roy	Gordon Dove
Lee Emery	Melissa Green
Ken Gray	David Lidster
Islay Oatway	Cathy Shether
Margaret Hyslop	Lynn Snook
DJ Clarke	Elaine Parkes

**Regrets:** Joan Lukow, Tom & Sandra Sugden, Kathy Moore

Recording Secretary: Tammy Davis

### Opening Prayer:

Lynn shared a beautiful opening prayer.

### Welcome:

This year's committee totals 14 members which provides great coverage. Meetings will continue on the 4<sup>th</sup> Tuesday of each month for a maximum of 2 hours.

### Check In:

Dean Gray posed the question- **What do each of us bring to the Cathedral Committee table?**

Responses included:

- Curiosity,
- Participation in the committee is an expression of the importance of St. Paul's to me/ in my life,
- Desire/ openness to learn about our community & parish life,
- Desire to respond to needs in our congregation,
- Desire to see how we come together & plan for growth,
- Focus on drawing new families to St. Paul's,
- Diversity,
- Desire to give back or "pay It forward",
- Perspective of a newer member of the congregation,
- Experience with other churches,
- Desire to carry my weight, be involved, make a deeper commitment to the parish and our community.
- Review of messages of welcome & encouragement from last year's Committee to this new Committee.

### Agenda Review: Moved/Seconded and carried: Gordon Dove/ Elaine Parkes

#### BE IT RESOLVED THAT:

The agenda for tonight's meeting is accepted with amendments as follows:

Additional agenda items:

- Cabinet
- Faith lectures
- Blue House- lease & insurance
- Security

### Minutes: Moved/Seconded and carried: Elaine Parkes/ Gordon Dove

**BE IT RESOLVED THAT:**

The minutes from the meeting held on January 17, 2017 be accepted and prepared for posting.

**Moved/Seconded and carried: Cathy Shether/Margaret Hyslop**

**BE IT RESOLVED THAT:**

The minutes of the Annual Vestry Meeting of February 5, 2017 are accepted for information only. It was recommended that the minutes are amended to add a list of the entire roster of this year's Cathedral Committee along with the dates of each member's tenure for clarity. Dean Gray will comprise this list for addition to the meeting minutes.

**Correspondence: Moved/Seconded and carried: DJ Clarke/Rose Roy**

**BE IT RESOLVED THAT:**

Correspondence from St. George's Church, Rev. Captain Isabel Healy Morrow expressing appreciation for St. Paul's donation is accepted as received.

**Administration & Finance: MOVED/SECONDED and carried: Lynn Snook/Islay Oatway**

**BE IT RESOLVED THAT:**

The minutes of the Administration and Finance Committee meeting of February 23, 2017 are accepted for information.

The A&F committee usually meets 8 days prior to the Cathedral Committee meeting. The A&F committee is comprised of the Dean, the Wardens, Deputy Warden, Secretary, etc. The A&F Committee provides the first critical review of items of significance to the smooth operation of the Cathedral, items are "vetted" & then passed on to the Cathedral Committee for approval. This creates efficiency as the smaller group explores issues in greater depth which then come forward to the Cathedral Committee with input and clear recommendations.

**Review of Financials: MOVED/SECONDED and carried: Elaine Parkes/Rose Roy**

**BE IT RESOLVED THAT:**

The financial reports for January 2017 are accepted as presented.

- Income \$23,299.51
- Expenses \$7,869.46
- This is \$-1,903.46 below budget.
- We have paid \$2000 for the clergy conference and insurance of \$5,116.60 both of which are one- time annual expenses.

**Hall Rental** - Income generated from rental of the hall was discussed. The maximum fee charged for the hall rental is \$19 per hour and this rate has not been increased in many years. There is a 3-tier payment system in place for renters depending on the type of rental (for profit vs. non-profit).

With acknowledgement of the loyalty and value of our on-going renters who treat our space with care & respect, the Cathedral committee request that, over the next 60 days, the A&F committee review the rental rates with consideration to a 10-20% increase the rate.

**Roof Project** - The beautiful new roof is complete with almost no draw on Cathedral reserves. The A&F Committee has recommended that we make an application to the APCI Capital Fund for a \$5000 grant toward the outstanding cost of the roof. If this grant is accepted, the total draw on reserves for the roof project will be \$5000.

**MOVED/SECONDED and carried: Lee Emery/David Lidster**

**BE IT RESOLVED THAT:**

The APCI Capital Grant Application for roofing repairs is endorsed by the Cathedral committee.

**Cathedral Directory** - Consideration was given to the possibility of updating the Cathedral directory. This responsibility requires extensive scheduling. Project requires at least 2 keen volunteers. Interested volunteers can speak to Dean Gray.

**Ministry Reports to Cathedral Committee** - The benefit and process for reports and submissions by the many St. Paul's Ministries to the Cathedral Committee was discussed. The Committee hopes to stay in on-going reciprocal communication with the many meaningful Ministries at work in and around St. Paul's. Dean Gray will draft a template for groups to use in the hope to ensure feedback is concise and beneficial. The Committee will seek feedback from the various ministries several times per year.

**Territory Retreat** - there is opportunity for a few more people to go March 31-April 1-

**Cabinet for Hard of Hearing Component of the Sound System**- the hearing assist program is working really well. We require a cabinet for the safe storage of the headphones, cables, etc. The cabinet could likely be installed in the Narthex, on the wall, with a plug in to charge headsets. A quote from Excel Cabinets was received for approx. \$400 for this cabinet.

**MOVED/SECONDED and carried Tammy Davis/Elaine Parkes**

**BE IT RESOLVED THAT:**

Motion to authorize purchase and installation of cabinetry to house hard of hearing equipment for a total cost of up to \$500. Rose Roy abstained from voting in this matter.

**New Voices Hymnal**- We have been introducing the "New Voices" song book on Sunday morning's and it has been well received by the congregation. To continue to utilize this resource, it would be beneficial to purchase some for the pews. The song books cost about \$15.00 each. There is a CD available to accompany the song book and Ken will purchase a couple to review.

**MOVED/SECONDED and carried: Margaret Hyslop/Cathy Shether**

**BE IT RESOLVED THAT:**

The Committee authorizes the purchase of 150 copies of the New Voices song book for a total approximate cost of \$2,250.00. This expense will be paid through the Bequests and Memorials fund.

**Blue House Society, Lease Renewal** - Under the auspices of the The Fraser Basin Trust, the Blue House Society runs a recovery house for men with a background of addiction who need a safe place to stay while they make a plan for next steps. St. Paul's leases the house to the society but we are otherwise not involved in the program. The lease is renewed annually, at the beginning of the calendar year.

**MOVED/SECONDED and carried: Cathy Shether/Lee Emery**

**BE IT RESOLVED THAT:**

Motion to ratify the 2017 lease agreement between St. Paul's Cathedral and the Blue House Society.

**Blue House Society, Change in Insurance Policy** - Further to concern raised at the AVM that given the age and state of repair of the Blue House, there is a potential risk of fire or other damage requiring an insurance claim. Under our current insurance policy, we would be required to re-build the house however insurance coverage that allowed a payout of replacement cost would allow the Cathedral to have more

flexibility and discretion in determining the best use of those assets at the time of the incident. The Committee appreciates the benefit of this insurance change but requests that The Blue House Insurance conversation goes back to Administration and Finance for further study before the motion comes to Cathedral Committee. Following discussion the matter is returned to the APCI Financial Officer for further information.

### **Children & Youth Ministries:**

5 youth attended retreat in February. Youth will write up some feedback to share.

### **Parish Life & Fellowship:**

March 25 – Parish Community Dinner (hosted by men).

### **Building Security**

Elaine asked members of the Committee to check doors as you walk by them in the Cathedral. For example, the door to the outside by the sacristy can easily be leaned on and inadvertently left open. Please be intentional in checking the doors as you walk by them. We recently had someone trying to pick the locks to get into the building. It's important that we all try to help support the security of the Cathedral.

### **Nicola Street Garden**

We are in need of a gardener or a team of gardeners to look after the Nicola Street garden. Please keep your ears and eyes open for someone or a group of people who might be interested in this ministry.

### **Celebrating Faith Connections**

These faith conversations took place last year during Lent. This year they will take place after Easter. They will be commencing on Wednesday, May 26<sup>th</sup> on Wednesday evenings for six weeks. We will host two evenings, one in our building (reception at the back of the church) and one at Kamloops United Church. This is organized by LUA: Lutheran, United, Anglican churches in Kamloops.

### **Dean's Holidays, Continuing Education, and Changes Ahead**

Ken is taking the month of July off and one week in August for study leave at Sorrento Centre. The Bishop will be providing leadership in July while Ken is away.

**September to December 2017 – Bishop Barbara will be on Sabbatical.** Ken will have added responsibilities within the Territory during that time and will be spending some time on the road, probably away at least one week a month during the Bishop's Sabbatical period. Barbara Liotscos and Gordon Light have announced a move to Kamloops and will be able to provide some support at the Cathedral while Ken has added responsibly during the Bishop's time away.

**Care Home Ministry** - Some of the ministry at Kamloops Seniors Village will be picked up and supported by Ken in the coming months.

### **Dates and Events:**

- Ordination is scheduled at the Cathedral on March 17<sup>th</sup> at 4pm.
- Pentecost Sunday, June 4<sup>th</sup> – No 10am service at the Cathedral. Instead at 10:30 there will be an Anglican, United, Lutheran shared service at MacDonald Park. Worship, picnic, games, community, etc

### **The Notice Board**

Cathy Shether shared what the notice board is used for and asked for suggestions. Suggestions received:

- Hard of Hearing system is being well used!

- Five youth attended the Winter Youth Retreat from the Cathedral
- Ordinations on March 17 at the Cathedral
- Lenten Lectures
- We need a gardener!!
- Parish Dinner: Celebrating Canada's 150 years

**Meeting adjourned** at 9:00pm with the doxology.

Next meeting on **Tuesday, March 28 at 7:00pm**, leadership as follows:

- Prayer: DJ
- Refreshments: Elaine

Melissa will bring a prayer/tea signup sheet to the March meeting.