

## Office Report

### St Aidan's Parish AGM 2021

Although the new year for St Aidan's began with no Vicar it was generally business as usual for me in the office. Weekly newsletters still need to come out, day to day phone calls, emails, and visitors kept coming, new rosters to be drawn up, bills to be paid, venue bookings, etc. all keeping me busy from week to week.

Isobell and I have again collaborated on a number of projects, most notably 'The Apostle' Magazine which we succeeded in printing for Easter, and the St Aidan's Day edition which we had to publish electronically due to this lockdown. Another major project was the Parish Profile which was published as part of the new Vicar appointment process.

Late last year I was approached by a representative from SpacetoCo.com and met with her in February. [SpacetoCo.com](https://www.spaceto.co.nz/) is a venue booking website which has the potential to give significant exposure for St Aidan's hireable spaces with minimal paperwork and cost. After discussion with Vestry we have added the Social Lounge, Hall, and Church (weddings only) to the website and have seen small but steady growth in hiring income. This website has also allowed us to centralise our booking system online and therefore accessible anywhere, as well as clearly showing availability, amenities and price to interested hirers, which has been a great time saver for me. It also has the flexibility for us to hold onto the administration and invoicing of our regular hirers so that we can still control their bookings easily and don't have commission charges on the majority of our hire income. Most of our regular hirers remain the same as previous years, and we have added a new group twice weekly for several hours which has helped with income (when our buildings are accessible).

With quarantine free travel back on offer for the first half of the year, I decided to take a short break in June and return to Tasmania for my Mum's 85<sup>th</sup> birthday. It wasn't quite as relaxing as I hoped, having needed to change my flight bookings twice before I left to avoid Covid 'hot-spots', and then once more after I arrived because the NZ border didn't reopen until the day after I had planned to fly back. It was disappointing that I missed Louise's induction service, however the extra week with family was a blessing, and the Lord had orchestrated the timing perfectly so that I was able to get back into Auckland right before the borders closed completely. After all the practise during previous lockdowns I was at least able to undertake some of my usual duties remotely, including contacting hirers now that our booking system is online. My sincere thanks to all the wonderful volunteers who stepped in to help out in the office during those three weeks and allowed me to go, some at very short notice.

The last couple of months have certainly been trying for everyone and, while I admit I enjoy the late mornings, working on the sofa with a laptop on my knees is not ideal. It has been a great opportunity to learn new skills though, for example video editing the Sunday services I understand a little more every week how to make things better and run more smoothly.

As I'm sure most everyone is doing I pray daily for the vaccination rates to rise, so that we will be able to safely emerge from this lockdown and meet together again for worship and encouragement as we are instructed to do (Heb 10:25).

Anne Godman  
Administrator