

## **Questions and Answers about The Ministry of Coffee Proposal**

### ***How does the proposal to rent the Parish Hall align with St John's strategic objectives? Which came first?***

The Ministry of Coffee made its formal proposal to rent the Parish Hall after the Making Connections Working Group had begun the Appreciative Inquiry/Strategic Planning process. After examining it in some detail, the Working Group felt that it was an exciting and timely opportunity that aligned very well with our objectives, and that it should become an integral part of our three-year plan.

It is clear that we require significant additional revenue to continue delivering our ministries. We have been operating on deficit budgets for many years, and the investments from which we are funding those deficits are going to run out.

Our strategic objective of achieving a sustainable financial basis for our mission and ministries underlies all our other objectives.

### ***Have we considered renting the Parish Hall to a non-profit?***

Yes, we have, and our research shows that the rental income from a non-profit would be less than half what we expect from The Ministry of Coffee proposal.

### ***What is the rush to have a decision on this project?***

The Ministry of Coffee's current lease ends in June 2018 and they must give a year's notice. Therefore they need to know by mid-February so that they have enough time to negotiate and investigate other alternatives if our answer is no.

### ***Where will rental and parish groups go that now use the Parish Hall?***

We discovered after monitoring the use of the Parish Hall over the past year that it is under-utilized. We are confident that groups that now use the Parish Hall can be moved to other suitable spaces, including the Chapel, the Nave and The Well (in the evenings).

### ***Where will we have after-service coffee?***

Coffee hour can take place in the Chapel or the Narthex (the Elgin Street entrance to the Church). The small kitchen near the Christian Education classrooms can be used for this purpose. In the longer term, if the need is there, the cloakroom can be converted into a kitchen.

***Where will the choir gather before the 10:15 am service?***

The choir can gather upstairs in the choir room, as it did before the Parish Hall was renovated.

***Where will we hold parish lunches/dinners and funeral receptions?***

Parish lunches/dinners can be held in The Well, as they have in the past, and funeral receptions can be held in the Chapel/Nave or The Well, depending on the expected number of attendees and the day/time of the funeral.

***What will The Ministry of Coffee do with the Parish Hall?***

The Ministry of Coffee intends to keep the overall look of the interior, with the existing high ceiling and beams, the existing lights, and the stained glass window above the front door. The Ministry of Coffee intends to give an elegant “Old-World” feel to the Hall, making it their signature coffee shop in Ottawa. The Elgin Street façade is heritage-protected and will not change. The area currently used for storage of tables and chairs will be converted to a small kitchen. Storage of tables and chairs will be moved to the room behind the organ. The current kitchen will become a washroom.

***What will happen where the inside entrance to the Parish Hall is located?***

Our cloakroom could be converted into a catering kitchen for St John’s needs if required. The current coat storage will be moved to the back of the church in a new configuration.

***How will the ramp entrance from Elgin Street be affected?***

The ramp is on our list of capital improvements and will be renovated in future years. It will provide access for The Ministry of Coffee patrons who require a ramp. There will be a buzzer entrance for these patrons.

***What will happen to the three parking spaces off Elgin?***

The current plans for the Elgin Street redesign indicate that those parking spaces will no longer be available. This area will become a patio and green space for The Ministry of Coffee. This past summer, a micro-patio was installed on a trial basis in this space, and was successful and appreciated by the community.

***What will the impact be on parking for volunteers?***

Our 2017 budget includes weekday parking reimbursement for volunteers upon request. Corporation is investigating the rental of one parking space for volunteers on the surface level of the Somerset Gardens parking garage. This would supplement the existing two spaces off the Somerset St. entrance.

***Who will pay for the renovations to the Parish Hall?***

St John's will pay for basic improvements to make sure that the space is lease ready. These improvements would need to be made to the Hall no matter to whom we lease it. Money will be allocated for this in the 2018 budget. The Ministry of Coffee will pay for the changes described above to outfit the space for their needs.

***Who will negotiate the lease?***

Corporation (the Rector and Wardens) will be negotiating to rent the Parish Hall at market rates with a negotiated regular increase. They will be advised by legal, financial, and real estate experts associated with the Diocese of Ottawa. The lease will then be submitted to the Diocese's Property and Finance Committee for approval.

***What would be the length of the lease?***

This will be determined during negotiations, but The Ministry of Coffee has indicated they would like a 10-year lease (which is the norm for most businesses).

***How will we allocate the rental income?***

The allocation of rental income will be determined by Vestry in 2018 and will respect and reflect our strategic objectives.

***Will there be opportunities for partnership between the Ministry of Coffee and St John's given that we will be sharing space?***

Having The Ministry of Coffee in our building connects us further to the community and opens up possibilities that we can only begin to imagine. One is that The Ministry of Coffee could partner with The Well as a social enterprise by training and employing clients of The Well. The Ministry of Coffee has agreed to explore this idea. Other opportunities will emerge once we have actually begun to live together. As one example, The Ministry of Coffee currently displays and

sells artwork, and there might well be opportunities for partnering with Art Credo.

***How will the Elgin Street redesign affect The Ministry of Coffee's business?***

The Ministry of Coffee's patrons are primarily pedestrians and the City has committed to uninterrupted pedestrian access during construction.

***What happens if The Ministry of Coffee goes out of business?***

This will be addressed in the lease.

***Has any other church done this?***

We would certainly be the first in the Diocese of Ottawa, and quite possibly the first in Canada. However, we do know of at least one successful example of an Anglican church in the U.K. partnering with a commercial coffee shop on church premises, as well as others in the U.S. and New Zealand. Bishop Chapman and other diocesan leaders here and in other dioceses have expressed support and excitement about this partnership.

***What will happen at Vestry?***

A motion will be proposed as follows:

"That the Corporation of St John the Evangelist in conjunction with the Diocese of Ottawa negotiate the leasing of the Parish Hall to the Ministry of Coffee at commercial market rates."