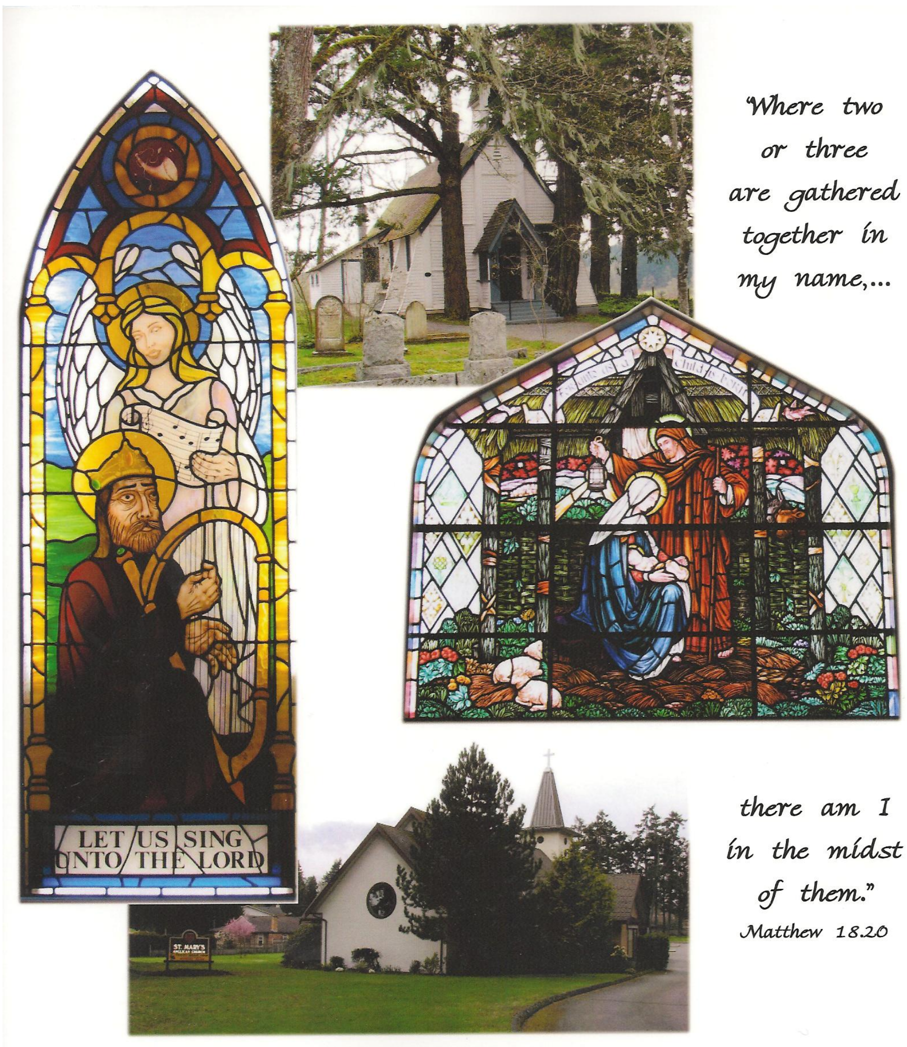
Anglican Parish of Central Saanich

St. Mary's Church St. Stephen's Church

Faith - Family - Friendship

Annual General Meeting – February 27, 2021
10:30 a.m. – Noon via Zoom



2020
ANNUAL REPORTS

ParishCS.ca

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A G E N D A

February 27, 2021 – 10:30 a.m. – Noon Via Zoom

This meeting will be recorded for the purpose of developing Minutes and will be deleted within 30 days

Opening Prayer
Memorial List – Jen Buscall, Len Fallan, Patricia Wood, Gwen Ambrose, Gilles Cere

Appointment of Recording Secretary – Leslie Pedlow

Report of the Registrar – Lindsay Pedlow
Call for names of people not pre-signed up followed by declaration of Quorum by Chair

Adoption of Minutes – February 23, 2020
✓Motion to adopt

Appointments:
a) Rector's Wardens: St. Mary & St. Stephen
b) Envelope Secretaries: St. Mary & St. Stephen
c) 2021 Financial Reviewers: St. Mary & St. Stephen
d) Parish Treasurer
e) Liturgical/Lay Assistants (by letter from Rector to Bishop) – Mike Dyer, Jackie Kolson, Greg Robinson, Joy Hunter, Ken Pedlow, David Stewart
f) Chalice Administrants (* status quo until common cup is reintroduced):
Mike Dyer, Jackie Kolson, Greg Robinson, Joy Hunter, Ken Pedlow, David Stewart; Derek Osman, Marian Towstego & Carol Watkins

Nominating Committee Report & Election of Officers
Alison & David Stewart will act as scrutineers should they be required
Please note that the Parish Leadership Team (Council) meets on the 3rd Tuesday of the month
Acknowledgement of those who have served
a) People's Wardens: St. Mary & St. Stephen
b) Synod Delegates: St. Mary (2) & St. Stephen (1)
c) Council Members-at-Large: St. Mary (2) & St. Stephen (2)

Reception of Team/Committee Reports
✓Motion to receive: All Team/Committee Reports excluding Financial/Financial Review
✓Motion to adopt: Special St. Mary Outreach Envelope designations for 2021

Financial Reports:
St. Stephen Cemetery Report & Budget:
✓Motion to adopt 2020 Financial Statements
✓Motion to adopt 2021 Budget

Parish Treasurer's Report:
✓Motion to adopt 2020 Financial Statements

St. Mary 2020 Report & 2021 Budget:
✓Motion to adopt 2020 Financial Statements
✓Motion to adopt 2021 Budget

St. Stephen 2020 Report & 2021 Budget:
✓Motion to adopt 2020 Financial Statements
✓Motion to adopt 2021 Budget

Other Business
a) Installation of Officers – at Zoom Chat – 10:30 a.m. Feb. 28th
b) Announcements
c) Adjournment – by motion & vote
d) Closing Prayer

THANK YOU, THANK YOU, THANK YOU

As this is Derek's last year as People's Warden and Parish Treasurer, on behalf of everyone in the congregation as Rector's Warden, I extend my deep heartfelt gratitude for his very dutiful and diligent service to the Vestry of the Church for the 7 past years. Lon+

St Stephen COVID Gratitude!!!

During the months we have all been concerned about our health and possible contact with COVID 19 virus, there are many people to thank and I think here is an opportunity to do this. Firstly, Lon appointed Ian Stuart as our Risk Assessment person and his help has been invaluable! When we had discussions with preschool staff prior to reopening he was there. He did a huge amount of work with us in laying out the seating in the hall for safe worship. He answered many questions and has always been there by phone or email. On a weekly basis we were blessed with the dedication of the people who met you at the door and worked on the contact tracing lists, thank you Terry and Deb, your commitment to this and your care and concern for our safely is appreciated. Bob kept us supplied with the necessary sheets throughout the building since the onset. But most of all, you the congregation have been so helpful. Your calls and emails to advise that you would attend on Sunday or not, were helpful. I know that on some days you were cold, because leaving doors open keeps air movement going and it is safer that way. You may well have been confused by the arrows and the paths we asked you to use but this was to protect others as they sat in their seats, less movement and keeping the physical distance has been important. Asking you not to sing, has been disappointing to many, again open mouths allow virus to enter our system as it also allows it to escape into the air. We have been so fortunate to have been able to continue with live music and the voices of a few, which we have appreciated. Then came the masks!!!! Only seeing eyes, but seeing the smile in the eyes has been another way to protect each other.
You also found ways when the doors were shut, to send or bring in your offertory envelopes, for which we are very thankful!!
All these ways have helped us remain free of illness when we could worship together and when we come back again, and I anticipate some of these will continue for some time.
Our hope for the future is we will all have vaccinations and we hope that worship together can resume again, most likely in the hall, but worshiping together and seeing our friends, is what we long for. We can continue to do as we are asked, to Be Kind, Be Calm and Be Safe
And for the days to come in 2021, Be Hopeful!

Thank you all so much for your cooperation, it made the job so much easier!!! Lynda

THANK-YOU TO GROUPS AND TEAMS – from the Leadership Team: (in no particular order):

Leslie Pedlow and **Bob Quicke** for their tremendous work in the two parish offices and the week in/week out bulletin preparation.

Wardens: St. Stephen: Lynda Clifford, Greg Robinson; St. Mary: Derek Osman, Ian Stuart.

Parish Council: All the wardens, Matt Humphrey, Deb Butler, Karen McColm, Ken Pedlow, Terry Hartley, David Stewart, Sandra Scarth, Don Wilson and recording secretary volunteer, Leslie Pedlow.

Transforming Futures Team: Ian Stuart, coordinator and the team…

Parish Treasurer: Derek Osman and all who assist him, Bob, Leslie, Lynda, Greg, and Gail Gauthier from our Synod Office.

Envelope Secretaries: St. Stephen: Lynda Clifford; St. Mary: Margaret Sherwood.

Our Counters: All of whom wish to remain anonymous

Financial Reviewers: St. Mary: Karen McColm, St. Stephen: Don Wilson

Cemetery Committee

Retired and associated Clergy: Logan McMenamie, Bob Baillie, Brett Cane, Lorry Harrison

Parish Advisor and Educator regarding relations with First Nation, Metis and Inuit People: Fern Perkins and our newly formed, **In-Parish Reconciliation and Beyond Team**

Children and Youth Ministry Coordinators: Irene Feir, Margaret Bedard, all involved,

Altar Guilds: This group has added learning as they embrace the quirks of each new clergy person that comes along. Thank you for your grace in receiving me and caring for God's House. Thank-you Susan Pullan, Shirley Schwazer, Carol Watkins, Terry Parent, Judi Clark, Lynda Clifford, Debra Butler, Jackie Kolson

Flower Guilds: St. Mary's: Heather Geddes, Carol Watkins, Nancy Choat, Sue Rumball, Anne Wing, Judi Clark and Susan Pullan. St. Stephen's: Sharie Westgate, Sandra Scarth, Margery Lord.

Safe Church Representatives: St. Mary: Lynn Fallan; St. Stephen: Sandra Scarth.

Music Leaders: Cathy Quicke, Rachel Moss and Bev Taylor

Praise Band: Greg Robinson, Gary Moss, Garry Stubbs, Lindsay Pedlow, Bob Westgate and others

Choristers: Jill Stuart, David Stewart, Diana Abbott, Sandra Scarth, Bob Quicke, Diana Gordon, Joy Hunter, Garth Van Der Kamp, Carolyne Solberg (harp & piano, too) and Lindsay Pedlow

Christmas Outreach Teams: Fern and Mark Perkins, Lynda Clifford and many who helped in various ways and **The Regular Outreach Teams**

Supper Eucharist and Learning Circle participants

Soups On Crew: Margery Lord, Terry Hartley, Gerri (from Holy Trinity), Doreen Harrison, Diana Abbott, Debra Butler, Marlen Sandra Frederigo, Marlene Morrison, Elsie Marshall, and the others who assist in many ways….

Hands to Heart Craft Group & Prayer Shawl Knitters

Lay Assistants: St. Mary: Joy Hunter, Ken Pedlow and David Stewart. St. Stephen: Mike Dyer, Jackie Kolson.

Taizé Service Coordinators: Nick and Joy Hunter, Cathy and Bob Quicke, Nancy Choat.

Organizers and Coffee Crew for both services, especially Lynn Fallan and Josie Dyer who coordinate!

Greeters, Sides people: Nancy Choat, Chris Gosling, Susan and Roy Pullan, Susan Rumball, Carl and Shirley Schwazer, Carol Watkins, John Beresford, David Cooper, Irene Feir, Tracy Stubbs, Norma Sealy, Bob & Barbara Lake, Greg Robinson, Sue Smith, Mike Dyer, Ojo Adebayo Oluwaseun, Louise Clare, Lynda Clifford

Pastoral Care Team Members

Emergency Prayer Team Coordinators: Jackie Kolson and Lynn Fallan

Friday Prayer Group

Building and Grounds & Operations Teams: Irene Feir, Derek Osman, Leslie Pedlow, Ian Stuart, John Bersford, Carl Schwazer, Peter Simpson, Howie Kolson, Garry and Tracy Stubbs, Bob and Charlotte, Bob Westgate, Don Wilson and others.

Poster Producer Extraordinaire: John Beresford.

Website Team and Lindsay Pedlow who is now assisting me on the Parish Facebook site. **www.parishcs,ca** and Facebook: **https://www.facebook.com/The-Anglican-Parish-of-Central-Saanich-284694818806928/** or search as Anglican Parish of Central Saanich.

Wow! Look how many people are involved as God's Ministers in this place.

MINUTES OF 2019 VESTRY
THE PARISH OF CENTRAL SAANICH
ANNUAL VESTRY MEETING HELD AT ST. MARY'S CHURCH
February 23, 2020

The 2019 Annual Vestry Meeting was called to order by the Rev. Lon Towstego, Chair, at 11:45am. 47 people signed the Attendance Roll. We resumed the service/meeting with the singing of "Be Still" and "With a Joyful Heart." Rev. Lon read a prayer from ***Daily Prayer*** by Padraig OTuama.

Rev. Lon said a prayer remembering those on the Memorial List for 2019: Brenda **Goodman,** John **Hartley**, Stanley & Mae **Hayward**, Catherine Scott **Livesey,** Shirley **Rigby**, Marion Dawn **Ruthven,** Nancy **Veldhuis,** Richard **Wait** and any others on our hearts.

Leslie Pedlow was appointed Recording Secretary.

Rev. Lon reminded us that we were still operating within the context of worship as we proceed forward with the business at hand. Lon declared that there was a quorum. He reminded us that he read his Charge to the Vestry as his sermon this morning. The text is attached to the Minutes as Appendix 1.

Lon mentioned some Housekeeping items:
1) He thanked everyone for attending
2) Please use the microphone,
3) Remember to ask or answer questions through the Chair and
4) Please no cross-talking during the meeting.

MINUTES:
Moved by Ian Stuart, **seconded** by John Beresford, that the Minutes of the February 17, 2019 Annual Vestry Meeting be accepted as circulated. **Carried.**

RECEPTION OF TEAM/COMMITTEE REPORTS:
Moved by John McAllister, **seconded** by Lynda Clifford, that all of the Reports (except the Financial Statement & Budget ones) be received as circulated. The Chairman asked if there were any questions or comments. None were noted and the motion **Carried**.

OUTREACH: ST. MARY`S:

January	Rector's Discretionary Fund	**July**	General Outreach
February	St. Matthews Community Library in Addis Ababa, Ethiopia	**August**	Anglican Appeal
March	General Outreach	**September**	Saanich Peninsula Hospital & Healthcare Foundation - Chaplaincy
April	Primates World Relief and Development Fund	**October**	Rector's Discretionary Fund
May	Saanich Peninsula Lions Food Bank	**November**	South Island Centre for Counselling and Training
June	ORCCA Dental Clinic	**December**	General Outreach

Moved by Ken Pedlow, **seconded** by Fern Perkins, that St. Mary's use the above list (as presented in the Annual Report) as the 2020 Monthly Outreach Designations. **Carried.**

TRANSFORMING FUTURES PRESENTATION – Ian Stuart delivered a short commentary on the status of the Transforming Futures Committee. The text is attached to the Minutes as Appendix 2. He emphasized that the Committee is still encouraging people to submit their feedback to him. David Stewart asked if there had been other projects brought forward. There had been none at this time but people were encouraged to put their ideas forward for consideration. Geri Hinton thanked the TF team for the huge amount of work that they have done to date. She was pleased to see that there was consideration of using a community development model for engaging outside groups like the Alzheimers Society. Tim Hackett was concerned about the huge scope of money that the Parish was being asked to raise by the Diocese and said he would like to hear suggestions on how that would occur. Ian responded that once concrete projects are in place, that God is good about providing what is needed. Lon acknowledged Tim's concern and reminded the Vestry that we should think outside the box. Not all of the money needs to come from within the Parish. There are many sources of grants and funding to be had if they are searched out. The Port Alberni group project received 50 per cent of their funds from outside sources. Margery Lord was concerned about how to get people involved. Ian suggested that again, we can look outside, at other churches, community partners and even possibly paid positions. These things are all part of the planning process. Greg Robinson suggested that we can't afford NOT to do anything. Paul from St. Stephen suggested that land is plentiful and we should take the opportunity to do something with it, that people should also be considering planned giving. Tim suggested that we might best use our resources by going out and working in the community.

Lon took a moment before moving to the financial reports to present Leslie Pedlow with flowers as a token of appreciation for the work she does on behalf of the Parish, outside of her normal St. Mary duties. The attendees responded. Lon also thanked Bob Quicke for the work that he does for St. Stephen.

FINANCIAL REPORTS:

Derek Osman took the podium as the Parish Treasurer. His first item was to circulate a new page 55/56 for the Annual Report. He asked that you replace the page in your report to reflect the revised year-end Balance Sheet.

He briefly addressed the Transforming Futures initiative and reminded attendees that this can take place over a 3 to 5-year period. We are not in a fundraising mode this year. Pledges and donations, of course, would be accepted but we do have to find a balance between day-to-day operations and the extraordinary TF model. Finally, not all TF funds need to be donated by parishioners – they can also be donated by committed businesses within the community and available grants.

Derek indicated that we will review and adopt all of the 2019 Financial Statements first before we go into the 2020 budgets.

St. Stephen's Cemetery Report:

Derek directed our attention to page 29. Derek reminded everyone that the Committee structure was the Incumbent, the four Wardens and two members of the Parish, Don Wilson and David Stewart. All recent concerns of Consumer Protection BC have been satisfactorily addressed and that the Committee has rewritten and advanced the Cemetery Custodian position from a volunteer one to a part-time paid position. The posting is now on the Diocesan website, with potential candidates to respond by the end of February.

The analysis for the revenue and expenditures for 2019 appear through to pages 33. He asked that page 34 be ignored. The page didn't get removed when the new Profit and Loss statement was added. He was pleased to draw attention to the updated reporting that shows transfers between the Cemetery and Church.

It was **moved** by Derek Osman, s**econded** by David Scarth that the 2019 Financial Statements of St. Stephen Cemetery be adopted. **Carried**

Derek asked if there were any questions of this report.

David Cooper indicated that he was delighted with the new reporting but expressed that he was deeply concerned about the sustainability of the Cemetery given the amount being transferred to St. Stephen's Operating Account. He suggested that the Cemetery should be receiving support from both St. Stephen and

St. Mary as it is really a Parish entity. Derek thanked him for his comments and assured David that the Committee has plans to review cost-sharing in 2020.
David Scarth gave a brief history on how the Diocese had approved the 50 per cent plot share because the Cemetery was on St. Stephen's land.

Parish Treasurer's Report:
Derek drew attention to page 35 of the printed report. He expressed his pleasure with how the Diocese worked with the Parish to fully fund the Assistant Curate position for the balance of 2019 so that we could avail ourselves of the opportunity to have the Rev. Matt Humphrey with us. It is a way that we are doing Transforming Futures right now. By having Lon mentor Matt and Trish Vollmann-Stock as our Postulant to the Diaconate, we are helping to advance future ministry.
The comments regarding upgrading financial systems are self-explanatory.
Derek gave a heartfelt thank you to everyone who responded, in their own way, to the Fall Stewardship campaigns. It has taken some time to evaluate the results but a recent January comparison 2019 vs. 2020 showed improvements. Well done!
Derek drew attention to pages 39 and 40. Within the context of this report they are the financial statement for the legal entity Parish of Central Saanich. We are pleased that Karen McColm undertook a review of this account and, as per her statement, found it to be in order. Thank you, Karen, for your work.

It was **moved** by Derek Osman, **seconded** by Ian Stuart, that the 2019 Financial Statements of the Parish of Central Saanich be adopted. Derek invited questions. There were none. The motion **Carried**.

St. Mary's 2019 Financial Statements:
Derek drew attention to the pages in the report that related to St. Mary's 2019 Financial Statements (41-54). He indicated that the report is the standard format that is presented to Council on a monthly basis and to the Diocese quarterly. Karen McColm completed a financial review and her statement is presented in the report. While there is considerable detailed information included in the report, the Budget Review on page 47 shows, clear line by line, income and expenditures versus 2019 budget. Pages 51-54 track the transfers between accounts. This is important to show the Diocese that it is not new dollars and, therefore, not assessable.

Moved by Derek Osman, **seconded** by John McAllister, that St. Mary 2019 Financial Statements be adopted as presented in the Annual Report. **Carried**.

St. Stephen's Financial Statements:
Before Lynda took the microphone, Derek reminded people to refer to the new page 55 that had been circulated. Lynda stated that the Profit and Loss clearly shows the Cemetery Income and Expense. She also indicated that the report shows Outreach and Long-Term Committed Funds and Designated Non-Outreach Accounts.

It was **moved** by Betty Osman and **seconded** by Jackie Kolson, that the 2019 Financial Statements of St. Stephen be adopted as presented. **Carried**

Budget - St. Mary's:
Derek Osman, presented the 2020 Budget for St. Mary and explained some of important details. He wanted people to understand that the financial distribution of expenses in the Narrative Budget was based on percentages provided by the Diocese. The figures would not match up with the line item figures in the budget on page 64 which shows 2019 Actuals and 2020 Budget. The Diocese found our Narrative Budgets to be a useful training tool with other parishes last year.

Moved by Derek Osman, **seconded** by Ian Stuart that St. Mary 2020 Budget be adopted as circulated.
Carried.

David Cooper asked if the Diocese was supporting the Assistant Curate financially. Derek responded that the Diocese was providing $8,000 and that the budgeted figure was net of that Curacy grant. The grant and the salary are split between St. Mary and St. Stephen.
David Stewart expressed his concern that the projected increases in offering and for a deficit elimination campaign were wildly optimistic and did not feel achievable. David asked for clarification as to the amount left in the Deficit Reserve Fund. Leslie confirmed that the $4,500 that was listed in the budget was the balance in the Reserve. Derek indicated that he understood that the budget is a challenge to us all but we need to be clear about what it will take to achieve a minor surplus at year-end. David Cooper asked that if the budget was not achieved, that funds would then have to come from our Capital Funds. Derek confirmed that he was correct in his assertion.

Budget – St. Stephen Cemetery: The Draft Budget appears on page 33 and is considerably smaller than the church budgets. The expense for the Cemetery has almost doubled for 2020 due to the planned hiring of a Custodian. Historically this has been a volunteer position but recruitment efforts have been unsuccessful. The budgeted salary is only an anticipated figure and could be adjusted based upon qualifications and experience of the successful candidate. The other income and expenses are budgeted as status quo pending Committee review of cost-sharing factors.

It was **moved** by Derek Osman, **seconded** by Lynda Clifford, that the budget for St. Stephen Cemetery by adopted. **Carried.**

Brett asked if the hiring of a custodian will take away any existing duties from elsewhere. Derek said it would certainly have an impact on other areas. David Stewart assured Brett and the Vestry that all concerns expressed will be looked at by the Committee. Ian Stuart also suggested that there needs to be a marketing review of St. Stephen Cemetery versus private business. It would appear that we are seriously under-pricing ourselves.

It was **moved** by David Scarth, **seconded** by David Stewart that St. Stephen's Cemetery be redesignated the Parish of Central Saanich Cemetery to reflect the joint operation.

Lon, as the Chair, thanked David for his comments. While the name change is not something the Vestry can approve on its own, it certainly sets a goal and the Committee will take it under advisement. The Diocese and the Government of B.C. would certainly have a say. Lon suggested that David amend his motion. David agreed. The previous motion was withdrawn and

It was **moved** by David Scarth, **seconded** by David Stewart that the Cemetery Committee consider re-designating the St. Stephen's Cemetery as the Parish of Central Saanich Cemetery to reflect the joint operation. **Carried.** 1 opposed.

Budget – St. Stephen:
Derek advised that the St. Stephen Narrative Budget begins on page 65 in the Annual Report. The line item budget appears on page 71. There is a projected deficit of $3,623 that can be covered by Deficit Reserves.
It was moved by Derek Osman, **seconded** by Tim Hackett, that the 2020 Budget for St. Stephen's be adopted as circulated. **Carried**.

Tim Hackett inquired why there was so much less budgeted for Open Offerings in 2020 than was actually received in 2019. Lynda Clifford indicated that there was a one-time offering in 2019 that inflated the figure. Tim also wondered why the Designated Outreach Expenses are the same in the budget as 2019 actual. Lynda advised that there was no way of knowing what will come in for that category. Leslie, via the Chair, advised that the Outreach is considered a liability.

David Stewart inquired about the substantial amount of funds that are flowing through to Gendemi. He was concerned that this would raise red flags with CRA. Lon assured David that he made the appropriate inquiries when he started in the parish and he is confident that all of the correct approvals are in place. David Cooper inquired whether the funds received from the Cemetery were considered assessable income. Derek indicated that they were not as they are a transfer.

<u>APPOINTMENTS</u>:
The appointments for 2020 are as follows:
Rector's Wardens – Ian Stuart & Lynda Clifford
Envelope Secretaries – Margaret Sherwood & Tracy Stubbs
Financial Review - Karen McColm for St. Mary's, undetermined for St. Stephen's
Parish Treasurer – Derek Osman

THE NOMINATING COMMITTEE REPORT:
The Nominating Committee was comprised of Lynda Clifford, Derek Osman, Greg Robinson, Ian Stuart Sandra Scarth and Leslie Pedlow.
The following names were put forward on behalf of the Nominating Committee and the Chair asked for further nominations from the floor for each position. There being none, the people below were acclaimed.
<u>St. Mary's:</u>
People's Warden - Derek Osman
Member-at-large - Karen McColm
Member-at-large - Ken Pedlow
<u>St. Stephen's:</u>
People's Warden – Greg Robinson
Member-at-large – Deb Butler
Member-at-large – Terry Hartley
<u>Synod Reps:</u>
David Stewart (St. M)
Don Wilson (St. S)
Sandra Scarth (St. S)
Ken Pedlow & Greg Robinson agreed to serve as the Alternate Synod Delegates

Eva Townsend offered a huge vote of thanks to all of the Wardens for the tremendous amount of work that they do for the Parish.

OTHER BUSINESS
a) **Installation of Officers:** The Installation of officers will take place at both services on March 1st.
b) **Announcements -** Derek reminded people about the Pancake Supper at St. Mary's on Shrove Tuesday.
c) **Adjournment:** At 1:56 pm it was moved by Ken Pedlow.

At Rev. Lon's request, The Rev. Dr. Brett Cane said a closing prayer. Lon gave the blessing and dismissal.

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The Rev. Lon Towstego, Chair

RECTOR'S REPORT TO ANNUAL GENERAL MEETING
FEBRUARY 27, 2021

"We have this hope, a sure and steadfast anchor of the soul,"
Hebrews 6:19.

Greetings! I look forward to being with you at our AGM on Zoom for the first time ever. We have a thank-you page where we will thank many people. I do especially want to thank Derek Osman and Greg Robinson for their time as Wardens and Derek for his time as Parish Treasurer and show appreciation for their time and energy as they complete their journey as wardens. Thanks be to God for your diverse skills and passion.

Life in the church during COVID-19 has been challenging in so many ways. Thank-you to each of you for your patience and support through this process. The next major transition for us will be when the number of cases in BC and on the island drop enough for the Ministry of Health and Diocesan leadership to deem it safe to re-open for worship and more. I invite you to pray with me that we be anchored in the hope that Jesus provides for us and for God to lead us into the journey back to our sacred space and sacramental life.

Where am I seeing God in the Life of the Parish?

As I see you continue to care for, call and check in with each other as we all isolate through these COVID-19 times I see God at work. Please let me or us know if you need to talk to me or know someone that does.

Worship

We will continue with pre-recorded services for the foreseeable future. I met with Cathy Quicke and Rachel Moss in January to plan music and liturgy in this current format. We search for balance in musical choices for 2021, balance in traditional, newer music, and suitability to the recorded format to bring you. We look for variety and especially strive to strengthen your worship experience.

The Rev. Matthew Humphrey has been appointed by the bishop's office to a Team Ministry beginning March 1, with the Rev. Meagan Crosby Shearer and The Rev. Rob Crosby Shearer with the Emmaus Community and St. Matthias. I thank Matt especially for his thoughtful, prayerful, and excellent sermons and for his teaching skills.

I wish Matt, Roxy, and family God's blessing in this leap of faith in his first post-curacy appointment. I thank all of you for taking on this teaching opportunity that his curacy with us has provided. We mentored him well and the learning goes both ways.

Reconciliation and Beyond Team:
Looking at all that we do through the lens of Reconciliation.

After a very short break, the food distribution to Tsawout or Pauquachin neighbours continues. Thank-you for the ongoing support of this important time of walking with our neighbors. We enjoy and were nourished in the relationship with Holy Trinity Parish that undergirded what we did.

Lynda and I wrote a letter to Chief Don Tom of the Tsartlip People congratulating them on the transfer of land involving Woodwynn Farms and inviting conversation.
My Doctor of Ministry project "Walking Well with our Neighbors" is complete and submitted. I present it on March 23. After it is fully complete, I will offer a presentation to the parish either on-line or otherwise.

Christian Education

Alpha and follow up: We are well into our second online Alpha and follow-up Bible Study/ Video Series on Philippians called, "A life Worth Living".

Lenten Study: Logan McMenamie and I will lead a Lenten Study at 1:00PM on Sunday afternoons by Zoom. We will begin Feb 21. We will begin promoting it later this week. I wanted two weeks of Alpha behind us.

Succession Planning:

A team undertook this work of talking with people and looking to change up and or encourage people to continue in the many volunteer positions.

Thank-you to all of you for your radical generosity in 2020

Our wardens and treasurer offer you a "COVID-time" budget with conservative income projections. Together we can move through 2021 with God as our refuge, our anchor and to continue to take the church outside the walls into the community. I sense God moving us more and more outside the walls of our church buildings to engage the community in creative and different ways well beyond liturgy.

From Amanda Gorman, poet.
For there is always light,
if only we're brave enough to see it
If only we're brave enough to be it

From Dr. Bonnie Henry said on January 29, 2021
"Compassion is stronger than cynicism."

From Lon a word of scripture:
"He has told you, O mortal, what is good;
and what does the LORD require of you
but to do justice, and to love kindness,
and to walk humbly with your God?"
Micah 6:8

Yours in Christ,
The Rev. Lon Towstego

TRANSFORMING FUTURES ON PAUSE FOR NOW.

The pandemic event has gripped the world and has made it necessary in the Parish to develop a tighter focus on living and worshipping outside the walls. Put another way we need to currently think about on what we must to do verses what we as a Parish would like to do. Transforming Futures work in the Parish of Central Saanich will require some re-thinking of the broader project concepts now before a Case for Support could be developed. Wisely, the Parish Council has paused the Transforming Futures project until the new terms and conditions of use of the buildings and grounds in the Parish are developed and implemented. The TF Team has been very diligent and resourceful in bringing the TF concept projects along to this point. Once the timing is correct with the guidance of the Holy Spirit work may continue.

I have participated in Zoom meeting with other churches in the Dioceses, under the chairing of Walter Stewart and Brendon Neilson, our approach is being echoed throughout the Diocese

Respectfully submitted,
Ian A. Stuart, Rector's Warden, St. Mary's Saanichton

ST. MARY'S' REPORTS

St. Mary's Wardens'

"For I know the plans I have for you, plans to prosper you and not to harm you, plan to give you hope and a future." Jeremiah 29:11

Over the summer and fall, Rev. Lon and Rev. Matt have reinforced the principles of Stewardship. They have framed stewardship in terms of the management of our time, talents, and financial support of your church. God calls us to pray for our journey as individuals and community within his plan.

Your Wardens recognize that it has been a difficult year for all of us as we deal with the impact of the COVID-19 pandemic. For many it has changed circumstances, perhaps with job losses, increased costs of goods and services as well as a decreased ability to socialize and commute at will. We thank you for your continued dedication to your church community. The details are in the financial section of this Annual Report, but the highlights are worthy of mentioning again here. The Regular Weekly Offering finished close to 100% of Budget. We were particularly impressed with your response to the special envelopes at Easter, Thanksgiving and Christmas – the offerings were an overwhelming 120% of Budget. Total Offerings were 7% more than last year. You gave very responsively when we asked you to consider from your heart the numerous initiatives so closely together – Thanksgiving, a non-Holly Fair, continued weekly Offering, and Deficit Elimination Appeal to name a few. We asked, and you certainly responded. We thank you.

We would like you to know that we have tried to reduce costs where we can – heating, garbage pickup, and the cleaning contract, for example. But even though the facilities were locked up, there were still costs, and some unexpected costs. For example, the parking lot drainage basin was not handling the heavy rainy season and needed some special care only to find that there was some major work needed at the cost of $1,711 (a 2021expense). The point is that costs to maintain the facilities continue, even though we may not be using them. Rest assured though, we, and Leslie, squeeze every pennies-worth out of the dollar that we can (when was the last time you saw a penny or a dollar?!).

As Wardens we have gone through the past years ready to provide good God-directed governance and support to the congregation of St. Mary's. As Wardens we expected to have a few challenges and matters of importance to deal with. Now, looking back over the year of 2020, we as church wardens believe that with Our Lord's help and the comforting guidance of the Holy Spirit these challenges and important decisions have been met, addressed and overcome with Grace.

In late February, a gathering of members of the congregation and our friends for our Shrove Tuesday supper was well attended. As our last social gathering before the start of Lent it became our last social of the year. As we began our Lenten season and throughout the rest of the year, we as Wardens grew to have new roles as video production co-coordinators and editors. We are so incredibly grateful for the patience of the congregation and the talents and adaptability of both clergy and musicians within the Parish as we learned on the job, week by week, how best to deliver the weekly services through the media of online content.

It was not until summer that we began to see some members of the congregation return to limited worship in the building in a safe, socially distance manner – another learning opportunity for us all. We were glad to see and speak to many in the congregation in person, via email and on the phone.

As the building was idled, there was an opportunity for a group of hard-working people led by the Operations Committee to complete the renovation of the kitchen. The monies had been raised through the Thrifty Foods Smile Card program – thank you for buying your groceries at Thrifty's, because they are now funding the upgrade to the Lighting in Cooper Hall.

The year had us see, online, our Assistant Curate Matt have an Ordination at the Cathedral. That was followed by both hearing and seeing our Incumbent Lon participate in an Episcopal election as a candidate. Both occasions had asmall a gathering at the Church for viewing parties.

As the year came to close and continues now, we returned to our online Services with the building idled except for the recording of services. We have been encouraged by the many comments of thanks and appreciation about this work seen outside of our walls. Yes, we even receive positive comments from viewers outside of the province and outside of the country!

As wardens we continued to meet with the Church's Operations Committee and participate in Parish Council meeting via online meetings through the year. The challenges to provide good governance and care while meeting in this social distanced manner have, at times been many but always met with Grace. The next time you meet someone from the Operations Committee, please stop and thank them for the tremendous job that they are doing for you and the parish.

As of this writing, the year of 2021 has opened with continued issues of worldwide importance and as they are navigated with the Grace of God and a clear path forward has not yet been completely discerned, your Wardens shall continue to offer our humble service to the Vestry of the Church.

We thank you for putting your trust and faith in us. If you have a burning issue that needs attention, please do not hesitate to contact one of us. We will do our best to resolve your concern as soon as we can.

Respectfully submitted,
Ian Stuart, and Derek Osman (soon to be retired!)

St. Mary's Altar Guild

The Altar Guild quietly continued their work during the shut down period by ensuring that everything was prepared for the recording of the virtual services.

A big thank-you to the Altar Guild Ladies, Shirley, Terry, Carol and Judi for setting up and changing the frontals this last year and making sure communion went smoothly.

Respectfully submitted,
Susan Pullan

St. Mary's Flower Guild:

This year started out about the same as any other year. I see that I actually had a flower arranging roster for January and February, and our Flower Guild members took turns arranging the Altar flowers for parishioners. But then Lent came along, as did COVID 19.

For the next few months, the Church was bare of flowers with the first shut down. In June, we placed two Coleus plants on the Altar shelf and with good care these plants thrived, growing to almost frightening sizes over the summer. In September, they went to a good home to live out their lives.

Begonia plants took over from there and then the Church building was closed again, with only pre-recorded services taking place. At the end of October, some of our members decorated for the 'Special Christmas Service'. Then in late November, came the decorating of the Advent Wreath and near Christmas the Sanctuary was decorated with evergreens, brass candle sticks and of course, the Nativity Scene.

We have a great team in place, ready to start flower arranging again, when the time is right. Our team members are: Nancy Choat, Judi Clark, Heather Geddes, Susan Pullan, Susan Rumball, Carol Watkins and Anne Wing.

The Flower Calendar, where parishioners write their names, to request Altar flowers for their chosen week, will not be put up in January 2021 – we will review this situation later on, when we hear about Church openings.

Respectfully submitted,
Heather Geddes

Report of the Greeting Card Coordinator – St. Mary

Throughout the year, with the help of our Administrative Assistant Leslie, greeting cards are sent to members and friends assuring them of our caring thoughts and prayers during times of need or joy. Sometimes people are missed so if you know of someone in need please let me know at 250-652-3480. Thank you for your help.

During 2020 a total of 36 cards were sent for the following:

Get well 13 Sympathy 7 Thinking of you 10 Other 6.

Expenses for 2020 were $29.25

Respectfully submitted,
Shirley Schwazer

ST. STEPHEN'S REPORTS

St. Stephen's Wardens

As always, we have put our trust in God, and He has been our guide through a very unusual year. Not only was he our guide but our refuge and our strength, for which we are very thankful.

I believe this year though not busy with projects and events, we have come together as a team, sharing resources, abilities, gifts and talents. We worked well together when we were allowed to worship inside again. We found ways to make this special time on Sundays work for those who could not join in. There is great gratitude for all of you who worked and committed time to recording, video, and all the other parts that make the whole thing come out at the end!! It is risky to name names, but I believe everyone played a part. We have been able to have the preschool continue, we were able to hold a Remembrance Day and Thanksgiving services and a phenomenal Christmas Eve service which took many people many hours but it was soooo worth your efforts. We managed to come together during the summer on Wednesday alternating church grounds. We did a couple of other small projects with few helpers, we worked well together, not just within our church but within our Parish, which brought together the gifts and talents of us all. We have reached out to the community in different ways and all have been appreciated. To those of you who have been able to continue your church contributions, you mailed them, delivered them and allowed us to pick them up from you. We are so thankful for your commitment to the church and the work we do.

This year has been full of changes. People have come into our lives here and people have moved on, and still this continues as we welcome Bishop Anna to our Diocese. It has been an exciting year in many ways and I believe the anticipation of coming back to our buildings will carry us into 2021. God is in control. He keeps his sheep together until it is safe to turn them loose. His work has not stopped because of COVID, we just have to find different ways to share the light of Christ, and I am reminded of a poem recently heard with regards to light, "we have to be brave enough to see it and brave enough to be it". Together we can be that light as we look forward to working together.

I pray you all keep well until we can begin.

Respectfully
Lynda Clifford

St. Stephen's Operations

2020 although a very notable year for our church in many respects, was not particularly notable from an operational stand point. There were the usual suspects beavering away around the site. Garry Stubbs, ably assisted by wife Tracy, kept busy as usual with things like painting the hall bell tower, de-mossing the hall roof, weeding, pruning etc. Lady Di kept the acreage mowed except for the period when she was restricted physically when John Beresford kindly filled in. Yuan Carter has also done a lot of work utilizing his horticultural skills around the property. Howie Kolson has done considerable work cutting back the massive hedge and cleaning up the area on the north side of the property along with the cemetery maintenance.

Bob Westgate oversees maintenance in the hall and along with his son did a great job of replacing the doors to the chair storage area. Early in the year it was determined that one of the oldest furnaces, then many decades old, needed replacing. We received several bids and chose the one we felt best fit our needs. As part of that a very good offer was made to replace all three furnaces. (The other two were newer but still over 3 decades old.) We now have 3 brand new high efficiency furnaces in our church hall.

Peter Simpson as always in addition to making all of our signage, takes on numerous projects around the site. Peter is overseeing the “Pet Memorial” project which has been held up waiting for a diocesan approval and then in the fall the individual who was contracted to complete the work was out of the country. He’s now back and work should start on this in the spring. This project got a big boost when the church received $2,000.00 from the diocesan “Vision Fund”.
Bob Quicke does a great job from the office of co-coordinating the various things that need doing, along with arranging and meeting with any outside contract work that needs doing. The kitchen ladies kept busy with all that they do until Covid hit which quickly brought things to a standstill. Boy, do I miss “Soups On”! Lynda Clifford in addition to the myriad of things she looks after as People’s Warden has also played a huge role in keeping track of many of the things that need doing on an ongoing basis.

The big project for 2021 will be the painting and de-mossing of our heritage church. Several bids have been put out and this will take place when the weather is suitable.

There is a lot to be done in maintaining all that we have been blessed with, and it is a blessing to be a part of a church family of God where so many pitch in to do both the little and big things that need doing in our church home.

Respectfully submitted,
Greg Robinson

St. Stephen’s Altar Guild

Between Deb Butler and I we have been making the necessary changes to the altar throughout the year. During the summer there were changes required for small events, even though we could not worship there together. Obviously, since March we have not been in the church and just recently we found a way to bring the church hangings into the hall. The seasonal colours have been changed when the service recordings have been done in church.

Carmen and An helped me give the church a good clean and polish prior to the decorating for the Christmas video. We also enlisted the help of our hall cleaners to get some of the very high cobwebs!!! Even though we have not been inside the church on a regular basis some of us have had jobs to do and those times of church work have given us blessed minutes to be within the walls and I am sure others have appreciated those moments as much as I have.

Many thanks to those who worked to decorate for the video, Jackie, Howie, Sandra and to those who helped with taking those decorations down again.

All is well behind the closed doors.

Respectfully submitted
Lynda Clifford

St. Stephen's Flower Guild:

Through the "normal" part of 2020 the flowers in the church and hall were looked after by Shari and her faithful helpers. Then COVID became a part of our lives and, of course, doors were closed. In July, when we were back in the hall to worship together, a number of people provided flowers for our services. Many thanks to Sandra, Carmen, Jane, Charlotte, and anyone I may have missed for your contribution to make our worship space attractive. Many Sundays in the summer we were able to pick flowers from the garden, that is in part from the work of Charlotte. We are always willing to accept your gifts of flowers or monetary gifts to the flower fund! If there is a special day you would like to bring flowers, when we are back together again, please let me know.

Respectfully submitted,
Lynda Clifford

PARISH STATISTICS 2020

Statistics compiled by Ken Pedlow at the request of Rev. Lon

Special Services	**2017**	**2017**	**2018**	**2018**	**2019**	**2019**	**2020**	**2020**	**2020**
	SS	**SM**	**SS**	**SM**	**SS**	**SM**	**SS**	**SM**	**V**
Easter Day	94	107	78	76	85	85	0	0	267
Pentecost*							0	0	191
2nd Sunday in September*							44	38	108
Harvest Sunday	65	81	64	58	58	58	36	39	99
Christmas Eve	101	92	152	65	180	59	0	0	430
Christmas Day	0	20	0	36	0	42	0	0	

*Not included in Parish Statistics reporting in previous years.

Sacramental Rites	**2017**	**2017**	**2018**	**2018**	**2019**	**2019**	**2020**	**2020**
	SS	**SM**	**SS**	**SM**	**SS**	**SM**	**SS**	**SM**
# Baptized	1	2	1	0	3	0	1	1
# of Confirmed	0	0	0	0	2	7**	0	0
# of Marriages	2	0	1	0	2	2	0	1
# of Memorials	18	5	10	2	13	5	7	2

** Combined SS and SM.

	2017	**2017**	**2018**	**2018**	**2019**	**2019**	**2020**	**2020**	**2020**
	SS	**SM**	**SS**	**SM**	**SS**	**SM**	**SS**	**SM**	**V**
Population of Congregation over age 16	143	113	146	93	110	102	97	110	--
Identifiable Givers	110	93	110	84	135	90	91	85	--
Average Sunday Attendance	64	72	54	59	56	59	19	22	109
Average Weekly Attendance	77	*83*	69	73	73	83	21	30	122

Note: SS is in person at St. Stephen, SM is in person at St. Mary, V is virtual or on-line views.

NOTICE OF MOTION – ST. MARY

Moved by Ken Pedlow, Seconded by Fern Perkins that the following be the 2021 Special Monthly Outreach Designations for St. Mary's Church:

MONTH	DESIGNATION	DESCRIPTION
January	**Rector's Discretionary Fund**	This is a dedicated fund under the Rector's control and discretion which provides (but is not limited to) financial assistance to members of the parish and the wider community.
February	**St. Mathews Community Library in Addis Ababa, Ethiopia**	This allocation supports the operation of a library serving up to 2,000 children from the surrounding community, one of the poorest in the city. It provides them with reference books and computers for study and homework. This parish is visited regularly by Dt. Brett Cane.
March	**General Outreach**	Monies donated for General Outreach are dedicated at the end of the year to be used for requests received during the year and to "top up" totals in monthly outreach designations.
April	**Primates' World Relief and Development Fund**	We support the Anglican Church of Canada's agency for sustainable development, relief, refugees, and global justice.
May	**Saanich Peninsula Lions Food Bank**	Donations in monetary form combined with an ongoing collection of staple foods and hygiene products allow us to help this non-profit, charitable organization support those in need on the Peninsula.
June	**ORCCA Dental Clinic**	ORCCA's purpose is to provide children and adolescents under 19 years of age from low-income families access to oral care in a not for profit setting.
July	**General Outreach**	See description for March.
August	**Anglican Appeal**	Donations support the mission work and ministry in Canada's North and our church partners overseas.
September	**Saanich Peninsula Hospital**	Donations provide funding toward the Spiritual Health Practitioner (formerly Chaplaincy) program at the hospital.
October	**Rector's Discretionary Fund**	This is a dedicated fund under the Rector's control and discretion which provides (but is not limited to) financial assistance to members of the parish and the wider community.
November	**South Island Centre for Counselling & Training**	Our donations help fund programs and staffing at this non-profit counselling and training agency which is funded solely through donations, fees, and grants.
December	**General Outreach**	See description for March

OUTREACH REPORT ST. STEPHENS 2020

As with everything thing else in our church outreach looked very different in 2020. A personal tragedy for me was the loss of "Soups On" which hopefully will be reprised for us at some point in 2021. We held our annual Valentines Dance with "12 O'Clock Rock" in February which was a great success. From that point on we were drastically limited to what we were able to do in terms of community events due to Covid restrictions.

In the latter part of the year members of the parish have been assisting Holy Trinity in providing food to local First Nations people impacted by Covid.

Since the lock down started the parish non-financial outreach to the community has been through the recording of services. We have also made good use of ZOOM to reach out to an even broader community. (Had anybody heard of ZOOM prior to 2020?)

Please see St. Stephen Financial package for the breakdown of financial contributions.

Respectfully submitted,
Greg Robinson

THE ST. STEPHEN'S CEMETERY 2020 ANNUAL REPORT

I. Did You Know?

Early in 2020, Lynda Clifford led the initiative to communicate the highlights of the St. Stephen Anglican Cemetery. Having barely touched the surface with the fact that there is a Cemetery within the Parish of Central Saanich, Lynda quickly proclaimed "***Information About St. Stephen Cemetery - Parish of Central Saanich*** ** Submissions welcomed by Lynda Clifford." Lynda's "Did You Know?" communiqué was very well received **throughout** the Parish. If you missed it, you can find it on our website under the tabs called **ABOUT** and then **St. Stephen's Cemetery** (you will find it quicker if you click on this link: St. Stephen's Cemetery | About | Parish of Central Saanich (parishcs.ca)). You will find it to be most informative, and if you have something to add, please send it on to Lynda.

II. Progress:

1. Following a motion at last year's AGM, your Cemetery Board reviewed the possibility of changing the name to "The Parish of Central Saanich Cemetery". This would require re-registration under the Cemetery and Funeral Services Act—which would mean re-surveying the Cemetery, public advertising, and renaming all existing Contracts—an expensive proposition! Accordingly, the Board decided to continue with the existing name.
2. Due to the high workload throughout the Parish and the commitment of the Wardens to a myriad of initiatives, it was felt that it was unnecessary for all four Wardens to be full-time members of the Cemetery Board. Accordingly, the Board agreed to amend the membership composition to: two Wardens (one from each church) and four parishioners (being members-at-large) and the Incumbent as ex-officio) and the Custodian. The four parishioners would be asked to commit a two-year window of service to provide a degree of continuity. (The existing structure was all four Wardens, two parishioners and the Incumbent ex-officio.)
3. The new fillable Contract for interment Reservations appears to be working well and has been integrated into revised Terms and Conditions and Cemetery Bylaws.
4. Our Custodian (Howard Kolson) was hired as of 15 September 2020, reporting to the Incumbent. Howie has already significantly alleviated the workload formerly being experienced by the St. Stephen's Administrative Assistant and the Incumbent. Howie is settling in well and has received several compliments from parishioners and others. He has a desk in the lower level of the Hall but is often seen attending to business in the Cemetery!
5. The Board clarified the two rate structures for Reservations within the Cemetery:
   1) for Anglican non-members of the Parish of Central Saanich.
   2) for parishioners of the Parish of Central Saanich and for all Anglican clergy.
6. Angela Dyck (Support & Maintenance contractor for the Cemetery Data Base) has continued entering information into the cemetery database, and has trained Howie in its use.

   There were two major concerns: first, the capacity of the existing computer was causing significant delays in data retrieval—this has been overcome by the purchase of a computer (with Diocesan assistance) with much faster and larger storage. Secondly, the technology used by the Cemetery to manage the data system is reaching its maximum capacity and will need to be replaced within the next two years. At the Board's request, Angela has prioritized a list of potential work for 2021 for the Board's approval.

7. The board spent considerable time investigating the long-term viability of the Cemetery. An "opinion paper" dealing with the sharing of the revenues and expenses between the Cemetery and the Church was reviewed by the Board. But with the productivity gains by the Custodian, many of the administrative functions undertaken previously by the St. Stephen's Church Administrator were transitioned to the Custodian. As a first step, it has been agreed to eliminate all financial transfers to, and cost sharing with, St. Stephen's Church. This means that the current practice of a) transferring 50% of all plot Reservations, b) paying a fixed fee for telephone, internet, heating and electricity, and c) paying directly for secretarial and bookkeeping services will cease. In 2020, the budget for the sharing of these revenues and expenses by the Cemetery was $9,511, and the actual amount was $10,550.

   It is proposed to transfer 20% of all future Reservation fees into a Perpetual Care fund, as required under the Cemetery and Funeral Services Act. Also, in 2021, a comparison of our rates with those of other cemeteries will be undertaken. This was attempted in 2020, but most other cemeteries were reluctant to release other than their published rates.

   See the 2021 Budget for St. Stephen Cemetery for potential impact details.

III. **<u>Financial Overview:</u>**

1. We are blessed to have a financial review completed of the St. Stephen Anglican Cemetery in time for the declaration of David Stewart to be included in this Annual Report. This declaration of completeness of the financial statements as of December 31, 2020 as reviewed by David appears at the end of the next section of the "financial reporting package".
2. David brings to our attention the following key performance statistics, particularly notable given the influences of COVID-19, being the number of:
   - Interments of human remains: ………………………………… 1
   - Interment of cremated remains: ……………………………. 5
   - Reservations sold for the interment of human remains: …. 3
   - Reservations for interment of cremated remains: ………... 5
3. Effective 2020, the assets invested with the Diocese of BC were valuated according to the Fair Market Value; the effect being to increase the investment from a Book Value of $93,718 to a Fair Market Value of $117,665. A special account has been established to track the annual adjustments to the Fair Market Value.
4. It has recently been learned that a donation of $100,000 made approximately 10 years ago was done so with the intent that the interest earned from the money invested would be used to assist in the on-going maintenance of the Cemetery. An amount of $100,000 will be ear-marked to reflect this intention, but we need also to clarify the restrictions, if any, if the Board needs to utilize a portion of the principal.
5. The balance of the Unrestricted Net Assets account is used to resolve the deficit or surplus at the end of the year. At the end of 2020, the calculated deficit of -$1,824 was reduced to $0 because of a transfer from the Unrestricted Net Assets account to a new income account. The details are noted on the Balance Sheet included in the next section.
6. With the revenues and expenses no longer being shared between the Cemetery and the Church, beginning in 2021, the flow of these new transactions is not reflected in the 2020 financial package, but only in the 2021 Budget exhibit following that section. The account flow of transactions is described with the 2021 Budget exhibit only for the sake of transparency.

IV. Financial Reporting Package:

Following are **the financial statements as of December 31, 2020** for the **St. Stephen Cemetery** in the Parish of Central Saanich. This is the package that is typically reviewed and approved by the Board. It is also shared with Parish Council, for information.

1. **Balance Sheet:** This financial package includes a comparison of the financial statements as of December 31, 2020 with those for the same period in 2019. Our Assets, Liabilities, & Equity are $25,654 (or 10.7%) more than for the same period last year.
    a. The bank balance increased by $50,000 when a GIC (GIC-701) matured (02-20) and the funds were deposited into the bank account, as pre-arranged. On December 31, the Bank Balance was $48,784 more than December 31, 2019. The compensation for the Custodian is being withdrawn from this account.
    b. The Unrestricted Net Assets (UNA) account was used to eliminate the computed deficit of $1,824. The balance of the UNA account was reduced to $8,015 from $9,839.
    c. Asset Valuation of Diocese of BC Investments:
        i. The Diocese of BC Investment increased in Fair Market Value to $117,665 on December 31, 2020. It had been recorded on the books at a value of $93,717.97 on December 31, 2019. It is risky to assess the asset based upon the Fair Market Value, because it is subject to the variables in the market and could easily experience a loss in Fair Market Value.
        ii. It has recently been learned that an amount of $100,000 had been donated approximately 10 years ago with the understanding that the interest earned from this donation would be used, in part, to maintain the Cemetery. Therefore, it is important to maintain this investment at $100,000 or greater.
    d. The Accounts Payable is $2,555. Coincidently, this is about the same as the Accounts Receivable held by the St. Stephen Church at $2,243.57.
    e. The Equity is $22,099 more than that on December 31, 2019.

2. **Profit & Loss:** At the end of 2020 there was a Total Income of $22,595, and Total Expense of $22,595, yielding a Net Income surplus/deficit of 0. This compares to a deficit of -$16,269 for the same period last year. Despite the COVID-19 pandemic there were Burial Plot Reservations made (value of $8,500 YTD), one Cremation Plot Reservation for $600, and one ash container sold for $500. However, key to the Revenue position was donations of $3,772 and interest income of $5,399 (for a total of $9,171, or 44.2% of Total Income)

    The Cemetery has shared $1,200 in utility expenses with the Church and has incurred $3,300 in Secretary costs and $1,500 in Bookkeeping costs. The Cemetery has also shared 50% of the receipts from the Plot Reservation and transferred $4,550 to the Church. The total financial benefit from the Cemetery to the Church has been $10,550, or 46.7% of the Total Expenses.

3. **Concerns & Considerations:**
    a. The new Custodian (Howie Kolson) has begun to demonstrate his contribution and continues to share the load with Bob and Lon in a professional and considerate manner expected of the role. Congratulations Howie.
    b. A review of the cost and revenue sharing arrangements between St. Stephen Church and the St. Stephen Cemetery was conducted this year. An "opinion document" on the subject has been reviewed by the Cemetery Board. Some implementation options have been considered. The final recommendation is to discontinue the sharing of the revenues and

expenses between the Cemetery and the Church. Alternatively, The Cemetery will begin to extract a 20% portion of the sale of each Reservation (interment or cremation) towards the new Perpetuity Care fund beginning in 2021.

c. The chart of accounts was revised again for the Cemetery, to resemble the chart of accounts used for the Church.

d. The deficit of -$1,824 was reduced to $0 because of a transfer from the Unrestricted Net Assets account.

Please do not hesitate to contact me if you have any questions pertaining to these reports.

Derek Osman

Following is the statement from Gail Gauthier of Synod Office outlining the growth in Fair Market Value of Investments in the Consolidated Trust Fund. Please refer to the notes 3 & 4 on the Balance Sheet:

ANGLICAN DIOCESE
OF BRITISH COLUMBIA

Consolidated Trust Fund Statement at December 31, 2020

This statement shows the number of units held, the Dec 31 2020 fair market value (FMV) of $15.65/unit and changes in units during the year.
Accounting standards encourage reporting market value. Any change in value should be posted to an account titled "unrealized gain/losses".
The 2021 payout/distribution rate will be $0.51835 per unit or $0.12959 per quarter on units held in the CTF. This is the same amount that was paid per unit in

NAME	01-Jan-20 Opening Book Value	31-Dec-20 Closing Book Value	Jan 2020 Units	Dec 31 Units	31-Dec-2020 FMV	Diff of FMV to Book value
St. Stephen, S. Saanich					$ -	$ -
General	$ 100,000	$ 100,000	6,688.963	6,688.963	$ 104,682	$ 4,682
Cemetery Trust	$ 90,718	$ 90,718	7,518.528	7,518.528	$ 117,665	$ 26,947
	$ 190,718	$ 190,718	14,207.491	14,207.491	$ 222,347	$ 31,629

St. Stephen Cemetery: Balance Sheet December 31, 2020

Assets			**Liabilities & Equity**		
	2020	**2019**		**2020**	**2019**
Bank:			Accounts Payable		
Coast Capital Chequing	$55,187	$6,403	Accounts Payable	$2,555	$0
Total Chequing /Savings	**$55,187**	**$6,403**			
Accounts Receivable	$995	$0	**Total Liabilities**	**$2,555**	**$0**
Other Current Assets:			**Equity**		
Investments:			Opening Bal Equity	$230,321	$230,321
Coast Capital GIC - 4/22	$20,000	$20,000	Unrestricted Net Assets [5]	$8,015	$16,132
Coast Capital GIC - 8/22	$20,000	$20,000	Unrealized Gain / Loss FMV [4]	$23,947	
Coast Capital GIC - 9/23 [1]	$10,000	$10,000	Net Income [5]	$0	-$6,269
Coast Capital GIC - 2/20 [2]	$0	$50,000			
Diocese of BC Investment [3]	$117,665	$93,718	**Total Equity**	**$262,284**	**$240,185**
Total Investments	**$167,665**	**$193,718**			
HST - G Refundable	$25	$64			
HST - G Refundable	$968				
Capital Assets - Other	$40,000	$40,000			
Total Other Current Assets	**$208,658**	**$233,782**			
Total Assets	**$264,839**	**$240,185**	**Total Liabilities & Equit**	**$264,839**	**$240,185**

Notes:

1. The $931 thought to have been generated when the investment matured was actually taken into Interest Income in 2017.
2. This GIC was rolled over by the credit union to the chequing account upon the maturity date.
3. The Fair Market Value was determined by the Diocesan financial staff, effective Dec. 31 2020. (increase $23,947) The Book Value was $90,718 on December 31, 2020.
4. To "balance" the Unrealized Gain / Loss FMV was increased by $23,947. This account will be used to track losses and gains in the Fair Market Value over the years. The funds will be used to reconcile the Book Value with the Fair Market Value upon disposal.
5. Net Income: Transfer $1,824 (amount of the computed deficit) from Unrestricted Net Assets (Balance Sheet as a Transfer In on the Profit & Loss Sheet (Income) to the Transfer IN - Unrestricted Net Assets income account. This adjustment to income will eliminate the deficit.

St. Stephen Cemetery
Profit & Loss
January through December 31 2020

Income	Jan - Dec 20	Jan - Dec 19
4130 - Donations - General	$3,772	$1,750
4135 - Memorial Garden Fees	$0	$125
4100 - Gifts and Support - Other	$0	$0
4230 - Plot Opening / Closing Fees	$2,000	$4,750
4310 - Burial Plot Reservations	$8,500	$1,500
4320 - Cremation Plot Reservations	$600	$3,500
4330 - Ash Containers	$500	$0
4440 - Interest	$5,399	$1,790
Transfer IN-Unrestricted Net Assets	$1,824	
Total Income	**$22,595**	**$13,415**
Expenses:		
Reconciliation Discrepancies	$0	$1,999
Operations:		
5240 - Heating - share	$300	$300
5245 - Maintenance	$6,274	$7,096
5250 - Plot Opening / Closing Costs	$400	$1,150
Total Operations:	**$6,974**	**$8,546**
Administration:		
5310 - Data base Project	$520	$536
5315 - Bookkeeping	$1,500	$1,859
5330 - Secretary	$3,300	$3,300
5335 - Office Supplies	$0	$24
5340 - Custodian Salary / Benefits	$4,851	$0
Total Administration:	**$10,171**	**$5,719**
Utliities:		
5630 - Electricity - share	$300	$300
5640 - Internet - share	$300	$300
5650 - Telephone - share	$300	$300
Total Utilities:	**$900**	**$900**
Parish Transfers:		
5750 - Plot share Transferred to StS	$4,550	$2,500
5950 - GST (2.5%) Non-Recovered	$25	$19
Total Expense	**$22,595**	**$19,683**
Net Income	**$0**	**-$6,269**

As requested, I have examined the St Stephen's Anglican Cemetery financial records, and have found the records accurately reflect the transactions for the year. I am confident that the Wardens and the Administrative Assistant/Bookkeeper have performed their duties and provided good financial control over the administration of St. Stephen's Anglican Cemetery funds.

8 February, 2021

David Stewart

v. St. Stephen Anglican Cemetery: 2021 Budget

The following 2021 Budget is compared to the 2020 Budget, and the Actual Performance results of 2020. Key aspects to note compared to 2021 performance results include:

1. There is no Budget for the sharing of:
    a. Expenses with the Church of Heating, Electricity, Internet, and Telephone.
    b. Expenses with the Church of Bookkeeping and Secretarial
    c. Revenues for the sale of Reservations for Burial Plots, and for Cremation Plots.

2. There is 20% of the sale of Reservations (for Burial and Cremation plots) being reserved in an Income account.
    a. The names may well be changed.
       For each sale of a Reservation, 20% of that value will automatically be transferred to a new 20% Current Received savings account. Then at an appropriate time, perhaps quarterly, the funds will be transferred from the 20% Received Savings account to Current Assets - Other 20% with an offsetting entry to the other new Liability in the Perpetuity Care fund described previously in II (9).

3. The balance of the Unrestricted Net Assets will be reduced to $5,560 after funding the projected deficit of the 2021 Budget.

The impact upon the example Balance Sheet is depicted on the page following the 2021 Budget.

St. Stephen Cemetery 2021 Budget (5)					01-Feb-21
ITEM	2020 BUDGET	RESULTS TO Dec. 31/20	2021 BUDGET	% OF 2021 BUDGET TO 2020	REMARKS: 2020 BUDGET TO 2020 ACTUAL PERFORMANCE
Income					
4130 - Donations - General	$905	$3,772	$1,500	39.8%	
4135 - Memorial Garden Fees	$500	$0	$0	0.0%	
4100 - Gifts and Support - Other	$0	$0	$0	0.0%	
4230 - Plot Opening / Closing Fees	$4,750	$2,000	$4,000	200.0%	COVID created pent-up demand?
4310 - Burial Plot Reservations	$1,500	$8,500	$4,800	56.5%	20% to Perpetual Care fund
4315 - Burial Plot Res. 20% Perpetuity			$1,200		
4320 - Cremation Plot Reservations	$3,500	$600	$800	133.3%	20% to Perpetual Care fund
4325 - Cremation Plot Res. 20% Perpetuity			$200		
4330 - Ash Containers	$0	$500	$500	100.0%	
4410 Transfer from Unrestricted Net Assets		$874	$3,430	392.4%	To Eliminate the Deficit
4440 - Interest	$5,437	$6,374	$6,400	100.4%	
Total Income	**$16,592**	**$22,620**	**$22,830**	100.9%	
Expenses:					
Reconciliation Discrepancies	**$0**	**$0**	**$0**	0.0%	
Operations:					
5240 - Heating - share	$300	$300	$0	0.0%	
5245 - Maintenance	$7,676	$6,274	$7,000	111.6%	
5250 - Plot Opening / Closing Costs	$1,150	$400	$0	0.0%	Custodian to handle
Total Operations:	**$9,126**	**$6,974**	**$7,000**	100.4%	
Administration:					
5310 - Data base Project	$1,100	$520	$700	134.6%	
5315 - Bookkeeping	$2,438	$1,500	$0	0.0%	
5330 - Secretary	$3,373	$3,300	$0	0.0%	Custodian to handle
5335 - Office Supplies	$63	$0	$100	0.0%	
5340 - Custodian Salary / Benefits	$15,000	$4,851	$15,000	309.2%	Annualized effect
Total Administration:	**$21,974**	**$10,171**	**$15,800**	155.4%	
Utliities:					
5630 - Electricity - share	$300	$300	$0	0.0%	
5640 - Internet - share	$300	$300	$0	0.0%	
5650 - Telephone - share	$300	$300	$0	0.0%	
Total Utilities:	**$900**	**$900**	**$0**	0.0%	
Parish Transfers:					
5750 - Plot share Transferred to StS	$2,500	$4,550	$0	0.0%	
5950 - GST (2.5%) Non-Recovered	$30	$25	$30	121.0%	
Total Expense	**$34,530**	**$22,620**	**$22,830**	100.9%	
Net Income	**-$17,938**	**-$0**	**$0**	0.0%	**Need to replenish Unrestricted Net Assets**

Assets	2020	2019	Liabilities & Equity	2020	2019
Bank:			Accounts Payable		
Coast Capital Chequing	$55,187	$6,403	Accounts Payable	$2,555	$0
Total Chequing /Savings	**$55,187**	**$6,403**	Perptuity Care 20% [6A]	$1,400	
Accounts Receivable	$995	$0	**Total Liabilities**	**$3,955**	**$0**
20% Current Received Savings [6]	$1,400				
Other Current Assets:			**Equity**		
Investments:			Opening Bal Equity	$230,321	$230,321
Coast Capital GIC - 4/22	$20,000	$20,000	Unrestricted Net Assets [5]	$8,015	$16,132
Coast Capital GIC - 8/22	$20,000	$20,000	Unrealized Gain / Loss FMV [4]	$23,947	
Coast Capital GIC - 9/23 [1]	$10,000	$10,000	Net Income [5]	$0	-$6,269
Coast Capital GIC - 2/20 [2]	$0	$50,000			
Diocese of BC Investment [3]	$117,665	$93,718	**Total Equity**	**$262,284**	**$240,185**
Total Investments	**$167,665**	**$193,718**			
HST - G Refundable	$25	$64			
HST - G Refundable	$968				
Capital Assets - Other	$40,000	$40,000			
Capital Assets - Other 2% Perp. [6A]	$1,400				
Total Other Current Assets	**$208,658**	**$233,782**			
Total Assets	**$264,839**	**$240,185**	**Total Liabilities & Equity**	**$266,239**	**$240,185**

Notes:

1. The $931 thought to have been generated when the investment matured was actually taken into Interest Income in 2017.
2. This GIC was rolled over by the credit union to the chequing account upon the maturity date.
3. The Fair Market Value was determined by the Diocesan financial staff, effective Dec. 31 2020. (increase $23,947)
   The Book Value was $90,718 on December 31, 2020.
4. To "balance" the Unrealized Gain / Loss FMV was increased by $23,947. This account will be used to track losses and gains in the Fair Market Value over the years. The funds will be used to reconcile the Book Value with the Fair Market Value upon disposal.
5. Net Income: Transfer $1,848.63 (amount of the computed deficit) from Unrestricted Net Assets (Balance Sheet as a Transfer In on the Profit & Loss Sheet (Income) to the Transfer IN - Unrestricted Net Assets income account.
   This adjustmengt to income will eliminate the deficit.
6. Transfer balance of Reservation 20% Perpetuity Income to 20% Current Received Savings.

6A. Transfer balance of 20% Ccurrent Received Savings and to Perpetuity Care 20% Liability account.

For each sale of a Reservation, 20% of that value will automatically be transferred to a new 20% Current Received savings account. Then at an appropriate time, perhaps quarterly, the funds will be transferred from the 20% Received Savings account to Current Assets - Other 20% with an offsetting entry to the other new Liability in the Perpetuity Care fund described previously in II (9).

REPORT OF THE PARISH TREASURER

I Financial Health of Parish:

As we approach the Annual General Meeting and thus the preparation of the Annual Report, I continue to focus on the projections of the year-end results.

With that in mind, I share with you a perspective on the financial health of the parish. Detailed presentations of the financial packages of the two churches and the Cemetery are presented elsewhere in this Annual Report. Both St. Mary and St. Stephen were compelled to launch their Deficit Elimination Appeals following an assessment of the results ending September 30. Well, the congregations for both churches accepted the challenge and called upon their talents, time and various sources of funds – in other words, called upon stewardship. All of our prayers were answered. St. Mary eventually ended up with a modest surplus of $1,508, and a Deficit Reserve of $4,500 carried forward. St. Stephen ended up with a surplus of $1,403, and a Deficit Reserve of $25,046 that gave them bragging rights and will position them well going into a second COVID year - 2021.

We owe our congregation a big shout-out for their donations with Weekly Offerings, with their generous donations for special services like Easter, Thanksgiving and Christmas, and towards the Deficit Elimination Appeal.

As the financial reporting came to an end for 2020, the financial review began so that the information could be reported. David Stewart picked up the torch to complete the financial review of the St. Stephen Cemetery. He is certainly introducing rigor and discipline in the process. Thank you, David, for taking on this challenge. We are optimistic that Karen, Don, and David will lead these financial reviews next year too.

St. Stephen – the Church and the Cemetery – both have invested in the Diocese of BC Consolidated Trust Fund (CTF). We were recently advised that these assets should be valued in terms of the Fair Market Value rather than the Book Value. So, this was another calculation to be instituted in conjunction with the year-end reporting. Just more things to keep track of – because the Fund fluctuation in valuations. But when the rate of return is in excess of 3%, and the GIC’s are around 0.8%, it is worth looking into!

II System Improvements:

A new laptop was purchased for Rev. Lon, and a new workstation for Howie in the Cemetery Office. They were purchased during the sales at the end of the year, and also in conjunction with the support of the one-time program offered by the Synod Office. The program paid up to $500 when the cost of the purchase was $1,000 or more. The new computers were purchased at half price!

Also, in response to questions and comments about the infamous operating loan, the Operations Committee passed a motion that St. Mary would discontinue the practice of obtaining the operating loan of $18,500 in January to be paid back in December. Instead, St. Mary will be reviewing their fiscal needs on a quarterly basis (sooner if needed) and be obtaining funding from various sources within the capability of St. Mary until those sources have been exhausted.

The financial needs of St. Mary will be the responsibility of a new Financial “committee” comprised of Leslie Pedlow, John Beresford, and a warden or treasurer. Their decisions and recommendations will be subject to review and approval by the Operations Committee.

A few years ago, St. Mary had revised the index reference (or the Chart of Accounts). During this past year, St. Stephen revised the Chart of Accounts they were using so that the new one very closely resembles the one being used by St. Mary. This consistency between the two systems will yield operational benefits and facilitate communication between the two churches. St. Stephen then altered the chart of accounts for the Cemetery in a similar fashion. Once the year-end accounting processes have been concluded and the chart of account revisions approved, St. Stephen will upgrade the QuickBooks accounting software to the 2020 version - the same version being used by St. Mary.

III Partnerships:

The Parish is fortunate to be engaged with a financial partnership with Thrifty Foods and their Smile Card program. This year, St. Mary completed the renovations to the kitchen in Cooper Hall. These renovations were totally funded by the Smile Card contributions over the last two years, and this year Thrifty's approved a grant to fund the upgrade of the lighting fixtures in Cooper Hall. St. Stephen has received funding from Thrifty's for the replacement of three furnaces and for some new chairs. Without the community support from Thrifty Foods, these initiatives would certainly be delayed.

The relationship with the Diocese has grown to be more of a partnership. This year, the Diocese demonstrated their support of the Parish through the successful Federal Government Wage Subsidy program. Through the leadership of the Diocese, St. Mary received a grant of over $8,000 and St. Stephen received over $10,000. The Diocese is optimistic that we will receive additional funding in 2021.

IV Financial Reporting:

It is our intent that we provide the financial packages to Council early enough before the meetings so that the members can review the information and if they have any questions, they can forward them to me and a response returned before the meeting. In this way, the discussion of the financial package will take less time of the meeting so that the emphasis can shift more to conducting the business and ministry of the parish.

In keeping with that approach, if you have any questions with this report, or the other financial packages, please pass your questions on to me as soon as possible. If you hold on to your question until the AGM, you are at risk of the question not being answered during the meeting due to time constraints.

V 2021 Preparedness:

1. **<u>Permissive Tax:</u>** If not in 2021, then in 2022 we will be called upon to prepare our response to the Committee of the Whole in the District of Central Saanich relative to the bylaw to permit properties used for religious purposes to be exempt from taxes. The Parish should form a team to monitor the progress of the District, and to prepare the position of the Parish – in awareness of what other churches/parishes in the community are doing. Any tax from the District would be crippling to the Parish.

2. **<u>Donations by Credit Card</u>:** The synod has been using an online giving platform called Tithe.ly to make it possible for individuals to donate (by credit card) online via computer or mobile device. Some are using it for their Christmas bazaar. It can be set up to receive donations for Transforming Futures. The synod office is working to negotiate a reduced fee for all parishes based on a "bulk discount".   As Council expressed at the last meeting, this option will continue to be monitored.

VI Financial Statements: Parish of Central Saanich:

Following are the financial Statements as of December 31, 2020 for the Anglican Parish of Central Saanich in the Diocese of British Columbia. This account is used primarily as a flow-through of funds from the churches to each other when either receives a cheque intended for them but is made out to the Parish of Central Saanich. This is not uncommon because it is the Parish of Central Saanich that is the legal entity, and the churches are not legal entities. This also explains why there are no typical operating accounts shown on the Profit & Loss Statement.

1. Balance Sheet

Anglican Parish of Central Saanich
Balance Sheet Prev Year Comparison
January through December 2020

Assets			**Liabilities & Equity**		
	2020	**2019**		**2020**	**2019**
Bank:			Grants:		
Parish of Cent. Saan - General [1]	$116	$2,907	Mission Fund Grant [3]	$0	$2,832
Wine Fest (consortium) [2]	$1,544	$1,544			
Total Chequing /Savings	**$1,660**	**$4,452**			
			Total Liabilities	**$0**	**$2,832**
Accounts Receivable (GST)	$0	$40			
			Equity		
			Retained Earnings	$1,660	$74
				$0	$1,586
				$0	
			Total Equity	**$1,660**	**$1,660**
Total Assets	**$1,660**	**$4,492**	**Total Liabilities & Equity**	**$1,660**	**$4,492**
Notes:					
Email: Derek.osman@shaw.ca					

2020-01-19

Anglican Parish of Central Saanich
Profit & Loss Prev Year Comparison

January through December. 2020

Detailed Profit & Loss to Dec. 31, 2020	Jan - Dec. 20	Jan - Dec. 19
Income		
Offering Income		
Income - St. Mary	$1,011	$33
Income - St. Stephen	$1,048	$105,412
Income - Joint	$0	$359
Wine Fest Income	$0	$17,521
Total Income General	$2,059	$123,324
Total Income:	**$2,059**	**$123,324**
Expense:		
Expenditures - St. Mary	$1,011	$30
Expenditures - St. Stephen	$1,048	$105,412
Expenditures - Joint:	$0	$359
Wine Fest General Expenses:		
Wine Fest Outreach Grants	$0	$10,700
Wine Fest General Expense	$0	$5,237
Wine Fest General Expenses	**$0**	**$15,937**
Total Expenditures - General:	$2,059	$121,738
Total Expense:	**$2,059**	**$121,738**
Net Income:	**$0**	**$1,586**

Notes:

As requested, I have examined the Financial records of Parish of Central Saanich account and have found the records accurately reflect the transactions for the year. I am confident that the Parish Treasurer and the Administrative Assistant/Bookkeeper have performed their duties and provided excellent financial control over the administration of the Parish's funds.

KMcColm Karen McColm February 3, 2021

St. Mary Anglican Church: 2020 Report

Attached are the financial statements as of December 31, 2020 for the St. Mary Church in the Parish of Central Saanich. This financial package for St. Mary Church includes the following financial statements:

1. **Balance Sheet:** The Assets, Liabilities, & Equity, are collectively more than for the same month last year (by $10,499 or 5.9%). The Equity is over $135,000 with the aid of the reported Net Income of $1,508 in 2020 (after the operating loan has been reimbursed).

2. **Profit & Loss:** Shows a surplus of $1,508 – a much improved position over that reported at the end of 2019. Operations were facilitated by the operating loan of $18,500 from the Memorial Account. However, this policy of securing the operating loan from the Memorial Account at the beginning of the year will change in 2021. One factor that helped to shore up the revenue is the contribution from the Federal Government Wage Subsidy that the Diocese was successful in securing for us. The amount of the Wage Subsidy was $8,913 (or 6.2% of the Total Income). Gail Gauthier, Finance Director of the Synod Office is optimistic that we will receive additional funding from the Federal Government, but the amounts and timing of receipts are still unknown. The reporting to receive the grants has become more detailed and will be audited.
   The Total Income (after accommodating the $18,500 operating loan) is $143,219 or 2.5% less than the YTD December 31 for 2019. Expenses are $4,783 or 2.9% less than in 2019. The total Wages & Benefits has increased by $11,477.

3. **Statement of Changes in Equity**: This report documents the revenue generated by the major interests of the church. It identifies where additional funds were generated via transfers from within the church, versus new income. It is important to track when funds have been generated from within the church (i.e. transferred) versus revenues from outside of the church. The Current Special Ministries (Events) functional area has created Net Income of $7,242, contributing to an overall Net Income for St. Mary of $4,739.
   The end-of-year Equity position was increased to $128,104 from $123,365 at the beginning of the year. As the GIC investments are re-invested (at all-time low investment rates) only the principle was invested, with the interest earned being transferred to the Operating Account. Having to reinvest when interest rates are less than 1% is a good justification to use a "laddering strategy" to build in flexibility. The principle from the investments was reinvested, but the interest earned ($1,169) is being held in the Miscellaneous & Interest account of the Memorial Account.

4. **Deferred Special Ministries (Memorial Account):** The Memorial Account documents the use of funds needed to support more complex initiatives. The Balance at the end of December was reduced to $174,613 - from $180,054 at the beginning of the year. The portfolio of investments ($130,000 of GIC's) is recorded within the Deferred Special Ministries. There was one GIC (with a re-investment value of $75,000) that matured in August, and with interest rates at less than 1%, the fund was divided into two units, each having a different yield and maturity date. The intention is to reinvest both at higher yields in about one year. The $10,000 GIC is associated with the Bequest of the same value.
   There is now only 1 In-Trust Account, the **Ron Smith Legacy:** The balance remains at $5,087. This fund is to be authorized for expenditure by the Rector and Wardens to assist those living in the community and deemed to need our assistance and support.

5. **<u>Current Special Ministries (Church or Parish Events)</u>:** Shows the financial contribution of each of the significant Parish Events. This account provides incremental funding for the General account throughout the year, but due to COVID, there was only one Thrift Sale. It contributed $1,348. The recycle containers were taken to the redemption centre by Ken Pedlow who has taken on this special ministry. At the end of the year, a decision will be made as to how best to use the $920 contributed. There has been no activity with these initiatives since the declaration of the COVID-19 pandemic . The major Events were reviewed to ensure that they adhere to the minimum Diocesan criteria and protocol for safety and support under the COVID-19 criteria. It has been decided that these Events will be deferred for this year – a decision that impacted many parishioners, many in the community, and certainly the net income position of St. Mary by the end of the year. After it was announced that the Holly Fair event would not be held this year, donations and contributions in the amount of $6,000 were added to the bottom line.

6. **<u>Budget Review:</u>** Documents the Operating Account income and disbursements, as measured against the Budget year-to-date. With thanks to our very generous and responsive congregation, there is a year-end surplus of $1,508.
   Revenue ended up at 81.0% of Budget at year-end, instead of the target of 100%. That percentage is inclusive of the unbudgeted $8,913 received from the Federal Government Wage Subsidy program. Regular Offerings finished up at $105,362 (or 100% of Budget). COVID has restricted the Open Offering to 14.4% of Budget, but the offerings from Easter and Thanksgiving (and a bit of carry-over from last Christmas) is at an overwhelming 119.7% of Budget. (The amount received from the Thanksgiving special offering envelopes was $2,593).
   Total Special Offerings are $7,401 (or 7.2%) more than for last year. This is incredibly significant given the challenges of 2020. Responding to messages of Stewardship, our parishioners gave selflessly of themselves. They increased their Weekly Offering by $7,684 (or 7.9%) over 2019.; their Offering for Festivals by $1,217 (or 31.0%); their Deficit Elimination by $4,966 (or 173%) over 2019. The profile of the annual Offering donated by each household is depicted on page 40.
   Expenses finished up at 89.5% of Budget. Some services were delayed or reduced.

7. **<u>Concerns & Considerations:</u>** Our guests (like Tai Chi) are slow to develop their plans to use our facilities profitably and with adherence to COVID protocols. They will not return to our facilities until probably the second quarter of 2021, at best. We need to revisit our Vision and adjust it for what COVID impact will have throughout 2021 – including impact upon the community, and upon our parish, particularly for the Holly Fair Preparation, setup, securing of silent auction items to name a few.

Please do not hesitate to contact me if you have any questions pertaining to these reports.

Attachments:

Respectfully,

Derek Osman
Church Warden

St. Mary Church

Balance Sheet - December 31, 2020

Assets			**Liabilities & Equity**		
	2020	**2019**	**Liabilities**	**2020**	**2019**
Bank	$13,657	$10,934	Accounts Payable	$0	$0
Memorial Account Invest	$130,000	$130,704	Deferred Sp. Ministries - Memorial	$40,113	$45,554
Memorial Operating	$38,053	$38,256	Memorial - Deficit Reserves	$4,500	$4,500
Church Events	$6,703	$6,947	Outreach - General Use	$68	$68
			Outreach - St. Matthews Library	$3,577	$361
			Current Special Ministries - CE	$4,822	$5,061
Accounts Receivable (GST	$564	$726	**Total Liabilities**	**$53,080**	**$55,544**
			Equity		
			Retained Earnings	$8,411	$8,087
			Opening Balance Equity - General	$246	$246
			Retained Earnings - General	$3,812	$3,812
			Retained Earnings - Church Events	$6,516	$6,516
			Retained Earnings - Memorial Acct	$115,404	$113,037
			Net Income	$1,508	$324
			Total Equity	**$135,897**	**$132,022**
Total Assets	**$188,977**	**$187,566**	**Total Liabilities & Equity**	**$188,977**	**$187,566**

Note: The **Total Assets, and Total Liabilities & Equity, for 2019** are correct but are different from that reported in last year's Annual Report This is because the 2019 amount reported last year included an adjusting entry needed for 2018. All funds for 2019 and 2020 are correctly reported and no money has been misplaced.

KMc

St. Mary Profit & Loss To December 31 2020	Jan. - Dec 20	Jan. - Dec 19
Income		
4000 - INCOME - General		
4110 · Offering-Open Offering	$252	$1,753
4120 · Offering-Weekly	$105,362	$97,678
4130 · Offering - Festivals		
4131 - Offering -Festival-Easter	$1,290	$1,231
4132 - Offering -Festival-Thanksgiving	$2,593	$1,275
4133 · Offering-Festival-Christmas	$1,265	$1,425
Total 4130 · Offering - Festivals	$5,148	$3,931
Total 4100 · Offering Income	**$110,763**	**$103,362**
4200 - Income - Deficit Elimination	**$7,830**	**$2,864**
4300 · General Income		
4310 · General Income-Bapt./Wed./Funer..	$400	$1,400
4320 - General Income - Specific Don.	$20	$0
4330 · General Income-Facilities Use	$4,650	$15,411
4360 · General Income-Miscellaneous	$3,163	$156
4370 - General Income - Wage Subsidy	$8,913	$0
Total 4300 · General Income	**$17,146**	**$16,967**
4400 · Transfers IN-General	$0	
4410 - Transfer IN-CE-Holly Fair	$6,000	$9,000
4420 - Transfer IN-CE-Church Sales	$1,480	$6,625
4440 · Transfers IN-Memorial Account	$18,500	$18,500
4460 - Transfers In-Deficit Reserve	$0	$8,000
Total 4400 · Transfers IN-General	**$25,980**	**$42,125**
Total 4000 · INCOME - General Receipts	**$161,719**	$165,318
Less Operating Loan	-$18,500	-$18,500
Total Income	**$143,219**	**$146,818**

Profit & Loss – Expenditures (Page 2):

Expense		
5000 · EXPENDITURES - General		
5110 · Salary/Benefits - Rector	$44,330	$47,257
5120 · Salary/Benefits-Music Director	$9,739	$11,101
5130 · Salary/Benefits-Admin./Bookeep.	$24,801	$26,227
5140 · Relief Clergy	$0	$725
5150 · Relief Musician	$200	$600
5170 - Salary/Benefits - Ass't. Curate	$11,906	$0
5180 - Salaries - Lump Sum Sept.	$6,410	$0
Total 5100 · Wages & Benefits - General	$97,386	$85,909
5310 - Website Maintenance	$65	$285
5320 - Postage	$184	$277
5330 · Stationery	$360	$0
5332 - Computer Expenses	$463	$0
5330 - Stationery Expenses - Other	$10	$917
5340 · Photocopier - General	$2,742	$4,087
5350 - Insurance	$3,621	$3,462
5360 · Diocesan Assessment	$19,589	$21,046
5370 - Advertising	$155	$279
Total 5300 · Expenditures - Admin - General	**$27,189**	**$30,353**
5410 · Music	$765	$1,417
5420 · Sanctuary	$157	$373
5430 - Christian Education	$175	$65
5440 - Conferences	$0	$255
Total 5400 · Expenditures-Ministries-General	**$1,098**	**$2,111**
5500 · Expenditures-Maintenance-General	$1,077	$5,908
5521 · Cleaning-Contract	$3,075	$3,997
5522 · Cleaning-Supplies	$221	$371
5520 · Cleaning-General	$3,296	$4,368
5530 - Grounds & Equipment	$78	$145
Total - Expenditure - Maintenance - Gen.	**$4,450**	**$10,421**
5610 · Water/Sewer	$692	$742
5620 · Hydro	$6,100	$7,096
5640 · Telephone	$1,146	$575
5650 · Internet	$2,518	$2,591
5660 · Garbage Disposal	$460	$445
Total 5600 · Expenditures-Utilities-General	**$10,916**	**$11,448**
5700 - Expenditures-Trans. OUT		
5725 - Trans to Memorial - Deficit Reserve		$4,500
Total 5700 - Expenditures-Trans-OUT	**$0**	**$4,500**
5800 · Miscellaneous Expenses-General	$248	$1,025
GST Paid (2.5%) Non-Refundable	$424	$726
Total 5000 · EXPENDITURES - General	$141,711	$146,494
Total Expense	**$141,711**	**$146,494**
Net Income	**$1,508**	**$324**

St Mary's

Statement of Changes in Equity - December 31, 2020

	General	Deferred Special Ministries (Memorial)	Current Special Ministries (Events)	Total 2020
Equity, Beginning of Year	$3,812	$113,037	$6,516	$123,365
Income	$143,219	$3,050	$9,537	$155,806
Expenses	$141,711	$7,061	$2,295	$151,067
Net Income	**$1,508**	**-$4,011**	**$7,242**	**$4,739**
Equity, End of Year	**$5,320**	**$109,026**	**$13,758**	**$128,104**
Transfers Year-to-Date:				
From Memorial (Jan.11)	$18,500	-$18,500		**$0**
Thrifty's to Kitchen Renos (Feb.27)		-$2,340		**-$2,340**
Thrifty's to Kitchen Renos (Feb.27)		$2,340		**$2,340**
Transfer from Investment Income (May 1)		$1,099		**$1,099**
Interest from Investments to Operating Account		-$1,099		**-$1,099**
Transfer from Investment Income (May 31)		$456		**$456**
Investment Interest to Operating		-$456		**-$456**
Interest from Investments to Operating Account		-$1,169		**-$1,169**
Interest from GIC's		-$260		**-$260**
Thrifty's to Hall Lighting (Nov.)		-$1,200		**-$1,200**
Hall Lighting from Thrifty's		$1,200		**$1,200**
Thrifty's to Hall Lighting (Dec)		-$838		**-$838**
Hall Lighting from Thrifty's		$838		**$838**
To Memorial (December)	-$18,500	$18,500		**$0**
Parish Sales to General	$1,480		-$1,480	**$0**
Holly Fair to General	$6,000		-$6,000	**$0**
Total:	**$7,480**	**-$1,429**	**-$7,480**	**-$1,429**

Note1. The Operating Loan of $18,500 was removed from Income because it is a transfer paid back within the year.

St. Mary's
Deferred Special Ministries - Other Funds' Activity - December 31, 2020
Memorial Account

	Balance Jan 1, 2020	Revenue	Expenses	Transfers IN (OUT)	Balance Dec 31, 2020
General					
Transfer to Operating Fund (Jan 11)	$19,719			-$18,500	$1,219
Transfer from Invest. Income (May 1)				$1,099	$2,318
Transfer of Invest Interest to Operating				-$1,099	$1,219
Transfer from Invest. Income (May 3)				$456	$1,675
Transfer of Invest Interest to Operating				-$456	$1,219
Imterest on Principle for GIC reinvested		$98			$1,317
Transfer interest to Operating Account				-$1,169	$148
Interest from GIC's				-$260	-$112
Repay loan from Gen Operating Acct.				$18,500	$18,388
	$19,719	**$98**	**$0**	**-$1,429**	**$18,388**
Deficit Elimination: Carry Fwd (2018)	$4,500				**$4,500**
Deposit Deficit Elimination Reserve		$0			**$0**
Total Deficit Eliminaton:	**$4,500**	**$0**	**$0**	**$0**	**$4,500**
Thrifty Foods	$1,852				
Receipts from Thrifty's (Jan 14)		$373			$2,225
Final Receipts from Thrifty's Grant (Feb)		$115			$2,340
Funds Transfer to Kitchen Renos				-$2,340	-$0
Deposit Thrifty's (June)		$204			$204
Deposit Thrifty's (July)		$312			$516
Deposit Thrifty's (August)		$266			$782
Deposit Thrifty's (September)		$302			$1,085
Deposit Thrifty's (October)		$304			$1,388
Deposit Thrifty's (November)		$296			$1,684
Funds Transfer to Hall Lighting Project				-$1,200	$484
Deposit Thrifty's (December)		$354			$838
Funds Transfer to Hall Lighting Project				-$838	-$0
Total Thrifty:	**$1,852**	**$2,526**	**$0**	**-$4,378**	**-$0**
Bequests & Donations	**$10,000**				
Bequests & Donations [2]	**$10,000**	**$0**	**$0**	**$0**	**$10,000**
Memorial Bursary	$3,203				$3,203
Gift for 2021 recipient			-$21		-$21
2020 Bursary Award			-$1,000		-$1,000
Total Bursary:	**$3,203**	**$0**	**-$1,021**	**$0**	**$2,182**
Guild	$3,261				
Total Guild	**$3,261**	**$0**	**$0**	**$0**	**$3,261**

Memorial Account (Page 2)

Kitchen Renos	$2,432				$2,432
Transfer From Thrifty's (Feb.)		$0	$0	$2,340	$4,772
Cheque to David Stewart for 2 Range Hood Fans			-$416		$4,356
Recovery (GIK) for Range Hoods		$426			$4,782
Refurb. Island			-$523		$4,259
New Countertop for Kitchen			-$1,677		$2,582
New faucet to fit sink			-$99		$2,483
Colonial Countertop			-$2,126		$357
Total Kitchen Renos	$2,432	$426	-$4,840	$2,340	$357
Hall Lighting	$0				$0
Cheque to Ian Stuart for new LED lighting fixtures			-$1,200		-$1,200
Transfer funds from Thrifty's Smile Card Account				$1,200	$0
Transfer funds from Thrifty's Smile Card Account				$838	$838
Total Lighting Costs:	$0	$0	-$1,200	$2,038	
Sub-Total:	$44,967	$3,050	-$7,061	-$1,429	$38,688
In-Trust Funds:					
Ron Smith Legacy [1]	$5,087				$5,087
	$5,087	$0	$0	$0	$5,087
Total In-Trust:	$5,087	$0	$0	$0	$5,087
Memorial Account Funds	**$50,054**	**$3,050**	**-$7,061**	**-$1,429**	**$44,613**
INVESTMENTS:					
1-5 Yr GIC Compound @1.9% (Aug 17/21)	$20,000				$20,000
"Better Than Cash" @ 1.2% [2] (May 30/21)	$10,000				$10,000
1-5 YR GIC Compd @ 1.1% (July 25/21)	$25,000				$25,000
"Better Than Cash" @ 0.7% (Aug 12/21)	$25,000				$25,000
3YR Rising Rate GIC @ 0.8% (Aug 12/21)	$50,000				$50,000
Total Investments:	$130,000	$0	$0	$0	$130,000
	$180,054	$3,050	-$7,061	-$1,429	$174,613

Note 1. Ron Smith Legacy: Discretionary funds to be suthiorized for expenditure by Incumbent and Wardens to assist those living in the community in need of our support.

2. Are the same funds that are invested as GIC for $10,000.

St. Mary's Church 2020 Outreach Report Dec-20

Client	Open. Bal. Jan. 1/20	Donations	Transfers In/Out	Disbursed / Grant	Balance Dec. 31, 2020	Type
Rector's Discretionary Fund	$115	$1,170	$75	$1,360	$0	Parish
ORRCA Dental Clinic	$0	$340	$260	-$600	$0	Parish
General Use *	$0	$995	-$895	-$995	$0	Parish
Saan. Pen. Hospital	$0	$310	$40	-$350	$0	Parish
SICCT	$0	$320	$30	-$350	$0	Parish
PWRDF	$0	$265	$0	-$265	$0	O'seas
Christmas Hampers (Building Bridges)	$0	$345	$105	-$450	$0	Parish
Christmas Hampers - Other	$0	$50	$0	-$50	$0	
Anglican Appeal	$0	$350	$0	-$350	$0	O'seas
Lions Food Bank	$0	$475	$385	-$860	$0	Parish
Prayer Shawl Ministry	$68	$0	$0	$0	$68	Parish
St. Matthew's Library	$361	$3,216	$0	$0	$3,577	O'seas
Royal Canadian Legion #37 Poppy Fund	$0	$0	$100	-$100	$0	Parish
Totals:	**$544**	**$7,836**	**$100**	**-$3,010**	**$3,645**	
All Nations Memorial Bursary **	$3,203.27	$0	$3,203.3	-$1,020.84	$2,182.43	Parish

* General Use "Disbursed / Grant" includes $100 for Canadian Legion #37 Poppy Fund.

** Commitment of $1,000 already made for 2021, leaving a balance of $1,182.43
(or only one year of funds remaining to fund beyond 2021)

St. Mary Church

Current Special Ministries (Other Funds' Activity) - December 31, 2020

Long Term Liabilities: Parish Events Fund

	Balance Jan 1.	Revenue	Expenses	Transfers IN (OUT)	Balance Dec 31,2020
Altar	$1,495	$50	-$541	$0	**$1,004**
Flower	$1,768	$392	-$94		**$2,066**
Holly Fair	$1,517	$1,921	-$186	-$2,809	**$442**
Holly Fair - Donations	$0	$3,191		-$3,191	**$0**
Total Holly Fair	$1,517	$5,111	-$186	-$6,000	**$442**
General	$6	$167	-$131	$0	**$42**
Parish Sale	$134	$2,075	-$727	-$1,480	**$2**
Social	$142	$821	-$616	$0	**$346**
Recycle Refunds	$0	$920			**$920**
	$6,577	**$9,537**	**-$2,295**	**-$7,480**	**$4,822**
Net Income		**$7,241**			

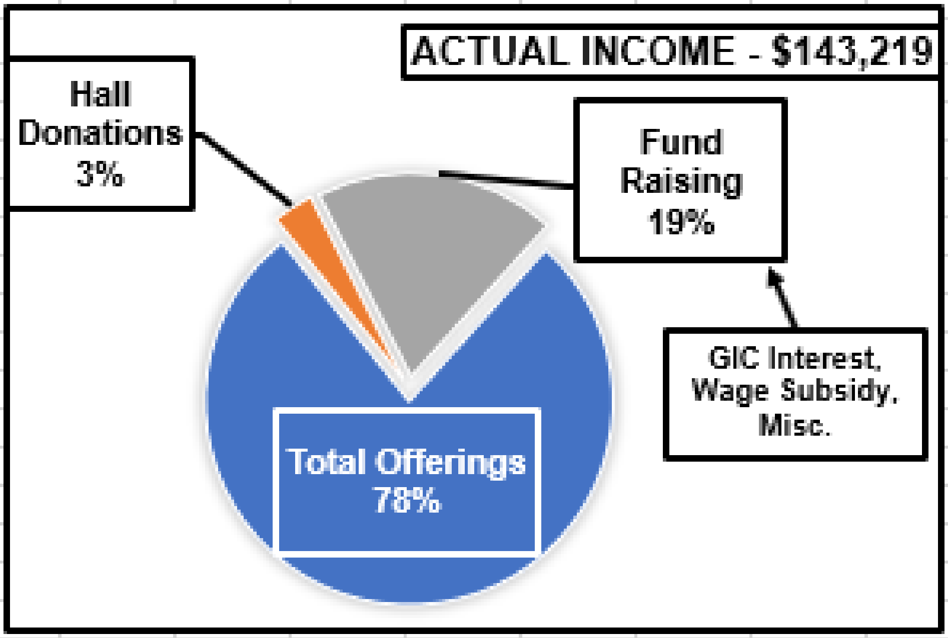
Transfer Notes:

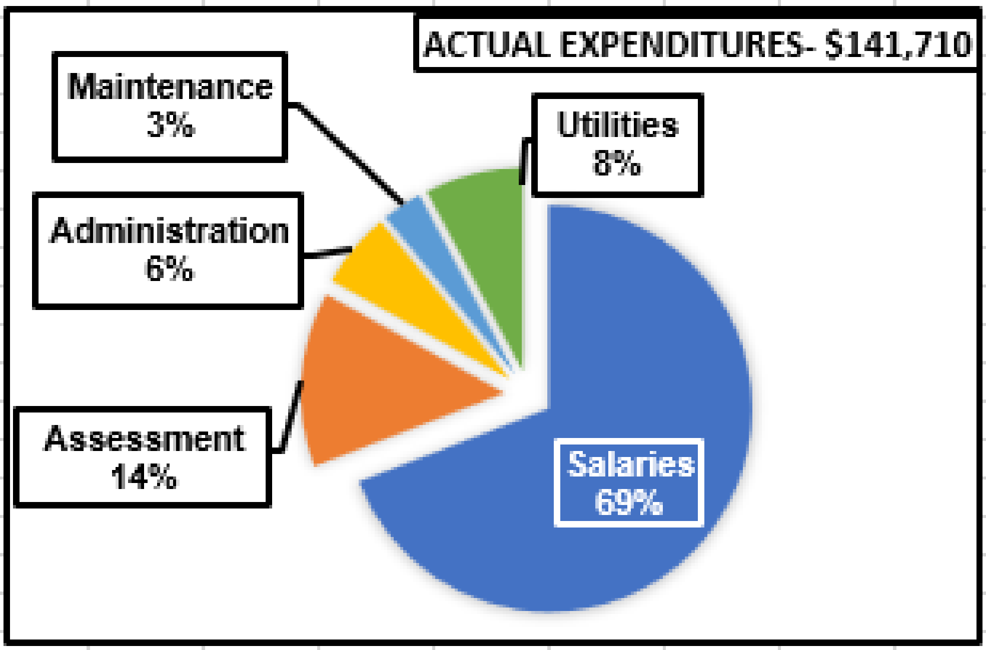
Parish Sales transferred annual net earnings of $1,480 to General Account on Nov. 30.

Holly Fair transferred annual net earnings of $6,000 to General Account on Dec. 30.

St. MARY'S Financial Review - December, 2020

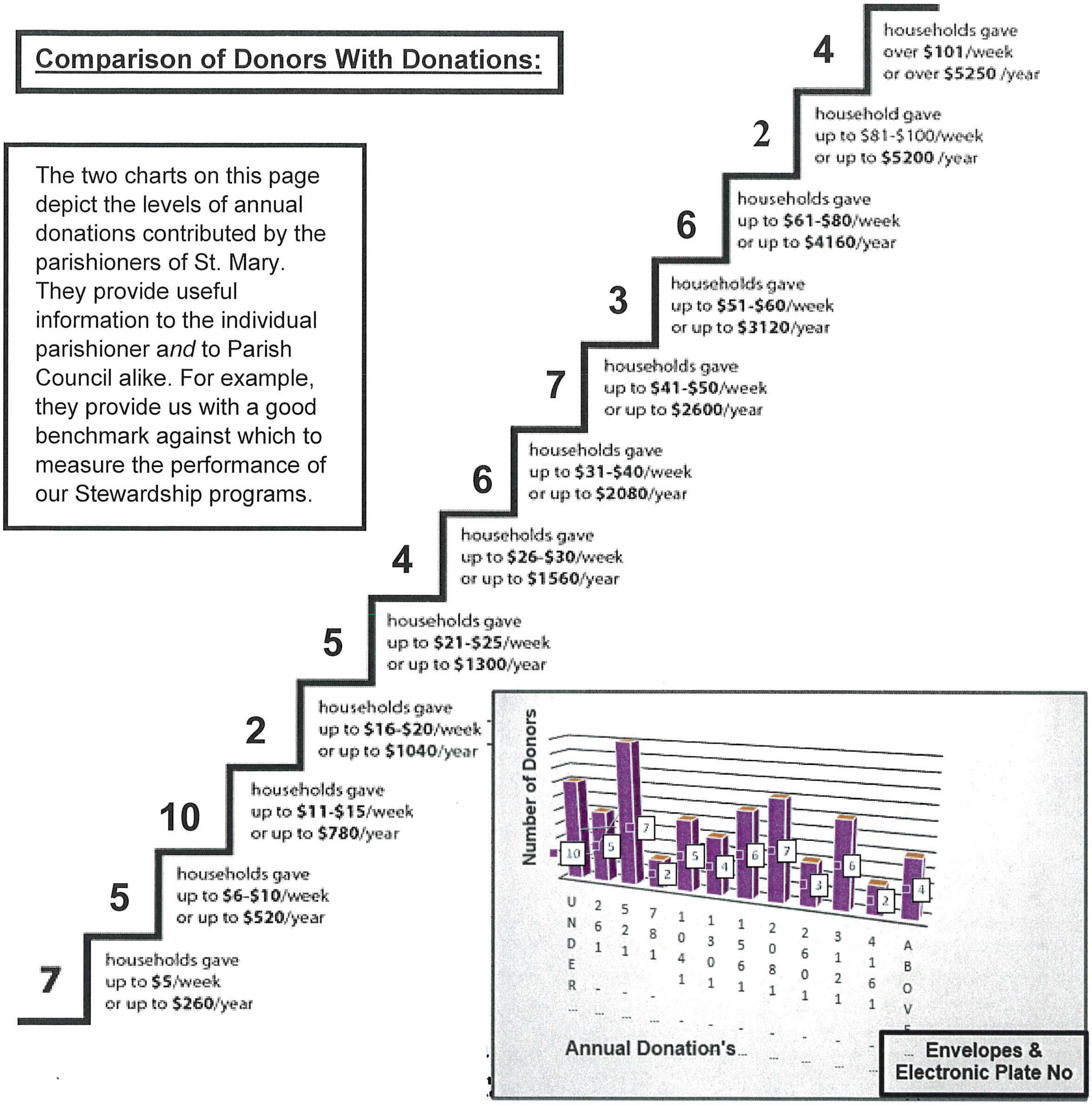
ITEM	2020 BUDGET	To Dec. 31/20	Target 100.0%	RMKS 2020 Budget to 2020 Actuals
INCOME				
REGULAR OFFERINGS	$105,340	$105,362	100.0%	Very Commendable Response From Congregation
OPEN OFFERING	$1,750	$252	14.4%	
FESTIVAL	$4,300	$5,148	119.7%	
HALL /FACILITIES USE DONATIONS	$16,000	$4,650	29.1%	
BAPTISMS/ WEDDINGS/ FUNERALS	$800	$400	50.0%	
MISCELLANEOUS & INTEREST	$225	$3,183	1414.5%	Interest income from GIC Investments
WAGE SUBSIDY	$0	$8,913	0.0%	Wage Subsidy from Fed. Gov't (Diocese)
TX FROM HOLLY FAIR	$9,500	$6,000	63.2%	Leaves only $442 for "start-up costs"
PARISH THRIFT SALES	$7,000	$1,480	21.1%	Leaves Balance of only $2 - only 1 of 3 Thrift Sales - COVID
DEFICIT ELIMINATION APPEAL - 20	$8,870	$7,830	88.3%	Good response, given multiple concurrent appeals
DEFICIT RESERVE	$4,500	$0	0.0%	Will be carried over to 2021 to defer operating loan
TX FROM MEMORIAL	$18,500	$18,500	0.0%	Operating Loan was paid back
TOTAL RECEIPTS		$161,718		
LESS: OPERATING LOAN FROM MEMORIAL		-$18,500		Remove Operating Loan from Revenue
TOTAL REVENUE	$176,785	$143,218	81.0%	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$48,675	$44,330	91.1%	Note Lump Sum - Sept due to payroll issues
RELIEF CLERGY	$800	$0	0.0%	
ASSIST CURATE	$12,921	$11,906	92.1%	Note Lump Sum - Sept due to payroll issues
MUSIC DIRECTOR	$11,995	$9,739	81.2%	Note Lump Sum - Sept due to payroll issues
RELIEF MUSICIAN	$615	$200	32.5%	
ADMIN. ASST/BOOKKEEPER	$26,752	$24,801	92.7%	Note Lump Sum - Sept due to payroll issues
SALARIES - LUMP SUM SEPT.	$0	$6,410	0.0%	
DIOCESAN ASSESSMENT	$19,761	$19,589	99.1%	
CHRISTIAN EDUCATION	$650	$184	28.3%	Expenses Contained by technologies due to COVID
CLERGY CONFERENCES	$700	$0	0.0%	Cancelled by Bishop due to COVID
MUSIC MINISTRY	$1,800	$765	42.5%	
SANCTUARY SUPPLIES	$400	$157	39.3%	Blessed by GIK's
ADVERTISING	$350	$155	44.2%	COVID impact upon public initiatives
INSURANCE	$3,850	$3,621	94.1%	Diocese management of vendors
PHOTOCOPY	$3,630	$2,742	75.5%	COVID - Less Paper. More on-line
POSTAGE	$300	$184	61.3%	More mail-outs due to COVID / stamps donated
STATIONERY	$1,160	$360	31.0%	Less use of special paper
COMPUTER EXPENSES	$0	$463	0.0%	Upgrade to QuickBooks 2020, laptop purchase
MAINTENANCE - GENERAL	$4,000	$1,077	26.9%	
MAINTENANCE - CLEANING CONTR	$4,820	$3,075	63.8%	Contract managed when facilities not used
MAINTENANCE - CLEANING SUPPL	$408	$221	54.1%	special disinfectants GIK'd
MAINTENANCE - GARDENING	$350	$78	22.2%	weather cooperated!
GARBAGE	$470	$460	97.9%	contract managed during periods when fcilities not used
HYDRO	$7,500	$6,100	81.3%	Thermostats turned down when facilities not used
WEBSITE SUPPORT (Ascend & Tithe	$300	$65	21.7%	Will be more in 2021 when Diocese subsidizing less
INTERNET	$2,700	$2,518	93.3%	
TELEPHONE	$600	$1,146	191.0%	Budgeting error; Lon's cell phone costs
WATER/SEWER	$778	$692	89.0%	
MISCELLANEOUS	$1,000	$248	24.8%	
BANK CHARGES & RECONCILIATIO	$0	$0	0.0%	
GST Paid (2.5%) non-Refundable	$1,000	$424	42.4%	Less purchase Volume = Lower GST payable
TRANSFER TO MEMORIAL ACCOU	$0	$0	0.0%	*** Not Budgeted on this expense line (see Revenue)
DEFICIT ELIMINATION RESERVE	$0	$0		
TOTAL EXPENDITURES	$158,285	$141,710	89.5%	W/O $18,500, Expenditure is $141,701 or 89.5% of Budget
OPERATING SURPLUS/DEFICIT	$18,500	$1,508	8.2%	


ACTUAL INCOME - $143,219
Hall Donations 3%
Fund Raising 19%
GIC Interest, Wage Subsidy, Misc.
Total Offerings 78%


ACTUAL EXPENDITURES- $141,710
Maintenance 3%
Utilities 8%
Administration 6%
Assessment 14%
Salaries 69%

Comparison of Donors With Donations:

The two charts on this page depict the levels of annual donations contributed by the parishioners of St. Mary. They provide useful information to the individual parishioner *and* to Parish Council alike. For example, they provide us with a good benchmark against which to measure the performance of our Stewardship programs.



As requested, I have examined St. Mary's Financial records and have found the records accurately reflect the transactions for the year. I am confident that the Parish Treasurer and the Administrative Assistant/Bookkeeper have performed their duties and provided excellent financial control over the administration of St. Mary's funds.

KMcColm

Karen McColm, Financial Reviewer February 3, 2021

St. Mary Anglican Church: 2021 Budget

The 2021 Budget for the St. Mary Anglican Church in the Parish of Central Saanich appears on the next page. The actual results (income and expenditures) for 2020 are presented as a benchmark to assess the 2021 Budget. A few highlights of this budget include the following:

1. **Deficit Budget:** The expected revenues are $119,000 while the projected expenditures are $140,550. This yields a deficit of -$21,550. Despite being a deficit budget, it is still deemed to be a conservative one. Despite the Insurance costs increasing at a pace in excess of 20%, the projected expenditures are less than the actual expenses for 2020.

   The proposed revenues are $24,219 less than the actual 2020 Revenues. The main reason for this is the expected lack of donations associated with the use of the Cooper Hall – a resultant impact from COVID. We do not expect to have our neighbors like the Tai Chi making use of our facilities until the middle of the second quarter – at the earliest. We are proud of the contributions of our congregation by way of their weekly Offerings, and their contribution to the festival envelopes (but we are not expecting to witness the same support this Easter as our facilities will likely still be closed by then). While the Synod Office is still optimistic, we have not projected any revenue from the Federal Government's Wage Subsidy program.
   We will have to rely heavily upon another Deficit Elimination Appeal.

2. We have chosen to deviate from the practice of supporting our Operations through the use of a cashflow operating loan of $18,500 from the Memorial Account. Historically, this practice was to secure the operating loan from the Memorial Account at the beginning of the year and paying it back in December of that same year. It will discontinue in 2021.

   Instead, a small finance committee comprised of a warden or treasurer, Leslie Pedlow, and John Beresford will advise the Operations Committee on a forward-looking quarterly basis of the financial needs and sources. Ian Stuart has been preparing a multi-year Operations Budget of significant initiatives that will need to be incorporated into the annual operating budgets.

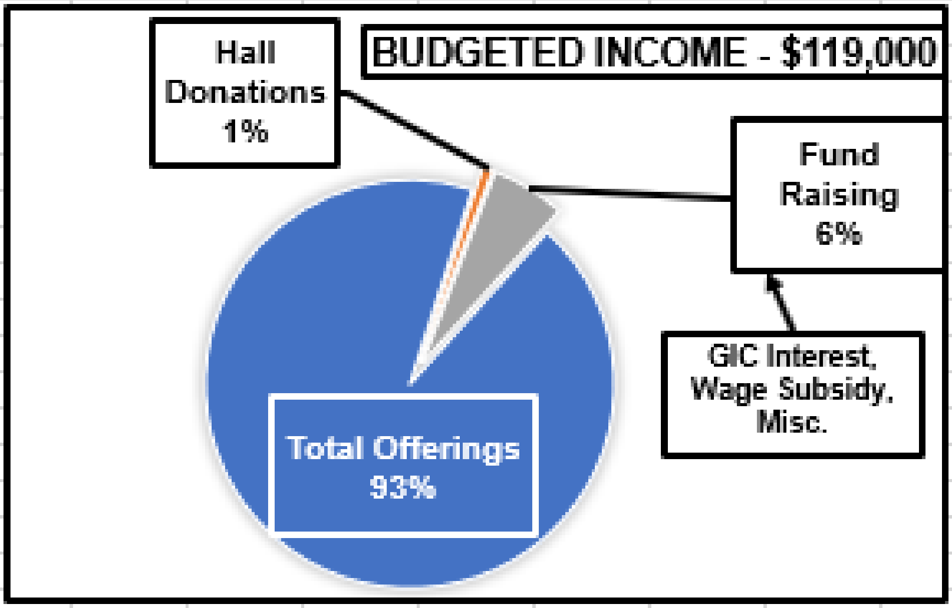
Attachments:

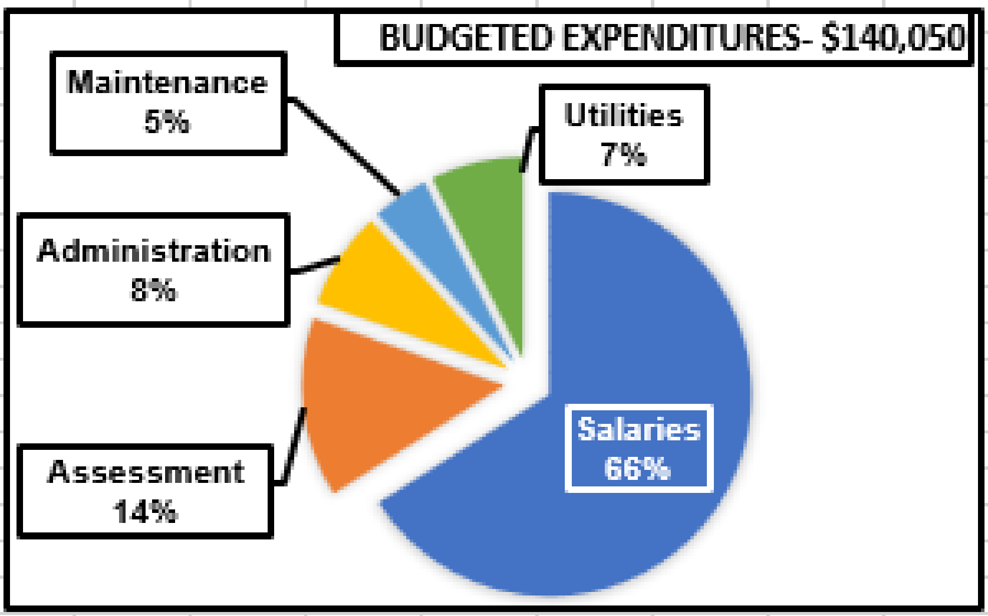
Respectfully,

Derek Osman
Church Warden

St. Mary's 2021 Budget - Version 2.2

ITEM	2020 BUDGET	Actual To Dec. 31/20	% Budget To 2020	2021 BUDGET	REMARKS 2021 Budget to 2020 Actuals
INCOME					
REGULAR OFFERINGS	$105,340	$105,362	100.0%	$105,350	
OPEN OFFERING	$1,750	$252	99.0%	$250	
FESTIVAL	$4,300	$5,148	97.1%	$5,000	
HALL /FACILITIES USE DONATIONS	$16,000	$4,650	21.5%	$1,000	No indication if Tai Chi will renew cont.
BAPTISMS/ WEDDINGS/ FUNERALS	$800	$400	100.0%	$400	
MISCELLANEOUS	$225	$3,182	15.7%	$500	
WAGE SUBSIDY	$0	$8,913	0.0%	$0	A possibility
TX FROM HOLLY FAIR	$9,500	$6,000	33.3%	$2,000	
PARISH THRIFT SALES	$7,000	$1,480	0.0%		
DEFICIT ELIMINATION APPEAL - 2020	$8,870	$7,830	0.0%		Need a Deficit Elimination Appeal in 2021
DEFICIT RESERVE	$4,500	$0	0.0%	$4,500	Will exhaust the Deficit Reserve
TX FROM MEMORIAL	$18,500	$18,500	0.0%	$0	No Operating Loan in 2021
TOTAL RECEIPTS		$161,718	73.6%	$119,000	
LESS: OPERATING LOAN FROM MEMORIAL		-$18,500			No Operating Loan in 2021
TOTAL REVENUE	**$176,785**	**$143,218**	81.0%	**$119,000**	
DISBURSEMENTS					
STIPEND/BENEFITS - RECTOR	$48,675	$44,330	109.6%	$48,567	Adjusted by 3% in June
RELIEF CLERGY	$800	$0	0.0%	$300	Curate not available after March
ASSIST CURATE	$12,921	$11,906	24.8%	$2,951	No Adjustment in Jan. & Feb.
MUSIC DIRECTOR	$11,995	$9,739	118.9%	$11,582	No adjustment
RELIEF MUSICIAN	$615	$200	100.0%	$200	No adjustment
ADMIN. ASST/BOOKKEEPER	$26,752	$24,801	112.7%	$27,946	No adjustment
SALARIES - LUMP SUM SEPT.	$0	$6,410	0.0%	$0	No adjustment
DIOCESAN ASSESSMENT	$19,761	$19,589	101.9%	$19,959	Pre-determined 2 years ago
CHRISTIAN EDUCATION	$650	$184	163.0%	$300	Will use Zoom for media @ $68
CLERGY CONFERENCES	$700	$0	0.0%	$200	Were Cancelled in 2020
MUSIC MINISTRY	$1,800	$765	98.0%	$750	On-line services
SANCTUARY SUPPLIES	$400	$157	143.3%	$225	GIK?
ADVERTISING	$350	$155	129.2%	$200	less than normal planned (no Easter)
INSURANCE	$3,850	$3,621	124.6%	$4,510	"20% & $165 - Zena McCreary
PHOTOCOPY	$3,630	$2,742	109.4%	$3,000	COVID impact
POSTAGE	$300	$184	108.7%	$200	COVID impact
STATIONERY	$1,160	$360	97.2%	$350	
COMPUTER EXPENSES	$0	$463	324.0%	$1,500	Upgrade Leslie's computer
MAINTENANCE - GENERAL	$4,000	$1,077	185.7%	$2,000	Drainage repairs were $1,700
MAINTENANCE - CLEANING CONTRACT	$4,820	$3,075	97.6%	$3,000	No extras like stripping the floor
MAINTENANCE - CLEANING SUPPLIES	$408	$221	113.3%	$250	Savings due to facilities closed
MAINTENANCE - GARDENING	$350	$78	1285.2%	$1,000	Tree removal
GARBAGE	$470	$460	100.0%	$460	Can manage if facility still closed
HYDRO	$7,500	$6,100	86.1%	$5,250	Maintain savings due to COVID
WEBSITE SUPPORT (Ascend & Tithe.ly)	$300	$65	153.8%	$100	Reduced subsidy from Diocese in 2021
INTERNET	$2,700	$2,518	99.3%	$2,500	
TELEPHONE	$600	$1,146	104.7%	$1,200	
WATER/SEWER	$778	$692	101.1%	$700	
MISCELLANEOUS	$1,000	$248	100.7%	$250	
BANK CHARGES & RECONCILIATIONS	$0	$0	0.0%	$100	
GST Paid (2.5%) non-Refundable	$1,000	$424	117.9%	$500	
TRANSFER TO MEMORIAL ACCOUNT	$18,500	$0	0.0%	$0	
DEFICIT ELIMINATION RESERVE	$0	$0	0.0%	$0	
TOTAL EXPENDITURES	**$176,784**	**$141,710**	98.8%	**$140,050**	
OPERATING SURPLUS/DEFICIT	**$1**	**$1,508**	0.0%	**-$21,050**	


BUDGETED INCOME - $119,000
Hall Donations 1%
Fund Raising 6%
GIC Interest, Wage Subsidy, Misc.
Total Offerings 93%


BUDGETED EXPENDITURES- $140,050
Maintenance 5%
Utilities 7%
Administration 8%
Assessment 14%
Salaries 66%

St. Stephen Anglican Church: 2020 Report & Budget

Attached are **the financial statements as of December 31, 2020** for the St. Stephen Anglican Church in the Parish of Central Saanich. This is the package that is typically received by the Parish Council for adoption. This financial package for St. Stephen Church includes the following financial statements:

I. The Balance Sheet:

1. The surplus is $1,403 after transferring $7,000 from the Deficit Reserve Fund into income to eliminate the computed real deficit of -$5,597. This is an erosion from the surplus at year-end of 2019 of $7,464. However, with full recognition of the quick response of the congregation of St. Stephen, the Deficit Elimination Appeal also resulted in the growth of the Deficit Reserve from $9,749 at the end of 2019 to $25,046 at the end of 2020.
2. The Consolidated Trust Fund investment with the Diocese began with an opening Book Value of $100,000. On December 31, 2020, the Fair Market Value was $104,682, being a growth rate of 4.7%. This growth has been recorded in another Equity account called Unrealized Gain / Loss FMV – the funds cannot be realized (or lost) until the asset is disposed.
3. The Balance Sheet Schedules report on the Outreach Projects (like Sidney Food Bank), the current special Ministries like Soup's On, and the deferred Special Projects (like Church Restoration) have been rationalized to eliminate the reporting of those assets that were formerly recording a modest negative balance. The negative balances were written down to zero by using other funds available. The Balance Sheet Schedules appear on the page following the Balance Sheet. This now leaves only the furnaces with a negative balance, that being only -$1,756. The Thrifty's Smile Card grant funds are still contributing to the furnaces. Despite having done this, the assets for December 31, 2020 are $11,900 (or 4.1%) more than they were on December 31, 2019.

II. The Profit & Loss Report:

1. To eliminate the deficit of -$5,597, $7,000 was transferred from the Deficit Reserve Fund to yield a surplus of $1,403. This transfer also raised the Total Income for 2020 to still be $53,523 (or 27.5%) less than that generated during 2019. However, when the Outreach and Non-Outreach income (total of $54,973) is factored out of the 2019 results, then the 2020 results are $1,450 (or 1%) more than the 2019 results.
2. The Offering Income is $8,632 (or 7.3%) less than the previous year. The revenue associated with the donations from the Hall is down by $8,883 (or 56.1%). Finally, and presumably due to COVID, the Open Offering revenue is less than 2019 by $5,418. Despite the challenges faced during 2020, the revenues generated represent a favorable picture. Fortunately, the unbudgeted revenue from the Federal Government's Wage Subsidy program amounted to $10,419 (or 7.8% of the Total Income).
3. The Total Expenses at $139,705 were $10,243 (or 8.1%) more than in 2019. The comparison is even more pronounced if the Outreach costs of $57,705 had also been removed from 2019. General Office Expense was $8,718 less in 2020.

III. **The Financial Performance (Budget Review) Report:**

I. This report shows the accumulated Actual results (Revenue and Disbursements) can be shown as a percentage of the annual budget. So, the reader can quickly see that the Total Revenue is at 67.9% when it should be nearing the target of 100% at the end of December. But the Revenue is 94.1% of Budget when the Designated Outreach and non-Reach is discounted. This weakness in revenue – no doubt as a result of the COVID – was bolstered by the Federal Government Wage Subsidy program that yielded $10,419, thanks in large part to the Synod office.

II. However, the Total Expenditures are at 92.7% of Budget. When the Budget is discounted for the Designated Outreach and Non-Outreach, this percentage is at 100% of target. This yields a surplus of $1,403. However, the Profit & Loss report shows a transfer of $5,682 to the Deficit Reserve to fulfil an obligation of 2019, and the Balance Sheet shows that the Reserves account increased to $25,046. Furthermore, due to the immediate and generous response of the congregation to the Deficit Elimination Appeal we were able to increase the Deficit Reserve to $25,046.

III. However, this presentation also highlights the impact of the financial relationship of the St. Stephen Cemetery. The Cemetery absorbed $6,000 of the Expenditures and contributed $4,550 to the Revenue (for a total of $10,550).

Please do not hesitate to contact me if you have any questions pertaining to these reports.

Lynda Clifford

Attachments

ANGLICAN DIOCESE OF BRITISH COLUMBIA

Consolidated Trust Fund Statement at December 31, 2020

This statement shows the number of units held, the Dec 31 2020 fair market value (FMV) of $15.65/unit and changes in units during the year.
Accounting standards encourage reporting market value. Any change in value should be posted to an account titled "unrealized gain/losses".
The 2021 payout/distribution rate will be $0.51835 per unit or $0.12959 per quarter on units held in the CTF. This is the same amount that was paid per unit in

NAME	01-Jan-20 Opening Book Value	31-Dec-20 Closing Book Value	Jan 2020 Units	Dec 31 Units	31-Dec-2020 FMV	Diff of FMV to Book value
St. Stephen, S. Saanich					$ -	$ -
General	$ 100,000	$ 100,000	6,688.963	6,688.963	$ 104,682	$ 4,682
Cemetery Trust	$ 90,718	$ 90,718	7,518.528	7,518.528	$ 117,665	$ 26,947
	$ 190,718	$ 190,718	14,207.491	14,207.491	$ 222,347	$ 31,629

Balance Sheet - December 31, 2020

Assets	2020	2019	Liabilities & Equity	2020	2019
Petty Cash	$169	$106	Long Term Liabilities:		
Bank	$117,993	$75,304	Deferrred Special Projects	$215,210	$204,372
Designated	$11,359	$8,675	Total LONG-TERM Liabilities [2]	$215,210	$204,372
Total Chequing/Saving	$5,011	$0			
Outreach	$8,976	$1,346	Current Liabilities:		
Coast Capital Operating	$143,339	$85,325	Accounts Payable	$289	$950
Accounts Receivable	$2,244	$2,957			
Other Current Assets:			Current Special Ministries	$4,025	$12,790
GST (2.5%) Recoverable	$658	$1,782	Outreach Projects	$510	$1,442
			Total Current Liabilities	$4,824	$15,182
Investments:					
Diocesan Investment (CTF) [1]	$104,682	$100,000	Total Liabilities	$220,034	$219,554
GIC #3 (Coast Capital)	$50,978	$50,000	Equity		
GIC #4 (Coast Capital)	$0	$50,000	Opening Balance Equity	$40,713	$40,713
Total Investments	$155,660	$200,000	Retained Earnings	$35,237	$22,439
			Unrealized Gain / Loss FMV [1]	$4,682	
			Net Income [2]	$1,403	$7,464
Total Other Current Assets	$302,069	$290,169	Total Equity	$82,035	$70,616
TOTAL ASSETS	$302,069	$290,169	Total LIABILITIES & EQUITY	$302,069	$290,169

1. Apply Fair Market Value to Diocesan Investment (CTF): Increase by $4,682. Offset this transaction by $4,682 to the new Equity Account called "Unrealized Gain / Loss FMV". This account will be used to track losses and gains in the Fair Market Value over the years The funds will be used to reconcile Book Value with Fair Market Value upon sale.
2. Reduce the Deficit Reserve Fund by $7,000 to eliminate the calculated deficit of -$5,597. , yielding a surplus of $1,403. (and Deficit Reserve Fund of $25,046).
   The transaction was something like: debit the Deficit Reserve Fund (on the Balance Sheet under the Memorial Hall) by $7,000 and credit the Income account "Transfers IN-Deficit Reserve" (on the Profit & Loss report) by the same amount.
   This will yield a Net Income of $1,403 (surplus), and a Deficit Reserve Fund of $25,046 for future years' deficits to help with the COVID impact.

Balance Sheet Schedules

Balance Sheet Liability Schedule: Deferred Special Projects

Church Restoration			$100,556
Teaching Centre Fund			$5,989
Grounds Maintenance Fund			$28,298
Memorial Hall Fund			
	Furnace	-$1,756	
	Deficit Reserve Fund	$25,046	
	General Memorial Funds	$45,895	
	Memorial Hall Fund Total		$69,185
Lych-gate			$2,844
King Project			$5,738
Garden Project			$215
Pet Memorial Garden			$2,384
Long-Term Commit Funds			**$215,210**

Balance Sheet Liability Schedule: Current Special Ministries

Altar Flowers / Guild	$93
Prayer Shawls	$47
Soup's On	$3,216
Sunday School Donations	$20
Transforming Futures	$650
Total Committed Short-Term Funds	**$4,025**

Balance Sheet Liability Schedule: Outreach Projects

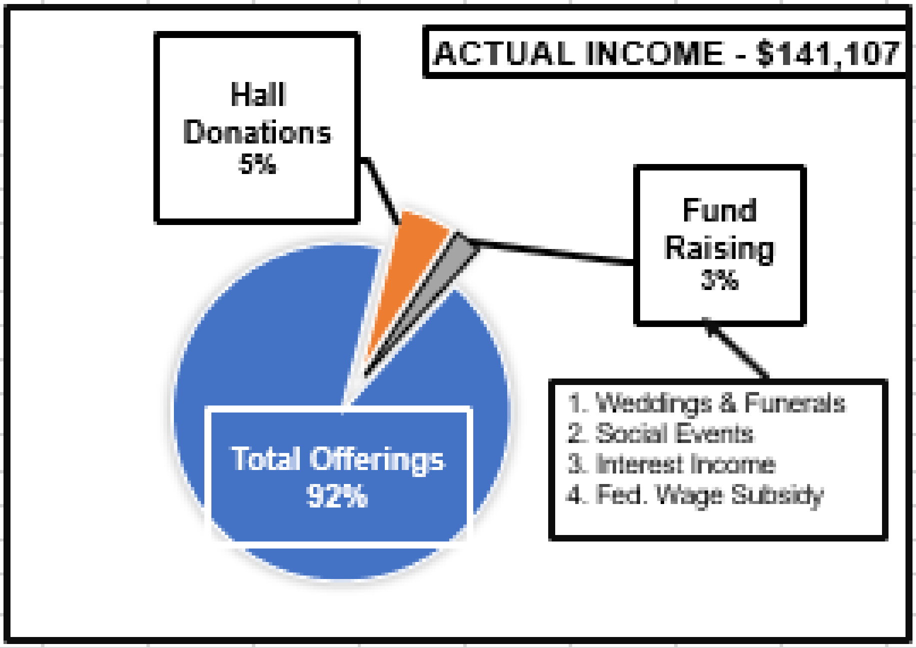
Gendemi Mission	$448
General Outreach	$42
Sidney Food Bank - Lions Club	$20
Total Outreach Projects	**$510**

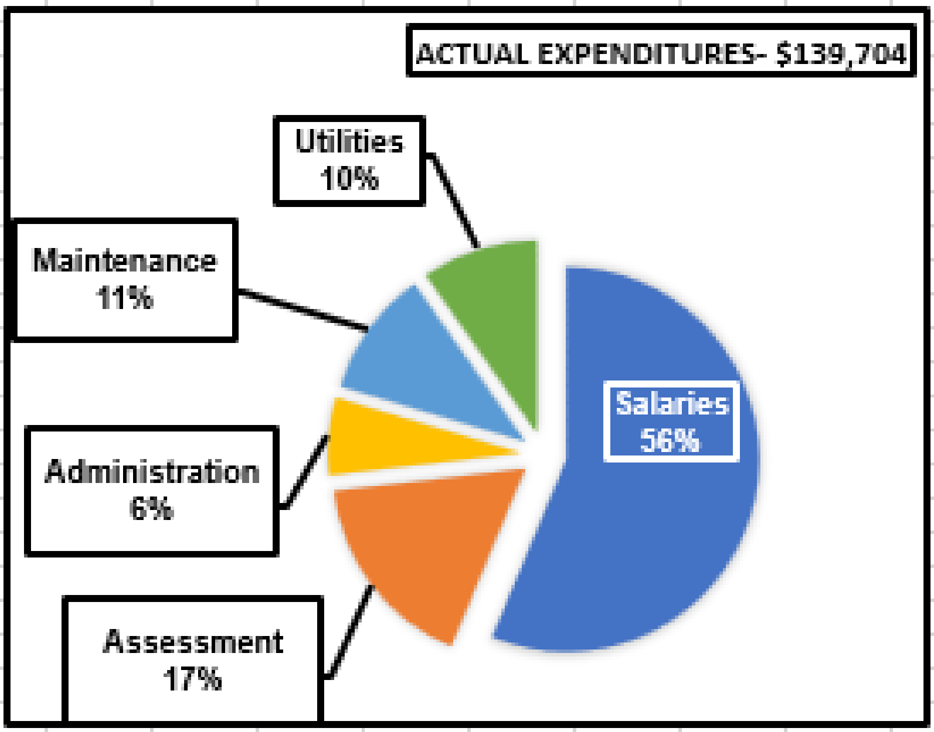
St. Stephen Church		
PROFIT & LOSS TO DECEMBER 31	**Jan - Dec 31 20**	**Jan - Dec 31 19**
Income		
4110 · Offering-Open Offering	$797	$6,215
4120 · Offering-Weekly	$101,351	$108,411
4125 - Interest	$3,394	$3,043
Total 4130 · Offering - Festivals	$3,495	$0
Total 4100 · Offering Income	**$109,037**	**$117,669**
4310 · General Income-Bapt./Wed/Funer.	$250	$1,050
4320 · General Income-Specific Don.	$2,480	$185
4330 · General Income-Facilities Use	$6,942	$9,500
4335 - Other Rentals/ Donations	$0	$6,325
ccc 4080 - Social Events	$430	$647
4090 - Transfer from Cemetery	$4,550	$2,500
4093 - Federal Wage Subsidy	$10,419	$0
Total 4300 · General Income - Operations	**$134,107**	**$137,876**
4300 · Outreach Income		
Total 4300 · Outreach Income	$0	$39,079
4400 · Non-Outreach Income	$0	$15,894
4460 - Transfers IN-Deficit Reserve	$7,000	$0
Total 4400 · Non-Outreach Income	$7,000	$54,973
4990 - Uncategorized Income		$1,782
Total Income	**$141,107**	**$194,630**

Expense		
Reconciliation Discrepancies	$1,339	$3,280
Total 5300 - Outreach Expenses	**$0**	**$40,524**
5383 · Rector's Discretionery Fund	$0	$4,180
Total 5379 - Non-Outreach Expense	**$0**	**$17,181**
6265 · General Office Expense		
6020 · Advertising	$130	$548
6090 · Bookkeeping	$137	$6,103
6110 · Church Supplies	$409	$890
6260 · Newsletter	$66	$167
6270 · Office Supplies	$1,482	$1,424
6275 · Photocopier	$2,833	$4,096
6277 · Office Computers	$279	$254
6700 · Social Events	$82	$653
Total 6265 · General Office Expense	**$5,417**	**$14,135**
6620 · Repairs & Maintenance	$2,099	$3,640
6625 · Grounds Keeping	$1,565	$1,217
6626 · Grounds Keeping	$1,138	$466
6627 · Grounds Keeping	**$4,802**	**$5,323**
6610 · Cleaning and Janitorial Expense		
6120 · Cleaning - Hall	$2,804	$3,041
Total 6610 · Cleaning and Janitorial Expense	**$3,659**	**$4,073**
Total 6720 · Electricity - Hall	$2,372	$3,294
6725 · Electricity - Church	$1,742	$1,761
6730 · Garbage & Recycling	$812	$812
Total 6735 · Heating Oil - Hall	$3,195	$3,215
Total 6740 · Telephone	$832	$286
Total 6745 · Internet Service	$1,341	$1,325
Total 6717 · Utilities	**$10,294**	**$10,693**
6800 · General Expenses		
6040 · Assessment	$22,725	$22,038
6140 · Clergy Conferences	$0	$244
6250 · Insurance	$4,343	$4,856
Total 6335 · Stipend/Benefit	$48,547	$47,257
Total 6360 Curate Support	$13,490	$0
Payroll Bulk Charges	$1,254	$0
Total 6390 · Secretary	**$17,009**	$17,018
6430 - Custodian Payroll Transfers	**$0**	$0
6500 · Musicians	$4,575	$6,325
6511 - Music Supplies	$294	$241
6520 · Clergy Relief	$0	$650
6710 - Sunday School	$0	$61
6706 - Christian Education - other	$17	$29
6713 - Youth Expense	$0	$55
6710 - Sunday School	$0	$0
Total 6000 · Operating Expenses	**$112,238**	**$98,628**
6810 · GST (2.5%) -Non Recovered	$657	$786
Total 6800 · General Expenses	**$112,912**	**$99,558**
5300 & 5379 Outreach& Non-Outreach	$0	$57,705
Total Adjusted Expenses		**$157,264**
6900 - Church & Cemetery Transfers	-$1,200	-$1,200
Tot: 6911 - Cemetery Share Secretary & BK Benefits	-$4,800	-$4,800
6910 - Cemetery Credits (Donor Cash)	$1,600	-$1,600
6955 - Transfers (Profit to Deficit)	$5,682	$0
Total Expenses	**$139,705**	**$129,463**
Adjustment for grouping expense types	**$90,487**	**$187,168**
NET INCOME (LOSS)	**$1,403**	**$7,463**

St. Stephen Church Budget Review

ITEM	2020 BUDGET	RESULTS TO Dec 31/20	Target 100.0%	REMARKS 2020 Budget to 2020 Actuals
INCOME				
REGULAR OFFERINGS	$119,600	$101,351	84.7%	
OPEN OFFERING	$2,000	$797	39.8%	
FESTIVAL	$0	$3,495	0.0%	
HALL /PreSchool Donation	$9,500	$6,942	73.1%	
OTHER HALL DONATIONS	$2,000	$0	0.0%	
WEDDINGS AND FUNERALS	$2,000	$250	12.5%	
SOCIAL EVENTS	$700	$430	61.4%	
INTEREST INCOME	$4,175	$3,394	81.3%	
DONATIONS	$0	$2,480	0.0%	CanadaHelps
FEDERAL WAGE SUBSIDY	$0	$10,419	0.0%	
TRANSFER FROM CEMETERY-PLOT RESERVATIOI	$2,500	$4,550	182.0%	
DESIGNATED OUTREACH INCOME	$39,079	$0	0.0%	Change made to eliminate in 2020
DESIGNATED NON-OUTREACH INCOME	$16,036	$0	0.0%	Change made to eliminate in 2020
TRANSFER IN- DEFICIT RESERVE		$7,000		
TOTAL REVENUE	**$197,590**	**$141,107**	71.4%	[illegible]% of Budget (less Desig.O/R & non-O/R)
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$48,675	$48,547	99.7%	
RELIEF CLERGY	$650	$0	0.0%	
ASSIST CURATE	$12,921	$13,490	104.4%	
MUSICIANS	$7,800	$4,575	58.7%	
RELIEF MUSICIAN	$0	$0	0.0%	
ADMIN. ASST/BOOKKEEPER	$14,020	$17,009	121.3%	
PAYROLL BULK CHARGES	$0	$1,254	0.0%	
CUSTODIAN PAYROLL TRANSFER	$0	$0		
DIOCESAN ASSESSMENT	$23,000	$22,725	98.8%	
BOOKKEEPING	$0	$137	0.0%	
CHRISTIAN EDUCATION	$500	$17	3.4%	Will use Zoom for media @ $68 Cdn
CLERGY CONFERENCES	$700	$0	0.0%	
MUSIC MINISTRY & AUDIO SUPPLIES	$0	$294	0.0%	
SANCTUARY SUPPLIES	$1,500	$409	27.2%	
ADVERTISING	$400	$130	32.5%	
INSURANCE	$5,000	$4,343	86.9%	20% + $165 - Zena McCreary
PHOTOCOPY	$4,000	$2,833	70.8%	
POSTAGE	$0	$66	0.0%	
STATIONERY (POSTAGE, STATIONARY)	$1,500	$1,482	98.8%	
OFFICE COMPUTERS	$500	$279	55.9%	
SOCIAL EVENTS	$700	$82	11.7%	
MAINTENANCE - GENERAL	$5,000	$2,099	42.0%	
SECURITY	$500	$1,138	227.6%	
MAINTENANCE - CLEANING CONTRACT & SUPPLIE	$4,700	$3,659	77.8%	
MAINTENANCE - GROUNDS	$5,000	$1,565	31.3%	
GARBAGE	$1,000	$812	81.2%	
HYDRO	$5,000	$4,114	82.3%	
Heating Oil - Hall	$3,000	$3,195	106.5%	
INTERNET	$500	$1,341	268.2%	
TELEPHONE	$600	$832	138.7%	
YOUTH MINISTRY	$200	$0	0.0%	
SUNDAY SCHOOL	$1,000	$0	0.0%	
BANK CHARGES & RECONCILIATIONS	$0	$1,339	0.0%	
GST Paid (2.5%) non-Refundable	$1,000	$657	65.7%	
TOTAL EXPENDITURES	**$149,366**	**$138,422**	92.7%	
OUTREACH & NON-OUTREACH	**$57,847**	**$0**		Change made to eliminate in 2020
CEMETERY SHARE OF EXPENSES	**-$6,000**	**-$6,000**	100.0%	
CEMETERY CREDITS (DONOR CASH)	**$0**	**$1,600**		
TRANSFER (TO DEFICIT RESERVES)	**-$3,623**	**$5,682**		
TOTAL EXPENDITURES:	**$197,590**	**$139,704**	70.7%	100% of Budget (less Desig.O/R & non-O/R)
OPERATING SURPLUS/DEFICIT	**$0**	**$1,403**	158.4%	


ACTUAL INCOME - $141,107
Hall Donations 5%
Fund Raising 3%
1. Weddings & Funerals
2. Social Events
3. Interest Income
4. Fed. Wage Subsidy
Total Offerings 92%


ACTUAL EXPENDITURES- $139,704
Utilities 10%
Maintenance 11%
Administration 6%
Assessment 17%
Salaries 56%

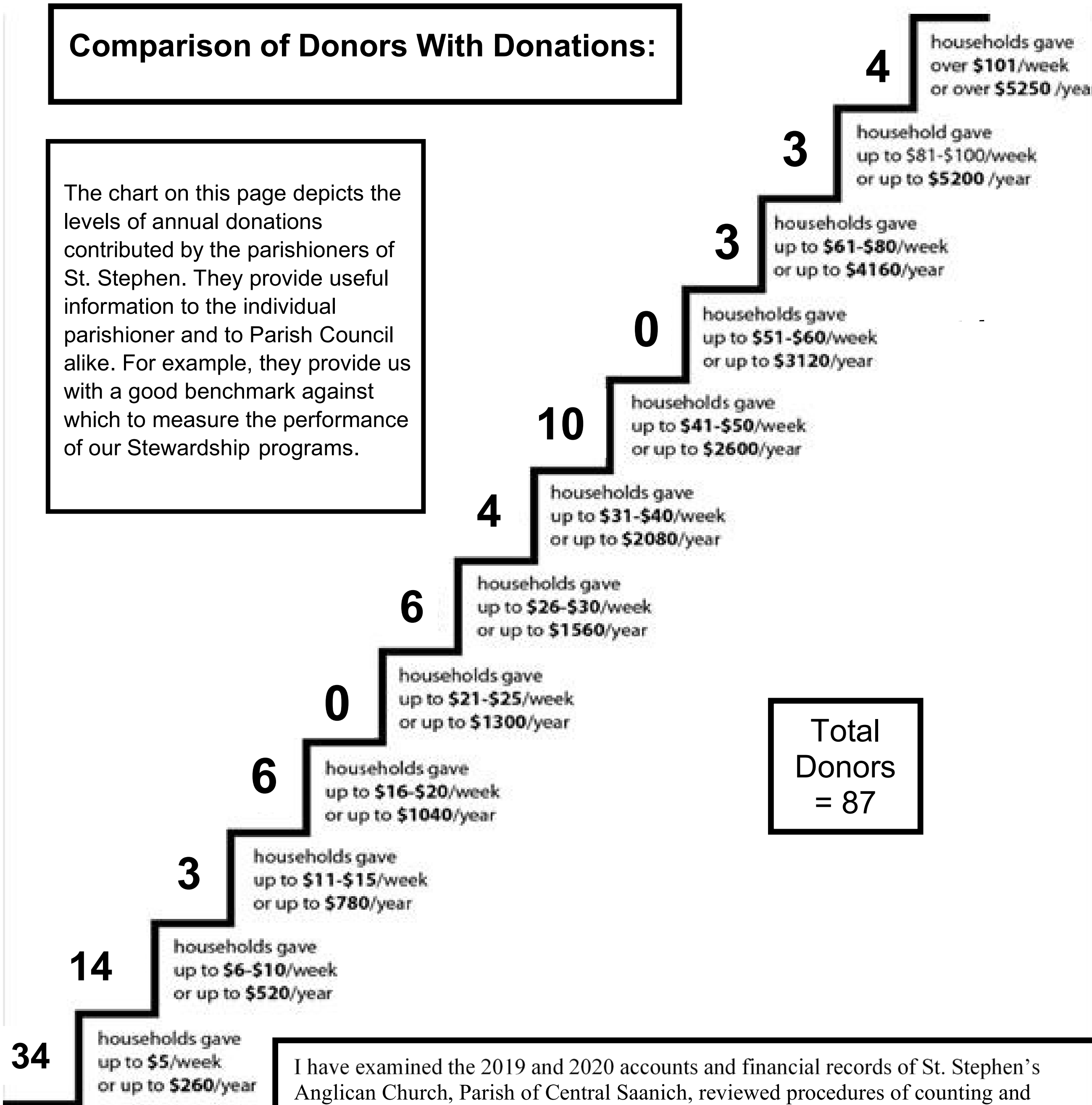
St. Stephen's Church 2020 Outreach Report

Dec-20

Client	Open. Bal. Jan. 1/20	Donations	Transfers In/Out	Disbursed/ Grant	Balance Dec. 31, 2020	Type
Blue Bus - YFC Victoria	$0.00	$50.00	$0.00	-$50.00	$0.00	Parish
Gendemi Mission	$0.40	$24,711.46		-$24,264.05	$447.81	O'seas
General Outreach	$695.44	$1,097.45		-$1,750.89	$42.00	Parish
African Orphans Support	$0.00	$1,907.50		-$1,907.50	$0.00	O'seas
Precious Jewels	$0.00	$160.00		-$160.00	$0.00	O'seas
PWRDF	$0.00	$1,260.00		-$1,260.00	$0.00	O'seas
Sidney Food Bank	$0.00	$410.00		-$390.00	$20.00	Parish
South Island Centre for Counsel	$0.00	$70.00		-$70.00	$0.00	Parish
St. Matthew's Theo Library	$25.00	$2,065.00		-$2,090.00	$0.00	O'seas
Street Hope Ministry	$0.00	$30.00		-$30.00	$0.00	Parish
Victoris Humane Society	$0.00	$2,045.00		-$2,045.00	$0.00	Parish
Committed Outreach Other	$720.84			-$720.84	$0.00	Parish
Committed Outreach Funds:	$1,441.68	$33,806.41	$0.00	-$34,738.28	$509.81	
AltarFlowers/Guild	$66.32	$65.00		-$38.81	$92.51	Parish
Prayer Shawls	$309.27	$40.00		-$302.04	$47.23	Parish
Rector's Discretionary Fund	$0.00	$3,015.00		-$3,015.00	$0.00	Parish
Soup's On	$3,170.79	$718.38		-$673.61	$3,215.56	Parish
Special Appeals	$1,000.00			-$1,000.00	$0.00	Parish
Summer Camp	$1,628.69			-$1,628.69	$0.00	Parish
Sunday School Donations	$20.00			$0.00	$20.00	Parish
Transforming Futures	$200.00	$450.00		$0.00	$650.00	Parish
Committed Short-Term Funds – Other	$6,395.07			-$6,395.07	$0.00	Parish
Committed Short-Term Funds	$12,790.14	$4,288.38	$0.00	-$13,053.22	$4,025.30	Parish
Ministry - Committed Funds	$14,231.82	$38,094.79	$0.00	-$47,791.50	$4,535.11	

Comparison of Donors With Donations:

The chart on this page depicts the levels of annual donations contributed by the parishioners of St. Stephen. They provide useful information to the individual parishioner and to Parish Council alike. For example, they provide us with a good benchmark against which to measure the performance of our Stewardship programs.



Total Donors = 87

I have examined the 2019 and 2020 accounts and financial records of St. Stephen's Anglican Church, Parish of Central Saanich, reviewed procedures of counting and accounting under the current ***Canon 6.10.c***, reviewed reconciled receipts and disbursements with bank deposits and bank balances, and have found the balances displayed correctly, presented fairly, with proper procedures, and records properly kept, except as stated in notes following each section.

Signed: Date 2/8/2021

Financial Review Committee Chair or Auditor

Don Wilson

Committee Member

IV St. Stephen Anglican Church: 2021 Budget

Following is the 2021 Budget for the St. Stephen Anglican Church in the Parish of Central Saanich. To help with making "reasonableness" checks, the financial results for 2020 are presented, and the percentage variances between the proposed Budget and the 2020 financial results have been calculated.

For 2021, there is a projected deficit of -$865. A significant change commencing with the 2021 fiscal year is that the cost and revenue sharing arrangement with the Cemetery will be discontinued. In 2020, the Church received the benefit of $10,550 through that arrangement. That change is being reflected, in part, through the projected deficit.
St. Stephen will continue to share (50%) of the compensation paid to Rev. Lon with St. Mary. This is the arrangement with the Curate (Matt) but Matt is anticipated to be with the Parish only to the end of February.

The Insurance is projected to increase by 20%, plus an incremental $165 more. The cost sharing for the website is expected to increase, and the cost of a license for Zoom will be allocated to the Christian Education cost centre.

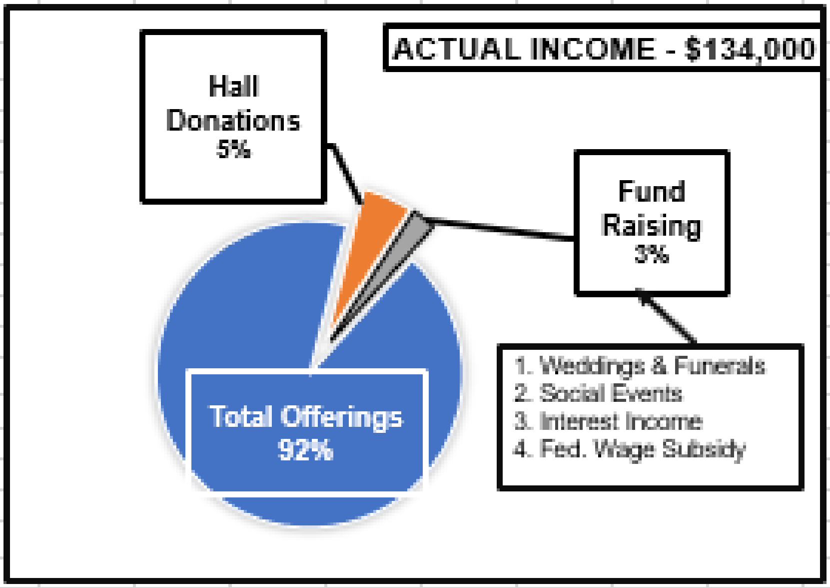
While other costs appear to be traditional or status quo, some other cost increases merit an explanation as well. As we are called to be good stewards of our property, there is much needed work in several areas. One of those is the continual overgrowth of the blackberry vines and they need some attention, mainly cutting back. This work will also help with weed control in the area around and behind the garden beds.

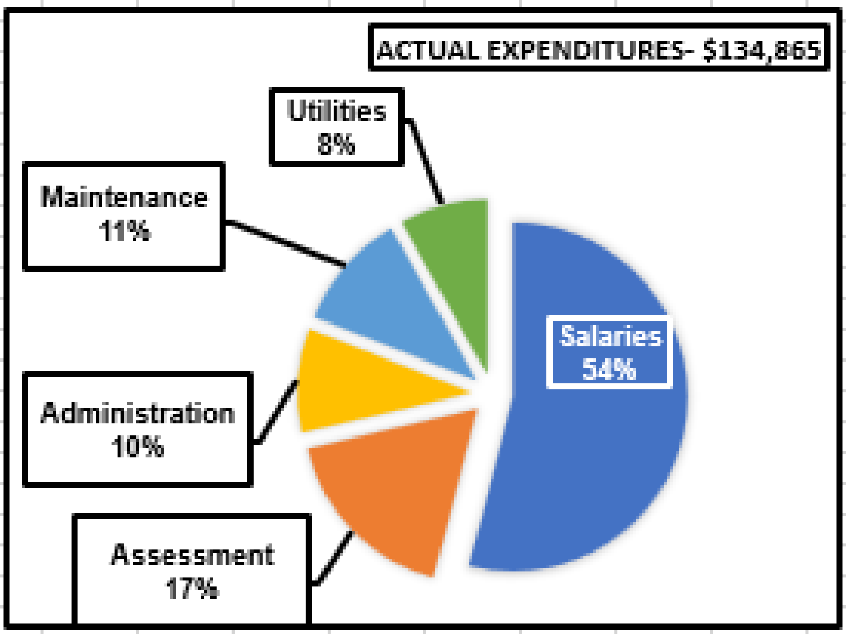
Please do not hesitate to contact me if you have any questions pertaining to this 2021 budget.

Lynda Clifford
Attachments

St. Stephen Church Budget Review

ITEM	2020 BUDGET	Results To Dec 31/20	2021 Proposed Budget	% of 2021 to 2020 Budget to 2020 Actuals	REMARKS
INCOME					
REGULAR OFFERINGS	$119,600	$101,351	$119,600	118%	
OPEN OFFERING	$2,000	$797	$1,000	126%	
FESTIVAL	$0	$3,495	$3,000	86%	
HALL /PreSchool Donation	$9,500	$6,942	$7,000	101%	
OTHER HALL DONATIONS	$2,000	$0	$0	0%	
WEDDINGS AND FUNERALS	$2,000	$250	$400	160%	
SOCIAL EVENTS	$700	$430	$0	0%	
INTEREST INCOME	$4,175	$3,394	$3,000	88%	
DONATIONS	$0	$2,480	$0	0%	CanadaHelps
FEDERAL WAGE SUBSIDY	$0	$10,419	$0	0%	
PERPTUITY ACCOUNT (15%) CEMETERY-PLOT RESI	$2,500	$4,550	$0	0%	
DESIGNATED OUTREACH INCOME	$39,079	$0	$0		Change made to eliminate in 2020
DESIGNATED NON-OUTREACH INCOME	$16,036	$0	$0		Change made to eliminate in 2020
TRANSFER IN-DEFICIT RESERVE		$7,000			
TOTAL REVENUE	**$197,590**	**$141,107**	**$134,000**	95%	
DISBURSEMENTS					
STIPEND/BENEFITS - RECTOR	$48,675	$48,547	$48,567	100%	
RELIEF CLERGY	$650	$0	$300	0%	
ASSIST CURATE	$12,921	$13,490	$2,951	22%	Only to March 1
MUSICIANS	$7,800	$4,575	$5,000	109%	
RELIEF MUSICIAN	$0	$0	$0	0%	
ADMIN. ASST/BOOKKEEPER	$14,020	$17,009	$15,000	88%	
PAYROLL BULK CHARGES	$0	$1,254	$0	0%	
DIOCESAN ASSESSMENT	$23,000	$22,725	$23,000	101%	
BOOKKEEPING	$0	$137	$0	0%	
CHRISTIAN EDUCATION	$500	$17	$300	1752%	Will use Zoom for media @ $68 Cdn
CLERGY CONFERENCES	$700	$0	$300	0%	
AUDIO SUPPLIES	$0	$294	$300	102%	
SANCTUARY SUPPLIES	$1,500	$409	$500	122%	
ADVERTISING	$400	$130	$200	154%	
INSURANCE	$5,000	$4,343	$5,047	116%	20% + $165 - Zena McCreary
PHOTOCOPY	$4,000	$2,833	$3,000	106%	
POSTAGE	$0	$66	$0	0%	
STATIONERY (POSTAGE, STATIONARY)	$1,500	$1,482	$1,500	101%	
OFFICE COMPUTERS	$500	$279	$500	179%	
SOCIAL EVENTS	$700	$82	$200	244%	
MAINTENANCE - GENERAL	$5,000	$2,099	$5,000	238%	painting inside
SECURITY	$500	$1,138	$500	44%	
MAINTENANCE - CLEANING CONTRACT & SUPPLIE	$4,700	$3,659	$4,000	109%	
MAINTENANCE - GROUNDS	$5,000	$1,565	$5,000	320%	upgrading beds
GARBAGE	$1,000	$812	$1,000	123%	
HYDRO	$5,000	$4,114	$5,500	134%	
AMALGAMATION OF SERVICES, FLEXIBLE BASED ON USAGE			$0		
Heating Oil - Hall	$3,000	$3,195	$3,000	94%	
INTERNET	$500	$1,341	$500	37%	
TELEPHONE	$600	$832	$800	96%	
YOUTH MINISTRY	$200	$0	$100	0%	
SUNDAY SCHOOL	$1,000	$0	$200	0%	
BANK CHARGES & RECONCILIATIONS	$0	$1,339	$0	0%	
GST Paid (2.5%) non-Refundable	$1,000	$657	$1,000	152%	
TOTAL EXPENDITURES	**$149,366**	**$138,422**	**$133,265**	96%	
OUTREACH & NON-OUTREACH	**$57,847**	**$0**	**$0**	0%	Change made to eliminate in 2020
CEMETERY SHARE OF EXPENSES	**-$6,000**	**-$6,000**	**$0**	0%	
CEMETERY CREDITS (DONOR CASH)	**$0**	**$1,600**	**$1,600**	100%	
TRANSFER (TO DEFICIT RESERVES)	**-$3,623**	**$5,682**	**$0**	0%	
TOTAL EXPENDITURES:	**$197,590**	**$139,704**	**$134,865**	97%	97.5% of Budget (less Desig. O/R & non-O/R)
OPERATING SURPLUS/DEFICIT	**$0**	**$1,403**	**-$865**	-62%	


ACTUAL INCOME - $134,000
Hall Donations 5%
Fund Raising 3%
1. Weddings & Funerals
2. Social Events
3. Interest Income
4. Fed. Wage Subsidy
Total Offerings 92%


ACTUAL EXPENDITURES- $134,865
Utilities 8%
Maintenance 11%
Salaries 54%
Administration 10%
Assessment 17%