San Fulgencio Committee Meeting - 19-11-2021

Attendees:

Terry Baxter (TB), Andrew Briant (AB), Jim Crossley (JC), Richard Dunstan-Meadows - Chair (RDM), David Foster (DF), Sue Foster - Sec (SF), Gill Gray (GG), Roger Harrison (RH), Marguerite Jackson (MJ), Peter Jackson (PJ), Bruce Petter (BP), Ginny Smith (GS), Peter Smith (PS)

Absent:

Item	Notes	Action	Date
1	RDM opened the meeting with Prayer		
2	**Previous minutes.** The minutes were accepted unanimously. Prop: BP 2nd: PJ		
3	**Matters Arising** WoW (Worship on Wednesday). It was decided that from 1st January, WoW services would be on Zoom only on the 2nd, 4th and 5th (where applicable) Wednesdays each month. Services would be in church on the 1st and 3rd Wednesday and ALSO broadcast on Zoom. DF advised that some help would be needed to set up the audio mixer on Wednesdays for broadcasting services on Zoom from the church. It was agreed that a group would be trained to do this. JC, GG & AB volunteered to be in this group. RDM suggested that we should also try to recruit people from the congregation to assist. These proposals were accepted unanimously. Carol Service. RDM asked AB about arrangements with the Catholic Church. AB advised that there was no problem with the date but we had no response regarding the musical contribution. RDM asked about the possibility of broadcasting on Zoom from the main church. DF advised that, although possible, getting good sound quality would be extremely difficult.		
4	RDM introduced an item additional to the agenda. The robing of Lay and Assistant Lay Readers in Services, which also needed the Committee's agreement. At the Ministry Team meeting of 12th November it had been agreed: At Wednesday Services which are Lay lead and non-sacremental, there was no requirement or expectation for those leading or assisting to wear robes. On Sunday Communion Services, those presiding, leading and assisting would robe.		

	On Sunday Morning Worship/Prayer services robing was optional but all those leading and assisting would agree beforehand to follow the same option. Assistant Lay Readers had also agreed by majority vote to follow the same guidance as the Readers and robe for Holy Communion. Motion to agree: Prop: PJ. 2nd RH. Carried unanimously.		
5	IT, electronic data storage, website and hardware (see notes appended to these Minutes) It was agreed that additional Google Cloud storage for documents and recordings would be purchased at a cost of <>19€ for 100GB p.a. It was agreed that Service recordings would be stored permanently. It was agreed that a Shure microphone would be purchased at a cost of 105€ to facilitate Zoom broadcasts from the Chapel. DF raised the issue of using the projector to allow Zoom attendees to actively participate in Services; the technical problems and the acceptance by the congregation of a screen in church. RDM expressed the view that we should consider how much technology may intrude in Holy places and that, although the objective to allow inclusive Worship remotely was desirable, we had to learn to do what we are currently doing well, before moving on to the next stage, to 'walk before we can run'. There are so many practicalities that need to be addressed and we would need again to form a group to consider this. It was agreed that the group would meet separately for training and to discuss further developments. AB asked about QR codes and whether we could have one for our website. DF replied that this should be possible. He would investigate. DF presented the draft version of the website via 'screen share'. There are requirements for text and photographs for inclusion. GS said she did not like the 'Donate' button on each page. DF agreed and said that this could be on a single page with details of where monetary donations are used. The Committee generally liked the draft version and thanked DF for his work on it.	DF DF RDM/All	ASAP ASAP ASAP
6	Finance JC presented the current financial position. Our Church has 6,677.28€ in the bank. The 10% collection contribution to the Spanish Episcopal Church has yet to be paid. This is currently 1,218€ but will rise to 1,500€ at the end of the year. This covers 2 six month periods. We are still waiting to hear from the Bishop where he wants the money paid.		

	AB is working on this information. JC commented that a single 'Donate' button on the website is important as Zoom only worshippers had asked how they could contribute to the collection.		
7	<u>JC introduced the subject of Charitable Giving</u> He suggested that we could afford to pay 3,000€ to charities this year and proposed 6 charities at 500€ each. Suggestions of charities to support have been received, these are: World Vision, Alzheimers, Caritas, The Bible Society and Motor Neuron Disease. RDM had asked Bishop Carlos for charities that the Spanish Episcopal Church is supporting that we could consider. He has suggested, A Food Bank, Asylum Seekers and the La Palma volcano relief fund. TB was very supportive of this proposal because it would also strengthen our link to the Episcopal Church of which we are part. BP agreed with the proposal to donate 3,000€ of our current funds to the agreed charities but also suggested that, next year and as soon as possible, we should agree on a budget so that we have a clearer view of our financial position. As part of the Budget we should create a 'reserve' to cover unforeseen circumstances. RDM agreed and asked that this be added as an Agenda item for the next meeting but that our Budget should be as simple as possible. A discussion followed regarding which Charities we should support this year. PJ proposed that we increase our donation to a total of 3,500€ and give 500€ to each of the following: 1. World Vision 2. Alzheimers 3. Caritas 4. The Bible Society 5. Motor Neuron Desease 6. Solidarity Anglican Mission 7. Bishop's Christmas Appeal (La Palma) Grancararias. This was agreed unanimously.	RDM	Next Agenda
8	RDM introduced the item, <u>'Outreach'</u> He asked for the Committee's views of what we mean by 'Outreach' As an aside, DF stated that advertisements of our Services could be made, free of charge, on Big FM radio and, possibly, in the Costa Blanca News paper. He asked for scripts for these to be written. TB supported this and expressed the view that we were not 'visible' to those looking for an Anglican Church.		

	GS said that Outreach initiatives in the media should include the information that our Services are broadcast on Zoom for those unable to attend in person. SF suggested that we could hold social events to expand our public profile. RDM suggested that we could join in with events that are already arranged. A team in a quiz night, for example. TB suggested that we should get together as a Church regularly with the possibility of inviting other people too. RDM asked for 'Outreach' to be added to the next meeting agenda	RDM	Add to next agenda
9	The meeting closed with The Grace		

Annex to Committee Meeting Minutes - Zoom / IT Notes

- Google Cloud storage for video and document files.
  How much do we need? 15Gb used - since July 2021. Cost 19.99€/year for 100Gb
  Do we want to keep ALL services and, if so, for how long?

- Zoom status.
  Laptop, mobile phone and audio mixer now in use in Church services.
  Sound quality has been consistently good since.
  Group needed for setting up.
  Microphone purchase?

- Projector and screen
  Purpose: To allow Zoom users to participate in Church services.
  Reservations:
    1. Acceptance by congregation (how many want a screen in church?)
    2. Practical issues.
       Visibility and clarity will be poor unless the room is dark.
       Set up will be needed before service.
       Control. Someone will need to 'operate' the projector during the service.
    3. Technical problems.
       Linking to the laptop will need to be by cable.
       Incoming audio will need to be amplified.
       Video and audio quality will be very dependent on participant's equipment.
       Reliability of WiFi from participants is questionable.

  What do we do with the projector? Keep it and review the situation in 6 months or sell it?
  (Cost was about 280€)

- Website.
  In development almost ready to launch.
  Text/script needed on some pages.
  Images needed to enhance appearance.
  Church telephone number for Contact page?
  Additional pages (Events, Charities, Gallery ….?)