

Parish of Central Saanich Council Minutes
May 18, 2021 - 7:00 p.m. by Zoom

ACTION ITEMS

Name	Action Item	Date
Team	Permissive Tax Grant Application Preparation	Sept. Deadline
Wardens	DONATE button	Now
Wardens & David Stewart	Event to brainstorm worship perhaps with social aspect	When we are fully back in our bldgs..

Participants: The Rev. Lon Towstego, Chair
Lynda Clifford Deb Butler Ken Pedlow Ian Stuart
John Beresford David Cooper Terry Hartley Karen McColm
Sandra Scarth David Stewart Don Wilson
Leslie Pedlow (Recording Secretary)

Regrets: Tracy Stubbs

- I **Open meeting** – Lon called the meeting to order at 7:02p.m. and opened with a land acknowledgement and prayer.
- II **Welcome to New Member** – Tracy Stubbs. Unfortunately, Tracy had another commitment and was unable to attend. We will welcome her at the next meeting.
- II **Changes or Additions to the Agenda?** – There were no changes to the Agenda as written.
- III **Minutes:**
The April 20, 2021 Minutes were adopted via Electronic Vote.
- IV **Reports**
1. Rector– There were no questions. Lon reported more fully on Prosser Road Supportive Housing Development Parish Committee. Lon stated that he did not circulate information on today's support rally as he is uncomfortable seeing neighbour pitted against neighbour. Lon and Logan McMenamie met Murray Langdon and Heidi Hartman via Zoom on May 17th. They are happy to have us come alongside. There has not been any announcement about who the Operator of the facility will be. It should be noted that the facility will also support those who are precariously housed, especially in the Central Saanich area. The project opening date was January or February 2022 which Lon felt was very optimistic. Lon indicated that it would be good if Council could provide support via a Motion. This was discussed further down the Agenda.

2. **Wardens**
St. Mary – There were no comments or questions.
St. Stephen - There were no comments or questions

It was **Moved** by Ken Pedlow, **Seconded** by Lynda Clifford, that the Non-Financial reports be received. **Carried.**

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3. Financials:

- a) St. Mary Statements to April 30, 2021 – There were no questions. Ken reported on the decision by the Operations Committee to let all of the current GIC's maturing in 2021 roll into the Memorial Fund so that there are funds available to cover what is expected to be a large deficit this year. After evaluating future need, the balance of funds available, as per Derek Osman's recommendation, will be invested between short term GIC and a larger portion into the Consolidated Trust Fund if the projected interest rate is more beneficial at the time of investment.

Karen McColm asked why there was a discrepancy between the two churches in wages for the Assistant Curate. It will be investigated!

Karen McColm asked what had been expended in the Music Ministry fund since the last meeting and she was advised it was for piano tuning.

David Cooper asked if there would be wages associated with Leslie Flynn's position. There will not as this is part of her education process.

David Stewart asked when the hall lighting will be installed. Ian is currently trying to find an electrician to do the job. He has been turned down by two to date.

There was a question regarding the changes to the Thrifty's Smile Card program. Council was advised that it will change on June 15th. St. Mary's Operations Committee had a thorough discussion on what will become a rather complicated procedure. In order to receive six per cent we have to "sell" \$4,000 worth of cards at one time. The percentage earned goes down on a sliding scale and once the card is empty, a new card will need to be ordered from the church. We will be surveying current users to see if they are willing to participate in the way the new program will work. If we do have interest, it will be tried. The funds will have no ties.

On the provision that the Assistant Curate Wage be investigated, it was **Moved** by David Stewart, **Seconded** by Ian Stuart that the St. Mary Financial Statements to April 30, 2021 by adopted. **Carried**.

- b) St. Stephen Statements to April 30, 2021 – Lynda had written a report that was missed when Leslie put together the Council package. Leslie offered her apologies to Lynda and will send it along with the draft Council Minutes. There is an email address noted in the report that Bob would like members to use if they have finance-related questions. David Stewart asked if this wouldn't lead to confusion with regard to the Parish Treasurer email. Lynda agreed but did not offer a solution. She asked if there were any other questions.

Lon asked if the King Fund and the Education Fund were the same thing. He thought that it had all been transitioned into the Education Fund. Lynda will check.

There was the same question that was raised under St. Mary's Financials regarding the discrepancy in Assistant Curate wage amounts.

There was a question about what the Deficit Asset Transfer was and about the negative interest. Lynda had asked for clarification which did not come.

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David Cooper asked if there were concerns about the cost of oil sitting at 87%. Lynda said she was initially taken aback as well but due to some very complicated circumstances, Exxon have promised a refund that has yet to be received.

It was **Moved** by Don Wilson, **Seconded** by Lynda Clifford, that the St. Stephen Financial Statements to April 30, 2021 be received with the recognition that we will have clarification on the King Fund, the Deficit/Asset question, the Assistant Curate wage amount and the negative interest figure for the next meeting. **Carried.**

Don offered Lynda assistance in finding the paper trail on the questions if she will arrange with Bob to provide Don with a Flash Drive with the current copy of QuickBooks. Lynda accepted with thanks.

V Business Arising/Discussion from Minutes

a) Website Restructuring – Lon advised that we have now moved into a two-phase team approach due the lack of upgrades to our website platform. The first team for restructuring are Ian, Lon and Leslie. The full team will come together for upgrading content, etc. at a later date. Ian reported that he has had many conversations with Tithe.ly and they frankly don't know what will happen if we reset to the new platform. He is still waiting back but he expects the answer is going to be start fresh. We cannot use the "Donate Button" feature until we upgrade. Ian has been busy downloading our content and photos so that he will have the current material. At some point soon he will put the website into a reset of the most current platform and rebuild the vital pieces while other pieces will go into "Under Construction" mode. He will be looking for newer photos and content. Stay tuned!

b) Central Saanich Affordable Housing – See Lon's report.

It was **Moved** by Ian Stuart, **Seconded** by Lynda Clifford that Parish Council supports the Ad Hoc Parish Committee liaising with parties of the Prosser Road Supportive Housing Development and asks the Committee to keep Council apprised of their program as they support the incoming residents during their transition and beyond. **Carried.**

c) Virtual Visit from Bishop Anna Greenwood-Lee – June 20 – Bishop Anna has agreed in principle to come to both sites, preaching from St. Mary along with a welcome land acknowledgement by Fern Perkins. (June 20 is Indigenous Peoples Day of Prayer). The rest of the service will be at St. Stephen with Bishop Anna participating as she wishes. There will be a virtual coffee chat on the Sunday and the details will be managed closer to the date.

VI New Business

a) Vacation Planning

It was **Moved** by Ian Stuart, **Seconded** by David Stewart that Parish Council move into an in-camera session. Leslie excused herself from the meeting.

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Leslie was asked to return to the meeting to answer a question.

It was **Moved** by Ian Stuart, **Seconded** by David Stewart that Parish Council move back into regular meeting mode.

VII Correspondence

- a) Email from Diocese re Archdeacon of Haro – Lon reiterated that his primary focus will always be the Parish of Central Saanich. The workload of an Archdeacon varies. He is happy to report that all is well and stable in the Haro Region.

VIII Next Meeting

June 15, 2021 at 7:00 p.m.

Ken Pedlow - Motion for adjournment. Before adjourning the following pieces of business occurred.

It was **Moved** by Don Wilson, **Seconded** by David Cooper that Council offer its congratulations to The Ven. Dr. Lon Towstego on his appointment as Archdeacon of Haro and for earning his Doctorate. **Carried Unanimously!**

Lon offered his thanks.

David Stewart suggested that when we are back to regular in-person services, we should look at what fundraising we can undertake – not necessarily go back to the status quo.

X Closing with Prayer and the Grace

David Stewart closed with prayer, especially for Lon as he has his procedure on Wednesday. The Grace was said together.

The meeting adjourned at 8:50p.m.



Lon Towstego, Chair

Parish of Central Saanich Council Agenda – May 18, 2021
7:00 p.m. Via Zoom

Regrets:

I Open meeting with Land Acknowledgement and Prayer

II Welcome to New Member, Tracy Stubbs

III Changes or Additions to the Agenda?

IV Minutes:

Council Meeting – April 20, 2021 - Minutes were approved by electronic vote.

V Reports

1. Rector – Lon

2. Wardens – St. Mary
 - St. Stephen

✓ *Motion to receive above reports*

3. **Financials:**

a) St. Mary Statements to April 30, 2021 – Ken

✓ *Motion to adopt*

b) St. Stephen Statements to April 30, 2021 - Lynda

✓ *Motion to adopt*

VI Business Arising/Discussion from Minutes

a) Website Restructuring

b) Central Saanich Affordable Housing (See Lon's Report) – Lon/Ian

c) Virtual Visit from Bishop Anna Greenwood-Lee – June 20

VII New Business

a) Vacation Planning

VIII Correspondence

a) Email from Diocese re Archdeacon

IX Next Meeting

June 15, 2021 at 7:00 p.m.

Motion for adjournment

X Closing with Prayer and the Grace

Parish Priest's Report to Parish Leadership Team for May 18, 2021 meeting.

Greetings!

Worship

I have been working with Cathy and Rachel to look at schedules moving forward to facilitate vacations. As this conversation overlaps with Leslie Pedlow, Bob Quicke (and Ian and Gary for filming), all will be consulted. I have asked Leslie to prepare a chart for this meeting listing who is away when as we now know it.

I began speaking regularly on stewardship in May and will continue. This is still best coordinated with other stewardship messaging from this group.

Being a Teaching Parish Community

Leslie Flynn will begin in September as a Theological Student with us from the Vancouver School of Theology. I have asked Sandra to interview her in time for either the June or the September ConneXion so that the parish can learn a little about her. She has had a conversation with Ian and now with Lynda.

Pastoral Care

This is ongoing and I encourage you to continue to look at your original lists of people to reach out to and to reach out to your circle of friends. This is so important during COVID-19. We had a Zoom Gathering, May 16 with about 18-20 people.

Logan McMenamie will be the lead for pastoral responses when I am off for surgery. Contact details will be available via the wardens.

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

Assisting our Neighbors continues. Thank-you Lynda for your ongoing work and connecting on this.

This team and a few others will meet soon to discuss how I will present my doctoral work in the parish. This will depend somewhat upon whether it is by Zoom or live.

1909 Prosser Road Supportive Housing Development/ Parish Group

The flowing group of people from the parish engaged in the Community Dialogues on Zoom that BC Housing hosted and or a Zoom Gathering that I hosted the next day a group including Garth Vanderkamp, Brett Cane, Bob Quicke, Debra Butler, Lynda Clifford, Logan McMenamie, David Cooper, Greg Robinson, and myself.

I am aware that some in the community and the parish have concerns about whether the development should go ahead and about how it has been communicated. I challenge us to set that issue aside for a moment as it appears that it is going ahead.

The people of parish group that talked on Zoom are motivated to find ways to come alongside, partner with and connect with the residents and the “operator/managers of the facility. It is vital to know who the operators will be, but we are 1-3 months or more away from that right now. We also hold the value of safety for the surrounding community especially the Legion Manor and will look to keep this central.

Brett and Logan have met to talk more deeply about the theology of what we are thinking. Bringing the Gospel and the church to the town center outside church walls is the basis. We identified the need for volunteer training and orientation when we move ahead. I formed this group only based on people that reached out in one way or another. We are open to others coming along.

Logan and I connected with the BC Housing representative, Murray Langdon, on Monday, May 17. I will update verbally. We hope to have them attend a meeting within our larger group as well.

We are also committed to communicating with the parish about our activities, ideas and more. I committed to the group that I would report to council as required and or monthly. A motion from Council to endorse this group would be helpful. We are in discussion with the United Church minister as they are moving in a similar direction. We will look to partner with other churches in the area where possible.

May 2021

I am booked for a minor elective surgery on Wednesday, May 19.

I also plan a week of vacation July 26-August 2. I will sort out details of those services when we are closer and depending on whether it is live or recorded.

Haro Regional News

I have been appointed by Bishop Anna as the Archdeacon of Haro Region. As you know I came to this parish as an archdeacon and as Penelope Kingham has retired this appointment made sense on several levels. My first focus is always our parish. There is a monthly Archdeacon’s Meeting currently on Zoom. The work of AD has a tidal like pattern as it comes and goes as happenings within the region and diocese take place.

We look forward to the Diocesan Synod on Saturday, May 29 via Zoom. Our parish representatives will look to offering the parish a report as soon as possible after Synod.

Thank-you to all of you for your leadership and initiative

The Ven. Dr. Lon Towstego

Warden's Report for St Mary's to Parish Council – May 18, 2021

Activities - completed

- 1) Removal of the two trees adjacent to the northeast corner of the church by Cedar Grove.
- 2) Continued the so far unsuccessful recruitment efforts for a new Parish Treasurer by advising all parishioners of the position opportunity and requirements.
- 3) Continued efforts to purge and organize the materials removed from utility (janitors) room.
- 4) Attended the Haro Region meeting on April 24th.
- 5) Prepared Year to April financial documentation and a proposal to manage financial assets during the rest of the year.

Activities – Underway or planned

- 6) Repair the leaking urinal in the men's washroom.
- 7) Replace the hot water tank.
- 8) Waiting for the Central Saanich Fire Dept to do a site visit to put the completed Fire Safety Plan into force.
- 9) Undertake to complete a Capital & Significant Operating Issues Plan.
- 10) Finish the repairs to the curb at the entrance to the parking lot.
- 11) Replace the church land line phone system with a Voice Over Internet Protocol system costing \$2,000 using funds from the Guild account.
- 12) Complete the sort through and organization of the materials from the Utility room and reinstall when projects complete.
- 13) Complete the installation of the Cooper Hall LED lights.
- 14) Archive the existing materials on the parish website and reboot it from scratch.
- 15) Support the website redesign project by the existing committee.
- 16) Arrange for replacement of Derek Osman's Office 365 software licenses for the Parish with versions from the Diocese.
- 17) Review the existing garden plots around the church with a view to simplifying the plantings in consultation with the gardeners which are still undertaking maintenance activities.
- 18) Proceed with seeing what interest there is among parishioners in continuing with the Thrifty's Smile Card program under its new parameters.
- 19) Clean the moss and roof debris off the northeast corner of the church roof where the trees were removed.
- 20) Complete the CRD required testing of the backflow system on the church's water lines.
- 21) Complete the First Nations bursary process for this year's candidate.
- 22) Prepare a stewardship letter to parishioners regarding this year's financial situation.
- 23) Remove the string of white lights from the church exterior in consultation with Derek Osman.

Respectfully submitted by Ian Stuart & Ken Pedlow

St. Stephen Wardens' report April 2021

We are still waiting for word on the grant application from the Anglican Foundation, which is expected at the end of May. We are reviewing quotes now.

A wonderful idea and planning from Howie to get folks involved with extra maintenance in the cemetery. We are paying Grant to do the grass cutting, weed eating and the raking of leaves. Other volunteers have been cutting and taking away downed trees. Hopefully by this meeting the cemetery plants will be looking more cared for. It is a great opportunity for people to come together and work at safe distances outside.

The search for a treasurer continues....

Regarding the issues with delivery of oil for the furnace back in February, the oil company has said they will reimburse for the hours the furnace repair man and Bob put in as well as two duct cleanings. However, we have not received any money as yet, ever hopeful!!!

Parish council had a zoom meeting with Lon after he attended by zoom a meeting to answer questions about the housing development planned for Prosser Rd and East Saanich, more information will come when management is in place.

Music ministry has been able to upgrade the licences necessary to use music online and for recording. This is quite expensive and we hope to be able to present this as a stewardship challenge. It is a huge part of online worship and appreciated by those who join in.

Diana has been busy with grass cutting and has had help from her neighbour Harald, who has cut the vineyard grass down so that she can mow in there, it is very bumpy!!! Deb has sent a note to him thanking him for his help.

Tracy has done a fantastic job of weeding the flower bed in front of the office and it looks so much better. She also attempted some small fires to get rid of some of the burn pile. We are happy to have her join us on the Leadership Team, filling in when Joan moved to Sask. and we have heard the family is settling well. I have seen some great photos of sunsets!!

We are still working on the best method to have the burn pile eliminated, decision to come soon.

Peter has installed a new mail slot in the office door, so anyone can drop off there now. Peter is also working with the preschool to get a solution for the water issue they have in the rainy times.

And the Pet Memorial Path is expected to be underway soon.

Looking ahead, we will welcome a visit from Bishop Anna in June. Hopefully we can begin some sort of mid-week gathering, similar to what we did last summer, just fellowship held at alternating sites. Earlier in the month there was good participation in the Haro regional meeting, much of the agenda was about preparing for Synod which is coming up. These meetings are always an opportunity to learn about the diocese and see how working together is essential and benefits us all.

As always we continue with hope that we can begin worship inside together again soon. It is wonderful to see new Liturgical Assistants at our services and we are always thankful for the musicians.

Respectfully
Lynda

8:29 AM
2021-05-10
Accrual Basis

St. Mary's Anglican Church
Balance Sheet Prev Year Comparison
As of 30 April 2021

	30 Apr 21	30 Apr 20
ASSETS		
Current Assets		
Chequing/Savings		
1005 · Consolidated Bank Account		
1010 · General Operating Account	15,622.09	21,649.34
1110 · St. Mary's Church Events	6,637.40	9,721.14
1210 · St. Mary's Memorial Operating	18,986.50	20,298.34
Total 1005 · Consolidated Bank Account	41,245.99	51,668.82
1500 · Investments - GIC's		
1530 · Memorial Account GIC (110)	0.00	20,482.88
1550 · Memorial Account GIC (107)	0.00	74,500.00
1560 · Memorial Account GIC (103)	0.00	10,225.00
1570 · Memorial Account GIC (104)	0.00	25,495.90
1580 · Memorial Account GIC (111)	20,000.00	0.00
1585 · Memorial Account GIC (112)	10,000.00	0.00
1590 · Memorial Account GIC (113)	25,000.00	0.00
1591 · Memorial Account GIC(114)	75,000.00	0.00
Total 1500 · Investments - GIC's	130,000.00	130,703.78
Total Chequing/Savings	171,245.99	182,372.60
Accounts Receivable		
1400 · GST Receivable	223.00	206.78
Total Accounts Receivable	223.00	206.78
Total Current Assets	171,468.99	182,579.38
TOTAL ASSETS	171,468.99	182,579.38
LIABILITIES & EQUITY		
Liabilities		
Long Term Liabilities		
3100 · Current Special Ministries - CE		
3110 · Church Events - Altar Fund	1,003.58	1,003.58
3120 · Church Events - Flower	1,997.24	2,035.41
3130 · Church Events - Holly Fair		
3131 · Church Events - Holly Fair S...	441.82	1,907.53
Total 3130 · Church Events - Holly Fair	441.82	1,907.53

8:29 AM
2021-05-10
Accrual Basis

St. Mary's Anglican Church
Balance Sheet Prev Year Comparison
As of 30 April 2021

	30 Apr 21	30 Apr 20
3150 · Church Events - General	47.34	18.34
3160 · Church Events - Church Sales	1.88	1,481.88
3170 · Church Events - Social Fund	346.24	472.38
3190 · Church Events- Recycle Refun...	920.00	920.00
Total 3100 · Current Special Ministries...	4,758.10	7,839.12
3400 · Outreach Funds		
3410 · Outreach - Rector's Discretion	50.00	15.00
3440 · Outreach-General Use	370.00	250.00
3480 · Outreach-PWRDF	385.00	105.00
3492 · Outreach-S. P. Lions Food Ba...	0.00	5.00
3493 · Prayer Shawl Ministry	68.11	68.11
3495 · Outreach-St. Matthews Library	4,082.02	1,277.02
Total 3400 · Outreach Funds	4,955.13	1,720.13
3500 · Deferred Sp. Ministries - Mem.		
3510 · Memorial-General	2,887.69	1,219.31
3515 · Memorial - Deficit Reserves	0.00	4,500.00
3520 · Memorial- Thrity's/Fairways	1,290.22	0.00
3530 · Memorial-Bequests	10,000.00	10,000.00
3540 · Memorial-Bursary	2,182.43	3,203.27
3560 · Memorial-Guild	3,261.06	3,261.06
3570 · Memorial-Ron Smith Legacy	5,086.97	5,086.97
3580 · Memorial - Kitchen Renos	0.00	4,771.63
3585 · Memorial - Hall Lighting	838.20	0.00
Total 3500 · Deferred Sp. Ministries - ...	25,546.57	32,042.24
Total Long Term Liabilities	35,259.80	41,601.49
Total Liabilities	35,259.80	41,601.49
Equity		
32000 · Retained Earnings	9,918.75	8,411.23
3900 · Opening Balance Equity-General	246.16	246.16
3910 · Retained Earnings-General	3,811.81	3,811.81
3920 · Retained Earnings-Church Events	6,515.82	6,515.82
3930 · Retained Earnings-Memorial Acct	115,404.27	113,037.12
Net Income	312.38	8,955.75
Total Equity	136,209.19	140,977.89
TOTAL LIABILITIES & EQUITY	171,468.99	182,579.38

St. Mary's April 2021 Financial Review

ITEM	Actual To	% To Budget Target= 33%	BUDGET	REMARKS 2021 Budget to 2021 Actuals
	BUDGET Apr. 30/21			
INCOME				
REGULAR OFFERINGS	\$29,735.52	28.2%	\$105,350	
OPEN OFFERING	\$0.00	0.0%	\$250	
FESTIVAL	\$1,725.00	34.5%	\$5,000	
HALL /FACILITIES USE DONATIONS	\$0.00	0.0%	\$1,000	
BAPTISMS/ WEDDINGS/ FUNERALS	\$0.00	0.0%	\$400	
MISCELLANEOUS	\$140.00	28.0%	\$500	
WAGE SUBSIDY	-\$98.33	0.0%	\$0	
TX FROM HOLLY FAIR	\$0.00	0.0%	\$2,000	
PARISH THRIFT SALES	\$0.00	0.0%	\$0	
DEFICIT ELIMINATION APPEAL - 2020	\$0.00	0.0%	\$0	
DEFICIT RESERVE	\$4,500.00	100.0%	\$4,500	
TOTAL RECEIPTS	\$36,002.19	30.3%	\$119,000	
TOTAL REVENUE	\$36,002.19	30.3%	\$119,000	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	\$16,960.55	34.9%	\$48,567	
RELIEF CLERGY	\$0.00	0.0%	\$300	
ASSIST CURATE	\$2,395.19	81.2%	\$2,951	
MUSIC DIRECTOR	\$3,861.10	33.3%	\$11,582	
RELIEF MUSICIAN	\$0.00	0.0%	\$200	
ADMIN. ASST/BOOKKEEPER	\$9,330.03	33.4%	\$27,946	
SALARIES - LUMP SUM	\$0.00	0.0%	\$0	
DIOCESAN ASSESSMENT	\$6,653.00	33.3%	\$19,959	
CHRISTIAN EDUCATION	\$32.50	10.8%	\$300	
CLERGY CONFERENCES	\$0.00	0.0%	\$200	
MUSIC MINISTRY	\$224.06	29.9%	\$750	
SANCTUARY SUPPLIES	\$0.00	0.0%	\$225	
ADVERTISING	\$0.00	0.0%	\$200	
INSURANCE	\$4,296.00	95.3%	\$4,510	Paid in full for the year
PHOTOCOPY	\$712.41	23.7%	\$3,000	
POSTAGE	\$0.00	0.0%	\$200	
STATIONERY	\$105.10	30.0%	\$350	
COMPUTER EXPENSES	\$45.23	3.0%	\$1,500	
MAINTENANCE - GENERAL	\$1,757.87	87.9%	\$2,000	Catchbasin drain repairs
MAINTENANCE - CLEANING CONTRACT	\$0.00	0.0%	\$3,000	
MAINTENANCE - CLEANING SUPPLIES	\$0.00	0.0%	\$250	
MAINTENANCE - GARDENING	\$1,517.50	151.8%	\$1,000	Tree removal
GARBAGE	\$0.00	0.0%	\$460	
HYDRO	\$1,993.35	38.0%	\$5,250	
WEBSITE SUPPORT (Ascend & Tithe.ly)	\$0.00	0.0%	\$100	
INTERNET	\$839.32	33.6%	\$2,500	
TELEPHONE	\$215.80	18.0%	\$1,200	
WATER/SEWER	\$236.94	33.8%	\$700	
MISCELLANEOUS	\$13.86	5.5%	\$250	
BANK CHARGES & RECONCILIATIONS	\$0.00	0.0%	\$100	
GST Paid (2.5%) non-Refundable	\$0.00	0.0%	\$500	
TRANSFER TO MEMORIAL ACCOUNT	\$0.00	0.0%	\$0	
DEFICIT ELIMINATION RESERVE	\$0.00	0.0%	\$0	
TOTAL EXPENDITURES	\$51,189.81	36.6%	\$140,050	
OPERATING SURPLUS/DEFICIT	-\$15,187.62	72.2%	-\$21,050	

St Stephen Financials

When we are asking questions of Bob in the office, if they are financial questions he prefers that we use the email following email address specific for financial questions, Treasurer.St.Stephens@outlook.com.

There are a few things which are paid bi monthly, and when we compare months they may be missing from one to another, can make for confusion and repeated questions.

There have been some corrections since the last set of reports, and you will notice some account names have been changed, as was discussed at the last PC meeting. Some corrections have also been made. As previously mentioned we are still waiting for some financial reimbursement from Ennex the oil company that we use.

We are certainly falling behind with our income, maybe the new mail slot will help???

I had a few questions myself, if you have the same one, ask I may have the answer, if not I will find out. Ken has helped with the new report this mon and hopefully this is something Bob will prepare in months to come. Thank you Ken!!

Thanks
Lynda

10:34 AM

St. Stephen Church -Anglican ParishCS

05/04/21

Balance Sheet

Accrual Basis

As of April 30, 2021

	Apr 30, 21	Apr 30, 20	% Change
ASSETS			
Current Assets			
Chequing/Savings			
1000 · CASH			
1005 · Petty Cash	125.07	176.35	-29.1%
1010 · Coast Capital Operating Acco...	77,161.56	66,467.79	16.1%
Total 1000 · CASH	77,286.63	66,644.14	16.0%
Total Chequing/Savings	77,286.63	66,644.14	16.0%
Accounts Receivable			
1410 · ACCOUNTS RECEIVABLE			
1420 · Receivable -General	1,175.00	0.00	100.0%
1440 · Receivable -Internal	163.29	335.73	-51.4%
1410 · ACCOUNTS RECEIVABLE - Ot...	0.00	2,956.50	-100.0%
Total 1410 · ACCOUNTS RECEIVABLE	1,338.29	3,292.23	-59.4%
Total Accounts Receivable	1,338.29	3,292.23	-59.4%
Other Current Assets			
1400 · GST -(2.5%) Recoverable	952.69	450.60	111.4%
1500 · INVESTMENTS			
1505 · Diocesan Investment (CTF)	130,000.00	100,000.00	30.0%
1510 · GIC #3 (Coast Capital 05/21)	50,977.67	50,000.00	2.0%
1515 · GIC #4 -Coast Capital	0.00	50,000.00	-100.0%
1520 · GIC #5 13-Mar-22	20,000.00	0.00	100.0%
Total 1500 · INVESTMENTS	200,977.67	200,000.00	0.5%
Total Other Current Assets	201,930.36	200,450.60	0.7%
Total Current Assets	280,555.28	270,386.97	3.8%
TOTAL ASSETS	280,555.28	270,386.97	3.8%
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · ACCOUNTS PAYABLE			
2010 · Diocese Payable	4,071.69	7,575.00	-46.3%
2020 · Individuals Payable	51.81	3,774.93	-98.6%
2030 · Parish Payable	0.00	423.14	-100.0%
2040 · Suppliers Payable	492.69	18,255.07	-97.3%
2000 · ACCOUNTS PAYABLE - Other	0.00	-29,269.00	100.0%
Total 2000 · ACCOUNTS PAYABLE	4,616.19	759.14	508.1%
Total Accounts Payable	4,616.19	759.14	508.1%
Other Current Liabilities			
3100 · CURRENT SPECIAL MINISTRI...			
3110 · Altar Flowers /Guild	71.11	92.51	-23.1%
3160 · Soup's On Community Lunch	3,215.56	2,923.18	10.0%
3175 · Sunday School / Christian Ed.	20.00	20.00	0.0%
Total 3100 · CURRENT SPECIAL MINI...	3,306.67	3,035.69	8.9%

	Apr 30, 21	Apr 30, 20	% Change
3400 · OUTREACH PROJECTS			
3410 · Rector's Discretionary Fund	20.00	30.00	-33.3%
3417 · Gendemi Mission	452.82	50.00	805.6%
3420 · General Outreach (Fairway)	255.75	820.44	-68.8%
3430 · Precious Jewels	0.00	50.00	-100.0%
3447 · Street Hope Ministry	0.00	30.00	-100.0%
3493 · Prayer Shawls	5.22	133.54	-96.1%
3495 · St. Matthew's Theo Library	20.00	1,090.00	-98.2%
Total 3400 · OUTREACH PROJECTS	753.79	2,203.98	-65.8%
Total Other Current Liabilities	4,060.46	5,239.67	-22.5%
Total Current Liabilities	8,676.65	5,998.81	44.6%
Long Term Liabilities			
3500 · DEFERRED SPECIAL PROJECTS			
3505 · Church Restoration	100,556.23	100,556.23	0.0%
3510 · Contingency Reserve Fund	25,895.90	15,430.90	67.8%
3520 · Garden Project Fund	215.47	215.47	0.0%
3525 · Grounds Maintenance Fund	28,298.20	28,298.20	0.0%
3532 · King Project Fund	5,738.31	5,738.31	0.0%
3535 · Lych-gate Fund	2,844.37	2,844.37	0.0%
3540 · Memorial Hall Fund			
3541 · Chairs	0.00	944.39	-100.0%
3542 · Furnace (Smile Cards)	-1,115.68	-3,898.01	71.4%
3543 · General Memorial Funds	45,894.92	45,894.92	0.0%
Total 3540 · Memorial Hall Fund	44,779.24	42,941.30	4.3%
3545 · Pet Memorial Project	2,384.22	2,384.22	0.0%
3550 · Sound Equipment	0.00	-1,337.01	100.0%
3555 · Summer Camp Fund	0.00	1,628.69	-100.0%
3560 · Teaching & Education Fund	5,988.91	5,988.91	0.0%
3575 · Transforming Futures Fund	700.00	400.00	75.0%
Total 3500 · DEFERRED SPECIAL PRO...	217,400.85	205,089.59	6.0%
Total Long Term Liabilities	217,400.85	205,089.59	6.0%
Total Liabilities	226,077.50	211,088.40	7.1%
Equity			
30000 · Opening Bal Equity	40,712.67	40,712.67	0.0%
32000 · Retained Earnings	36,640.69	37,018.81	-1.0%
32150 · Unrealized Gain/Loss	4,682.00	0.00	100.0%
Net Income	-27,557.58	-18,432.91	-49.5%
Total Equity	54,477.78	59,298.57	-8.1%
TOTAL LIABILITIES & EQUITY	280,555.28	270,386.97	3.8%

St. Stephen's April 2021 Financial Review

ITEM	Actual To Apr 30/21	% To Budget Target= 33%	BUDGET	REMARKS 2021 Budget to 2021 Actuals
INCOME				
REGULAR OFFERINGS	\$29,962.63	25.1%	\$119,600	
OPEN OFFERING	\$6.00	0.6%	\$1,000	
FESTIVAL	\$1,160.00	38.7%	\$3,000	
HALL /PreSchool Donation	\$2,992.00	42.7%	\$7,000	
OTHER HALL DONATIONS	-\$200.00		\$0	Wedding deposit refund
WEDDINGS/ FUNERALS	\$0.00	0.0%	\$400	
SOCIAL EVENTS	\$0.00		\$0	
INTEREST INCOME	-\$1,081.81	-36.1%	\$3,000	
DONATIONS/Targeted	\$0.00		\$0	
WAGE SUBSIDY		0.0%	\$0	
PERPETUITY ACCOUNT	\$0.00		\$0	
DEFICIT ASSET TRANSFER	-\$4,682.00		\$0	
TOTAL RECEIPTS	\$28,156.82	21.0%	\$134,000	
TOTAL REVENUE	\$28,156.82	21.0%	\$134,000	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	\$16,960.93	34.9%	\$48,567	
RELIEF CLERGY	\$0.00	0.0%	\$300	
ASSIST CURATE	\$3,658.74	124.0%	\$2,951	
MUSICIANS	\$1,200.00	24.0%	\$5,000	
RELIEF MUSICIAN	\$0.00	0.0%	\$0	
ADMIN. ASST/BOOKKEEPER	\$5,773.94	38.5%	\$15,000	
PAYROLL BULK CHARGES	\$0.00	0.0%	\$0	
DIOCESAN ASSESSMENT	\$7,342.68	31.9%	\$23,000	
BOOKKEEPING	\$0.00	0.0%	\$0	
CHRISTIAN EDUCATION	\$0.00	0.0%	\$300	
CLERGY CONFERENCES	\$0.00	0.0%	\$300	
AUDIO SUPPLIES (MUSIC)	\$28.47	9.5%	\$300	
SANCTUARY SUPPLIES	\$181.91	36.4%	\$500	
ADVERTISING	\$0.00	0.0%	\$200	
INSURANCE	\$5,235.03	103.7%	\$5,047	
PHOTOCOPY	\$1,130.02	37.7%	\$3,000	
POSTAGE	\$90.40	0.0%	\$0	
STATIONARY(Postage Stationary)	\$201.38	13.4%	\$1,500	
PUBLICATIONS	\$77.00	0.0%	\$0	
OFFICE COMPUTERS	\$83.75	16.8%	\$500	
SOCIAL EVENTS	\$0.00	0.0%	\$200	
MAINTENANCE - GENERAL	\$4,532.88	90.7%	\$5,000	
SECURITY	\$239.34	47.9%	\$500	
MAINTENANCE - CLEANING CONTRAC	\$1,229.97	30.7%	\$4,000	
MAINTENANCE - CLEANING SUPPLIES	\$20.79	0.0%	\$0	
MAINTENANCE - GROUNDS	\$310.07	6.2%	\$5,000	
GARBAGE	\$358.62	35.9%	\$1,000	
HYDRO	\$1,994.63	36.3%	\$5,500	
AMALGAMATION OF SERVICES			\$0	
HEATING OIL (HALL)	\$2,612.74	87.1%	\$3,000	
INTERNET	\$556.32	111.3%	\$500	
TELEPHONE	\$88.29	11.0%	\$800	
YOUTH MINISTRY	\$0.00	0.0%	\$100	
SUNDAY SCHOOL	\$0.00	0.0%	\$200	
BANK CHARGES & RECONCILIATIONS	\$25.00	0.0%	\$0	
GST Paid (2.5%) non-Refundable	\$0.00	0.0%	\$1,000	
TOTAL EXPENDITURES	\$53,932.90	40.5%	\$133,265	
OPERATING SURPLUS/DEFICIT	-\$25,776.08	-3506.9%	\$735	

VACATION SCHEDULING - 2021

NAME	DATES
Rev. Lon Towstego	July 26-August 2
Leslie Pedlow	July 19-August 13 (fluid..)
Bob Quicke	
Cathy Quicke	June 21 – 27 & July 5-11
Rachel Moss	July 26 – August 6
Ian Stuart	
Ken Pedlow	
Lynda Clifford	
Deb Butler	
Howie Kolson	

Appointment of the Archdeacon of Haro

Announcement from the Diocese

The message below was received this morning from the Executive Assistant to the Bishop. Congratulations, Lon!!

The Wardens

With great joy, we announce that Lon Towstego, incumbent at the Parish of Central Saanich, has accepted the bishop's appointment to be Archdeacon of Haro, effective immediately.

Congratulations to The Venerable Lon Towstego!

We look forward to announcing a date of his collation soon.

For those who may need a refresher, an archdeacon is a senior clergy position appointed at the pleasure of the bishop; they are responsible for: welcoming and orienting new clergy to their region; installing a new incumbent in a service of celebration and leading the service in the absence of the bishop; providing pastoral support to parishes, especially in times of crisis; ensuring the smooth transition between incumbencies; and supporting and advising the bishop.

All clergy and lay leaders are encouraged to engage with their regional archdeacon first when navigating parish challenges, and if deemed necessary by the archdeacon, seek further assistance from the bishop's office together.