

ATTENDING

Ron Clifton
Sarah Kaulback
Donna Watson
Paul Wren

Byron Gilmore
Janet Volkes
Jeff White
Chris Bird

Heather Grégoire
Peter Volkes
Martha Whittaker

REGRETS

Cierra Sobers-Barrett

Peter Harvey

Diamond Scott

1. **Opening Prayer and Devotions** – Following a light supper, Byron opened the meeting with prayer.
2. **Minutes and Agenda** – Minutes from the November 24/15 meeting and tonight's agenda were reviewed and accepted.
3. **Disciple Development (Byron)**
 - a. Lenten Study – rollout of small study groups ready to be launched; we anticipate another series to be held in the fall.
4. **Liturgy & Worship (Byron)**
 - a. Last Sunday in Epiphany – Baptism scheduled at 10:45 am service.
 - b. Ash Wednesday (Feb 10) – Holy Eucharist and Imposition of the Ashes at Christ Church at 7:00 am and 7:00 pm; same to be held at Woodhall Specialty Care at 10:30 am. *(Another service was held at 1:30 pm at Christ Church to coincide with the monthly meeting of the Parish Fellowship Group)*
 - c. Lent (Feb 14 1st Sunday in Lent) – Liturgy is shaped somewhat differently with the Penitential Rite at the beginning of the service, Kyrie Eleison (rather than the Gloria), no Altar Flowers and said Lord's Prayer. This format continues throughout the season until Easter.
 - d. Confirmation – as is our practice, Confirmation is celebrated bi-annually on the even numbered years with preparation starting in September of the odd-numbered years. We are now coming "into the home stretch". There are eleven candidates who have been preparing throughout these last several months.
 - e. The Great Vigil of Easter (Saturday, March 26 @ 7:00 pm) – Confirmation of candidates above with Bp. Poole presiding. Resurrection Party (reception) to follow; potluck format.
5. **Outreach & Service (Byron)**
 - a. Coldest Night of the Year (Saturday, Feb 20) – Christ Church has participated in this national Christian event for a number of years. The fundraising focus is in support of the homeless and near homeless of which the local organizing agency is Regeneration. Fundraising efforts will commence shortly. Anyone from Christ Church is invited to join the team and it is a scheduled event for our Youth Groups and Confirmation Classes.
 - b. Refugee Response – Having brought this idea forward, Kathy Bell and Stephen Nilam are leading this initiative by exploring possibilities. Kathy and Stephen coordinated meeting between the Corporation and AURA in December. AURA (Anglican United Refugee Alliance) is the Diocesan mandated agency and they are a Sponsorship Agreement Holder with Citizenship and Immigration Canada. At January's Corporation meeting there was agreement in principal to move ahead with this initiative (sponsoring a refugee family) dependent upon the formation of a strong working committee. Janet Volkes has agreed to be the Warden

liaison. There is an opportunity with this project to engage parishioners not yet involved in the ministry/volunteer activities of CCB ~ we need to widen the circle and not always tap the same parishioners. Over the next week or so, folks will be approached to participate.

- c. Faithworks Holdback & Outreach Principles – Guidelines and operating principles to be developed.

6. Parish Life

- a. Pancake Supper (Feb 9) – Thanks to John Hall and the Sides for taking this on so faithfully on an annual basis. In keeping with Lenten discipline of almsgiving, proceeds are directed to outreach (Ste. Louise Outreach Centre of Peel).
- b. Welcome Package – in absence of a formal welcome package, materials will be made available to provide visitors are a moment's notice (to include current Courier, Annual Vestry Report, contacts, etc.). We operate in both a print and digital world; much information is on the website although there always exists a need to keep the website current, fresh and engaging.
- c. Volunteer Recruitment – With a parish our size, volunteers are essential to our overall ministry success and we currently have a number of opportunities available. In community, we recognize relationships are everything and that by volunteering, relationships are strengthened. Possibilities are numerous, but some examples of opportunities across our core ministry areas are:
 - i. Discipleship Development (e.g. Sunday School teachers, Youth Leaders, VBS assistance)
 - ii. Liturgy & Worship (e.g. readers, greeters, musicians, choir members, audio visual technicians)
 - iii. Outreach (e.g. assisting in Caring & Sharing and other seasonal drives)
 - iv. Parish Life (e.g. Catering)
 - v. Pastoral Care (e.g. Parish Visitors)
 - vi. Resource Management (e.g. Courier, office help, Property Committee)

7. Pastoral Care (Byron)

- a. Spring Workshop – Parish Visitors are working on a theme for a spring community workshop likely to be held in June. Previous workshop have included addressing maintaining independence at home, dealing with grief, supporting an Alzheimer's caregiver.

8. Resource Management

- a. Tax Receipting – Carolynne Atkinson addressed the work to date and will be able to achieve the release date to coincide with the Wardens' Lenten update. Tax receipting represents one completed year in her new role as Envelope Secretary.
- b. Wardens' Update – To be inserted with the tax receipts. Information to include financial position, refugee sponsorship, boiler replacement plan, social media use, volunteer recruitment, fund categories. *(An advance copy was provided to Advisory Board on February 12)*
- c. Annual Diocesan Reporting – Diocesan Parochial and Incumbent's Return are due on March 15th. Together, these reports provide financial and parish activity information to the Diocese.
- d. Financial Update – Ron Clifton and Peter Volkes were be working providing a simplified format for presentation. As at the end of the 2nd Quarter (Dec 31), we are showing a net income of

\$6,100. Financial statements (Qtr 3) will be provided to Advisory Board prior to the next scheduled meeting on April 26 so that a more fulsome conversation can be had.

A financial update will be provided in the Wardens' Lenten update to be included in the tax receipt mailing.

- e. Special Vestry Motion (February 14) – as requested by the Diocese, a social justice motion on supporting the recommendations of the Truth & Reconciliation Committee is to be included in the annual Vestries. With our Annual Vestry in September, we will need a special Vestry scheduled to present and approve. Special Vestries may only include one motion and need to be announced on 3 Sundays (*can be inclusive on the Sunday scheduled*). Motion to hold Special Vestry was moved by Janet Volkes and seconded by Chris Bird. Motion passed.
- f. Boiler Replacement – Corporation approved for this work to commence in the spring as repairs have already been required. (*Vestry approved a spend from Heritage of \$80k, the quote received was for far less and our total spend should be less than \$50k inclusive of HST; December 21/15 quote attached*).
- g. Stewardship Focus –
 - i. Our 2016 focus period will be during the season of Easter concluding on Pentecost Sunday (May 15).
 - ii. We need to raise awareness of the various funds that are available to contribute to (e.g. clergy discretion, FaithWorks, Discipleship Development, Altar Guild, etc.) This is important for folks that are new to our community and not aware of these various areas.
 - iii. An offering basket/box will be placed in the nursery; situations have arisen where folks using the nursery miss the offertory.
- h. Advisory Board Bios – Martha will send out a note to the Advisory Board members to provide a brief bio that can be used on the website. Some prompting questions and/or thoughts will be provided.

Meeting concluded at 9:15 pm.

Upcoming Meetings

Tuesday, April 26, 2016 at 7:00 pm

Tuesday, September 13, 2016 at 7:00 pm

Other dates may be scheduled as the need arises.

Attachments:

- a. Boiler Replacement Quote