



**MINUTES – BOARD MEETING – TUESDAY, AUGUST 29, 2017 – 7:00 PM
UNIT 102, 1465 CALDWELL AVENUE, OTTAWA ON**

PRESENT

Wilma Di Gaetano	Julian of Norwich Anglican Church (Secretary)
Anne Galt	Faith Lutheran Church (Director)
Dave Hall	Ottawa Y Service Club (Past President)
Marilyn Hamilton	Glebe St. James United Church (Church Representative)
Margaret Knight	City View United Church (Church Representative)
Norah Patriquin	Kitchissippi United Church (Director)
Harold Rode	Faith Lutheran Church (Chair)
Melvin Schwalm	Faith Lutheran Church (Director)
Wendy Warburton	Kitchissippi United Church (Treasurer)

REGRETS

Katharina Czerny	St. Basil’s Roman Catholic Church (Church Representative)
Marion Ferrer	Director
Matt Gallinger	Chaplain
Therese Ladouceur	Community (Director)

	Welcome and Attendance (Harold)
	Harold opened the meeting at 7:00 pm.
1	Devotions (Harold)
	Harold asked everyone to reflect on the provocative question – Who do you say Jesus is? Many and varied reflections were shared by everyone present.
2	Approve Minutes of Board Meeting of May 16 and June 20, 2017
	Motion (Wilma, Dave) to approve the Board minutes of May 16, 2017 and June 20, 2017 was approved. With reference to the draft minutes of the June 2017 Annual General Meeting, Wendy noted that Doug Scorrar has relocated and will not be available to conduct the 2017 annual financial review.
3	Business Arising from Previous Minutes
	<u>Naloxone Kits</u> : The Caldwell Family Centre has the kits available. The CFC will offer more training. Harold will discuss with Matt and Sarah their interest and whether any of our volunteers may be interested. <u>Teksavvy</u> : The installation of Teksavvy has apparently impacted our security system and its ability to accept new alarm codes. For the present, no new codes will be entered and as necessary key holders may share codes.
4	President’s Report (Harold)
	Some current master key holders will exchange keys to allow access to the offices for cleaning. Matt and Sarah will discuss Program Assistant staffing for September to December. Harold presented a draft letter he had prepared in response to a request from the Executive Director of the Caldwell Family Centre to address the possible impact on the Chaplaincy if the CFC/Food Bank were to move to the Bellevue Community Centre space at 1475 Caldwell. Based on feedback, Harold will re-draft the letter and circulate for board approval.
5	Treasurer’s Report (Wendy)
	Wendy presented the Financial Report as of August 29, 2017. Highlights include: church contributions are very high; individual donations are at less than 50%; she has no word if the UCC Street-Related Ministry Grant is approved for 2017. Despite the small deficit showing between 2017 income and expenditure, we do have a healthy bank balance.



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6	Chaplain's Report
	Matt started work on August 8, 2017 and has already met quite a few community members at the daily drop-in.
7	Committee Reports
	<p><u>Pastoral/Spiritual Care</u>: Anne and Matt met soon after his arrival and had an excellent discussion on ideas for Bible studies, welcoming other faiths, and involving community members in pastoral care. Matt is already thinking about how best to meet with our supporting churches, given his own responsibilities to his church.</p> <p><u>Facility Care</u>: We discussed the need to establish a new committee to look after our space. We agreed to purchase new rugs for the entrance and hallway for the winter months. Harold will inquire with Home Depot and other organizations about the possibility of painting our space. We discussed the possibility of a new volunteer program directed at community members to keep our parking lot and space neat and attractive.</p> <p><u>Fundraising</u>: Dave mentioned that the fall fundraising dinner at St. Basil's would be catered, again by a former refugee. There was agreement to raise the individual ticket price to \$60.00.</p>
8	30th Anniversary BBQ Plans – September 23, 2017 (Dave Hall)
	Dave presented a suggested outline for the day. It was suggested to shorten the day, to minimize activities other than food and music and to eliminate the demonstrations. This will be a great day for Matt (and his family if they are available) to meet the community. Churches are asked to donate \$100 for supplies for the day.
9	Church Updates
	<p><u>Glebe St. James United Church</u> is in the process of hiring for various positions including Christian Development Minister, Church Administrator and Music Director. Please save the date! Evensong Jazz Ensemble concert and reception, Saturday, September 30, 7 p.m., Glebe-St. James United Church, 650 Lyon St. S. Tickets are \$25 in advance, \$30 at the door. More details will follow.</p> <p><u>Faith Lutheran</u> is hosting a concert and barbeque on Sunday, September 10, 2017 to celebrate its renovations and Pastor Martin's return from sabbatical. All are welcome and more details are available on the Faith Lutheran website.</p>
	Adjournment
	On a motion by Wendy, the meeting adjourned at 8:45 pm.

DATES TO REMEMBER

Tuesday, September 19, 2017
Saturday, September 23, 2017
Tuesday, October 17, 2017
Sunday, November 5, 2017
Saturday, November 18, 2017
Tuesday, November 21, 2017

Board Meeting
30th Anniversary Community Barbeque
Board Meeting
Choral Festival @ City View United Church
Annual Fundraising Dinner @ St. Basil's Catholic Church
Board Meeting