

God calls us to help people become followers of Jesus, equipped for ministry in the church and in the world, through nurture, worship, evangelism, and service.

## Annual Report for 2020

Prepared for the Annual Vestry Meeting to be held on Sunday, February 16, 2020



The Church of St. John the Evangelist, Hamilton

---

Published, February 9, 2020

## Contents

Annual Vestry Meeting Agenda .....	1
Motions.....	2
Minutes of Previous Meetings.....	5
Leadership and Administration.....	9
The Rector's Report.....	9
Churchwarden's Report.....	12
Stewardship Team.....	13
Green Team .....	15
Statistical Report.....	16
From the Parish Registers .....	18
Rector's Discretionary Fund .....	19
Groups for Christian Formation, Nurture, and Care .....	20
The Artaban Supper Club .....	20
Bibles and Bagels (A Women's Study Group).....	20
Hearts and Minds .....	20
Children, Youth, and Family Ministry.....	22
Messy Church .....	22
Youth Ministry.....	23
Our Life of Worship.....	23
Choral Music .....	23
Children's Choir .....	24
Outreach .....	25
Concert Project.....	25
Artaban Non-profit Homes .....	26
Volunteer Tax Clinic .....	26
Refugee Sponsorship.....	27
Report of Nominations and Appointments .....	29
Backgrounders for Motions.....	31
Chancel Renovation Project .....	31
Financial Reports and Statements .....	35
Audit Committee Report: Notice to Reader .....	35
Statement of Financial Position (Balance Sheet).....	36

Statement of Investment and Restricted Funds .....	38
Income Statement .....	40
Notes on Financial Statements .....	44
Section A: Mission and Organization .....	44
Section B: Financial Statement Notes.....	44
Ministry Budget for 2020.....	47
Addendum .....	51

# Annual Vestry Meeting Agenda

*Sunday, February 16, 2020*

1. Signing of the Declaration
2. Opening Prayer (in the Lidgey Room)
3. Call to Order
4. Omnibus Organizing Motion (Motion 1)
5. Election and Appointment of Parish Officers
6. Adoption of Ministry Reports (Motion 2)
7. Approval of Financial Reports and Statements for 2019 (Motion 3)
8. Appointment of Auditing Committee for 2020 (Motion 4)
9. Approval of the proposed Ministry Budget for 2020 (Motion 5)
10. Other Business:
  - a. Presentation on the Chancel Renovation Project. (Backgrounder p. 31)
  - b. A resolution to approve in principle the renovation of the chancel of the church proper, the project scope, preliminary design plans and budget, and to permit fundraising, and applications for grants. (Motion 6)
  - c. A motion to authorize the leasing or licensing of church property and/or premises. (Motion 7)
  - d. A resolution to elect Directors for Artaban Non-Profit Homes Inc. (Motion 8)
  - e. A resolution in response to the climate emergency. (Motion 9)
  - f. A resolution regarding the use of single-use plastics. (Motion 10)
11. Adjournment
12. Closing Prayer

## Motions

### ***Motion 1: An Omnibus Organizing Motion***

It is MOVED by Bonnie Munn and SECONDED by Steve Doucet Campbell,

1. THAT the published agenda within the circular be adopted; and
2. THAT all present be granted the privilege to address the meeting; and
3. THAT the written reports contained within the circular for this meeting now be received; and
4. THAT this Vestry now ratify and confirm all decisions, agreements and documents entered into and signed by the Corporation on behalf of the parish since the last Annual Vestry; and
5. THAT the minutes of the Annual Vestry Meeting of February 24, 2019 be adopted as distributed.

### ***Motion 2: A Motion to Adopt and Approve Ministry Reports***

It is MOVED by Leigh Macklin and SECONDED by Margaret Wilding,

THAT the ministry reports contained in the circular for this annual meeting, having been received, now be adopted and approved.

### ***Motion 3: A Motion to Adopt and Approve Financial Reports***

It is MOVED Steve Doucet Campbell and SECONDED by Bonnie Munn,

THAT the financial reports having been received and presented be adopted and approved.

### ***Motion 4: A Motion to Appoint an Auditor***

It is MOVED by Bonnie Munn and SECONDED by Steve Doucet Campbell,

THAT Parish Council be empowered to appoint an auditing committee for the 2020 Financial Statements in accordance with the Canons and Policies of the Diocese of Niagara.

### ***Motion 5: A Motion to Approve a Ministry Budget for 2020***

It is MOVED by Steve Doucet Campbell and SECONDED by Bonnie Munn,

THAT the Ministry Budget for 2020 proposed by the Corporation, considered by the Stewardship Team, and approved by Parish Council now be approved by this Vestry.

### ***Motion 6: A Resolution to Approve in Principle the Chancel Renovation Project***

It is MOVED by Steve McKay and SECONDED by Sue Samson,

THAT WHEREAS the Concert Project, which supports the arts as part of our parish participation in the mission of God in our neighbourhood, has become a vital part of our parish ministry; and

WHEREAS it has been found desirable to build a permanent stage; provide for accessibility of the stage, chancel, and altar rail; improve AV set-up and the layout of seating in the church proper;

THEREFORE BE IT RESOLVED THAT, this Vestry approve the Chancel Renovation Project plan in principle, the project scope, preliminary design and budget; and

THAT this Vestry grant permission for the project committee to conduct fundraising and make applications for grant funding.

***Motion 7: A Motion to Authorize the Leasing or Licensing of Church Property and/or Premises***

It is MOVED by Sue Samson and SECONDED by Sarah Wayland.

THAT this Vestry authorize the Rector and Churchwardens to consider and, if they deem it advisable, to approve leases, licenses, or space agreements pertaining to parish property or leased premises of less than three years inclusive of all renewals; and that this authorization shall extend only to agreements that include the following provisions:

- a. That the agreement may be terminated by the Church of St John the Evangelist upon sixty days' notice;
- b. The lessee or licensee shall provide proof of liability insurance;
- c. The lessee or licensee agrees to abide by the Sexual Abuse and Sexual Harassment policy of the Synod of Niagara;

AND THAT if there is any conflict between this resolution and any authorization or approval resulting from it, and the Canons of the Diocese of Niagara, it is understood that the Canons shall prevail.

***Motion 8: A Resolution to Nominate Directors for Artaban Non-Profits Homes Inc.***

IT IS MOVED by Susan McKay and SECONDED by Susan Little,

THAT WHEREAS the Letters Patent and by-laws of Artaban Non-Profit Homes specify that the Church of Saint John the Evangelist shall at a meeting of Vestry nominate seven of the total of ten members of the Board of Directors of Artaban Non-Profit Homes, and that such nominees shall at the next Annual Meeting of Artaban Non-Profit Homes be duly elected as directors; and

WHEREAS the following Vestry members currently serve on the Board of Directors: Susanne Adams, David Anderson, Graham Cubitt, Mary Donkin, Sue Samson, Margaret Wilding, and Richard Woodward; and

WHEREAS the following are deemed to be concluding their term of office in 2020: Susanne Adams, Graham Cubitt and Richard Woodward;

THEREFORE BE IT RESOLVED THAT the following persons be elected as this Vestry's nominees to serve a three-year term beginning at the next Annual Meeting of the Corporation of Artaban Non-Profit Homes: **Susanne Adams, Richard Woodward,**

\_\_\_\_\_.

***Motion 9: A Resolution in Response to the Climate Emergency.***

IT IS MOVED by Norm Newbery and SECONDED by Emma Cubitt,

THAT WHEREAS; Bishop Susan Bell, along with the Anglican Church of Canada, has identified the climate crisis as the most pressing moral issue of our time; and

WHEREAS Christians have a sacred duty, noted in our Baptismal Covenant and in the Fifth Mark of Mission of the Anglican Communion, to steward the Earth's resources responsibly; and

WHEREAS all parishes and members of the Diocese of Niagara have been urged to advocate for strong and resolute political action to address the climate crisis;

BE IT RESOLVED that this Vestry recognize that there is a global climate emergency, in solidarity with climate scientists and the global environmental movement, calling for urgent action to significantly reduce our carbon emissions;

AND THAT this Vestry urge our parish Greening Committee, parish leaders, and members to advocate for sustainable environmentally-sound government policies to reduce greenhouse gas emissions and consumption levels;

AND THAT this Vestry ask our parish Greening Committee to continue its work educating us for local action;

AND THAT this Vestry direct the churchwardens and rector, Property Committee, and ministry leaders to routinely consider environmental concerns in all plans and decisions;

AND THAT this parish observe the global and ecumenical Season of Creation, September 1 to October 4 each year, as commended by the Synod of the Diocese of Niagara and the Anglican Church of Canada.

***Motion 10: A Resolution Regarding Single-use Plastics.***

IT IS MOVED by Norm Newbery and SECONDED by Emma Cubitt,

THAT WHEREAS single-use plastics have been found to pose risks for the health and are a poor use of resources;

AND WHEREAS this Vestry has already called for a moratorium on the use of plastic water bottles in church building and in parish ministries;

BE IT RESOLVED THAT this Vestry request the Greening Committee to work with ministry leaders to look for reasonable alternatives to begin the phase-out of single-use plastics, and set a goal of a complete phase-out by the year 2022.

# Minutes of Previous Meetings

## CHURCH OF ST. JOHN THE EVANGELIST ANNUAL VESTRY MEETING

Meeting Minutes

Sunday, February 24, 2019

### 1. SIGNING OF THE DECLARATION

### 2. CALL TO ORDER

The Venerable Dr. David Anderson called the Vestry to order. The meeting was held in the Lidgely Room following a potluck supper.

### 3. OPENING PRAYER

The meeting opened in prayer.

### 4. APPOINTMENT OF VESTRY CLERK

The Corporation has appointed Sue Newbery as Vestry Clerk.

### 5. AN OMNIBUS (ORGANIZING) MOTION

It was MOVED by Steve Doucet Campbell and SECONDED by Bonnie Munn,

- a) THAT the published agenda within the circular be adopted;
- b) THAT all present be granted the privilege to address the meeting;
- c) THAT the written reports contained within the circular for this meeting now be received;
- d) THAT this Vestry now ratify and confirm all decisions, agreements and documents entered into and signed by the Corporation on behalf of the parish since the last Annual Vestry;
- e) THAT the minutes of the sessions of the Annual Vestry Meeting of January 28 and February 25, 2018 be adopted as distributed; and
- f) THAT the minutes of the Special Vestry Meeting of June 25, 2018 be adopted as distributed.

The motion was CARRIED.

### 6. ELECTION AND APPOINTMENTS OF PARISH OFFICERS

- a) **People's Warden.** Steve Doucet Campbell was nominated for a two-year term. No further nominations from the floor were received. Steve was ACCLAIMED as People's Warden.
- b) **Deputy Peoples Warden.** Margaret Wilding was nominated to serve a one-year term. No further nominations from the floor were received. Margaret was ACCLAIMED as Deputy Peoples Warden.



- c) **Lay Delegates to Synod.** Mary Donkin has one-year remaining in a two-year term. There was one Lay Delegate to be elected along with Alternates. Sue Samson and Matthew Lee were nominated. Sarah Wayland and Hal Devins volunteered to act as scrutineers. Voting proceeded by ballot. Matthew Lee was ELECTED as Lay Delegate, Sue Samson as Alternate Lay Delegate. Geoffrey Purdell Lewis was ACCLAIMED as a second Alternate Lay Delegate. It was MOVED by Norman Newbery and SECONDED by Susan Little to destroy the ballots. The motion was CARRIED.
- d) **Youth Lay Delegate to Synod (person aged 16 to 24).** Miriam Loukidelis has one-year remaining in a two-year term.
- e) **Rector's Warden.** Bonnie Munn is continuing in the second year of her two-year term appointed by the Rector.
- f) **Corporation appointments.**
  - a. Vestry Clerk: Sue Newbery
  - b. Treasurer: Brian Samson
  - c. Donations Secretary: Ruth Sutherland
- g) **Parish Council.** The following are ex-officio members of Council: David Anderson (Rector); Bonnie Munn, Steve Doucet Campbell, Margaret Wilding (Churchwardens); Mary Donkin, Matthew Lee, Miriam Loukidelis, Sue Samson, Geoffrey Purdell-Lewis (Lay Delegate and Alternates). The following were nominated for election: Susan Little, Deborah Bowen, Beth Green, Patricia Troughton, Sarah Wayland, and Lynda Winter. It was MOVED by Susan McKay and SECONDED by Steve Doucet Campbell to elect the slate of nominees. The motion was CARRIED. The Rector has the right to appoint up to as many members as those elected.

## 7. ADOPTION OF MINISTRY REPORTS

It was MOVED by Leigh Macklin and SECONDED by Margaret Wilding,

THAT the ministry reports contained in this circular for this annual meeting, having been received, now be adopted and approved as amended.

It was noted on page 16 of the report entitled Other Statistics, there had been one adult baptism in 2018, Koko Maida.

The motion was CARRIED.

## 8. APPROVAL OF FINANCIAL REPORTS AND STATEMENTS FOR 2018

It was MOVED by Steve Doucet Campbell and SECONDED by Bonnie Munn,

- a) THAT the financial reports having been received and presented be adopted and approved; and,
- b) THAT the auditor's report be made available to members of vestry as soon as it is available.

The motion was CARRIED.

## **9. APPOINTMENT OF AUDITOR FOR 2019**

It was MOVED by Bonnie Munn and SECONDED by Steve Doucet Campbell,  
THAT Parish Council be empowered to approve an auditor for the 2019 Financial  
Statements in accordance with the Canons and Policies of the Diocese of Niagara.  
The motion was CARRIED.

## **10. APPROVAL OF THE PROPOSED MINISTRY BUDGET FOR 2019**

It was MOVED by Steve Doucet Campbell and SECONDED by Bonnie Munn,  
THAT the Ministry Budget for 2019 proposed by Corporation and approved by Parish  
Council now be approved by this Vestry.  
The motion was CARRIED.

## **11. OTHER BUSINESS**

- a) *Motion to Authorize the Leasing or Licensing of Church Property and/or Premises.*** It was  
MOVED by Sue Samson and SECONDED by Sarah Wayland,
- i. THAT this Vestry authorize the Rector and Churchwardens to consider and, if they  
deem it advisable, to approve leases, licenses, or space agreements pertaining to  
parish property or leased premises of less than three years inclusive of all  
renewals; and that this authorization shall extend only to agreements that include  
the following provisions:
    - (1) That the agreement may be terminated by the Church of St. John the  
Evangelist upon sixty days' notice;
    - (2) The lessee or licensee shall provide proof of liability insurance;
    - (3) The lessee or licensee agrees to abide by the Sexual Abuse and Sexual  
Harassment policy of the Synod of Niagara;
  - ii. AND THAT if there is any conflict between this resolution and any authorization or  
approval resulting from it, and the Canons of the Diocese of Niagara, it is  
understood that the Canons shall prevail.

The motion was CARRIED.

- b) *A Resolution to Nominate Directors for Artaban Non-Profit Homes Inc.*** It was MOVED by  
Susan McKay and SECONDED by Susan Little,
- i. THAT WHEREAS the Letters Patent and by-laws of Artaban Non-Profit Homes  
specify that the Church of Saint John the Evangelist shall at a meeting of Vestry  
nominate seven of the total of ten members of the Board of Directors of Artaban  
Non-Profit Homes, and that such nominees shall at the next Annual General  
Meeting of Artaban Non-Profit Homes be duly elected as directors;

- ii. THEREFORE BE IT RESOLVED THAT the following persons be elected at this Vestry's nominees: Susanne Adams, David Anderson, Graham Cubitt, Mary Donkin, Sue Samson, Margaret Wilding and Richard Woodward.

The motion was CARRIED.

- c) **A Motion to Authorize the Draw of Funds from the Endowment Fund.** It was MOVED by Steve Doucet Campbell and SECONDED by Bonnie Munn,

- i. THAT WHEREAS the rector and churchwardens found it necessary to borrow \$20,000 from the Endowment Fund in order to keep the cash accounts of the parish solvent; and WHEREAS the church as a line of credit (overdraft protection) in the amount of \$20,000 that averages a use of approximately 80 to 90%;
- ii. THEREFORE BE IT RESOLVED THAT this Vestry authorize the rector and churchwardens to draw the amount of \$20,000 from the Endowment Fund into the cash accounts of the Parish (with the effect that the amount borrowed in 2018 need not be repaid).

The motion was CARRIED.

- d) **A vote of gratitude was proposed for Paul Grimwood** and for his leadership in the music ministry at the 11AM. service.
- e) **It was suggested** it would be beneficial to have job descriptions for Parish Council, Synod representatives and etc. These resources could be listed on the church's website.

## 12. ADJOURNMENT

Adrienne Devins moved that the Vestry meeting be adjourned.

## 13. CLOSING PRAYER

Everyone joined together in saying the Doxology.

---

(The Venerable Dr.) David Anderson,  
Chair

---

Sue Newbery, Vestry Clerk

# Leadership and Administration

## *The Rector's Report*

*The Venerable Dr. David J. Anderson*

This is now the fourteenth year in which I have been the rector of the Church of Saint John the Evangelist. It continues to be a great joy to serve with you here in the place. So many interesting and committed followers of Jesus call this their parish home and all of us are seeking to live out our faith in the neighbourhoods where we live. I have been encouraged as I have read the various reports that are included here. This, my own annual report to Vestry, gives me the opportunity to highlight a few of the things that I have noticed God is up to in our midst.

**Episcopal visit and leadership.** We were privileged to have a pastoral visit from our bishop, The Right Reverend Susan Bell on Sunday, March 10, 2019. It was a lovely service, well attended, with a reception following. Bishop Susan said how much she enjoyed being with us. I believe it was easy for her to see the vibrancy of this community of faith.

Just more than one year ago, Bishop Susan invited our diocese to begin the process of formulating a Mission Action Plan (MAP) to guide our work for the next five years or so. That MAP has just been adopted and launched. “**Called to Life—Compelled to Love**” is the vision that has emerged from this discernment process. This MAP will inform our own holy conversation here at St. John’s as we seek to discern our own place in this vision and plan. The objectives of the MAP are to:

- Create and implement opportunities to ignite and strengthen faith;
- Reimagine diocesan culture and adapt to enable ministry;
- Prioritize social justice action with an emphasis on environmental justice.

**A Holy Conversation.** I regret that we were not able to make as much progress as I had hoped in the holy conversation we had planned about our future together as a parish. As part of discussions this year a number of focus groups were held in the late spring and summer, which led to further conversations and reflections with the Parish Council in the autumn. Three important areas were highlighted. (1) A desire to deepen our sense of Christian community. (2) A desire to grow deeper in our practice of faith and mission. (3) A desire to strengthen our ministry with children. I was very pleased when a number of parents and other interested parishioners organized a further conversation in early 2020 to consult, speak, and dream about what God is calling us to do in the area of children’s ministry. The Stewardship Team is working toward the development of a parish survey, and it is expected that this will provide an opportunity for us continue our holy conversation as a parish.

**Revive.** In response to some of the learning from our holy conversation thus far, I was pleased to offer the Revive program to people who are involved in leadership in the parish in various ways. Children’s Church teachers, Stewardship Team members, Parish Council members, and many others—31 people in all (!)—have been participating in Revive in two groups. In 2019 the first module on prayer was completed. In the first part of 2020 two additional modules are being

completed. The program has been very well received and it seems likely that the program will be repeated in the near future for any who are interested.

**Churchwardens.** Our congregation is blessed with many people who serve us in various capacities, and as a result, there are always many people to thank. I am always particularly grateful for our churchwardens. In 2019, this group included **Steve Doucet Campbell, Leigh Macklin, Bonnie Munn,** and **Margaret Wilding.** **Sue Samson** serves our parish as the Concert Administrator but continues to attend our corporation meetings, sharing her significant experience with our leadership group. Together with the rector, the churchwardens form a corporation that are responsible for the financial and temporal aspects of church life. Much of our attention is focused on matters pertaining to the fabric of our building and financial matters, all however, with a view to supporting the mission we share in this place. The churchwardens also serve as trusted advisors to the rector and I benefit greatly from their wise counsel.

**Parish Council.** I like to describe our Parish Council as the wider spiritual leadership of our parish. The parish council includes the churchwardens, our lay delegates to synod, and a number of other people who are elected as members-at-large. The council meets monthly and spends time in biblical reflection and prayer. The council also considers the larger matters of how the parish is fulfilling its role in God's mission and advises the corporation on matters they bring to council. Again, I am grateful to all the members of Parish Council for their work.

**Clergy.** I am also extremely grateful for the gifts of ministry offered by my fellow clergy in the parish. **The Reverend Canon Dr. Brian Ruttan** has kindly accepted the responsibility to preach and preside at services on an average of once per month as well as offering coverage while I am out of the parish. In 2019 his service included not only the period of my vacation, but my time spent at the General Synod of the Anglican Church of Canada.

We were also blessed in 2019 to have the assistance of **Fran Wallace** who was placed with us as a pastoral intern. Fran was responsible for running some Christian education programming for adults and assisted us with Sunday and mid-week worship. Fran was ordained to the transitional diaconate and now serves at St. Aidan's Church, Oakville. We look forward to celebrating with Fran Wallace, as well as our friend and former student, **Jody Balint**, as they are ordained to the priesthood at the end of February 2020.

**Pastoral Care team.** I wish to express my thanks to **Susan Little** and **Patti Troughton**, who form our team of pastoral visitors who assist me with visitation of our shut-ins. The spiritual and social connection maintained with many of our parishioners, who for various reasons are unable to attend church services, is an important ministry. This dedicated team of people visit and bring Holy Communion to our shut-ins, and keep in touch with cards, notes, and phone calls. Many thanks to Patti Troughton who calls those we remember in our cycle of prayer each week.

**Worship leaders.** Our life together in worship week by week is enhanced by the leadership and participation of many, many people. Musicians, singers, preachers, presiders, assistants, acolytes, readers, sacristy guild members, bakers, cooks, dishwashers, crafters, greeters, hospitality providers, teachers, technicians, coordinators, and others are part of a large team that support our worship life. Thank you all.

I would like to thank **Susan McKay** for her work in re-establishing a Children's Choir after interest was shown in its revival. The fact that the choir has been such a great success is not a surprise to those who are aware of Susan's considerable gifts in this area of ministry. The children learn a great deal from their participation, gaining confidence, a love for music, and learning the way of joyful service in the church of God.

**Aaron Powell**, our Director of Music for the Discovery Service, was on an extended leave of absence for much of 2019, while his wife, Melissa, was receiving treatment for cancer. We were pleased that her treatments progressed as expected and that the prognosis is favourable. We were disappointed, however, to learn that Aaron would be unable to return to his ministry in our midst because of a change in his other employment commitments. We are grateful to the many members of our worship band who continued to lead us so ably during this extended time of transition. **Susanne Adams, Elizabeth Almassy, Sue Samson, Lynda-Jane Southon, Margaret Wilding**: they all deserve our thanks for their leadership under somewhat difficult circumstances. As 2019 came to an end we were in the final stages of interviewing candidates for the vacant position. Thank you to the interviewing committee of **Michael Bowering, Lynda-Jane Southon, and Margaret Wilding**.

We are very pleased to welcome **Gareth Inkster** as our new Director of Music for the Discovery Service. Gareth is a very talented musician and his leadership and ministry in our midst is most welcomed and appreciated. I am very excited to be working with Gareth.

We continue to be blessed by the wonderful music provided by our Organist and Choirmaster, **Paul Grimwood**. Paul has put together what I am sure is the finest parish choir in the city. Paul's own report below describes in some detail the wonderful music provided by the choir. Paul is a wonderful colleague and we are very fortunate to enjoy his ministry among us.

**Parish office.** **Frances Ward** has been our parish administrator for over a year and is in the office Mondays, Tuesdays, and Thursdays. Frances has proven to be a very competent and detail-oriented administrator whom we rely upon to keep the office running smoothly. Frances is an excellent ambassador for our parish as she answers the phone and greets visitors at our door.

I offer a special word of thanks to **Lynda Winter**, who at the end of the year, concluded her ministry in our church office. Lynda has been a very dedicated volunteer, working in our office for many years, and she has cared for us all with great love in this ministry. Thank you very much.

**General Synod.** I had the privilege of being a member of the General Synod of the Anglican Church of Canada at its meeting in Vancouver in July of 2019. It was an honour to be part of the delegation from the Diocese of Niagara. It is unfortunate that this synod has become better known for what it did not accomplish, then what it did. What the synod failed to do was complete the legislative process that would have amended the marriage canon of our church. What the synod did accomplish with respect to equal marriage, however, was affirm that the *nothing in the existing marriage canon precludes equal marriage*, and that dioceses such as our own here in Niagara, were on firm ground in terms of canon law in terms of moving forward with provisions equal marriage. The synod also made a number of other important decisions, including the election of our new Primate, **The Most Reverend Linda Nicholls**; the recognition of a self-determining, Indigenous

Church within the Anglican Church and the elevation of the National Indigenous Bishop to the status and rank of Metropolitan Archbishop. New rites and prayers for worship were authorized for use in our church, and a number of other very important matters were discussed. It was a wonderful experience to be part of this synod and I gained a new appreciation for our beloved church.

**Archdeacon of Hamilton-Haldimand.** I am sometimes asked by parishioners at Saint John's what it means that I also serve as the Archdeacon of Hamilton-Haldimand. It is important to remember that then the bishop ordains clergy, they are not ordained for service in one congregation or parish, but in service to the whole church. While clergy normally are licensed by the bishop to serve in local parishes, their ministries do not exclusively lie within the parish. All are expected to take their share in the councils and work of the wider church. It has been a great privilege these last few years to have the opportunity to share some of the things that I have learned over many years in ordained ministry as the regional archdeacon. My archidiaconal responsibilities include a two or three meetings each month (Synod Council, diocesan committees, the Bishop's Advisory Group), coaching colleagues, and providing advice to the bishop, and other duties as required.

One of the things that I have enjoyed watching emerge in the region is the new development at Saint Luke's Church in the North End of Hamilton. Saint Luke's is one of the parishes we closed a few years ago, however, recently a new community has begun to gather there rooted in common prayer. They gather early on two mornings per week for Morning Prayer and share together in Evening Prayer one evening per week. **Rob Miller**, who is a pastoral intern with us at the time of writing this report, is the leader of this community. **Gareth Inkster**, our new Director of Music for Discovery Service, is also a core member of this community. As archdeacon I managed to have myself appointed as the diocesan chaplain to this new community and it has been a great joy to walk with them.

This report has gone on too long and most readers will have given up by now, but I could certainly go on to detail more of what I see God doing among and around us in our city and neighbourhood. In closing, I want to thank each and every person who makes Saint John's their church home. It is my great privilege to be your parish priest. I am excited about our future and I hope that you are too. I believe that God is calling us to live more fully into God's mission in our neighbourhood, contributing to the flourishing of life here in our neighbourhood and city. I am encouraged by how we are answering that call and how God seems to be equipping us to grow deeper into that vocation.

*Soli Deo Gloria.*

## **Churchwarden's Report**

*Steve Doucet Campbell, Bonnie Munn, Leigh Macklin, Margaret Wilding*

In 2019/20 our parish saw some long-time goals accomplished related to the building. During the summer, the sanctuary was painted, all toilets were replaced, upgrades to lighting for energy efficiency were completed, and two new AC units were donated and installed. The

Churchwardens would like to acknowledge and thank all those who have donated their money, time and expertise throughout the year to ensure things continue to run smoothly in our well-used and aging building. There is a recognition that any needed projects will continue to be prioritized and completed on a timely basis.

Consultations and planning for the chancel project remain ongoing. The focus and purpose of this project is to better utilize the space that exists and improve accessibility for all.

Our parish is in the midst of helping coordinate and prepare to welcome a refugee family to Canada. At this point, no expected date of arrival has been set. We are happy to be building on the success of our efforts which welcomed the Al Hariri family in 2017 and supported the Almassy-Palfi family in their successful fight to remain in Canada in 2019.

A Director of Music for the Discovery Service has been successfully hired and began work in January. We warmly welcome Gareth Inkster!

In January a church-wide potluck was held to invite parish members to formally begin visioning about how St John's Children's Ministry can adapt to the changing needs of our young ones. By design, this conversation was broad and it is intended that this process will continue. Potential hopes down the road include focusing on continuity of programs as kids grow, hiring a part-time Children's/Youth Ministry Coordinator and the creation of a space specifically for youth (i.e. youth room). This is part of the overall Holy Conversation the parish has embarked on.

Overall 2019/20 was a relatively healthy one. A financial auditing committee was appointed and their report is included below. The parish financial reports also included here show the parish in a healthy financial position. Our Stewardship Team encourages us to dream about the ministry possible in 2020 when we all contribute as God calls us.

## ***Stewardship Team***

*Sarah Wayland, Chair*

Stewardship refers to caring for what has been entrusted to us by God. In church circles, it can be a loaded term that raises suspicion. Isn't stewardship just code for "give the church more of your money"?

At Saint John's, a newly expanded Stewardship Team spent much of 2019 working towards a common understanding of stewardship that is not about meeting a budget but rather focuses on how we follow Jesus and how we participate in God's mission. (It's way more exciting than budgets!) We learned that stewardship is the intersection of prayer and action. Stewardship can look like giving financially to the church and others, but it is also how you give of your time and talent. How are you contributing to building inclusive and loving communities?

Based on this holistic view of stewardship, our work had the potential to touch almost all aspects of life at St John's, from growing small groups, to encouraging people to use their spiritual gifts, to



sharing individual stories of changed lives. Over the course of the year, we decided to focus on several key areas: sharing stories of gratitude and generosity, highlighting the impact of existing ministries, supporting the capital campaign to improve our communal meeting and worship spaces, and communicating the parish's financial health to parishioners:

## **2019 Activities**

**Gratitude moments** - short reflections by a parishioner offered during Sunday services once or twice a month. These short talks provide insight into how lives are being changed by connection to St John's, often focusing on a particular incident or ministry. Many people who gave gratitude moments felt that the process of reflecting and sharing was of great benefit to them, and they have been powerful to those who heard them as well.

**Sermons.** Several sermons focused on stewardship, and a fall sermon series on discipleship

**"Did you know?" fun facts series** in Parish News and the annual stewardship mailing, highlighting the work of hospitality, greening, scouting, and many other ministries

**Annual stewardship mailing,** including a narrative budget, a breakdown of donors by givings levels, and a blank hexagon (honey comb cell) to complete and post on the church wall.

**Honey comb cells.** People were invited to write a short statement about how St John's changed their lives. There were many responses! Here are just a few:

- Hugs at the passing of the peace.
- Children's choir.
- Community of like-minded people who want to make a difference in the world.
- I was baptized here.
- Second family.

**Culture of Generosity discussion events.** Held at Donut Monster, the first session focused on cultivating a culture of generosity and the second featured an interview with the coordinator of the Kirkendall/Durand Buy Nothing Group.

**Focus groups on stewardship.** Focus groups were held to ascertain how parishioners think about stewardship, whether they were responding to our messaging, and attitudes about financial giving to the church. Prevailing views within each focus group were that stewardship is part of faith and that it should be broadly construed, encompassing much more than finances.

Some sample quotes from the focus group discussions:

- *I think that stewardship is a necessity. We must do stewardship to see where God is leading us. All that we are and all that we have comes from God: this is a new idea for some people.*
- *I give out of obedience to what God requires of us, to look after one another. I feel I need to do it as part of what the church is about. Giving is part of obedience.*
- *Giving comes from a sense of belonging. It makes me feel that I get lots but now I want to contribute*
- *Stewardship is not a word I grew up with. To me, it is taking care of something for someone else. By tithing and by service in the church, it works. If you get 'this and that' out of being at church, you need to give back.*

- *Stewardship is a transactional relationship. We give so that the church can take care of the community.*
- *I believe talents come before treasure, meaning, if we create an environment where talents and giftings are recognized and nurtured, people will make St John's their home, which will lead to greater financial contribution. While it may appear like a "chicken and egg" scenario, I believe that even if financial giving increased significantly tomorrow, without a healthy culture of volunteerism, it would be money used inefficiently.*

Moving into 2020, the Stewardship Team is looking forward to continued conversations about stewardship and to including questions about stewardship in a parish survey this spring.

The Stewardship Team is comprised of Kate Connolly (Secretary), Graham Cubitt, Susan Little, Sarah Wayland (Chair), Bryan Webber, and David Anderson (ex officio).

## **Green Team**

*Norm Newbery, Chair*

**Lighting.** In 2019 we made good progress in reducing St. John the Evangelist's carbon footprint. A special programme was offered by Alectra Utilities to pay for \$2,000 of lighting upgrades of fluorescent lighting to the latest LED fluorescent tubes. This was completed in July by their installer. All of our fluorescent lighting remaining has been upgraded. This included 212, 48 inch bulbs. The total savings in electricity, besides reducing our carbon footprint will also result in savings of over \$1,000 per year. This means that we will be able to repay the cost of this work in less than five years. In addition, the lighting is brighter than what we had before; does not have an annoying flicker and will last much longer.

**Toilets.** Also all of the toilets in the church were replaced. These are commercial quality toilets that are meant to last for many years without leaking. The old toilets were over twenty-five years old and frequently broke which led to them not shutting off properly. A number of our water bills were over \$200 before we found and identified the problem. I have heard many thanks from parishioners for them. Many thanks to Bruce Pilcher for assisting in the installation and to Graham Cubitt for arranging the purchase at a very good price.

**Air Conditioning.** Our air conditioners for the church proper both broke down and had to be replaced this year. New units were purchased and installed that are energy efficient. Prior to making this purchase we explored the possibility of upgrading to heat pumps in order to reduce our usage of natural gas (a greenhouse gas) but this was determined to not be feasible at the present time.

Our Green Team consists of Emma Cubitt, Norman Newbery, Patricia Troughton and Fr. David Anderson. We do not normally have formal meetings but instead consult with one another on a regular basis. In addition all of the church committees including property have new mandates requiring that they be mindful of climate change and of the need to reduce greenhouse gases.

Going forward I am hopeful that we will assume a higher profile within the congregation both in sharing information about environmental issues and in offering forums in which children and others may participate.

## Statistical Report

*The Venerable Dr. David J. Anderson*

### *Average Worship Attendance*

Service Type	2015	2016	2017	2018	2019
All Sunday Services, Including Summer	112	113	111	109	116
Early Service	12	12	12	12	10
Discovery Service	62	69	63	59	53
Choral Service	40	35	33	41	59
Summer and Other Blended	76	71	64	68	64
Average Mid-Weekly Attendance	11	11	11	10	9
Average Messy Church Attendance	61	59	59	40	46

### *Designated Sundays and Holy Days*

(For National Church Statistics)

Day	2015	2016	2017	2018	2019
Easter Day	171	189	156	167	187
Christmas Eve	195	193	200	225	178
Pentecost	107	161	105	101	109
Second Sunday in September	96	121	97	114	98

**Numbers of Services**

Service Type	2015	2016	2017	2018	2019
Holy Eucharist	200	202	194	195	200
Matins or Other Morning Service of the Word	7	3	10	6	5
Evensong or Other Evening Service of the Word	2	3	4	2	2
Holy Baptism	4	1	3	2	3
Weddings	1	1	1	Nil	4
Blessing of Civil Marriage	1	1	Nil	Nil	Nil
Funeral or Burial	1	7	1	4	2

**Other Statistics**

	2015	2016	2017	2018	2019
Eligible Voters at Annual Vestry	132	127	124	135	117
Vestry Members, Adherents and Children	222	239		221	184
Identifiable Regular Financial Contributors (families)		91	80	104	117
Identifiable Contributors (families)	149	127	140	156	139
Children Newborn to 4	11	13		6	6
Children Aged 5-11	12	19		15	15
Children Aged 12-18	14	12		6	13
Youth Group Junior High	2	1		5	4
Youth Group High School	7	4		4	6
Adults Baptised	2	1	Nil	1	Nil
Children Baptised	6	1		1	5
Persons Confirmed	3	Nil	Nil	Nil	7
Persons Received	Nil	Nil	Nil	Nil	2
Parish Member Weddings	1	1	1	Nil	4
Non-parish Member Wedding		1	1	Nil	Nil
Parish Member Funerals	1	6	1	4	2
Non-parish Member Funerals		1	4	4	1

# From the Parish Registers

*The Venerable Dr. David J. Anderson*

## ***Baptized into the Body of Christ***

Azra Thijs Andree Wiebe	May 5, 2019
Beatrice Woolnough	June 2, 2019
Alder Henry Gallogly	November 3, 2019
Malcolm Angus Muirhead	November 3, 2019
Flora Genevieve McKay	November 3, 2019

## ***Confirmed in the Faith***

Paul Edward Grimwood	June 9, 2019
Pamela Wendy Leigh-Bell	June 9, 2019
Lucas Esteves Lima	June 9, 2019
Priscilla da Silva Oliveira Lima	June 9, 2019
Emma Christine Reilly McKay	June 9, 2019
Anargi Tashiya Perera	June 9, 2019
Thyuni Gayanga Rajapaskse	June 9, 2019

## ***Received into the Anglican Communion***

Paul Hanull Matthew Lee	June 9, 2019
Rebecca Vendetti	June 9, 2019

## ***Joined in Marriage***

Koyuki Maida and Alvaro Beltran Rivas	June 16, 2019
Jenna Wilson and Michael Bowering	July 5, 2019
Mari Van Pelt and Cole Holland	July 20, 2019
Elizabeth Green and Leonel Abaroa Boloña	August 24, 2019

## ***At Rest in Christ***<sup>1</sup>

Harry Weaver	January 12, 2019
The Reverend Thomas Wilding	May 11, 2019
Dennis Adams	November 23, 2019

---

<sup>1</sup> Listed by date of service.

## Rector's Discretionary Fund

*The Venerable Dr. David J. Anderson*

The Rector's Discretionary Fund (RDF) allows the rector to respond to special needs that arise in the parish family and among the people we serve and also provides for other ministry needs at the rector's discretion. The specific uses of the fund are confidential. Thank you to all you made special gifts to this fund.

---

OPENING BALANCE	
Year end 2018.....	(682.33)
INCOME	
Donations remitted to the rector's care .....	2,314.00
EXPENSE	
Emergency assistance .....	625.00
Assistance to parishioners.....	100.00
Staff and volunteer recognition.....	450.00
Program assistance and Ministry Expense .....	554.94
ENDING BALANCE	
Year end 2019 .....	(98.17)

---

## Groups for Christian Formation, Nurture, and Care

### ***The Artaban Supper Club***

*Patti Troughton*

The Supper Club has come to an end sorry to say. The timing and other aspects of life were the reason. We will still try and get together for dinner and friendship. This will free up the last Friday of each month. Thank You for the use of Crypt on these Friday's

### ***Bibles and Bagels (A Women's Study Group)***

*Adrienne Devins*

We are a group of women, who meet every other Saturday morning to study God's word. Our sessions being at 8:15 in Room C with our breakfast of bagels, as our name suggests. We aim to begin our study by 8:30 and we wrap up no later than 10:30. We use a study guide to help us in our understanding of the Bible. Our focus includes the Old and New Testaments plus topical studies. Not only do we learn from the Bible, but we learn from each other during our discussions. During this past year we have studied the book of Nehemiah, and the topics "Listening to God" and "Abiding in Christ. Join us to learn about God's word, enjoying the fellowship of women and laughter. Everyone is welcome.

### ***Hearts and Minds***

Deborah Bowen and Rebekah Parkinson

*"You shall love the Lord your God with all your heart, and with all your soul, and with all your mind."*  
(Matthew 22:37)

Purpose: An informal group, meeting monthly on a Friday evening for a potluck supper or, in some cases, for a dessert potluck, and to hear a member of the congregation or an invited guest respond to the main question, "How do you live out your faith through your daily life and work?"

In order to further guide speakers in preparing for their talks, the following sub-questions were developed:

- a) How does your faith affect your thinking or understanding about your work?
- b) How does your faith help you in your daily experience of your work?
- c) How has your faith grown or been challenged through your daily life and work?

Hearts and Minds is in its eighth year of growth, after being restarted in the summer of 2012. This group proves to be a meaningful way by which our community can share faith journeys in an intimate setting, as well as often acting as a catalyst for new experiences or ministries. Since there is no expected commitment to attend regularly, most people choose to attend based on the

specific topic of the evening; this makes for quite a bit of variety in clientele, which we see as an encouraging way of fostering community between different groups.

We aim to balance church members as speakers with some invited guests, and individual speakers with panels, on a range of topics and experiences. Again this year, we enlisted the help of parishioners to offer topics or speakers of interest; again, we chose to hold the majority of our sessions at the church.

(Although we received positive feedback about holding Hearts and Minds in private homes, we thought there were some issues that made homes more challenging. We found that it was difficult for those with accessibility issues to come to a private home, but at the church we have accessible washrooms and a lift. For those who wanted childcare, it was easier to have the church provide a separate place for that to occur. In addition, having our sessions at the church ensured everyone knew the address and people could attend last-minute, without us having to convey private home addresses.)

**Committee:** The committee is responsible for organizing the schedule for the year, promoting the sessions, communicating with speakers and hosts, facilitating the sessions, and thanking the speakers.

Our committee consists of Deborah Bowen, Adrienne Devins, and Rebekah Parkinson, with Tamara Watson designing our bookmarks and posters. As of January 2020, Brittany Friesen has joined the committee, and we are delighted to welcome her and her fresh ideas. Mainly because of pressures of work, Bethany Osborne resigned from the committee at the end of June 2019, after serving for three years: we would like to thank her very warmly for her creative and enthusiastic contributions to the ministry of Hearts and Minds.

During 2019, we heard from:

- January: Lynda-Jane Southon and Mubina Panju, “Living and Working [in schools] as a Christian/Muslim.”
- February: Beth Green and Sarah Wayland, “Politics and Faith in the Trenches”
- March: Steve Doucet-Campbell and Jennifer Bowen, “Responding to the Mental Health Needs of Our Communities”
- April: Kathryn Anderson, Brent VanStaalduinen and Margaret Wilding, “The Sandwich Generation”
- May: our “mystery guest” was Ins Choi, of Kim's Convenience fame. This was our main summer event, where we focus on bringing in a speaker from the wider community, on a topic that will appeal to a larger audience, outside of just our church. On this occasion we sold tickets for the event, and drew a crowd of about 120 people.
- June: Brainstorming session for 2019/20, at the home of Hal & Adrienne Devins
- September: Brian Ruttan and Jody Balint, “Why I am an Anglican.”
- October: John Bowen with Sevda Lindo, Alison Witt and Dave Witt, “What is Professional Lay Ministry?”
- November: Rebecca & Martin Sanfridson and Beth Green & Leonel Abaroa-Bolona, “Cross-Cultures: Living Faith from Different Countries”
- December: Jenna Bowering, “Advent in Art”



Attendance at these evenings was generally between ten and thirty, consisting of SJE members from all three Sunday services as well as some visitors from beyond St John's.

2020, so far and forthcoming :

- January: Miriam Loukidelis, "A Year of Mission"
- February: Gillian Doucet-Campbell, David Grills, and Rebecca Vendetti, "Talking to Kids about God." For the first time, we arranged a follow-up to this event a week later on Saturday morning, thanks to the creativity of Brittany Friesen. Parents and children were invited to take part in a "scavenger hunt" at Locke St. library and Epic Books, finishing with a snack at Democracy.
- March: Combined evening with the World Day of Prayer event: Emma Cubitt, "Take up your mat and walk."
- April: Hal & Adrienne Devins, Dave & Susan McKay, "Visiting the Holy Land"
- There will be a follow-up event to this evening, at the local synagogue: watch this space!
- May: Jacob Moon concert "In Words and Music" – again, our main summer event, aiming to reach out into the wider community. As last year, this will be a ticketed event.
- June: Brainstorming session for 2020/21 at a committee member's home. All interested parishioners invited!

For the future: if you would like to contribute to and/or become more involved with Hearts and Minds:

- 1) Join our organizing committee (this is a once a month commitment)
- 2) Suggest a topic for discussion (offering yourself or someone you know as a speaker).
- 3) Speak to one of the committee members to find out more about any of these opportunities.

## **Children, Youth, and Family Ministry**

### ***Messy Church***

*Judith Purdell-Lewis, for the Messy Church Team*

Messy Church is a way of experiencing church, where families share crafts, Bible stories, songs, prayer and a meal together once a month. During 2019 we welcomed families from our community (Saint John's, neighbours and others) who consider our Messy Church as their church home.

The Messy Church "year" is from September to June of the following year and in 2019 was held every month except for July and August. The themes included "Living Water" and "People who met Jesus and were changed". Each month's story was included in the crafts, songs and often the meal to encourage the children to get to know the story. The children's ages were somewhat younger this year as most months the children were seven or eight and younger. The stories and activities were geared to these younger children.

The Messy Church planning team, Sue Samson, John Bowen, Judith Purdell-Lewis, Ruth Sutherland and Pam Battersby were joined in September by Susanne Adams and Amy Angelo, also Jandrew Gonzales who played the guitar and led the singing. We appreciated the work of all those

who told the stories, helped with crafts, prepared food, cleaned up afterwards and the 47th scouts who set up the room for us.

Over the ten months the average attendance was 23 (10 adults/13 children/13 hosts). Our numbers can vary greatly from month to month depending on weather and the other scheduled activities of the families who would like to attend. The children's choir is now meeting immediately after Messy Church and we are hoping that each of our programs could be strengthened by the other.

## **Youth Ministry**

*Sarah Wayland*

Youth are not only our future but also the present day church. The youth at St. John's engage in various ministries (such as sound board, slides, Messy Church), and they ask questions about our world and their role within it. Faith formation of our youth is a vital ministry of the church, and each of us leaders benefits greatly from spending time with these young people.

Similar to the Anglican Church in Canada, our youth group is small but mighty! When we gather each week to share high and low points of our day, youth often say that being at youth group is the best part of their day.

In 2019, we met at the church, playing games in the building, watching videos up in the church, engaging in Bible study in the crypt, and inviting people in to speak about their faith. We also met out in the neighbourhood at times, enjoying outdoor games at the HAAA, and had a pizza and movie night in someone's home. On the third Wednesday of every month, we spend time with the residents of a communal home run by Indwell. This is our SIXTH year visiting Indwell regularly. We bring snacks and play games and visit with the residents.

Youth group is led by Dave and Rebekah Parkinson, Rebecca Sanfridson, Sarah Wayland, Margaret Wilding, and Jenna Wilson. If you would like to know more about youth ministry at St. John's, please talk to one of us

## **Our Life of Worship**

### ***Choral Music***

*Paul Grimwood, Organist and Choirmaster*

The year 2019 has been one in which it has been a privilege to offer praise to God at the Church of St John the Evangelist.

The year began with the Feast of the Epiphany, and continued through the Transfiguration, Lent, and Easter. On Ash Wednesday the choir sang the famous *Miserere* by Gregorio Allegri. On Palm Sunday, Beverly Bronte-Tinkew, soprano, and Mari van Pelt, alto, sang the Pergolesi *Stabat Mater* beautifully to a good congregation. Easter, with Mary Jay and Brendan Cassin, trumpet, Neil

Spaulding, horn, Janice Owens, trombone, and Roger Flock, timpani, was a grand service. It was thrilling to work with these brilliant players, who have been friends to many of us for years.

For Palm Sunday, Susan McKay re-established the Children's Choir. Although the weather did not co-operate in allowing an outdoor procession, we enjoyed having one in the gym instead. Susan has done remarkable work with these young people, and since then they have sung at the end of the 9:30 service, and the beginning of the 11AM service about once a month. The choir has attracted some children from the community, and as of February, there are thirteen young singers. This is a tremendous outreach, and bodes well for music-making at St John's.

After a break for the summer, the choir reconvened in September. The first Sunday back was The Nativity of the Blessed Virgin Mary, and we sang Brian Ruttan's setting of *Ave Maria*, written for us. Once more, we sang the *Requiem* by Gabriel Fauré for All Saints. There was a Time of Remembrance, in which names from the parish, and friends and family of choristers and congregation were read out.

The Service of Nine Lessons and Carols was very successful musically. There was a capacity congregation, and chairs had to be brought in for extra seating. This year, members of the choir assisted in some new decorations for the church, co-ordinated by Tom Fleming. We hope that people enjoyed the new wreaths and lights. Thanks to all those who helped install (and take down).

In June, at the end of my first year, the choir had learned eighty-eight pieces of music, not counting psalms or Mass settings. Some of the communion motets were sung more than once, just to make life a little easier in rehearsals. At the moment, (although we seldom see everyone at once!) we have twenty-seven singers. For special services a few friends join to help out.

I would like to thank every single member of the choir, both for your friendship, and for the musical leadership you bring to our 11AM service. If I were to name names, it would include everyone, but I'd particularly like to thank Sue Newbery, who sorts masses of music after the service.

We are so fortunate to have David Anderson as our Rector. Not only is David a sometimes-chorister, coming to rehearsal when he can, but is also a friend and a great supporter of the choir and its music. Brian Ruttan, our Honorary Assistant, is a valuable chorister, hymnologist, musician and friend. It means a great deal to me to work with these kind supportive colleagues.

## ***Children's Choir***

*Susan McKay*

In the fall there was some enthusiasm for a children's choir ministry. After some discussion, Susan McKay and Virginia Jackson offered to organize a children's choir to sing in the Palm Sunday parade. It was hoped that the children's singing would touch the hearts of those listening and draw them closer to God and Jesus. We also hoped that the children would learn more about God and Jesus through their songs, as well as the basics of reading and singing music.

Ten choristers sang the Zulu song, “Siyahamba.” We were thankful for the support of Hal Devins, providing a friendly face and security at rehearsals, and for Steve McKay’s accompaniment on the drums, adding an authentic touch to our song.

The children enjoyed the experience and we decided to carry on in the fall. We were sorry to say goodbye to Virginia Jackson when she moved to London, but were thankful for the offer of assistance by youth leaders Miranda Pilcher and Lily Rudderham. With Paul Grimwood providing beautiful accompaniments and encouragement, Hal Devins as our friendly greeter and security, Judith Purdell-Lewis providing a beautiful poster for publicity, Adrienne Devins, Meagan Muirhead and Emma Reilly-McKay giving support singing when needed, we were all set!

Wearing their new red choir t-shirts, the eight choristers shared their music four times throughout the fall, singing at the Discovery and Choral Eucharist services on three occasions, and participating in the parish Remembrance Day Observance.

They sang:

- “Sing to the Lord,” (E. Sherwin Mackintosh);
- “Song of Peace/Dona Nobis Pacem,” (arranged by George L.O. Strid, with new lyrics and music by Mary Donnelly);
- “Hope is a Candle,” (Linnea Good); and,
- “The Shepherd’s Pipe Carol,” (John Rutter).

At the time of writing this report, our choir has grown to 13 choristers. We all enjoy our time together and welcome children aged 5 and up to join us!

## Outreach

### *Concert Project*

*Sue Samson, Project Administrator*

The steering committee for the concert project consists of Mary Donkin, Steve McKay, Susan McKay, Debbie Rudderham and Sue Samson. We meet monthly to review past concerts, deal with any issues and plan for those events on the horizon.

We started 2019 by helping to organize the fundraising event for the Almassy family’s legal defense fund. It led to a busy year of hosting concerts, and an alternative jazz music festival. We now have some groups using our space for rehearsals before performances. The Canadian Brass, are one of these groups. We have two groups that rehearse in the building weekly and have had to turn down a third for lack of space/time.

The plans to rebuild the stage have gone through several changes and this has resulted in a larger construction project, which will make the stage and the chancel accessible. We are working with the diocese and there will be a formal presentation to the parish vestry about these plans.

We have already hosted several concerts this year and we have new people booking events regularly now as word of mouth about our venue is spreading. People are always delighted by our

beautiful space, our welcoming volunteers and our willingness to open our church home to music of many different kinds. We attract these artists because we are affordable. We are affordable because of all the volunteer support we have to host these concerts. We are asking for more volunteers as our project is successful and getting busier. We train volunteers and pair new volunteers with experienced ones to help get them comfortable. It's usually only three or four hours of time in a block to greet people and open (or close) the building. If you have some time to volunteer, please speak to any one of us. We need your support to continue.

### ***Artaban Non-profit Homes***

*The Venerable Dr. David J. Anderson*

Artaban Non-profit Homes provides affordable housing for tenants living at 330 Charlton Avenue West. Artaban partners with the City of Hamilton which subsidizes affordable housing in our city.

The members of the parish duly nominated by the Vestry of the Church of Saint John the Evangelist continue to serve as Directors of Artaban Non-profit Homes. I am very happy to report that the governance concerns that we had about Artaban are now a thing of the past. The parish members serving on the Board of Directors are Susanne Adams, David Anderson, Graham Cubitt, Mary Donkin, Sue Samson, Margaret Wilding, and Richard Woodward. Patti Troughton also serves on the Board as a tenant representative.

The bylaws of Artaban Non-profit Homes provides that one-third of the director's terms shall expire each year. Since it has been some time since new directors have been elected, it has been suggested that our longest serving directors shall be deemed to be concluding a term in 2020. They would be eligible to be re-nominated by the Vestry for election to the Board by the members of the Artaban Corporation. The longest serving member directors are Susanne Adams, Graham Cubitt, and Richard Woodward.

A slate of nominees will be presented for approval by the Vestry (Artaban ByLaw No. 1, 3.3).

### ***Volunteer Tax Clinic***

*Norm Newbery*

The year 2019 was the tenth anniversary of our Volunteer Tax Clinic at the Church of St. John the Evangelist. It is a free clinic that is offered for those with low taxable income including students, seniors, refugees, recent immigrants and those living with disabilities.

We hold our clinic on Saturday mornings in the Crypt from 10:30AM to 12:30PM on the last Saturday in February until the last Saturday in April. You may have seen clients line up outside the church door nearest to Locke Street until we are ready to open the clinic.

Most often we are able to do the returns while clients wait. Occasionally it is necessary for the clients to leave their information with one of the volunteers to come back the following week or for a special appointment to review their return before it can be filed.

All of the volunteers donate their time to helping their clients. We are not allowed to charge for any of the returns or work that we do.

St. John's Tax Clinic is one of a few clinics in Hamilton that is willing to accept new clients as well as—if necessary—prepare returns for prior years.

In 2019 we completed 150 returns for low income taxpayers. On average the total benefit received varies between \$1,000 to \$3,000 or more. However we have done taxes for families entitled to up to \$24,000 per year, so it is easy to see why this is important to so many clients.

The Volunteer Income Tax Program has been described as the single most important thing that we can do to lift people with low income out of poverty. It is also required for those who receive the Ontario Disability Support Program; assistance with rent or the Child Tax Benefit to file annually.

Unfortunately, many people do not file taxes. This may happen for many reasons. The most common that I find is that they are fearful that they may owe taxes that they cannot afford to pay. People may also be ignorant of the benefits that they are entitled to. Also some have the experience of the storefront, for-profit clinics, having charged them hundreds of dollars in the past.

We provide help to those with low income to ensure they get the benefits to which they are entitled. In order to receive these benefits, they need to apply by completing their tax returns.

I was proud of our clinic last year—of the respectful and professional way that each of the volunteers were received and of what was accomplished.

If you are interested in helping the tax clinic or if you know someone whom you think might be interested in the clinic please email me. <normnewbery@gmail.com>

In order to qualify for our clinic's assistance, clients families normally need to earn less than \$35,000 for an individual or \$45,000 for a couple.

## ***Refugee Sponsorship***

*David Anderson*

At the beginning of the summer of 2019 we began to hear through church channels about a need and opportunity to be involved again in refugee sponsorship. The Right Reverend David Hamid, the Bishop of Europe, and former priest in our own diocese, informed us that there was a family of three women residing in the Anglican parish in Ankara, Turkey, who would benefit from finding asylum and sponsorship in Canada. The women have fled domestic violence in their home of Iran. The family consists of a middle-aged mother, Kadijah, her two young adult daughters, Layla and Mona. Our Diocese of Niagara has indicated a willingness to make a significant financial contribution. We plan also to partner with other Anglican parishes in Hamilton in order to

facilitate this sponsorship. While we were originally told that it would take some time to process the family's application, we have recently learned that they seem to have been fast-tracked, and so our team will need to get busy organizing in the near future.

## Report of Nominations and Appointments

The Parish Council appointed Nominations Committee in order to solicit nominations and volunteers for the various offices that need to be filled at the Annual Vestry Meeting. Members of the Committee were Gillian Doucet Campbell, Leigh Macklin, Sarah Wayland, and David Anderson.

Further nominations will be received even from the floor of Vestry; however, it is always better to be prepared. Please feel free to speak with a member of the Nominations Committee, a churchwarden, or the rector if you would like to make further nominations. Unless the nomination is received through these channels in advance, the nominator and nominee must be present at the Vestry meeting for the nomination to stand.

<b>Elected Offices to Be Filled</b>	<b>Nominations</b>
Deputy (People's) Warden <i>One to be elected for a one-year term.</i>	Deborah Bowen
Lay Delegate to Synod <i>One to be elected for a two-year term.</i>	Mary Donkin Margaret Wilding
Alternate Lay Delegate(s) to Synod <i>A minimum of one to be elected for a one-year term.</i>	
Youth Lay Delegate to Synod <i>One to be elected for a two-year term (age 16 to 24).</i>	

<b>Elected Offices (terms ongoing)</b>	<b>Officers</b>
People's Warden <i>One to be elected for a two-year term.</i>	Steve Doucet Campbell
Lay Delegate to Synod <i>One year remaining in a two-year term.</i>	Matthew Lee

<b>Appointed Offices (terms ongoing)</b>	<b>Officers</b>
None in 2020	

<b>Corporation Appointments</b>	<b>Appointment</b>
Vestry Clerk <i>Appointed for a one-year term.</i>	Sue Newbery
Treasurer <i>Serves at the corporation's pleasure.</i>	Brian Samson
Donations Secretary <i>Serves at the corporation's pleasure.</i>	Ruth Sutherland



<b>Rector's Appointments</b>	<b>Appointment</b>
Churchwarden <i>Appointed by the rector for a two-year term.</i>	Bonnie Munn
Deputy Churchwarden <i>The Rector is entitled to appoint a deputy churchwarden if one is elected by the people. Appointment for a one-year term.</i>	Margaret Wilding

<b>Parish Council</b>	
<b>Ex-officio Members</b> The Rector Churchwarden (People's) Churchwarden (Rector's) Deputy Churchwarden (People's) Deputy Churchwarden (Rector's) Lay Delegate to Synod Lay Delegate to Synod Alternate Lay Delegate to Synod Alternate Lay Delegate to Synod  (* indicates that the office is due to be elected or appointed at this Annual Vestry meeting).	David Anderson Steve Doucet Campbell Bonnie Munn Deborah Bowen Margaret Wilding Matthew Lee * * *
<b>Elected Members</b> <i>The Vestry may elect any number of members for a one-year term.</i>  († indicates a nomination to an ex-officio office for Parish Council).	<b>Nominations</b> Michael Bowering Mary Donkin † Susan Little Leigh Macklin Emma McKay Ed Miedema Sue Samson Patricia Troughton Sarah Wayland
<b>Appointed Members</b> <i>The Rector has the right to appoint up to as many members as those elected for a one-year term.</i>	<b>Rector's Appointments</b>

# Backgrounders for Motions

## *Chancel Renovation Project*

In 2014 St. John's began its Concert Project with an investment in an upgrade in the sound system and the building of the black plywood stage which was moved in and out of the church in order to extend the chancel as a performance space.

By 2015 and 2016 we were hosting multiple resident groups including the Hamilton Choir Project, Hammer Baroque, and the Cricket Chamber Orchestra. The black plywood stage became unsustainable because of the labour intensive nature of installation and wear and tear on the building. A new hardwood stage was built that would remain in place, but which could be raised to extend the chancel as a performance space.

In 2019 we were no longer able to hire a stage crew for set up and finding volunteers willing to do this work was again an issue. The hardwood stage was also showing wear with the frequent step-up and tear-down. Surrounding areas of the chancel were also showing signs of wear, including the hardwood flooring, railings, sedilia, and lectern. At this point the Concert Project Committee began to look for a more permanent solution. The search for this solutions had a number of phases.

**Phase 1.** Steve McKay and other committee members undertook consultations with the worship band, choir, member of the congregation, and concert partners to establish the needs of the space. At this phase the following discoveries were made:

- There was a desire for accessibility (additionally, the building code require accessibility for a renovation of this type requiring a building permit);
- The Discovery Service musicians require a streamlined set-up and tear-down process to assist with service transition;
- The AV set-up requires a tune-up to make it easier to run for services and events;
- The layout of the seating in the church proper could be more dynamic for events (e.g., chairs in the family zone).

**Phase 2.** The Concert Project Committee brought the discussion to Parish Council in September 2019 along with drawings that had been prepared by Emma Cubitt. At this phase a design was proposed that sought to address most of the needs of the various stakeholders. The design includes:

- A permanent built-in 15 inch high stage from the organ loft to organ loft;
- Accessible ramps to the stage, chancel, and communion rail levels;
- Symmetrical layout of chancel pew seating;
- Built-in AV boxes in the stage for easy storage and set-up as well as updated inputs for the sound set-up.

**Phase 3.** This is where the project sits at the present time. In this phase the following is being sought:

- Approval in principle from the Vestry of the Church of Saint John the Evangelist for the Chancel Renovation Project, project scope, preliminary design and budget, and permission to conduct fundraising and make applications for grant funding;

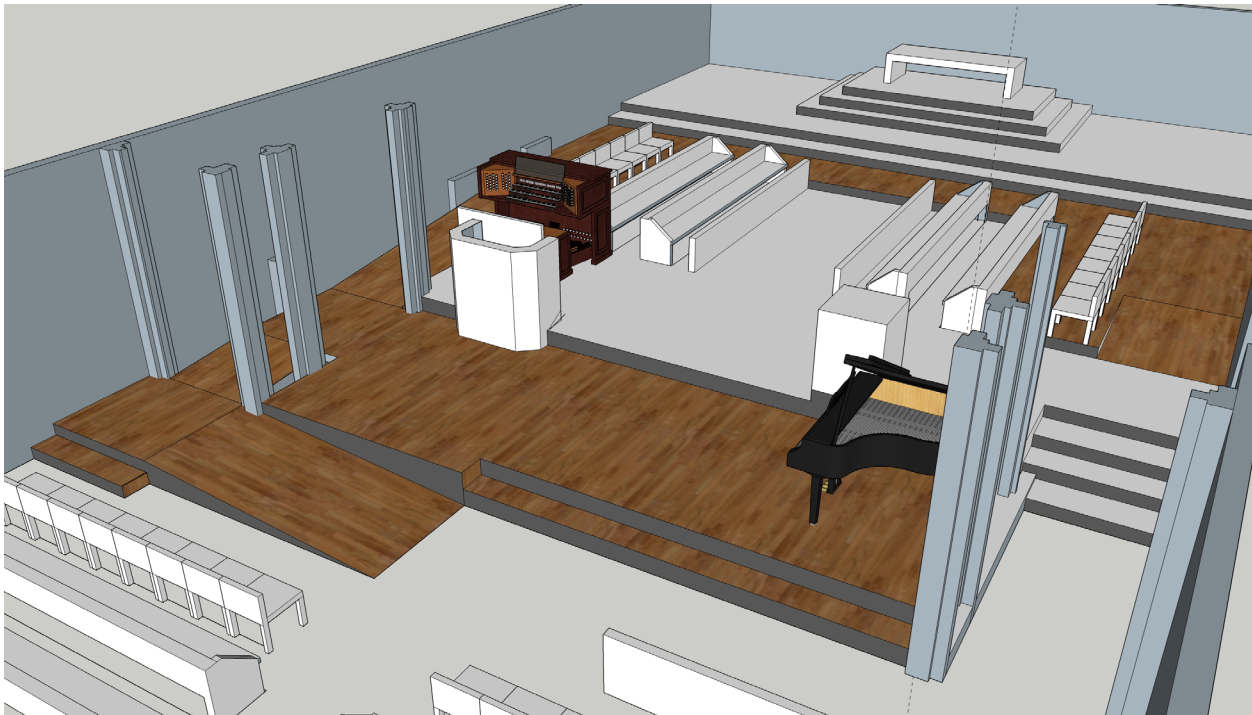
- Advice from the Diocese of Niagara through the Bishop's Advisory Committee on Church Buildings (BACCB) and the Financial Advisory Committee (FAC);
- Contractor quotes leading to the establishment of a final budget and fundraising goals.

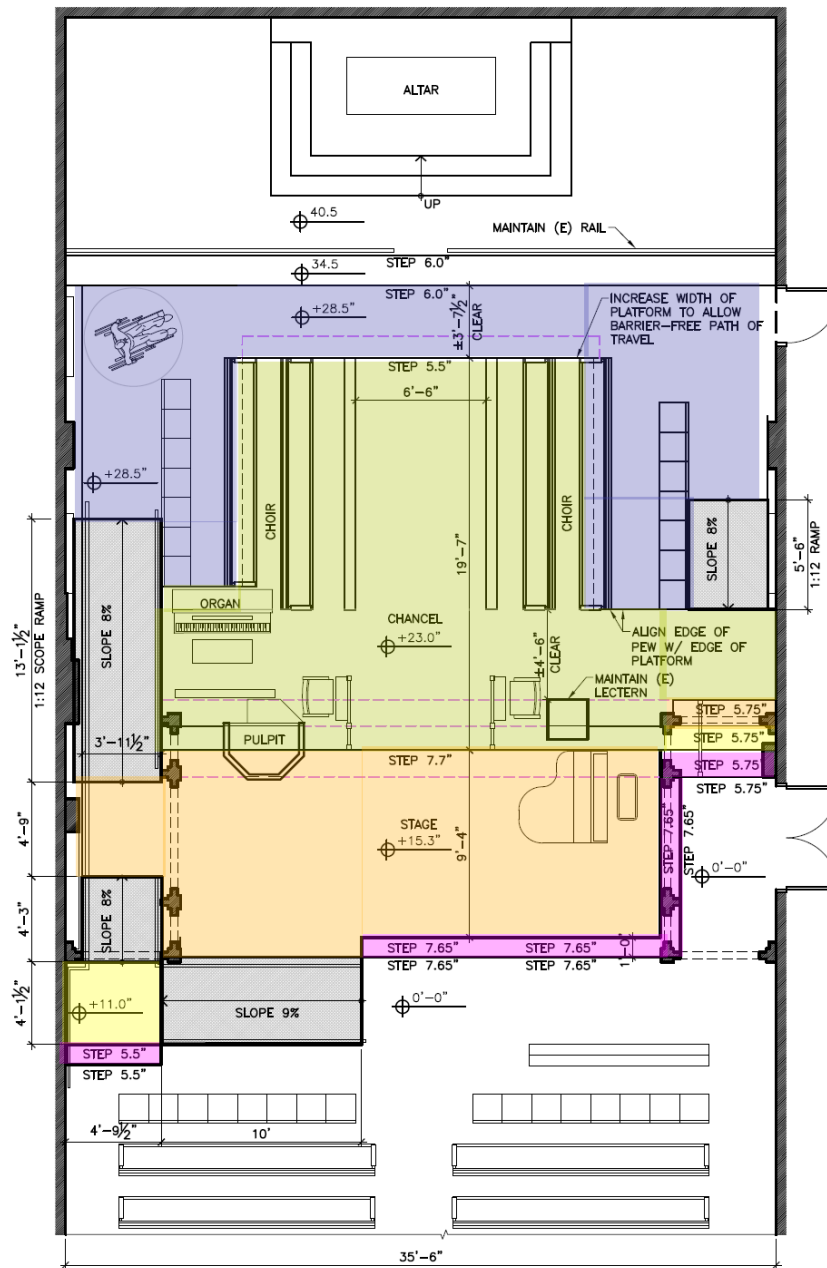
Quotes received thus far indicate an overall cost of \$40,000 to 50,000, all inclusive.

**Phase 4.** This future phase of the project would include all final approvals for moving forward, including the selection and approval of a contractor; permission from Bishop of Niagara; approval of final design, budget, and permission to apply for a building permit by a Special Vestry of the Church of Saint John the Evangelist; the application and receipt of a building permit from the City of Hamilton.

**Phase 5.** This phase would include the construction and finalization of the project.

Steve McKay will be on hand at the Annual Vestry meeting to describe the project and answer questions.



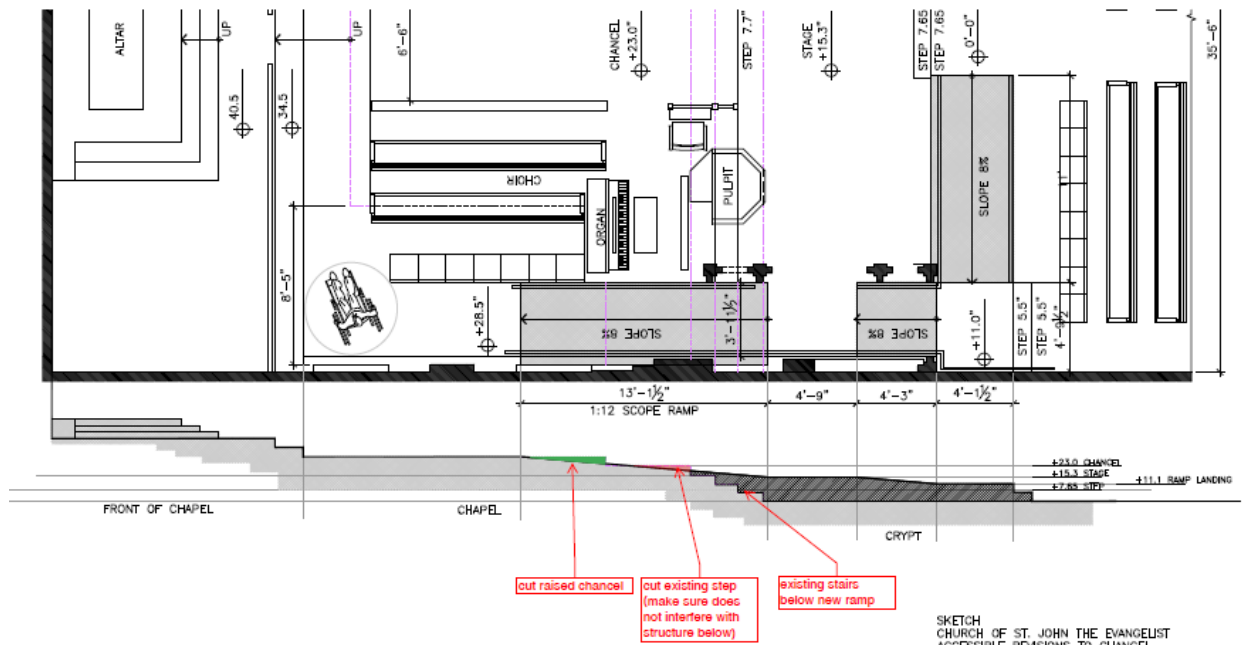


NOTE: ALL RAMPS TO BE C/W GUARDS AND HANDRAILS TO THE REQUIREMENTS OF THE OBC

**INVIZIJ**  
Architects Inc.

185 YOUNG STREET  
HAMILTON, ON L8N 1V9  
T: 905 525 9000 | invizij.ca

PROJECT NAME CHURCH OF ST. JOHN THE EVANGELIST CHANCEL MODIFICATIONS	DRAWING TITLE VERSION 3 PROPOSED PLAN	DRAWING NO. REV NO.
PROJECT NUMBER 19-015	SCALE 1:100	REFERENCED FROM
ALL DRAWINGS AND RELATED DOCUMENTS ARE THE COPYRIGHT PROPERTY OF THE ARCHITECT AND MUST BE RETURNED UPON REQUEST. REPRODUCTION OF DRAWINGS WITHOUT PERMISSION IS FORBIDDEN.	DRWN. MH	CHKD. EC
	DATE OCT 1, 2019	PLOT DATE 1-Oct-19
		A1



SKETCH  
CHURCH OF ST. JOHN THE EVANGELIST  
ACCESSIBLE REVISIONS TO CHANCEL  
SECTION DETAIL

INMIZU ARCHITECTS  
OCTOBER 1, 2019

# Financial Reports and Statements

## *Audit Committee Report: Notice to Reader*

To the Parishioners of the Church of Saint John the Evangelist, Hamilton.

Our Audit Committee was appointed by the Parish Council in accordance with a motion duly passed at the Annual Vestry Meeting held in February 2019. Our members were: Mary Donkin (Convener), Eleanor Gallagher, and Thomas Gnanamuthu. Bruce Pilcher was also appointed, but was unable to attend our meeting.

We have conducted the following review procedures on the books and records of the Church of Saint John the Evangelist, Hamilton (St. John's) for the year ended December 31, 2019.

1. Reviewed the year end (and other months as applicable) Bank Reconciliations. No unrecorded entries were identified. All entries examined were correctly recorded.
2. Reviewed the general ledger and examined supplier invoices on a test basis.
3. In common with other charitable organizations, St. John's, derives revenue which is not susceptible to compete verification. Accordingly our review of receipts is limited to checking the recorded receipts as follows:
  - a. Were reconciled to the deposit book
  - b. Were exclusively for approved projects and programs
  - c. Were properly used or set aside according to the donor's instructions
  - d. Were acknowledged with official receipts where applicable
  - e. Were recorded in the correct general ledger accounts
4. Reviewed the financial records to determine that the accrual method (if used) was completed accurately.
5. Reviewed HST calculations and returns for accuracy.
6. Reviewed processes to ensure amounts received are deposited into bank accounts and there is a separation of duties between those receiving cash and those receipting and depositing the funds to the bank.
7. Reviewed activity transacted after the year end date to determine if any items should have been accrued and included in the financial results at the end of the year.
8. Reviewed and approve all Notes required to make the Financial Statements more meaningful to the readers.

The result and conclusion of our review is that in our opinion the Financial Reports for the Church of Saint John the Evangelist, Hamilton, presented by the Corporation for the year ended 2019 represent fairly the financial position of the parish.

## Statement of Financial Position (Balance Sheet)

As at December 31, 2019

	Total	
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash and Cash Equivalent</b>		
<b>Capital Account</b>		
Capital Account - Chequing	(187)	<sup>1</sup>
Total Capital Account	\$ (187)	<sup>2</sup>
<b>Operating Account</b>		<sup>3</sup>
Operating Acct - Chequing	3,911	<sup>4</sup>
Total Operating Account	\$ 3,911	<sup>5</sup>
<b>Raffle Account</b>		
Raffle Account - Chequing	123	<sup>6</sup>
Total Raffle Account	\$ 123	<sup>7</sup>
Undeposited Funds	1,250	<sup>8</sup>
Total Cash and Cash Equivalent	\$ 5,096	<sup>9</sup>
<b>Accounts Receivable (A/R)</b>		
Accounts Receivable (A/R)	1,045	<sup>10</sup>
Total Accounts Receivable (A/R)	\$ 1,045	<sup>11</sup>
Endowment Fund	75,521	<sup>12</sup>
GST Rebate Receivable	255	<sup>13</sup>
Memorial Fund	1,013	<sup>14</sup>
Organ Restoration Fund	1,736	<sup>15</sup>
Other Receivables	3,782	<sup>16</sup>
Parish Hall Capital Reserve Fund	2,871	<sup>17</sup>
Prepaid Expenses & Deposits	1,053	<sup>18</sup>
PST Rebate Receivable	5,566	<sup>19</sup>
Rectory Fund	224,097	<sup>20</sup>
Total Current Assets	\$ 322,034	<sup>21</sup>
Total Assets	\$ 322,034	<sup>22</sup>

---

## Liabilities and Equity

---

### Liabilities

#### Current Liabilities

##### Accounts Payable (A/P)

Accounts Payable (A/P)	9,122	<sup>23</sup>
Total Accounts Payable (A/P)	<b>\$ 9,122</b>	<sup>24</sup>
Capital Fund	1,613	<sup>25</sup>
GST/HST Payable	-	<sup>26</sup>
Other Payables	(650)	<sup>27</sup>
Total Current Liabilities	<b>\$ 10,085</b>	<sup>28</sup>
Total Liabilities	<b>\$ 10,085</b>	<sup>29</sup>
<b>Equity</b>		
Opening Balance Equity	306,878	<sup>30</sup>
Retained Earnings	(28,746)	<sup>31</sup>
Profit for the year	33,818	<sup>32</sup>
Total Equity	<b>\$ 311,949</b>	<sup>33</sup>
Total Liabilities and Equity	<b>\$ 322,034</b>	<sup>34</sup>



## Statement of Investment and Restricted Funds

<b>Endowment Fund</b>		
Opening Balance, 2019	64,910	35
Held in cash, opening 2019	20,000	36
Draws from Fund	(20,000)	37
Interest Earned	8,611	38
Closing Balance on Statement	73,521	39
Donations to Fund	2,000	40
Closing Balance, December 31, 2019	<b>\$ 75,521</b>	41
<b>Rectory Fund</b>		
Opening Balance, January 1, 2019	208,940	42
Donations	Nil	43
Interest Earned	27,157	44
Draw from Fund	12,000	45
Closing Balance, December 31, 2019	<b>\$ 224,097</b>	46
<b>Capital Fund (held in cash)</b>		
Opening Balance (restricted), January 1, 2019	Nil	47
Opening Balance (unrestricted), January 1, 2019	Nil	48
Total Opening Balance	Nil	49
Donations (restricted)	16,500	50
Donations (unrestricted)	7,457	51
Draws from Fund (restricted)	(14,887)	52
Draws from Fund (unrestricted)	(7,457)	53
Closing Balance, December 31, 2019	<b>\$ 1,613</b>	54

---

**Capital Fund Restrictions, December 31, 2019**

Restricted	\$ 1,613	<sup>56</sup>
Funds for Capital Projects	-	<sup>57</sup>
Total Capital Fund	<b>\$ 1,613</b>	<sup>58</sup>

---

<b>General Investment Fund (Consolidated)</b>	<b>Parish Hall Capital Reserve</b>	<b>Organ Restoration</b>	<b>Memorial Fund</b>	<b>Total</b>	
Opening Balance, January 1, 2019	2,534	1,533	894	4,962	<sup>59</sup>
Interest Earned	336	203	119	658	<sup>60</sup>
Draws from Fund				Nil	<sup>61</sup>
Closing Balance, December 31, 2019	2870	1736	1013	5,620	<sup>62</sup>
Donations to Fund (remitted after statement)		626	30	656	<sup>63</sup>
Closing Balance, December 31, 2019	<b>\$ 2,853</b>	<b>\$ 2,362</b>	<b>\$ 1,043</b>	<b>\$ 6,276</b>	<sup>64</sup>

---

## Income Statement

For the period ended December 31, 2019

		Total		
	Actual	Budget	over Budget	
<b>Income</b>				
<b>Donations to Designated Funds</b>				65
Donations to Capital Fund	23,957	0	23,957	66
Donations to Endowment Fund	2,000	0	2,000	67
Donations to Memorial Fund	30	0	30	68
Donations to Organ Restoration Fund	626	2,100	(1,474)	69
Total Donations to Designated Funds	<b>\$ 26,613</b>	<b>\$ 2,100</b>	<b>24,513</b>	70
<b>Interest Earned on Investments</b>				71
Endowment Fund, Interest	8,611	0	8,611	72
General Investment Fund, Interest	658	0	658	73
Rectory Fund, Interest	27,157	0	27,157	74
Total Interest Earned on Investments	<b>\$ 36,426</b>	<b>\$ 0</b>	<b>36,426</b>	75
<b>Offerings for Ministry</b>				76
Envelope, Online, Other Identifiable Donors	91,332	86,961	4,371	77
Loose Offerings	8,519	2,500	6,019	78
Other Offerings	5,744	9,000	(3,256)	79
Preauthorized Giving (PAG)	120,109	120,748	(639)	80
Stretch Amount		20,000	(20,000)	81
Total Offerings	<b>\$ 225,704</b>	<b>\$ 239,209</b>	<b>(13,505)</b>	82

	Actual	Budget	over Budget	
<b>Receipts from Parish Activities</b>				83
Fundraising				84
Bazaar (Pies, crafts)	2,716	2,000	716	85
Shopping Cards	2,274	3,000	(726)	86
Total Fundraising	<b>\$ 4,990</b>	<b>\$ 5,000</b>	<b>(10)</b>	87
<b>Other Income from Parish Activities</b>				88
Concerts	5,965	4,000	1,965	89
Forward Day by Day	(149)	0	(149)	90
Rentals	700	1,000	(300)	91
Total Other Income from Parish Activities	<b>\$ 6,516</b>	<b>\$ 5,000</b>	<b>1,516</b>	92
<b>Outreach Income</b>				93
Outreach Support (other)	9,137	5,000	4,137	94
Rector's Discretionary Fund Support	2,314	0	2,314	95
Refugee Support		0		96
Total Outreach Income	<b>\$ 11,451</b>	<b>\$ 5,000</b>	<b>6,451</b>	97
Total Receipts from Parish Activities	<b>\$ 22,957</b>	<b>\$ 15,000</b>	<b>7,957</b>	98
<b>Transfers from Investments and Grants</b>				99
Transfers from Endowment Fund	20,000	20,000	-	100
Transfers from Rectory Fund Interest	12,000	12,000	-	101
Total Transfers from Investments and Grants	<b>\$ 32,000</b>	<b>\$ 32,000</b>	<b>-</b>	102
Total Income	<b>\$ 343,700</b>	<b>\$ 288,309</b>	<b>55,391</b>	103

	Total			
	Actual	Budget	over Budget	
<b>Expenses</b>				
<b>Facilities</b>				104
<b>Building Maintenance</b>				105
Capital Maintenance	22,344	6,120	16,224	106
Elevator Maintenance and Fees	2,485	1,780	705	107
Regular Maintenance	14,461	17,660	(3,199)	108
Total Building Maintenance	<b>\$ 39,291</b>	<b>\$ 25,560</b>	<b>13,731</b>	109
Capital Furnishings or Equipment	1,770	0	1,770	110
Furnishings and Equipment	689	1,500	(811)	111
Organ repair and maintenance	611	1,500	(889)	112
<b>Utilities</b>				113
Heating	2,671	3,066	(395)	114
Hydro	6,717	8,670	(1,953)	115
Water	885	702	183	116
Total Utilities	<b>\$ 10,273</b>	<b>\$ 12,438</b>	<b>(2,165)</b>	117
Total Facilities	<b>\$ 52,634</b>	<b>\$ 40,998</b>	<b>11,636</b>	118
<b>Ministry and Worship</b>				119
Children's Ministry	796	1,150	(354)	120
Community Marketing	1,257	1,836	(579)	121
Diocesan Mission & Ministry	38,217	34,451	3,766	123
Hospitality and Christian Growth	2,935	3,415	(480)	124
Outreach Committee	21	150	(129)	125
Synod Delegate Fee	453	300	153	126
Volunteer Expenses, Miscellaneous	206	2,000	(1,794)	127
Worship Music Expense	4,016	4,114	(98)	128
Worship Supplies	4,541	4,200	341	129
Youth Ministry	139	1,500	(1,361)	130
Total Ministry and Worship	<b>\$ 52,581</b>	<b>\$ 53,116</b>	<b>(535)</b>	131
<b>Office and Administration</b>				132
Bank Fees and Interest	1,854	1,602	252	133
General Office Expenses	10,148	10,043	105	134
Insurance	11,692	13,242	(1,550)	135
Other Miscellaneous Office and Admin	164	300	(136)	136
Total Office and Administration	<b>\$ 23,859</b>	<b>\$ 25,187</b>	<b>(1,328)</b>	137

	Actual	Budget	over Budget	
<b>Outreach Disbursements</b>				138
Outreach Disbursements, Other	9,637	10,000	(363)	139
Rector's Discretionary Fund Remittance	2,314	0	2,314	140
Total Outreach Disbursements	<b>\$ 11,951</b>	<b>\$ 10,000</b>	<b>1,951</b>	141
<b>Salaries and Benefits</b>				142
Administrator	8,560	7,488	1,072	143
CPP/EI/WSIB	5,799	6,159	(360)	144
Discovery Service Music Director	2,948	10,999	(8,051)	145
Employee Absence Coverage	2,357	2,246	111	146
Housing Allowance	20,638	20,588	50	147
Organist and Choirmaster	14,051	14,051	0	148
Other Employment Expense		0	(0)	149
Pension & Benefits	16,495	16,583	(88)	150
Professional Development		1,224	(1,224)	151
Rector's Salary	57,314	57,314	0	152
Total Salaries and Benefits	<b>\$ 128,162</b>	<b>\$ 136,652</b>	<b>(8,490)</b>	153
<b>Transfers to Investment Funds</b>				154
Transfer to Organ Fund	829	0	829	155
Transfers to Capital Fund	1,613	0	1,613	156
Transfers to Endowment Fund	10,611	0	10,611	157
Transfers to Memorial Fund	149	0	149	158
Transfers to Parish Hall Capital Reserve Fund	336	0	336	159
Transfers to Rectory Fund	27,157	0	27,157	160
Total Transfers to Investment Funds	<b>\$ 40,695</b>	<b>\$ 0</b>	<b>40,695</b>	161
Total Expenses	<b>\$ 309,882</b>	<b>\$ 265,953</b>	<b>43,929</b>	162
Net Operating Income	<b>\$ 33,818</b>	<b>\$ 22,356</b>	<b>11,462</b>	163
Net Income	<b>\$ 33,818</b>	<b>\$ 22,356</b>	<b>11,462</b>	164

## **Notes on Financial Statements**

### **Section A: Mission and Organization**

#### **A-1: Mission Statement**

The mission statement of the Church of St. John the Evangelist is as follows:

God calls us to help people become followers of Jesus, equipped for ministry in the church and in the world, through nurture, worship, evangelism, and service.

#### **A-2: Brief Description**

The Church of St. John the Evangelist is a Christian community of faith and parish within the Anglican Diocese of Niagara in the Anglican Church of Canada, part of the worldwide Anglican Communion. The church was established in 1890 and is located in west downtown Hamilton. The church is a registered charity under the Canadian Income Tax Act. It serves a large population of diverse people who live in the immediate neighbourhood of the church and beyond. In addition to the financial support the parish receives for its work, the parish relies significantly on the voluntary contribution of the time and talent of its members and community supporters. The impact of these non-monetary contributions are fundamental to understanding the Church of Saint John the Evangelist and cannot be measured in financial terms. The annual vestry report which accompanies these annual Financial Statements provides this information to explain and demonstrate the parish's performance in advancement of its shared mission with God.

### **Section B: Financial Statement Notes**

#### **B-1: Significant Accounting Policies**

**Basis of Presentation.** These financial statements have been prepared with accounting standards for not-for-profit organizations. All financial statements are based on the accrual method of accounting which includes the year's cash flows and any amounts owed to and payable by the parish at year-end. Donated assets are accounted for at their estimated market value when donated.

**Fund Accounting.** The parish follows the restricted fund method of accounting for revenues and expenditures. The general fund (not restricted) reports revenues and expenses related to program delivery and administrative activities. All unrestricted investment income is recorded in the general fund.

The internally restricted funds, such as the Endowment Fund, Memorial Fund, Organ Restoration Fund, Parish Hall Capital Reserve Fund, and Capital Fund, report revenues contributed for which their expenditure is restricted by the donors and church policy or until their purpose is completed.

Externally restricted funds, such as the Rectory Fund (restricted by provincial statute and canon law) report revenues contributed for which their expenditure is restricted for specific activities.

**Investments.** Investment funds held by the Diocese of Niagara are recorded at year-end actual or estimated market value and unrealized gains or losses are accounted for in the related fund. Changes in market value are recognized in the Income Statement as flow-through amounts. When an investment is sold, redeemed, or written off, the actual gain or loss is recognized in the Income Statement for that year.

**Capital Assets.** The church property (land and buildings) are owned by the Diocese of Niagara and therefore not included as assets.

**Revenue Recognition.** Pledges and other commitments to restricted funds are recognized as restricted revenue only when received. Unrestricted contributions are recognized as revenue for operations when received or if the amount to be received can be reasonably estimated and collection is assured.

**Contributed Supplies and Services.** Due to the difficulty in determining their fair financial value, contributed services and supplies are not recognized in these financial statements.

## B-2: Notes on Statement of Financial Position

**Investments.** During 2019, the investment funds managed by the Synod of the Diocese of Niagara incurred growth amounting to 10.238%. The status of these funds is outlined in the Statement of Investment Funds, on page 38 above. 2019 proved to be a good year investments. The interest income from investments was transferred back into the various investment funds, meaning that these will potentially continue to produce income for the future.

**Cash and Operating Surplus.** The cash position improved in 2019 with the assistance of the draw from the Endowment Fund (lines 37, 100) and the net surplus of income in the year (line 164). Nevertheless, the Operating Account remained in overdraft much of the year, often using 100% overdraft protection (\$20,000 maximum). The Operating Account did, however, end the year in a much better position, with a positive balance of \$3,911 (line 5).

## B-3: Notes on Statements of Investment and Restricted Funds

**Rectory Fund.** In accordance with the 2019 Ministry Budget, a draw was taken from the Rectory Fund into the operating account in the amount of \$12,000.

**The Capital Fund** is not a segregated account as with the other funds. The Capital Fund is held in the cash accounts. Restrictions within the Capital Fund are outlined in the table, "Capital Fund Designations."

## B-4: Notes on Income Statement

**Stretch Amount** (line 81). No donations to the parish were posted to this account, however, the surplus over budget in other Offering accounts, show net progress was made towards this goal, with offerings being otherwise \$6,495 over budget.

**Fundraising** (lines 85-86). These amounts are shown net of all expenses.

**The Concert Project** (line 89) is shown net of all expenses.



**Capital Maintenance** (lines 66, 106, 156). These amounts, both income and expense, were not included in the Ministry Budget for 2019, but discussed and approved at the Annual Vestry Meeting held in February 2019. Accordingly, the income and expense is included in these statements. The small surplus of \$1,613 is internally restricted for Capital Maintenance and is transferred to that fund in the Transfers to Investments and Balance Sheet. Significant Capital Maintenance project were completed, including: the painting of the church proper; replacement of air conditioning equipment for the church proper; replacement of all toilets; upgrading of almost all lighting to energy efficient, LED lighting.

**Transfers from Endowment Fund** (line 100). The amount drawn from the Endowment Fund was withdrawn by the corporation from the investment in 2018 and held in cash in order to support cash flow. The withdraw was authorized by the Annual Vestry meeting in February 2019 the transfer is shown in this years Income Statement.

**Salaries and Benefits: Discovery Service Music Director** (line 145). This ministry staff position was vacant much of 2019 and therefore expenses were unusually below budget (\$8,051).

**Net Income** (line 164). The Income Statement shows at significant surplus in 2019 of \$33,818. This significantly assists the cash position of the Operating Account. Readers should remember that a significant portion of the surplus is due to the draw of \$20,000 from the Endowment Fund, and the unplanned savings in Salaries and Benefits.

## B-5: Subsequent Events

**Maintenance and property matters.** The church building and lease improvements in the Activity Center are dated and a number of ongoing maintenance and repairs are needed. A decennial inspection was completed in 2014 and a list of recommendations was provided in that report. The Corporation has established a property committee in order to prioritize items requiring immediate and short-term attention. Some of these items include: windows and frames; supply piping; fire protection; exterior doors; repair of Activity Centre air conditioner; and, replacement of an older water heater, grounds; painting.

Certain additional projects need to be considered in order to improve the accessibility of our building. The chapel and chancel are not accessible to those who cannot climb stairs. The stairs in the north stairwell are excessively steep. Some preliminary work has been done on these projects in order to apply for grants that would assist with funding.

The corporation intends to continue to raise support for the Capital Fund in order to move forward on these projects. A draft Capital Budget is included in the pages of this Annual Report and a Capital Maintenance allowance is included in the proposed Ministry Budget for 2020.

## Ministry Budget for 2020

	Line	2019 Actual	2019 Budget	2020 Proposed	Notes
<b>INCOME</b>	1				
<b>Donations to Designated Funds</b>	2				
Donations to Endowment Fund	3	2,000			
Donations to Capital Fund	4	23,957		25,000	
Donations to Organ Fund	5	626	2,100		
Donations to Memorial Fund	6	30			
Total Donations to Funds	7	<b>26,613</b>	<b>2,100</b>	<b>25,000</b>	
<b>Interest Earned on Investments</b>	8				
Endowment Fund Interest	9	8,611			
Lucy Gregson Estate, Interest	10	-			
Rectory Fund, Interest	11	27,157			
Memorial Fund, Interest	12	119			
Parish Hall Capital Reserve, Interest	13	2,870			
Organ Restoration Fund, Interest	14	203			
Total Interest Earned on Investments	15	<b>36,426</b>			
<b>Offerings for Ministry</b>	16				
Envelopes and Identifiable Donors	17	91,332	86,961	112,725	
Pre-authorized Giving	18	120,109	120,748	95,960	
Other	19	5,744	9,000	9,000	
Stretch Amount	19a	-	20,000	20,000	
Loose offerings	20	8,519	2,500	7,500	
Total Offerings Ministry	21	<b>220,109</b>	<b>239,203</b>	<b>245,185</b>	
<b>Receipts from Parish Activities</b>	23				
Outreach Income	24				
RDF Support	25	2,314	-	-	
Refugee Support	26	-	-	10,000	
Outreach Support (other)	27	9,137	5,000	5,000	
Outreach Income subtotal	28	<b>11,451</b>	<b>5,000</b>	<b>15,000</b>	
Pies and other sales	29	2,716	2,000	2,500	
Shopping Cards	30	2,274	3,000	2,000	
Other Fundraising	31	-	-	-	
Rentals, General	32	700	1,000	700	
Rentals, Concerts	33	5,965	4,000	5,000	
Other	34	(149)		-	
Total Parish Activities	35	<b>22,957</b>	<b>15,000</b>	<b>25,200</b>	

	Line	2019 Actual	2019 Budget	2020 Proposed	Notes
<b>Transfers from Investments and Grants</b>					
From Endowment Fund	37	20,000	20,000	-	
From Capital Fund	38	-	-	-	
From Rectory Fund Interest	39	12,000	12,000	13,200	
From Organ Fund	40	-	-	-	
From Memorial Fund	41	-	-	-	
Total Transfers In	43	12,000	12,000	13,200	
<b>TOTAL INCOME</b>	44	<b>268,309</b>	<b>268,309</b>	<b>308,585</b>	
<b>EXPENSE</b>					
<b>Facilities</b>					
Organ Repair and Maintenance	49	611	1,000	1,000	
Other Maintenance and acquisition		-	500	500	
Music subtotal		<b>611</b>	<b>1,500</b>	<b>1,500</b>	
Furnishings and Equipment	50				
Capital Furnishings and Equipment	51	1,770			
Furnishings and Equipment	52	689	1,500	1,500	
Furnishings and Equipment Subtotal	53	<b>2,459</b>	<b>1,500</b>	<b>1,500</b>	
Utilities	54				
Heating	55	2,671	3,066	3,066	
Water	56	885	702	902	
Hydro	57	6,717	8,670	8,670	
Utilities Subtotal	58	<b>10,273</b>	<b>12,438</b>	<b>12,938</b>	
Maintenance	59				
Elevator Maintenance and Fees	60	2,485	1,780	2,492	
Regular Maintenance	61	14,461	17,660	17,660	
Capital Maintenance	62	22,344	6,120	25,000	
Maintenance Subtotal	63	<b>39,291</b>	<b>25,560</b>	<b>45,152</b>	
Total Facilities Expenditures	64	<b>52,634</b>	<b>40,998</b>	<b>60,790</b>	
<b>Ministry and Worship</b>					
Diocesan Mission and Ministry	67	38,214	34,451	37,822	a.
Synod Delegate Fee	68	453	300	300	
Community Marketing	69	1,257	1,836	1,836	
Children's Ministry	70	796	1,150	1,150	
Youth Ministries	71	139	1,500	1,500	
Worship Supplies	72	4,541	4,200	4,200	
Worship Music Expense	73	4,061	4,114	4,114	
Outreach Committee	74	21	150	150	
Hospitality and Christian Growth	75	2,935	3,415	3,415	
Volunteer Expenses, Miscellaneous	76	206	2,000	2,000	
New Ministry	76.1	-	-	15,000	b.
Total Ministry and Worship	77	<b>52,581</b>	<b>53,116</b>	<b>72,113</b>	

	Line	2019 Actual	2019 Budget	2020 Proposed	Notes
<b>Office and Administration</b>	78				
General Office Expenses	79	10,148	9,130	10,500	
Bank Fees and Interest	80	1,854	1,571	1,725	
Insurance	81	11,692	13,242	13,242	
Miscellaneous	82	164	300	300	
<b>Total Office and Administration</b>	83	<b>23,859</b>	<b>24,243</b>	<b>25,770</b>	
<b>Outreach Disbursements</b>	84				
Rector's Discretionary Fund Remittance	86	2,314			
Outreach Disbursements, other	87	9,637	5,000	10,000	c.
<b>Total Outreach Disbursements</b>	89	<b>11,951</b>	<b>5,000</b>	<b>10,000</b>	c.
<b>Salaries and Benefits</b>	91				
Rector's Salary	92	57,314	57,314	58,747	
Housing Allowance	93	20,638	20,588	21,103	d.
Administrator	94	8,560	7,488	7,675	
Organist	95	14,051	14,051	14,402	d.
Discovery Service Music Director	96	2,948	10,999	11,274	d.
CPP/EI/WSIB	97	5,799	6,159	6,313	
Pension & Benefits	98	16,495	16,583	17,498	
Employee Absence Coverage	99	2,357	2,246	2,302	
Professional Development	100	-	1,224	1,255	
Other Employment Expenses	100a	-	-	1,000	
<b>Total Salaries and Benefits</b>	101	<b>128,162</b>	<b>136,652</b>	<b>140,568</b>	
<b>Transfers Out</b>	102				
To Endowment Fund	103	10,611	-		
To Capital Fund	104	1,613	-		
To Memorial Fund	105	149	-		
To Rectory Fund	107	27,157	-		
To Parish Hall Capital Reserve	108	336	-		
To Organ Restoration Fund	109	829	-		
<b>Total Transfers Out</b>	110	<b>40,695</b>	<b>-</b>		
<b>TOTAL EXPENSE</b>	111	<b>309,882</b>	<b>260,009</b>	<b>309,241</b>	
<b>NET REVENUE (Deficit)</b>	112	<b>33,818</b>	<b>14,300</b>	<b>(656)</b>	e.

## Notes on the Budget

- Diocesan Mission and Ministry (DM&M).** This expense is our parish fair share of diocesan expenses for mission. DM&M is tied to parish income less allowable expenses calculated on a three-year rolling average. The assessed amount for 2020 is as shown (line 67) and represents savings because of a new formula of calculation being phased in.
- New Ministry.** The inclusion of this budgeted amount was recommended by the parish Stewardship Team and represents the new ministry that will be possible at Saint John's through good stewardship of gifts for ministry (both gifts of service and financial gifts). Our

Holy Conversations have inspired talk of new ministry and this amount represents some of the resources that may be required to do the same.

- c. **Outreach Income and Disbursements.** Budgeted amounts in Outreach income (line 28) is offset by virtually same amount under expense (line 87). The actual remittances are dependent on the actual income.
- d. **Ministry staff salaries.** The proposed salary increases for 2020 consist of the diocesan-recommended cost of living increase, plus an annual increment for years of service (lines 92-96).
- e. **Recommendation.** This ministry budget has been reviewed by Parish Council and is recommended to this Vestry for adoption.

---

This Annual Report was received and approved at the Annual Vestry Meeting of the Church of Saint John the Evangelist, Sunday, February 16, 2020.

---

(The Venerable Dr.) David Anderson,  
Chair

---

---

Sue Newbery, Vestry Clerk

---

## Addendum

Please see the separate pages for the addenda to this report. These are numbered beginning at page 52 and include:

- Final Report of Nominations and Appointments
- Ministry Reports from ...
  - Prayer Team
  - Be Hive
  - Pastoral Visiting
  - Tuesday Morning Prayer Group
  - Synod Delegate

Any further additions or amendments will be included with these pages.