

Minutes of the Annual Vestry Meeting February 2, 2020

Meeting held in the parish hall, beginning at 12 noon

List of attendees as they appear on sign-in sheet is appended below.

1. Opening Prayer by Andrew.
2. Appointment of note-taker: Colleen Day appointed
3. Adoption of Agenda:

Colleen Day moved adoption of agenda, seconded by Dawn Ragan. Motion carried.

4. Minutes of 2019 Annual Vestry meeting:

Jean White moved adoption of the 2019 Annual Vestry Meeting minutes, seconded by Lynne Downes. Motion carried

5. Motion to receive all non-financial reports:

Jean White moved that we accept all non-financial reports. Marg Brewin seconded. Motion carried.
Leona Uniat commented that: Money for fruit cakes paid for from the money received as change from the social hour (coffee service) on Sunday morning in the amount of \$800 this year.

6. Tabletop Conversation: Highlight Review & Forward Planning

- a. Each table discussed the programs and services provided in the last year and offered a few highlights, or what they thought was missing:
- b. Highlights:
 - i. Adult Day Program offered through the West Coast Recreation Society
 - ii. Response to the homeless
 - iii. St. Anne's 125th celebrations
 - iv. Spirituality Beyond Borders programming
 - v. Painting of the church outside and the screens inside the church.
 - vi. Wednesday morning sessions (Advent and Lent and in between)
 - vii. Pet-friendly services
- c. Gaps: In addition to EFM (Education for Ministry) and Spirituality Beyond Borders (SBB), some are looking for opportunity to read and study together (something less rigorous than EFM). Small bible or book study once a week met with general approval.

7. Financial Reports:

- a. Julian Packer, Treasurer reviewed the Financial Reports (Pg. 24 of the Annual Report Docket). There were questions:
 - i. Questions about the matching-donor program were answered by Andrew.
 - ii. Questions about how the donations and disbursements from 125th anniversary campaign were listed in the financial reports, and documenting the transition into the Transforming Futures campaign. It would be better if there was more clarity about the way we record what the money was spent on, and how it appears in the financial report, as it is currently recorded in different

lines, with transfers between the operating account and funds on the balance sheet during the course of the year. Andrew pointed to the interim reports he circulated in July and October, which contained more detail, and said that perhaps they should have been in the financial report. He undertook to expand the financial package to include the content of the interim reports, a year-end report, and to consult with the leadership team to decide what else we need to be more helpful with our transparency.

- iii. There was a side discussion about the incentive program for the *Transforming Futures* program offered by the Diocese, in which after a certain level 95% of donations are retained in the parish.
- iv. Kerry Firth raised the question of whether we are required to have an official audit of the books. Andrew answered that an Internal Review is what we are required to do, and we have been remiss in delaying it. He undertook to take action on delivering this, and indicated we already have an agreement with a qualified reviewer, Gudrun Haase, and need to move this to the next stage, in order to report to council.

b. Julian Packer moved that we accept the Financial Reports, along with the understanding that we will act on the notes above. Rick Ragan seconded. Motion Carried

c. Julian Packer moved that we thank Kerry Firth for his input on increasing the rigor of our financial reporting. Dawn Ragan Seconded. Motion Carried.

8. Budget for 2020

- a. This budget is for general operations, and not activities covered by transforming futures. The amounts respect the generally upward trend of donations. **Julian moved that we accept the budget as presented, Elizabeth Murphy seconded. Motion carried.**

9. Nominating Committee Report:

- a. There are several changes from the report originally circulated. Laurel McNair has resigned as People's Warden due to illness. Mariellen Martin has moved from Deputy Rector's Warden to stand for election as People's Warden, and Julia McDonald will be Deputy Rector's Warden.
- b. June 27 has been named as date of election of bishop, and the synod delegates nominated are unavailable, so new delegates are required.
- c. Colleen Day was nominated as synod delegate by Sue Packer seconded by Julian Packer. As alternate synod delegates: Lynne Downes was nominated by Sheila Emmens, seconded by Elizabeth Murphy.

10. Elections and Appointments:

- a. Andrew petitioned for additional nominations three times, without response.
- b. Julian Packer moved that nominations cease. Dawn Ragan seconded. Motion carried.**
- c. Leona Uniat asked that the slate of officers and contact information be circulated. Due to privacy considerations this is probably not possible, but it was agreed that the information will be available in the office, and people may opt out of having their contact information posted.
- d. The amended Slate of Officers is appended.**

11. Other Items of Parish Business:

- a. ***Transforming Futures***: A handout titled "Transforming Futures 2020" was distributed. This outlined the five priorities for support, and 9 discussion points. Andrew went through each of the 9 discussion points related to our participation in the Diocesan Initiative "Transforming Futures". It became apparent that there was general approval for each of the 9 proposals when considered individually, with only point 7 generating much discussion. Point 7 establishes our priorities for expenditures based, on those forms of compassionate presence and outreach work that we are currently committed to.

- b. Most of the discussion centered around use of the St. Anne's building as a temporary cold weather shelter for the homeless. The questions were related to where the funding sources are, how it is staffed, and whether the insurance is adequate. Christine explained each of these items:
- i. Funding: There is funding from BC Housing for the Assisi shelter at St. Annes through the ecumenical Oceanside HEARTS (Homelessness Ecumenical Advocacy Response Team Society) The other churches involved in HEARTS have been sharing with in-kind donations.
 - ii. Insurance: The operation is insured through Oceanside HEARTS. Christine explained explanation of how extensive the insurance is, and staffing arrangement.
 - iii. Long term Assistance for guests: Christine explained the on-going efforts to connect the guests with the programs and medical help they need. There are many gaps in service available to those on the margins, and advocacy is needed.
 - iv. Drug-use on site: There was concern about drug use on site. Christine explained the protocol for being a low-barrier site. When guests arrive their belongings are put into a tote and stored, so they aren't allowed to use drugs on site, but are allowed to collect their belongings and leave at any point. Sudden withdrawal from opiate addictions can be fatal, and is therefore undesirable.
- c. **Elizabeth Murphy moved that we accept the 9 items on the Transforming Futures 2020 handout and refer action and further refinement to Parish Council. Joan Mercer seconded. Motion carried unanimously.**

12. Closing Prayer: Christine

Andrew declared adjournment upon completion of the agenda.

Note: since the adoption of the slate of officers at the Annual Vestry Meeting, the Clergy and Wardens have accepted and enacted a proposal from the treasurer, Julian Packer, to exchange places with the Associate Treasurer, Michael Allen. The list below reflects the situation effective April 2020, with Michael Allen listed as the treasurer.

SLATE OF OFFICERS

Leadership Team		
Rector & Incumbent	The Rev. Andrew Twiddy	Priest Associate: The Rev. Christine Muise
Rector's Warden	Colleen Day	Deputy: Julia MacDonald
People's Warden	Mariellen Martin	Deputy: Betty Endersby
Treasurer	Michael Allen	Associate: Julian Packer
Parish Council Members:		
Voting	Elizabeth Murphy	Jill Owen-Flood
Voting	Sue Packer	Claudette Adamek
Special Events co-ordinator	Leona Uniat (<i>ex officio</i>)	
Synod		
Synod Delegates	Colleen Day	Betty Endersby
Alternate Synod Delegates	Catherine Watson	Lynne Downes

Annual Vestry Meeting, February 02, 2020

List of Attendees

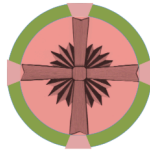
The Rev. Andrew Twiddy
The Rev. Christine Muise
Colleen Day
Rick Ragan
Telly Gray
Dave Gray
Joan Mercer
Dianne Snider
Lois Downman
Jean White
Ruth O'Hara
Dawn Ragan
Lynne Downes
K Sonja Lindquist
Jean Steinkey
Julian Packer
Barb Paterson
R. Craig Hinchey
Ann Paterson-Welsh
Susan Packer
Elizabeth Murphy
Sheila Emmens
Jill Owen-Flood
Leona Uniat
Don Adamek
Claudette Adamek
Margaret L. Brewin
Mariellen Martin
Beulah Paugh
Kerry Firth
Judy Firth

(signatures on file in parish office)

Saint Anne & Saint Edmund

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Transforming Futures 2020

The Context:

Transforming Futures (TF) is a critical initiative in our diocese. Bishop Logan has requested that we have our TF program and team in place by February 2020. The time is now!

Through our October parish consultation, and November council meeting, we have nurtured the idea that we can transition smoothly from our successful 125th Anniversary Fundraiser in 2019 directly into our *TF* program in 2020, and our Annual Meeting of February 2, 2020, is our opportunity to formalize this commitment.

How are we already implementing local on-site outreach as an expression of our parish and diocesan vision? How we are already “letting our light shine” (Matt. 5.16)? Here are five beacons of light:

Beacons of Light: five of our current priorities and programs

- 1) **Seniors Support** Programming ~ *Adult Day Program* & on-site *Hot Lunch Program* ~ year-round programming for vulnerable seniors and those facing isolation and dementia issues, offered in partnership with *West Coast Recreation Society (WCRS)*
- 2) **Food, Shelter, & Recovery** Programming ~ support for people on the margins of society and those seeking recovery, local and on-site Homelessness responses, food, shelter, advocacy, and partnership with OHEART Society (*Oceanside Homelessness Education and Advocacy Response Team*), partnerships with AA, Al-Anon, and 12-step programming
- 3) **Youth Support** Programming ~ youth employment and volunteering opportunities, youth spiritual growth opportunities, on-site partnership and support for Girl Guides, Brownies, and Sparks
- 4) **Aspirational Simplicity** Programming ~ *the Friends of Clare and Francis* ~ a Franciscan presence, on-site and in Central Vancouver Island: Assisi Shelter, pet-inclusive events & services, animal blessings, promotion of diversity & inclusion, interspiritual education, environmental stewardship and advocacy, watershed discipleship, green-friendly practices and on-site improvements
- 5) **Educational Outreach** Programming ~ *Spirituality Beyond Borders: Education for Transformation*, on-site and in Central Vancouver Island: workshops, webcasts, partnerships with the *Centre for Action and Contemplation* and with the *Bethlehem Centre*, personal and spiritual growth, creative and diverse contemplative practice; Education for Ministry, 4-year local and regional adult education program

Proposals for Discussion and Suggested Draft Motions:

- 1) That we adopt the motto “Letting Our Light Shine” for our *Transforming Futures (TF)* campaign, and name our local *TF* campaign *Transforming Futures: Let Our Light Shine* (refinement from the floor of AVM: “Letting Our Light Shine”; original wording: “Let Your Light Shine”)
- 2) That we affirm and encourage our recent *Matching Donor* initiative, and solicit and promote further *Matching Donor* and *Match-the-Match* opportunities for 2020 and beyond, in order to both maintain present momentum, and also to encourage even further commitment to fundraising, and especially to support participation in *TF*.
- 3) That we commence our *TF* program immediately, effective February 2, 2020
- 4) That we roll the outstanding proceeds of our 125th anniversary fundraiser, in the approximate amount of \$160,000, raised during 2019, into our *Transforming Futures (TF)* plan for 2020 and beyond, effective February 01, 2020.
- 5) That we commit to participation in our *All Our Relations* event, June 12-14, with Archbishop Mark MacDonald, as our key educational event for the year, and our primary fundraising event for *TF*.
- 6) That we set a *TF* total target of \$300,000, inclusive of the \$160,000 already raised in 2019 for our 125th Anniversary, to be achieved over 2020 and 2021
- 7) That of the amount available for use in the parish on programs and projects consistent with the Diocesan Vision (maximum \$250,000 from the total of the \$300,000 target), that we prioritize our expenditures based on those forms of compassionate presence and outreach work that we are currently committed to
- 8) That, in order to realize our *TF* outreach commitments, we commit to support at least 50% of section B.2 of the respective 2020 and 2021 parish budgets that relate to Compassionate Action, Outreach, & Creative Arts, in the respective amounts of \$66,000 (2020) and \$72,000 (2021)
- 9) That we recognize and welcome the need for a parallel track of ongoing donations and fundraising in the wider community to cover capital, maintenance, and heritage needs and expenses, in relation to both our St. Edmund’s complex, St. Anne’s, and our churchyard, and that we recognize and support the idea and opportunity that there may be donors who are attracted to this as a primary form of donation and support for our community

Feb 02, 2020