**MINUTES OF ST. JOHN’S THE BAPTIST MEETING HELD ON 19/11/2017**

**PRESENT:**

1. Ruth Kyumu – Chairing
2. Gabriel Kyumu – Treasurer
3. Patrick Mulandi – St. Peter Chair
4. Serah Kyengo – St. John Chair
5. Joyce Nyabuto – St. Andrew
6. Veronicah Munyao – PMC Matron
7. Jennifer Mutung’o – PMC Animator
8. Boniface Musila – Choir Vice Chair
9. Ester Koskei - St. Raphael Chair
10. Lucy Kamwaro - St. Bakhita Chair
11. Margaret John – CWA Chair
12. Yuvenalis Nyakea – CMA Chair
13. Cathechist Martin Masila
14. Mary Nyawira - St. Stephen Chair

“ “ Treasurer

1. Mary Watari – Secretary

**APOLOGIES:**

1. Andrew Mangua – Chairman
2. Elizabeth Muthoni – Vice Secretary
3. Lilian Ayodi - YCW

**Preliminaries**

Meeting started with a word of prayer by Catechist Martin at 12:46pm.

Minutes of last meeting were read, proposed and confirmed as true records by Serah Kyengo, seconded by Boniface.

AGENDA

1. 2018 ACTIVITIES – TO BRING BY 3RD DEC 2017
2. PARISH FUND RAISER – 26/11/2017
3. DIOCESAN FUND RAISER – 2/12/2017
4. CLOSING YEAR OF THE CHILDREN – 8/12/2017
5. FINANCE/ ACCOUNTS
6. CHOIR DIRECTOR
7. **MIN 1/11/2017 – 2018 ACTIVITIES** – To hand in by 3rd December for overall condensing.
8. **MIN 2/11/2017 – PARISH FUND RAISER**

Those with balances to pay by 22nd November 2017.

St. Stephen – are very few (5), the rest are not committed.

Catechist and Father to revise the jumuiya division from St. Andrew.

On 26/11/2017 all Church Council members be present to give our collection. All banking slips be given to chairman/treasurer.

1. **MIN 3/11/2017 – DIOCESAN FUND-RAISER**

Diocesan Fund-raiser is on 2/12/2017. All are welcome to show solidarity.

1. **MIN 4/11/2017** - Closing the year of children will be on 8th December 2017 at the Cathedral – budget is Kshs.12,000. Our church was requested to buy jik, omo and mops. The money to be given to PMC matron by 3rd December 2017. On 3rd December 2017, will be 2nd collection for PMC.
2. **MIN 5/2017 – FINANCE & A/CS**

Treasurer read a break-down of tithe from Jan - Nov 2017.

He also wanted to give a break-down of expenses but members thought no, we forget the past and start anew from now.

Any monies collected be banked before any expense.

We also have to have a working policy in order to exhibit transparency and accountability.

He also reported that the A/C has about a total of Kshs. 31,….

He reported having forgotten the pass-book.

\*Balances of banked money (Jan – Nov) are Kshs. 63,190 according to additions given.

1. **MIN 6/11/2017 – CHOIR DIRECTOR – LUKAS**

Few Church Council members met with Lukas on12/11/2017 on payments

He asked for 15,000/=, after negotiations, it was decided at 13,000/=

Members discussed at length and concluded it is 5,000/= from our church

Vice chair and choir vice chair to see Fr. Kariuki about it.

**MIN 7/11/2017 - AOB**

* An emphasis from the previous church council meeting, members to be taking tea and a bite – 1000/= was agreed – to be cooked here.
* Ladies toilet, Church side door and urinal were budgeted for Kshs. 1500. Action by **Gabriel Kyumu.**
* Stationery and typing, printing and photo-copying - council minutes = 500/= (also for messaging)
* PMC to be hired for pay to boost their account(weddings, birthdays etc).

**CHURCH FACILITIES**

* A member asked what happens if one wants to use these facilities:

Members concluded on the following:-

Chairs – For Christians @ Kshs. 5 each

Outsiders @ Kshs. 10 each

Use of hall – Kshs. 2,000, water – Kshs. 500, Electricity – Kshs. 500

Chairs Let Out

1. 1000 with Mrs. Kabiru
2. 400 – Martha Mangua
3. 200 – Ruth Kyumu

Total = 1600

Care-taker of the chairs – Martha Mangua

* The rest of the agenda were deferred to next meeting.

**MIN 8/11/2017 – ADJOURNMENT**

Meeting ended at 3pm with a word of prayer by Margaret John.

Next meeting – 16th December 2017 at 9:30 am.

CHAIRPERSON.……………………………………….DATE ……………………………………………….

SECRETARY……………………………………………..DATE……………………………………………….