



**MINUTES OF THE VESTRY MEETING
OF THE WAIKATO CATHEDRAL CHURCH OF ST PETER
HELD AT THE CATHEDRAL CENTRE, HAMILTON
ON 23rd SEPTEMBER at 5.30 pm**

PRESENT:	Wendy, Evan, Tas, Andy, McKenzie, Wendy T, Mele, Dilip, Stuart, Walter, Warren, Viv, Bryan	ACTION
APOLOGIES:	Rev'd Daryl Smart	
WELCOME:		
MINUTES:	<i>"That the Minutes of the Meeting of 26.08.2020 are confirmed as a true and correct record. CARRIED</i>	
MATTERS ARISING:	Aerial scanning completed Hire rates – new rates effective 30 September Vestry / Ministry Team day – coming up Counch shell – still being completed Report from Peter Sergil – still waiting	
SCRIPTURE:	Wendy gave a short reading from Matthew on the Beatitudes.	
EVALUATION OF MONTH:	The meeting went around the room speaking about their month and what's happening in their lives: <ul style="list-style-type: none"> • 81 at vespers – what's the opportunity here? • Cleanout • Bequest from deceased parishioner • Covid Alert Level down so we can have more people in the Cathedral • Baptisms • Funerals • Weddings • Police service • New people during lockdown – hoping they will come back • Grant approved for digital ministry • The new organ • Reflections on what we could be doing better: • Question – how many have not been going? • How do we engage people in the cathedral? • New people's dinner – new way of inviting people • New vestry next year – need to develop a new Chapter • Site is busier than has been previously • Do more hospitality in the garden during summer months to encourage more people to stay for morning tea • Organise picnic after service during summer • Dec 24 – Carols on the hill with families 	

	<ul style="list-style-type: none"> • Phoning people who have not been to service • Letter – asking people for feedback • Good attendance at Wed services • Rest homes have been lockdown 	
<p>CORRESPONDENCE: Inward and outward</p>	<p>Circulated at the meeting in file and tabled.</p> <p><i>"That the Inwards correspondence be received and Outwards be approved."</i></p> <p style="text-align: right;">CARRIED</p> <p>An incident at a concert was raised regarding an injury to an audience member lifting a wooden kneeler which then fell on her leg. Walter and Tas to look at issue.</p> <p>Wendy reiterated her previous comments that Vestry was the governance body and that management was the responsibility of the Dean and Wardens. She then read from a letter from Sam Edwards regarding morning tea and the use of the NRSV Bible.</p> <p>Wendy will respond to Sam that now we are at Level 1 morning tea will recommence and that the NRSV has always been used and is the preferred choice of the Anglican Church in Aotearoa, that it is used St Johns Theological College, and also the Bible used by the Archbishop of Canterbury.</p>	
<p>DEAN'S REPORT:</p>	<p>Updated vestry on challenges and joys</p> <ul style="list-style-type: none"> • Started 2 Feb, 7 weeks of services before lockdown • Daryl has not been able to get back for a substantial time • One FTE priest – primary focus is on growth • Solid working relationship with admin • New marketing strategy • Eon's grant has come through • Wendy Tyrrell – now has a license and is part of the Cathedral team • New organ • Views from the pews • 6 week bible study starting on Wednesday morning • Zoom bible study • New bible study with young people • Apostolic intern programme – Blythe Cody has now started at the Cathedral • Today was asked to be MC for Dame Hilda Ross event – day when statue will be unveiled • Returned to council as person to welcome new citizens • Hope to engage the council in Christmas activities • Discussed clergy situation • Constantly building a profile around the life of the Cathedral • Mele – one of roles – look at growth – new initiatives – looking at baptisms – number one reason is to get into Dio – Mele is looking at that ministry together with Adam Hape to see how that can be developed into a growth initiative – how to we follow up with the children and their families. Once of the 	

	<p>challenges is how to engage the family in the life of the Cathedral. Looking to host is a particularly social event as a follow up to introduce them to new resources for baptism, develop 90 second devotion vlog, introduce them to what it is to be Anglican. Would to develop something for the website around baptism. Nov event – The Mad Hatters Tea Party – Wendy Mele and Blythe to host – high tea, invite them back, teaching on the Lord’s Prayer. Look forward in 2021 to have built something around baptism – feedback is well received. Baptisms happening after the service. They are invited to attend service – only some have taken that opportunity. Would like more parishioners to attend baptisms taking place after service.</p>	
HEATH & SAFETY:	Discussed under General Business	
WARDEN’S REPORT:	<p>Walter presented the Warden’s report. They were impressed with number of people attending during lockdown 2. Still getting new people attending during level 2. Shirley Greig – donation towards flowers for commemoration of her husband’s death. Generous donation towards flower guild to be spend on equipment. Leaks have been attended to however there are a few smaller leaks. Tree debris – the Warden’s recommended that we contact the courts and ask them to reduce the height of the trees on their grounds as we are still getting a large amount of debris from them. New maintenance team needs to be appointed. Social club will start up again in October.</p>	
FINANCE REPORT:	<p>Finance sub-committee met prior to Vestry \$8,000 under on envelope giving \$11,000 over on direct credit giving Creditors of \$7,875.34 for September. <i>That the Financial Statements as at 31st August 2020 be received. CARRIED</i> <i>That the Creditors listed on the Schedule of Creditors for August 2020 be paid in September totalling \$7,875.34. CARRIED</i> Siesmic strengthening - \$50,000 for Aug/Sept work. Proposal to transfer \$50,000 from the call account to the project account and will reimburse when investments mature for the Foundation. \$12,200 BECA – August \$16,200 BECA - September \$2,800 PAUA - August \$7,000 PAUA - September \$11,400 extra for fire and asbestos compliance. <i>Moved money be moved from the call account to project account for BECA and PAUA accounts. CARRIED</i></p>	

	Warren working on funding application Heritage – they will pay up to 50% of the project to the maximum of \$50,000.	
FINANCE SUB-COMMITTEE:		
MAINTENANCE COMMITTEE:	<p>Security of back yard – thought about putting a fence across part of the back – lots more thinking needs to be done.</p> <p>Action point – structure of maintenance committee meetings</p> <p>Warren has been working on a funding proposal. This has required gathering supporting documents which is taking considerable time.</p> <p>Warren showed some of the images from the drone images. He has developed a wish list of things he would like to see included in the work which he will circulate.</p>	Structure of Maintenance Committee meeting to be finalised.
GENERAL BUSINESS:	<p>Certificates of Ministry have expired. A list of names has been circulated. <i>Moved that following people be accepted:</i></p> <ul style="list-style-type: none"> • Kim King • Bryan Bang • Elizabeth Bang • Bryan Bevege • Brigit Brant • Frany Edwards • Lynn Jamieson • Evelyn Masoka • Pam McAdam • Anne McAloon • Joy McRobie • Randev Peiris • Ruky Peiris • David Shearer • Susan Shearer • Diane Swarbrick • Richard Swarbrick • Min Turnwald • Warren Turnwald • David Wilson • Shirley Wilson <p style="text-align: right;">CARRIED</p>	

	<p>Health & Safety regarding concert management: Vestry to think about how we might manage events better with either a manager or team. Do we build the cost of having someone on site each time in the fees? – Dilip and Wendy to look at how this could work – do we pay for this person?</p> <p>Signage: Signage for first aid kits – green cross – is there a nurse we could ask to look after the first aid kits?</p> <p>Road Signage: Signage is incorrect – needs to be altered – Viv to find name of firm who made signs.</p> <p>Evan raised the issue of people rough sleeping – impacts on insurance, also people riding bikes and blocking access to the Cathedral and centre.</p> <p>Photocopier: Konica Minolta 9(CSG) have now merged with Fuji Xerox. The company is upgrading their old stock of photocopiers in the Waikato. Viv presented the report to the meeting. Upgrading the photocopier would produce a saving of around \$130 per month. <i>Moved that we upgrade the photocopier as recommended.</i> <i>Carried.</i></p>	<p>To be addressed at next Vestry meeting Viv</p>
NEXT MEETING:	The next meeting will be held on <u>Wednesday 28 October 2020</u>	
	The meeting closed at 7.45pm with the Grace.	

Signed: _____

Date: _____