

VESTRY MEETING – 9 MAY 2022, 19.30, in-person & on Zoom
ALL SAINTS' CHURCH, WATERLOO

Present: In-person: Rev. Katie Osweiler (Curate), Susan Downhill (Senior Warden), Paul Hirsch, Derek Pullinger and Kathi-Sue Rupp.
Guest: Felicity Handford, Staff: Fiona White
Online: Nick Fern (Junior Warden), Vincent Musschoot, Sylvette Norré and Mike Breton (Treasurer)

1. Sylvette Norré opened the meeting with a **prayer**.
2. **Absences:** Rev. Sunny Hallanan (Rector), Carole Ducastel and Jane McBride.
3. **Approval of minutes:** The minutes from 4 April were approved.
4. **Vestry check-in:** Katie Osweiler suggested a discussion in the form of a mini Mutual Ministry Review (MMR) with Sunny Hallanan returning at the end of this week, to reflect on Sunny's absence and her transition back to ASC. It was felt that everyone had worked as a team. Katie had had the greatest burden, especially considering the many things that had occurred in her personal life, but she had found that people were there when she needed them. Katie also pointed out that Sunny had prepared her very well. Katie had tried to give Sunny a proper break and did not contact her on church business until around Easter when St Servais made the totally unexpected decision to stop services and to leave the Convocation. This will be followed up by Sunny on her return. Katie said she was very happy to hand back responsibility and asked those present: what were some things that she could have done as clergy or that we as a group could have done better? Everyone at the meeting was full of admiration for how Katie had managed.
5. **Committee reports:**
 - 5.1 **Finance**
 - a. Mike Breton reported that the snooker table had been sold and removed from the church.
 - b. A further tranche has been paid to our lender.
 - c. The annual filing for the Fabrique will be sent off this week.
 - d. Mike decided to have all rents paid into the KBC account until such time that the ASBL has a new bank account.
 - e. The initial invoice is in for the boiler and will be handled tomorrow, with VAT charged at 6%, as agreed.
 - f. Mike had a long conversation with Florence in the creche who has discovered she can get a 70% grant from the region to repair the floor covering. She was wondering if the church could help her a bit with the €1,200 that she would have to pay. He took the opportunity to mention a long overdue rent increase – from €1250 to €1350 per month. He recommends that we help financially. Nick Fern proposed that the rent is put up as soon as possible by €100 and ASC helps with €600 towards the flooring cost, seconded by Derek Pullinger and approved by all.
 - 5.2 **Building & property**
 - a. Paul Hirsch had circulated his report (attached).

- b. Much painting has been done, Derek has done some gardening but there's much more to do. Nick suggested re-wilding the grass area above the creche.
- c. Paul has arranged for Murprotect to come and look at the damp wall in the library during the afternoon of 16 May.
- d. Mike reported that there had been a slight scare with the fire alarm which was beeping with no fire. Sicali were contacted to get it re-set and noticed that the fire alarm had never been serviced. This will be rectified. The fire extinguishers will be serviced on Wednesday.

5.3 Outreach & service

- a. Derek reported that as no one knows how Ukraine will develop we need to keep some funds set aside for them.
- b. Balthazar Nnahimana reports that the pig house is finished in Burundi and the pigs are moving in this month.
- c. Katie said she has a local friend whose daughter worked with under-privileged kids and raised money for them to go on holiday in the summer. She would like this worthy cause to be considered.
- d. Derek had suggested that the church should buy Fair-trade coffee for coffee hour and has purchased some through Oxfam. We are currently finishing what's in the cupboard.
- e. Joëlle Vanopbroeke is happy to do another concert for charity. Also, Daniel Blumenthal would be happy to come and do a two-piano concert with Joëlle. Apparently piano showrooms will lend a piano for a fundraiser concert. Fiona will follow this up with Joëlle.
- f. Carole Ducastel would like us to bring back the fruit basket to the services so that people can donate their time and talent.
- g. Relay for Life is on 18 and 19 June. Information on signing up joining the team will go into this week's eBlast.

5.4 Our Community

- a. Kathi-Sue Rupp reported they are trying to organize the coffee sign-up with helping for a month. Could the cookie baker help with the coffee? Mike is always there to help and Jane is keen to help more. It was felt that more than one person is needed because there is also the cleaning up at the end to do: parishioners are the worst at not leaving the cafe as it was when they arrive.
- b. Katie has had comments from people that this is the cleanest they have seen the kitchen.
- c. Dates for future events: 5 June – Pentecost; sometime in June: church picnic.
- d. Celebrations with Sunny: It was felt that a 10th anniversary party for Sunny could be combined with the church picnic next month. However, bubbles and cake will be served on Sunday to welcome her back.

5.5 Education & environment

- a. Sylvette says they haven't made much progress. She and Vincent Musschoot looked at the things on the Convocation website for Lent and now need to decide where they go from here. Vincent tried to join one of the Lenten groups and never got a response to his email. He asked Katie to get him included.

Extra topic: Safeguarding

Felicity Handford asked to have a slot at the meeting about safeguarding.

Felicity is ASC's safeguarding officer and needs to report to the Vestry at least once a year. The Convocation has set policies and procedures that are mandated and must be followed. There are two officers who must be informed if there is a complaint: Rev. Mary Ellen Dolan (for non-clergy misconduct as well as the Praesidium courses) and Maria Grazia Rizzo (for clergy misconduct). These policies must be read by all Vestry members and then signed to say that they have done so. The policy can be found here: <http://www.tec-europe.org/report-misconduct/>

All members must also have a police check every 5 years and the certification must be done every 3 years. The certification must be kept in a secure place.

The first aid box must be checked every month to see that its contents are up to date.

Felicity has a safeguarding email address but doesn't know how to access it. Fiona said she would contact Chris O'Shaughnessy and find out.

Felicity needs to provide the church with a photograph of herself so that people know who to approach with a problem.

Are the groups that meet in the church aware of the church's safeguarding officer? Do they have their own policies in place? It was agreed that the scouting association had their own system, which was recently put into action (Sunny was informed of this). Susan said that the Vestry would need to come back with answers to the two questions flagged above.

We don't know if our safeguarding officer is also covering the missions.

Felicity stressed that it was necessary for the Vestry and clergy to prepare flow charts on what to do – and before an incident occurs.

Felicity Handford left the meeting.

6. Other business:

6.1 Crisis in Ukraine: Susan reported that Felicity has an idea of using the café space once a week for a Ukrainian mother and toddler group but at the moment she doesn't know if there are any needs. Derek said that where his daughter works, Centre Promotion Santé Ecole, is determining whether Ukrainian kids are vaccinated and generally healthy.

6.2 ASBL update: Susan circulated a quick update on the AGM (attached).

6.3 Praesidium Academy update: Fiona White had arranged for help with logging on to be sent to Mike and Nick. She offered help to Sylvette and Vincent after the service on Sunday.

6.4 Broadcasting services from the church: Following the 1 May service when we reverted to only paper for the bulletin, the majority were in favor of continuing with the screen but also having the hymn books available. If insert hymns are used, 10 or so copies should be made available for those wanting to follow the music. Regarding the broadcasting of the service, it doesn't seem that we have people following us live anymore but Sunny must be included in this decision. Some felt that an audio link to the sermon would be good to have again.

6.5 Church cleaner: Fiona explained the situation with Stéphanie who has a brain tumor and won't be back before September at the earliest. Mike stressed

that anyone who comes to clean must be legal. Paul will contact the agence locale d'emploi to see if we can get someone through them.

6.6 Any other business: The Bishop has said he will send us a person who is currently liaising between Sunny and Katie (Rev. Canon Linda Grenz) to carry out our MMR. Katie had made some enquiries about dates and it looks as though it will take place in October or November.

- 7. Curate's report:** Katie reported that after Easter she and Sunny had received an email from George and Nicolas Staelens to say that they are going to take a break from the Convocation. They wrote back in appreciation of all the work the men have done, and said they were welcome to worship at ASC. Katie met with them last week and discussed George's reasons for this decision. She wasn't going to make any judgements but told them that they had our support: the two of them have headed that mission for a number of years. They need a break but this leaves that congregation needing to find out what they want to do. Sunny will reach out to the congregation to find out: if they want to meet, or whether it has come to a close. Vincent expressed his anxiety as to what will happen to the congregation.
Katie thanked everyone for their support whilst Sunny has been away. She is working 20-31 May in the Azores as part of her military service.
- 8. Closing prayer:** Susan offered a closing prayer.

The meeting ended at 21.52 pm.

Committee reports, May 2022

The **ASBL** held its AGM on 24 April.

Agenda items were:

- Approval of the 2021 accounts and 2022 budget, and discharge for the Board. (All were approved).

- Membership movements: Roderick Abbott resigned as a Board member and was replaced by Derek Pullinger (who joined as a member at the same meeting). The Board members are now Bill Bythell (President), Derek Pullinger (Secretary) and Marc Smets-Tolley (Treasurer).

- AOB, a discussion about opening a new bank account for the ASBL now that the old (troublesome) ING bank account has been closed.

New statutes were not on the agenda, but the current statutes are being submitted to the legal expert who has been advising us via the ACB, as they require an update and she offered to help with this. (Another general meeting would be required to approve new statutes when ready.)

The necessary filing (informing the authorities) will now have to be done.

The statutes and bank account are hopefully the last steps the ASBL needs to take to get itself "back on track", and then we will just need to make sure the general management is kept up to date without being too onerous.

Respectfully submitted,

Susan Downhill

(with great thanks to all those who have worked,
and are still working, on this.)

Please find hereunder the **building group's** list of tasks completed and to planned:

Done:

Garden clean-up.

Church window frames repainted.

Junk disposal.

Coming:

Porch window frames repaint.

Moisture problem address (Murprotec is coming to see on 16th May).

Paul Hirsch