

<b>Record of: St. Matthew's Church Project Board Meeting 8</b>				
<b>Date:</b> 14 May 2011	<b>Time:</b> 1030-12.30	<b>Location:</b> Mission Hall		
<b>PRESENT</b>				
Rev Scott Burton (SB)	Alastair Byers (AB)	Patricia Lowry (PL)	Janet Martin (JM)	Andrew Tait (AT)
Ginni Auld (GA)	Jean Young (JY)		Fiona Bruce (FB)	
<b>APOLOGIES</b>				
Rev Robert Wilkie (RW)	Liz Barrett (LB)	John Spence (JS)	Ronnie Soreide (RS)	
<b>Terms of Reference (from Kirk Session 15 September 2010)</b>				
<p>The Project Board is asked to identify and agree the purpose of St. Matthew's Church in its location, and the activities we will undertake, to be confirmed by the Kirk Session. Thereafter it is anticipated that the Project Board will develop a "wishlist" of things which are needed, or desirable, to achieve these, to be approved by the Kirk Session and Congregation, followed by analysis of the feasibility study and the buildings to see what changes should be proposed. The Project Board will also set up a fundraising calendar going out 2 years.</p>				
<b>Agenda</b>	<ul style="list-style-type: none"> <li>• Prayer</li> <li>• Actions Progress Update</li> <li>• Finance</li> <li>• Review of wishlist of changes with on-site visit</li> <li>• Next meeting(s)</li> </ul>			
<b>Point No</b>	<b>NOTES</b>			<b>ACTION OWNER</b>
<b>1</b>	<b>PRAYER</b>			
1.1	Janet led the meeting in prayer.			
<b>2</b>	<b>FINANCE</b>			
2.1	<p>Discussion and reaction to the Fundraiser presentation at our last meeting; concerns about payment with no guarantees. General agreement that we do need a fundraiser to help us but St Matthew's must do its 'bit'. AB to try and find another fundraiser so that we can get an alternative viewpoint</p> <p>Discussion about going to the congregation for a 'big push' to give at some point and how to do that</p>			AB
2.2	.Fundraising events – 5 major events next year: Book Sale, Arts Café, Nearly New Event, Christmas Bazaar, New Year Ceilidh. Summer Madness will take place in 2012			
<b>3</b>	<b>ACTIONS PROGRESS</b>			
3.1	<p>The Actions were reviewed and updated as noted below.</p> <p><b>Action 2.6</b> – PL sent a message to Holton's church some time ago</p> <p><b>Action 3.6/ 6.1</b> - Quote for sanctuary camera, session hall projector and flat screen in vestibule (£4,422.18 inc installation and VAT) was considered by PSG and funding can come from the donation. However, Lanark/Greyfriars Church have installed something similar with some additional features and installed by a member of the congregation. We might be able to get more for our money or do it cheaper; a formal quote in writing to be requested</p> <p><b>Action 3.7</b> – Project Board agreed that PB should accept Hardies' are quote of £364 to survey the flat, value it as is, look at the options for development for (a) Council rental or (b) smart for sale and give indicative estimates of costs of each, and give capital value estimates for when it is done for (a) and (b).</p>			<b>SB</b>
<b>4</b>	<b>WISHLIST OF CHANGES</b>			
	<p>The Worship team wishlist is as Scott's original suggestions plus Voice Recognition technology – JY to chase up information ? software for this</p> <p>Alterations wishlist reviewed during an on-site walk-around – see attached notes for comments</p>			<i>JY</i>

	<b>NEXT MEETING(S)</b>	
6.1	<p>At 1030 in the Session Hall unless otherwise advised</p> <p>11 June – there is a presbytery event on the same morning at Bankfoot which involves several members of the Project Board. PL to e-mail members of Project Board about this</p> <p>Not July &amp; August</p> <p>10 Sept 8 Oct 12 Nov 10 Dec</p>	<p><b><i>PL`</i></b></p>

## Comments on alterations wish-list during on-site walk – around Saturday 14<sup>th</sup> May 2011-05-15

### **Outside:**

- Request to see the view from the spire/lift if installed – not possible, but Fire Service may be able to help us out with photos: Ryan Bell, White Watch, Perth Fire Station (622226) – I think the arrangement is that he will get back to us
- External digital display either attached to the wall of the church or on posts very close to the wall of the church to the north side of the front door. ?Planning permission if to be attached to the church wall
- Front door access – is it possible to have a ramp for wheelchair access perhaps from the garden and sweeping round to the front door. Possibly a raised area level with the porch floor extending out into the street and steps to the south, ramp to the north. ? feasibility, planning permission, just how much of the pavement area belongs to St Matthew's

### **Vestibule/Stairs**

- Glass porch with glass doors ?automatic
- Wooden inner doors to the sanctuary and wooden area above doors to be glassed
- Monitor screen to be to the right hand side as one enters positioned roughly between where the wall heater and the poster are presently
- No change to the vestibule flooring but a large mat in the area between the front wooden doors and the glass doors
- Sufficient access for a wheelchair to a toilet in one or other stairwell possible but tight
- Lift – preferred option to have this to one side ie stairwell to the first floor and then transfer to a second lift to spire – not in the middle of the vestibule
- Or alternative suggested after the meeting is a camera obscura arrangement with a camera up in the tower and mirrors or another viewing arrangement below

### **Rear of Sanctuary**

- Café area to one or other side, same side of church as toilet. Area similar to shape seen on first floor plan iea rectangle with a concave front. Use wooden panels from screen and pew ends wherever possible eg counter front
- Similar area on the other side for library, shop, reception area. Some discussion about whether the Office should be here, consensus view that it should not.

### **Sanctuary General**

- All pews out
- Carpet throughout possibly with removeable section in the middle so that the whole area is more flexible
- At the chancel end, enclose the areas either side from the last pillar to the walls making 2 large walk in storage areas - 2 war memorials would have to be removed and re-sited if this were to be done
- Chancel to be cleared of pews and the organ, retain pulpit
- Organ to one side under balcony; does it have to be 'fixed' ie immovable?
- Some discussion about screen/screens. Not sure where to site these