



**RECORD OF DISCUSSIONS – TUESDAY, OCTOBER 17, 2017
7:00 PM, UNIT 105, 1465 CALDWELL AVENUE, OTTAWA ON**

PRESENT

Annabelle Biefer	Community
Katharina Czerny	St. Basil’s Roman Catholic Church (Church Representative)
Wilma Di Gaetano	Julian of Norwich Anglican Church (Secretary)
Matt Gallinger	Chaplain
Anne Galt	Faith Lutheran Church (Director)
Margaret Knight	City View United Church (Church Representative)
Harold Rode	Faith Lutheran Church (Chair)

REGRETS

Dave Hall	Ottawa Y Service Club (Past President)
Marilyn Hamilton	Glebe St. James United Church (Church Representative)
Therese Ladouceur	Community (Director)
Norah Patriquin	Kitchissippi United Church (Director)
Melvin Schwalm	Faith Lutheran Church (Director)
Wendy Warburton	Kitchissippi United Church (Treasurer)

	Welcome and Attendance (Harold)
	Harold opened the meeting at 7:10 pm. Due to several unexpected last-minute absences, we did not have a quorum of board members. It was decided to discuss some of the agenda items, despite the lack of quorum.
1	Devotions (Matt)
	Matt led us in prayer. In future, devotions will default to Matt, however if someone wishes to lead devotions, please advise Wilma who will reflect this in the agenda.
2	Approve Agenda
	Approval was not necessary due to lack of quorum.
3	Approve Minutes of Board Meeting of September 19, 2017
	Deferred in absence of board quorum.
4	Business Arising from Previous Minutes
	<ul style="list-style-type: none"> - The transit letter was finalized, signed by Matt and Harold and sent. - Fundraising Dinner on November 18, 2017: Kathy has met with the team at St. Basil’s who will look after set-up and clean up, although she will advise Matt and/or Sarah if more volunteers are required. . The church hall has been booked from 10:00 am onwards for the day of the dinner. They will use the tables, chairs, tablecloths, dishes and other items at the church for the dinner set-up and serving. NOTE: Kathy advised subsequent to the meeting that St. Basils’s wish to cap ticket sales at 100. The caterer, a former refugee, will charge just over \$1,000 for 100 plates, to be served buffet style. Kathy will advise on the menu and will recruit servers. All churches are encouraged to provide desserts. There will be tables set up for the Silent Auction and donations should be delivered to the Chaplaincy, to be transported to St. Basil’s on the day of the dinner. A number of St. Basil’s parishioners have offered to provide entertainment. Tickets are now available for sale by church representatives and a poster for use in churches and other locations has been sent electronically. Harold will confirm if the Creative Path wishes to have a table; likely two volunteers from the program will be required. - Tickets are on sale for the Choral Festival on November 5, 2017. Matt will be the MC. - The UCC Street-Ministry grant application has been submitted.



**RECORD OF DISCUSSIONS – TUESDAY, OCTOBER 17, 2017
7:00 PM, UNIT 105, 1465 CALDWELL AVENUE, OTTAWA ON**

5	President's Report (Harold)
	<p>Harold is following up on options for refreshing the Chaplaincy space, as a member of his church may be agreeable to paint the space for us. It appears Ottawa Community Housing will provide the paint.</p> <p>Harold is working on a year-end fundraising letter, to the Friends of the Chaplaincy. Hopefully the letter will be available for the dinner. There was discussion about the need our fundraising plans for the balance of 2017 and to plan for 2018.</p> <p>Harold and Wilma will represent the Chaplaincy at the Community Safety Walk on October 18, 2017, which is being coordinated by a group of concerned tenants, to include residents, OCH, CCHC, CFC, OPS and Riley Brockington, the local City Councilor. It was noted that Riley Brockington was hosting a community meeting this evening in the Bellevue Community Centre, to which only residents invited to attend. There was some discussion about recent reports in the EMC community newspaper.</p> <p>Board members who are available to act as emergency contacts should provide their telephone numbers to Matt.</p> <p>A doorbell from the lobby to Unit 102 (Chaplaincy Main Space) and Unit 105 (DREAMS Centre/Art Studio) has been installed.</p> <p>Harold has made some inquiries about board nominations but with no success to date.</p>
6	Chaplain's Report (Matt)
	<p>Matt confirmed that we do not expect payment for coffee and other supplies from the Narcotics Anonymous (NA) Group that meets weekly in the Chaplaincy Main Space. There was some discussion about the Hospitality Program – supplies, approach to offering hospitality and serving.</p>
7	Committee Updates
	<p>Deferred.</p>
8	Community Safety
	<p>To be discussed further at November board meeting, taking into account the Community Safety Walk and any subsequent actions.</p>
9	Church Updates
	<p>City View United will host a pizza, video and discussion event on Indigenous issues on Sunday, October 22, 2017 at 6:00 pm – all are welcome to attend.</p>
	Adjournment
	<p>The meeting adjourned at 8:15 pm.</p>

DATES TO REMEMBER

Sunday, November 5, 2017
Saturday, November 18, 2017
Tuesday, November 21, 2017

Choral Festival @ City View United Church
Annual Fundraising Dinner @ St. Basil's Catholic Church
Board Meeting