

Parish of Holy Trinity
Vestry

Sunday, 18 December 2022
following morning worship

P = present R = regrets A = absent

Members				
R	Ritchie Arthurson		P	Rob Loudfoot
P	Karen Bender*		P	The Rev. Donald McKenzie*
P	Sandra Bender* (chair)		P	Michael Minor*
R	Be Buckingham		P	Olushola Ojeleye
R	Janice Headley		P	The Rev. Andrew Rampton*
P	Zilla Jones		P	Joan Steer*
P	Joan Lloyd*		P	Ross Steer*

Guests and Observers				

* ex officio member

Call to Order

Sandra Bender called the meeting to order at 12:14 PM with a land acknowledgement and opening prayer.

Acceptance of Agenda

MOTION: Karen Bender/Joan Steer

That the agenda be accepted as presented.

For: Unanimous

CARRIED

Minutes of Previous Meeting

MOTION: Joan Steer/Zilla Jones

That the minutes of the regular session of the meeting on 27 November 2022 be accepted as circulated.

For: Unanimous

CARRIED

Business Arising from Minutes

1. KLD Orphanage Request
No obvious connection to Holy Trinity or Rupert's Land. No consideration given to a donation at this time.

Correspondence

None.

Topics

1. Morning Star Refugee Support Group Sponsorship
Opportunity.
Anonymous guarantor for funds.

MOTION: Andrew Rampton/Zilla Jones

That the parish sign on as a sponsor to the Al Mtawa sponsorship request, with the participation of an anonymous guarantor from the parish for the required funds.

For: Unanimous

CARRIED

2. COVID-19 Protocols
Conversation was had regarding the current state of COVID-19 and other viral infections in Winnipeg.

MOTION: Rob Loudfoot/Joan Lloyd

That the current protocols remain in place and be reviewed at the January meeting.

For: Unanimous

CARRIED

Michael Minor and Olushola Ojeleye arrived at this time.

3. Staging Sections
Sections of staging used in the past for events are occupying a great deal of space in the lower level former ladies' robing room. Conversation was had regarding alternate storage possibilities for these stage portions or whether it is necessary to keep them.

MOTION: Joan Lloyd/Ross Steer

That the white staging sections be disposed of.

For: Unanimous

CARRIED

4. Draft 2023 Budget
Updated versions of the Pattern Budget and Frugality Budget for 2023 were presented and discussed. Conversation was had around how best to present these financial realities at the AGM.

MOTION: Michael Minor (from Finance Committee)

That the AGM booklet include both Pattern and Frugality budgets but vestry recommend to the AGM the Frugality Budget as the most realistic option.

For: Unanimous

CARRIED

5. AGM Preparation
Call for nominations and assistance with counters. Conversation was had regarding food at the AGM. Requests will be made for a cold, potluck sharing table provided by the congregation.

Minutes of Current Meeting

Andrew read the minutes of the current meeting to the vestry

MOTION: Andrew Rampton/Michael Minor

That the minutes be accepted as read.

For: Unanimous

CARRIED

Next Vestry Meeting

Sunday, 29 January 2022.

Closing Prayer

Those present recited together the Doxology.

Adjournment

The business of the agenda concluded, the meeting was adjourned at 1:26 PM.

DRAFT 2023 BUDGET**REVENUES****Offertory**

	Pattern Budget 2023	Frugality Budget 2023
Recurring	\$ 120,000.00	\$ 120,000.00
Open	\$ 4,000.00	\$ 4,000.00
Visitors and Other Donations	\$ 20,000.00	\$ 20,000.00
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	\$ 144,000.00	\$ 144,000.00

Parking Lot Rent	\$ 130,000.00	\$ 130,000.00
Interest Income	\$ -	\$ -
Government Subsidy	\$ -	\$ -
Fundraising & Other	\$ 3,000.00	\$ 3,000.00
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	\$ 133,000.00	\$ 133,000.00

Mission Donations	\$ 8,000.00	\$ 8,000.00
Estate	\$ -	\$ -
Sundry	\$ 1,500.00	\$ 1,500.00
Endowment Subsidy	\$ 130,000.00	\$ 130,000.00
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	\$ 139,500.00	\$ 139,500.00

TOTAL REVENUES	\$ 416,500.00	\$ 416,500.00
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EXPENSE SUMMARY

Administration	\$ 42,850.00	\$ 42,850.00
Clergy & Staff	\$ 251,341.00	\$ 166,918.48
Diocese & World Church	\$ 49,350.00	\$ 49,350.00
Mission	\$ 20,000.00	\$ 20,000.00
Parish Programs	\$ 13,500.00	\$ 16,000.00
Property	\$ 174,556.00	\$ 157,306.00
Worship	\$ 18,750.00	\$ 13,500.00
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TOTAL EXPENSES	\$ 551,597.00	\$ 452,424.48

SURPLUS/DEFICIT	-\$ 135,097.00	-\$ 35,924.48
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EXPENSE DETAILAdministration

Accounting Review	\$	4,000.00	\$	4,000.00
Loan Interest	\$	24,000.00	\$	24,000.00
Photocopier	\$	5,000.00	\$	5,000.00
Postage/Stationery	\$	3,100.00	\$	3,100.00
Software Subscriptions	\$	750.00	\$	750.00
Sundry	\$	2,500.00	\$	2,500.00
Telephone	\$	3,500.00	\$	3,500.00
	\$	42,850.00	\$	42,850.00

Clergy & Staff

Hiring	\$	-	\$	1,000.00
Missioner - Benefits	\$	17,000.00	\$	-
Missioner - Development	\$	2,000.00	\$	-
Missioner - Housing Allowance	\$	17,168.00	\$	5,665.44
Missioner - Stipend	\$	48,388.00	\$	15,968.04
Missioner - Travel	\$	500.00	\$	-
Music Ministry Coordinator - Salary	\$	12,000.00	\$	12,000.00
Organist - Salary	\$	10,000.00	\$	10,000.00
Parish Administrator - Benefits	\$	10,000.00	\$	-
Parish Administrator - Salary	\$	44,000.00	\$	6,800.00
Rector - Benefits	\$	17,000.00	\$	17,000.00
Rector - Development	\$	2,000.00	\$	2,000.00
Rector - Housing Allowance	\$	17,168.00	\$	17,168.00
Rector - Stipend	\$	53,617.00	\$	53,617.00
Rector - Travel	\$	500.00	\$	500.00
Termination Costs	\$	-	\$	25,200.00
	\$	251,341.00	\$	166,918.48

Diocese & World Church

Anglican Foundation	\$	500.00	\$	500.00
Diocese/World Church	\$	48,500.00	\$	48,500.00
PWRDF	\$	350.00	\$	350.00
	\$	49,350.00	\$	49,350.00

Mission

Lunchroom Ministry	\$	20,000.00	\$	20,000.00
	\$	20,000.00	\$	20,000.00

Parish Programs

Christian Education	\$	-	\$	2,500.00
Fellowship	\$	7,000.00	\$	7,000.00
Organ Mentorship	\$	1,500.00	\$	1,500.00
Pastoral Ministry	\$	-	\$	-
Youth Ministry	\$	5,000.00	\$	5,000.00
	\$	13,500.00	\$	16,000.00

Property

Building/Property Maintenance	\$	60,000.00	\$	60,000.00
Caretaking	\$	23,000.00	\$	5,750.00
Computer Maintenance	\$	5,000.00	\$	5,000.00
Insurance	\$	14,000.00	\$	14,000.00
Janitorial Supplies	\$	1,500.00	\$	1,500.00
Realty Taxes	\$	37,056.00	\$	37,056.00
Utilities	\$	34,000.00	\$	34,000.00
	\$	174,556.00	\$	157,306.00

Worship

Instrument Maintenance/Tuning	\$	6,000.00	\$	6,000.00
Liturgical Supplies	\$	7,500.00	\$	2,500.00
Music Licensing	\$	500.00	\$	500.00
Music Supplies	\$	750.00	\$	500.00
Musicians	\$	4,000.00	\$	4,000.00
	\$	18,750.00	\$	13,500.00

NOTES ON DRAFT 2023 BUDGETS

1. "Pattern Budget" reflects spending as usual for past 5+ years. "Frugality Budget" reflects drastic cuts to spending to reduce deficit.
2. Recurring offertory is based on average gift from 1 January 2022 to 31 October 2022, adjusted for pledges made at Stewardship Sunday. Stewardship Sunday pledges account for about 23% of recurring givers in the parish.
3. Parking Lot Rent is based on average rent from 1 January 2022 to 31 October 2022. The first portion of 2022 included COVID-19 shutdowns and warnings; the actual rental figure may be higher in 2023 if there is a return to a "normal" year.
4. The endowment subsidy reflects the average income from the endowment trust from 1 January to 31 October 2022.
 - a. The parish is anticipating the estate of Jacqueline Bird which should add considerably to the Endowment Trust. If so, this will increase our income on this line. The time and amount of this donation are unknowable until the estate is settled and are not reflected in this budget.
5. Loan Interest reflects the service fees for our chequing account overdraft. This overdraft has been the means of financing both the long-standing unpaid boiler debt and the deficits of the past several years.
6. Termination Costs and Hiring Costs and in the Frugality Budget reflect estimates of the cost of terminating the Parish Administrator position and hiring a part-time (1 day/week) admin assistant at \$18.50/hour respectively.
7. The cost of the Missioner Stipend and Housing allowance in the Frugality Budget are the remainder of the contract, which ends on 30 April 2022. These figures assume the contract will not be renewed.
8. Building/Property Maintenance reflects the end of paid snow clearing.
9. Caretaking in the Frugality Budget is an estimate of a monthly building cleaning, rather than the weekly schedule currently in place.
10. Instrument Maintenance/Tuning includes the cost of the digital upgrade to the organ. We had hoped to pay this out in 2022 but supply chain issues have pushed it to 2023. This is a one-time cost; ongoing maintenance and tuning of all instruments is worth about \$1,000 per year.
11. Liturgical Supplies in the Frugality Budget reflects an end to the honoraria for slide and soundboard operators.