

# PC MINUTES



## MEETING DETAILS

Date: 22/02/2021  
Time: 7:30-8:15pm  
Venue: MS Teams

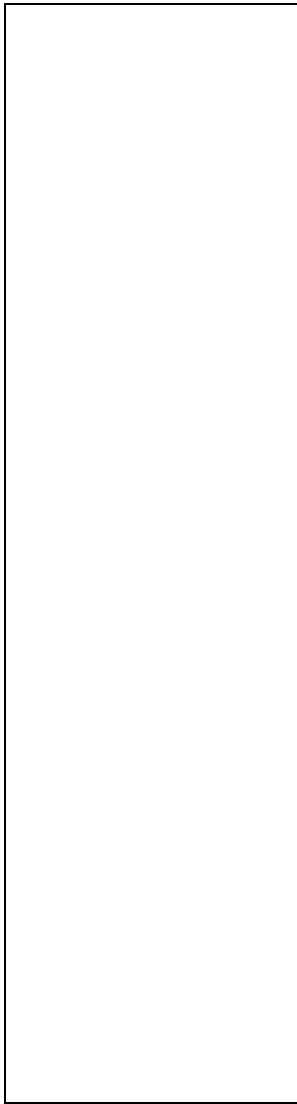
## ATTENDEES

Jeremy Watson (chair)  
Daryl Williams  
(Warden)  
Peter Coburn (Warden)  
Alissia Adam (Warden)  
Kathleen Wilson  
Peter Moran  
(Treasurer)  
Richard Childs  
Darryl Parkinson  
Steve Parkinson

## APOLOGIES

Heather Wardlaw

ITEM	MINUTES	ACTION
<b>INTRODUCTION</b>	The meeting was chaired by our vicar Jeremy Watson and conducted via Microsoft Teams.	
Prayer	The meeting began in prayer at 7:32pm.	
Matters for Decision	<p><b>Parish Secretary</b></p> <p>After discussion, Jeremy moved that Peter C continue as parish secretary. This was universally seconded. Kathleen has agreed to take minutes during the meetings.</p> <p><b>Digital Training</b></p> <p>Discussion regarding nature of training requested for Jeremy, Luke and Catherine, as well as funding options to cover the \$5K annual cost.</p> <p>Questions regarding the leader of the training and his capability and experience from a ministry and a tech perspective – both were confirmed by Jeremy.</p> <p>Questions regarding tools and tips that would be provided and how these aligned with what is already available at the church – would these be made available to other team members. This was confirmed by Jeremy as well.</p> <p>Confirmed \$4K currently available in the budget for staff development.</p> <p>Confirmed that half the \$5K cost will come from this financial year. Jeremy moved that this be approved and it was unilaterally seconded.</p> <p>In response to a separate question from Peter C, Jeremy reported we will be replacing the current US-hosted Elvanto church management system (costing \$50USD per month) with the Australian-hosted Fluro system (\$99AUD per month) by the end of Term 1 this year.</p> <p><b>Finances</b></p> <p>New bookkeeping working well so far. Format of report was well received.</p> <p>Noted that we came in above budget despite giving being below budget due to some previously unbanked amounts being identified.</p> <p>A recent donation of several thousand dollars through Tithe.ly was mentioned because this is the first time someone has given using this platform. A service fee of approx. 1.8% was deducted from the total gift, but it was discussed that this additional means of payment may create opportunity to increase giving that make the fees worthwhile over time.</p> <p>Peter Moran moved that his financial report be received; seconded by Peter Coburn; carried.</p> <p><b>Appointment of Parish Electoral Committee representative</b></p> <p>After discussion, Jeremy moved for Alissia Adam to take this role and this was unilaterally seconded.</p>	<p><b>Action</b></p> <p>Kathleen to take minutes and send to Peter C</p> <p><b>Action</b></p> <p>Jeremy to proceed with registration for course.</p> <p><b>Action</b></p> <p>No action.</p>
Other Questions and Discussion	<b>COVID Safety requirements</b>	



arising from Reports	<p>Introduced as topic for discussion. Parish Council view was that our current COVID safety arrangements are largely seen as necessary and as expected by congregants.</p> <p>Jeremy proposed that only grape juice is served at the 10am service as it is a mixed congregation (ages/ congregants from other denominations).</p> <p>Discussion regarding using wine vs grape juice ensued with varying perspectives presented.</p> <p>Ultimately the decision was taken to look at the process involved in serving both grape juice and wine instead of resorting to grape juice alone.</p> <p><b>Jeremy's report</b></p> <p>Council supportive of a consolidated report from Jeremy ongoing</p> <p>Warwick to send his report to Jeremy to pass on to Parish Council as required.</p>	<p><b>Action</b></p> <p>Jeremy to look at the process and logistics of serving grape juice and wine in similar way to gluten-free wafers.</p>
Review of previous meeting	Peter C moved to approve minutes from previous meeting; seconded by Richard; carried.	
Review of the meeting	<p>MS Teams has worked well today.</p> <p>Agenda to be reviewed.</p> <p>Council needs to maintain standard agenda items that the council is required to check in on monthly, including OHS and compliance.</p>	
Prayer	Jeremy closed the meeting in prayer at 8:24pm	