

This Week At St. Andrew's

A Few Things To Note

***To correspond with the Clerk of Session**, please send emails to Wayne Stretch, our Interim Moderator to waynestretch@telus.net or to myself as Acting Moderator at pastor@standrewsvictoria.ca

As per the Book of Forms,

118. The session appoints a clerk, whose duty it is to take regular minutes of the session's procedures and hold the same in a permanent record, to take charge of all session documents and to prepare and issue all extracts of minutes and papers authorized by the session (see sections 18–24).

118.1 Failing the appointment of a clerk, it devolves on the moderator to perform the duties, and he/she signs as "moderator and clerk".

Mail sent to session.clerk@standrewsvictoria.ca will be forwarded to the above addresses and ultimately to Session until a permanent clerk can be secured.

Office Work Schedule:

Shannon Cummings, our Temporary Office Administrator will now be in the office on Tuesday, Wednesday and Thursday between the hours of 9:30—2:30. During these days and hours she drafts, edits and mails the weekly TWASA, prepares the print and digital bulletin based upon submissions by the Music Director and Pastor, prepares the weekly worship posters for the sign boxes outside our building, receives and forwards rental requests, maintains the St. Andrew's calendar, responds to visitors and vendors to the office area and maintains regular office protocols to keep the office open and accessible to all aspects of St. Andrews.

The Pastor is in the office on a limited basis between Monday and Wednesday which is based upon preparing articles, worship materials and sermon preparation, duties as Chair of Visitation Committee, and member of Ministry Committee, Presbytery of Vancouver Island and member of Interim/Transitional Task Force with The Presbyterian Church in Canada. The Pastor is regularly visiting with various St. Andrew's members and prospective members upon request. He is willing to arrange to meet with above at the desired time or location that would be most convenient to anyone who asks. Thursday is the day for completion of the final draft of Elements of Worship and sermon before noon deadline when Elements are printed and distributed to our homebound. This work is accomplished at the Pastor's home to assure greatest degree of solitude necessary for sermon completion.

Please send all work-related communication to the Pastor through the work email at pastor@standrewsvictoria.ca

This email is monitored Monday-Thursday and Sunday.

During this period of office transition and the intense search to fill the key positions of Session Clerk, Treasurer and Envelope Secretary, I ask for your patience and understanding of the changes and challenges that are allowing us to think differently about how best to organize our work. I invite your conversation as to how we might address these critical needs.

Blessings ,
Pastor Mitch

To the St. Andrew's Community

Thank you for welcoming me as your new administrator! Your previous administrator Whitney Hanna wanted to pursue a full time career, but did not want to leave her church short staffed, so she asked if I would step in to fill her position. She spent a lot of time explaining the system she helped build to me, so if you feel that I am succeeding in this role, please consider passing on a thank-you to Whitney. I know she would appreciate it!

Should you have any, I would ask that you direct your concerns about the past role of the administrator to the appropriate members of staff. It is not within my power as your new administrator to address those concerns. I would also ask that, before you share your personal opinions about Whitney with me, you take a moment to remember that she is still a part of this community, and a dear friend to me.

Going forward, I'm happy to assist everyone in this community with any questions or projects you have. I will also do my best to help solve any problems that arise. Please bear in mind that I can only work within the scope of my role as administrator, that my role is part time, and that therefore my weekly priority tasks list fills up quickly. My duties currently include front desk monitoring, producing church publications, Sanctuary rentals, funeral and wedding assistance, ordering office supplies, event planning assistance, and more!

If a solution to your problem lies with another staff member, I will direct you to them because I want you to find that solution, not because I am dismissing your concerns. Please remember that sometimes a solution may require a compromise with other community members. If your concerns pertain to how the church is run, please contact Colina Titus. If you have concerns about the scope of the current administrative position, which I do not have control over, please contact my supervisor Jean Marcellus.

Thanks for understanding,
Shannon Cummings
Church Administrator

Bulletin Board

Washrooms: The main floor washrooms in the Kirk Hall are now open!

Food Drive: You can help make a difference by donating by way of cash or cheque indicating Mustard Seed on your church envelope. You can also donate on the standrewsvictoria.ca website specifying Mustard Seed. Thank you!

Broadway on Point: Ballet Victoria presents Broadway on Point at St. Andrew's Church throughout the month of October on the 6-9th, 14-16th, and 21-23rd. Shows are 7:30 pm on Fridays and Saturdays and at 2:00 pm on Sundays. Tickets at <https://www.balletvictoria.ca/broadway-on-pointe-and-other-works-2022/>

Connie Kaldor in Concert: Three time Juno award winner Connie Kaldor performs at St. Andrew's Church on October 15 at 7:30 pm. Tickets \$40 at <https://beaconridgeproductions.com/2022/05/connie-kaldor/>

Diabolus in Musica Concert: The Early Music Society presents Diabolus in Musica at St. Andrew's Church on October 29th at 7:30 pm. For tickets go to <https://earlymusicsocietyoftheislands.ca/tickets/>

Building Community Together Event: November 19, Tickets on sale at Sunday coffee hours, or from the office at 778-587-1227, \$15 each, Choose a sitting 11:30am or 2:00 pm

New Church Office Hours: Come say hello to Shannon on Tuesdays, Wednesdays, and Thursdays from 9:30-2:30pm.