

Parish of Central Saanich Council Minutes
May 24, 2023 - 7:00 p.m. at St. Mary

ACTION ITEMS

Name	Action Item	Date
Ken & Small Group	Review 2013 Governance Terms of Reference	
Ian/Leslie	To determine VBS Tithely donation banking info	
Lon/Wardens	Meet to discuss August service schedule	
Leslie	Add Claude Heywood to Memorials List of next AGM	

Participants: The Ven. Dr. Lon Towstego, Chair The Rev. Gil Shoesmith, Deacon
Lynda Clifford Deb Butler Ken Pedlow Ian Stuart
Judi Clark David Cooper Lynn Fallan Terry Hartley
Karen McColm Gary Moss Sandra Scarth
Leslie Pedlow (Recording Secretary)

Regrets: Don Wilson

I **Open meeting with Prayer** – Lon called the meeting to order at 7:03 p.m. Lon spoke about the Episcopal Church – St. Stephen – in Arizona that was destroyed by fire with the exception of the one wall which held the Crucifix. He reported that Don Wilson had sent regrets as he is unwell and asked for prayer for Don. Lon read a prayer that was written by a 43-year-old, Francis of Assisi in 1494.

II **Changes or Additions to the Agenda?** – Lon asked if there were any changes to the Agenda. None were noted and the meeting proceeded.

III **Minutes:**

1. **Council Meetings** – April 18, 2023, were circulated for feedback. It was noted that Terry Hartley was in attendance and the minutes should be amended to reflect that omission.

It was **Moved** by Lynn Fallan, **Seconded** by Ken Pedlow that the April 18, 2023 Minutes be adopted as amended. **Carried**

IV **Reports**

1. Rector – Lon asked if there were any questions. David Cooper inquired why Lon had included the report focusing on Seniors. Lon responded that it was not meant as a criticism but an affirmation of how we could best serve our current demographic. Later in the meeting David reminded Lon that we have a parishioner with special expertise in seniors' issues. Geri Hinton served as the Provincial Seniors' Advocate for many years before she retired. Lon also reported that Derek and Betty Osman are in the process of moving to Regina to be closer to family. He was hoping that Parish Council would endorse sending a letter to the Osmans offering our thanks for the many years of dedicated service to the Parish.

It was **Moved** by Karen McColm, **Seconded** by Judi Clark, that a letter of thanks and farewell be written to the Osmans for their time and work in the Parish. **Carried.**

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Lon added that he has received an invitation to an open house at the new Aurora Housing facility for Friday, June 2nd from 3:00 to 5:00 p.m.

2. Deacon – Gil – nothing to report at this time.

3. Wardens:

St. Mary – Ken added that he had received some historical information regarding the original governance structure of the new parish. Ken intends to prepare a summary comparing the previous data to the current state of affairs and circulate it to the team looking to undertake the review. He apologized for omitting it from the report. No other questions or comments were received.

St. Stephen – There was a call for questions or comments. Ian asked if the area where the vineyard used to be needed to be done by hand-held scythe. Lynda advised that it was hoped it could be done with the mower attachment, although the ground in the area was very rough.

Lon indicated that the facilities were being used by two Diocesan groups – St. Philip, Oak Bay and the SSJD. St. Philip had a site visit recently and were enamored with the peace and tranquility of the site. We sometimes forget how fortunate we are for the beautiful, pastoral surroundings.

Sandra mentioned, in light of the conversation about seniors, that one of the important pieces that seniors encounter is transportation to and from church. Could we investigate how we can accomplish this. Leslie advised that we had a parishioner who faithfully took the Handi-Dart back and forth to Church. Lon indicated that helping parishioners navigate some of these tools would also be very helpful.

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

4. Financials:

a) St. Mary Statements to April 30, 2023 – presented by Ken Pedlow who indicated that he was pleased that income seems to be tracking up \$4,000 to \$5,000 over last year. He was concerned that the insurance invoices had not been received despite inquiries by Leslie and Lon. Ian offered his perspective on the dilemma facing insurance providers. Lon noted the increase in income from facilities use and he offered kudos to Leslie (and Lynda and Deb at St. Stephen) for their efforts. He recognized that facilities use involves a huge amount of work, from the moment of the first inquiry to the completion of the event.

It was **Moved** by Ken Pedlow, **Seconded** by Judi Clark that the St. Mary Financial Statements to April 30, 2023 be adopted. **Carried.**

b) St. Stephen Statements to April 30, 2023 - presented by Lynda Clifford who had nothing to add in addition to the remarks noted on the review. There were no questions.

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It was **Moved** by Lynda Clifford, **Seconded** by Ken Pedlow that the St. Stephen Financial Statements to April 30, 2023 be adopted. **Carried**.

V Business Arising/Discussion from Minutes

- a) Vacation Bible School Plan – Gary Moss gave an update on the current status on human resources. He was pleased to report that the last two spots to meet the Safe Church minimum requirements have been filled, although this gives us only a skeleton crew. With present volunteers, we can host 32 children in the regular camp and 8 in preschool to meet the child to adult ratio. A leader for the bible study is required. Lynn wondered if Penelope Kingham might be available. Lon asked Gary if the Moss' were keen to proceed and he confirmed that they were. Lon confirmed that the St. Stephen's Operations committee had approved seed funding. Ian indicated that we would put a payment option on the website for credit card payments via Tithely. Ian and Leslie to work on which account the funds should be directed. There will be a meet and greet in mid-June for the Camp volunteers.

It was agreed that the Camp should proceed.

VI Correspondence - None

VII New Business

- a) July worship: Lynda asked if there would be any combined outdoor services in July or September and if a date had been determined for the Blessing of the Animals service. Lon indicated that it would be moved to a date in October around the Feast of St. Francis of Assisi.
- b) August Worship: Lon indicated that he and Jill Ann would be on vacation in August and asked people's thoughts on having combined services throughout August. The known starting point would be an August 20th Baptism at St. Stephen and we would work out the locations from there. The Services would be at 10:00 a.m. Leslie stated having only one service would be cost effective. The concept seemed well received and Lon and the Wardens will discuss taking input into account.
- c) David Cooper noted that a former parishioner, Claude Heywood, had died in recent days. Although he had not been a member for some years, Lon asked that his name be listed in the Memorials List at the AGM.

VIII Dates to Note:

- Saturday, May 27, 9:30 – Noon, Spring Fling at St. Mary
- Saturday, June 3, 4:00 p.m. Induction of the Rev. Denise Doerksen at Holy Trinity, North Saanich
- Wednesday, June 14, 7:00 p.m. Induction of the Rev. John Perris at St. Michael and All Angels, Royal Oak
- Thursday, July 6, 9:00 a.m. Paddling Together Workshop at Holy Trinity
- The Grief and Loss Support Group is now alternating between the Tsawout building and Holy Trinity
- Date to be Confirmed, 9:00 a.m. – Men's Breakfast at St. Stephen

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IX Next Meeting

June 20, 2023 at 7:00 p.m. at St. Mary

Ken Pedlow made a Motion for adjournment at 8:10 p.m.

X Closing with Prayer and the Grace

The Rev. Gil Shoesmith closed in prayer and The Grace was said together.



The Ven. Dr. Lon Towstego, Chair

Parish of Central Saanich Council Agenda – May 24, 2023
7:00 p.m. to 8:30 p.m. at St. Mary

Regrets:

I Open meeting with Prayer

II Changes or Additions to the Agenda?

III Minutes:

1. Council Meeting – April 18, 2023 – Vote required
- ✓ Motion to receive Draft Minutes

IV Reports

1. Rector – Lon
2. Deacon - Gil
3. Wardens – St. Mary
 - St. Stephen
- ✓ *Motion to receive above reports*
2. Financials:
 - a) St. Mary Statements to April 30, 2023 – Ken
 - ✓ *Motion to adopt*
 - b) St. Stephen Statements to April 30, 2023 - Lynda
 - ✓ *Motion to adopt*

V Business Arising/Discussion from Minutes

- a) Vacation Bible School Plan

VI Correspondence

- a)

VII New Business

- a) August Worship

VIII Upcoming Dates of Interest

- Saturday, May 27, 9:30 – Noon, Spring Fling at St. Mary
- Saturday, June 3, 4:00 p.m. Induction of the Rev. Denise Doerksen at Holy Trinity, North Saanich
- Wednesday, June 14, 7:00 p.m. Induction of the Rev. John Perris at St. Michael and All Angels, Royal Oak
- Thursday, July 6, 9:00 a.m. Paddling Together Worship at Holy Trinity
- TBD – Men's Breakfast at St. Stephen

IX Next Meeting

June 20, 2023 at 7:00 p.m.

Motion for adjournment

X Closing with Prayer and the Grace

Parish of Central Saanich Council Minutes
April 18, 2023 - 7:00 p.m. at St. Mary

ACTION ITEMS

Name	Action Item	Date
Ken & Small Group	Review 2013 Governance Terms of Reference	
Leslie	Liaise with Blaine on his availability/willingness to clean washrooms daily during Summer Camp	asap
Rachel/Gary	Recruit volunteers for VBS	By May 16th

Participants: The Ven. Dr. Lon Towstego, Chair
Lynda Clifford Deb Butler Ken Pedlow Ian Stuart
David Cooper Lynn Fallan Gary Moss
Karen McColm (arrived 8:05) Sandra Scarth
Leslie Pedlow (Recording Secretary)

Regrets: The Rev. Gil Shoesmith, Judi Clark, Don Wilson

Guest: Rachel Moss attended as an observer and to assist Gary with the Vacation Bible School presentation.

I Open meeting with Prayer – Lon called the meeting to order at 7:00 p.m. and opened with prayer.

II Changes or Additions to the Agenda? – Lon asked if there were any changes to the Agenda. None were noted and the meeting proceeded.

III Minutes:
1. Council Meetings – March 21, 2023 were circulated for feedback. A couple of typographical errors were corrected.

It was **Moved** by Ian Stuart, **Seconded** by Lynda Clifford that the March 21, 2023 Minutes be adopted as circulated. **Carried**

IV Reports

1. Rector – Lon advised added that he will be on study leave and vacation and will be away all of the Sundays in August. His study leave will include a time in Kenya. He advised that he would be away April 24 to 27 at the Clergy Conference in Parksville and back in the office at St. Stephen on Friday morning. David Cooper inquired about the opening of the Prosser Road development. Lon indicated that there was very little information coming. We do know that the manager will be Pacifica Housing. Lon hopes that we will be able to provide welcoming packages to residents.

2. Deacon - Gil

3. Wardens:
St. Mary – No questions or comments
St. Stephen – No questions or comments

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

Parish of Central Saanich Council Minutes

April 18, 2023 - 7:00 p.m. at St. Mary

4. Financials:

- a) St. Mary Statements to March 31, 2023 – presented by Ken Pedlow who reported that offerings were tracking almost to budget and that facilities use was over budget. He reported that the Easter Offering has come in well. There were no other questions or comments.

It was **Moved** by Ken Pedlow, **Seconded** by Ian Stuart that the St. Mary Financial Statements to March 31, 2023 be adopted. **Carried.**

- b) St. Stephen Statements to March 31, 2023 - presented by Lynda Clifford who had nothing to add in addition to the remarks noted on the review.

It was **Moved** by Lynda Clifford, **Seconded** by Deb Butler that the St. Stephen Financial Statements to March 31, 2023 be adopted. **Carried.**

V Business Arising/Discussion from Minutes

- a) Vacation Bible School Plan – Rachel Moss gave a detailed report on the plans for a Vacation Bible School the week of July 17 to 23 (7 days including a concluding service on the Sunday.) There was a lengthy period of questions, comments and responses.

It was **Moved** by Ken Pedlow, **Seconded** by Ian Stuart that Council agree to proceed with the Vacation Bible School subject to there being a full complement of volunteers by the next Council meeting on May 16th. **Carried.**

VI Correspondence

- a) Updated Council Member Contact List - Gil's email address has been updated to the bc.anglican system. Leslie will send the new list with the draft minutes.

VII New Business

Lon noted that a new priest has been appointed at St. Andrew, Sidney with an August start date.

VIII Dates to Note:

- Thursday, May 11, 9:00 a.m. Building Bridges Workshop in conjunction with Holy Trinity at Holy Trinity
- Saturday, May 27, 9:30 – Noon, Spring Fling at St. Mary
- Date to be Confirmed, 9:00 a.m. – Men's Breakfast at St. Stephen
- Saturday, June 3, 4:00 p.m. Induction of the Rev. Denise Doerksen at Holy Trinity, North Saanich
- Wednesday, June 14, 7:00 p.m. Induction of the Rev. John Perris at St. Michael and All Angels, Royal Oak
- Thursday, July 6, 9:00 a.m. Paddling Together Worship at Holy Trinity
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David Cooper asked what would be happening on Sunday, May 7th in relation to the Coronation weekend. He was advised that regular church services will be held with the singing of ***God Save the King*** but that there would be no other major celebrations. Lon noted that this follows the tone set by the Bishop for the Diocese.

IX Next Meeting

May 16, 2023 at 7:00 p.m. at St. Mary

Ken Pedlow made a Motion for adjournment at 8:25 p.m.

X Closing with Prayer and the Grace

The Grace was said together.

The Ven. Dr. Lon Towstego, Chair

Report from Incumbent, to Parish Leadership, for May 24, 2023

May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit. *Romans 15:13*

Looking forward: June 3, I will be visiting “The Aurora Housing” on Prosser Road for a Good Neighbors Tour. I am excited to report what I learn. People start to move into the facility on May 31. There are assisted living units and regular housing. As part of a multi-denominational faith group that has been meeting since the development began it is our hope that we can be helpful in integrating the new people and existing neighbors. We have a parishioner, Ron Sewell, who has applied to live there.

I read an article that struck home for me, and I think for us that identifies the importance of being realistic about the fact that we are primarily a seniors congregation. We are challenged to minister well to who God has sent us. It does not mean that we ignore younger people, not at all. It just points us to be deliberate about providing worship, and all other activities with an eye on seniors and how we reach them and retain them. I hope that you can open the Link. I will print a few copies for those who cannot.

https://karlvaters.com/grandma-went-to-woodstock/?fbclid=IwAR2YavW6QcewTnZjdJdqwMkNX7C-Ro_nr_FG3SlkHoqXDjwRJujU9Ylo3hk

Remembering the month behind us:

- Pastoral Care: I did multiple home, office, and hospital visits.

- We attended the Grief and Loss Sessions and a special day, Building Bridges, where we did the Village Exercise.
- We attended a day at the Tsawout on Suicide Prevention.
- Worship planning for the month.
- Daphne Van Der Boom has moved to Campbell River and by agreement with the wardens, Rachel, Daphne will no longer play at St. Stephen. We are working on the next steps.
- May 12, 13. I attended the Opening Eucharist and Zoom Session of the 101 Synod of the Diocese of Island and Inlets.
- May 21, the Rev. Gil, and I officiated at a Celebration of Life for a retired RCMP officer, Gath Baillie.
- May 21 attended Commissioning of Dr. Brendon Nielsen as a Lay Canon of our diocese.
- I attended Clergy Conference 2023 in Parksville. You will see an article in ConneXion and in Faith Tides about that. I found it to be a productive and enjoyable conference.



Everyone in church leadership seems to be talking about how to reach NextGen, including this recent article that I read:

- *Why NextGen Won't Build Churches Like Their Parents Built*
- *Why Church Leaders Will Never Understand NextGen*
- *Minister To NextGen By Leveraging The Relational Power Of Healthy Churches*

But what do you do when your church is filled with seniors? Is there a way to build a strong church with them? Or does it always have to be about younger people?

I hear those questions a lot. And I'm learning some great lessons in the conversations that follow.

The answer is yes. You can build a strong church by focusing on seniors.

Here are five principles I've learned about building a strong, healthy church with a congregation whose hair is more gray than high on top.

1. Do It On Purpose

Senior ministry must be as intentional as every other ministry.

A church that's filled with seniors because they're the only ones left from the bygone glory days is not healthy. But a church filled with seniors because it's intentionally ministering to their needs and utilizing their gifts can be very healthy, strong and a blessing to their community.

Right now, your church may be graying unintentionally. But maybe that's what you're gifted at and called to do. If so, don't fight it, lean into it. If you're already doing it by default, imagine how well you could do it on purpose.

2. Train, Don't Just Teach

Most of today's seniors were raised in an era in which we outsourced ministry instead of doing it ourselves. Other than ushering, teaching Sunday School, or singing in the choir, the average churchgoer in the 1950s-90s put their money in the offering so that others would do ministry for us.

We paid our pastor to visit the sick, we paid missionaries to go to foreign lands, and so on. And on Sunday, we paid to hear great teaching.

It's time to shift that into a higher gear. Great teaching isn't enough anymore. If it ever was. You can hear a fantastic sermon and go home impressed, but unchanged by it.

Teaching and preaching churches need to become discipling and training churches. This applies as much to senior believers as it does to younger believers.

Older Christians have a lot to contribute – and not just financially. But they'll never step into their ministry gifting unless we expect it from them and equip them for it.

According to the late writer and Christian teacher, James Houston, "Our society is doing a good job of producing seniors, but not elders."

Training is what makes the difference between just getting older, or becoming an elder.

3. Send Them, Don't Just Tend Them

Seniors may not have the physical stamina to do some tasks any more. But they often have more time, finances and wisdom than their younger counterparts.

Yes, in a church filled with seniors, there will be more need for hands-on pastoral care. But that pastoral care should be distributed among the rest of the church body. Caring for each other, not expecting paid clergy to do it all.

Valuing senior believers doesn't just mean doing ministry *for* them, it means doing ministry *with* them. So sure, the church can still take a bus trip to Branson. But when they get home they can and should be activated into vibrant, life-giving ministry.

There's no excuse for a church filled with passive Christian seniors any more than

4. Keep a Forward Focus

The seniors who have been the backbone of your church are different than the seniors who are coming next.

Grandma went to Woodstock. She's more likely to have hidden a copy of *Rolling Stone* from her parents than to have displayed the *Saturday Evening Post* on the coffee table.

This upcoming era of seniors (my era) won't want the same things from church that my parents' era wanted. And we won't contribute to ministry in the same way, either.

A church that ministers to younger people needs to anticipate the needs of the next generation. A church that wants to stay strong while ministering to seniors needs to do the same thing.

Look at least a decade ahead. Start asking how the 50-somethings of today might want to participate in the life of the church differently as they start graying.

The Jesus People of the '60s and '70s changed the way younger churches did ministry then. And they'll change the way older churches do ministry in the future.

5. Find New Ways to Reach and Keep Them

Just because a church is predominantly ministering to and with senior adults doesn't exempt it from the Great Commission.

A vibrant older congregation needs to reach out to the older folks in their community, not just caring for the ones they've got (although that should certainly be done, too).

But the next generation of seniors will have far less interest in church traditions than the current one. Many of today's mature adults have never attended church. Some never had a praying parent or grandparent.

So the tools we relied on to reach and keep previous generations of older adults won't work on the next ones. We're going to have to think differently.

The pace of change will be slower than for a church that's ministering to young people, but it will be just as relentless.

The Vital Older Church

Intentionally ministering to and with an older congregation does not have to mean the church is dying. It can be vital, valuable and make great contributions to the kingdom of God.

But it won't look like it used to look. And it won't happen by mistake.

There's an excuse for a church filled with passive Christian youth.

Wardens' Report for St Mary's to Parish Council – May 23, 2023

Activities – completed.

- 1) Worked on completing the Safe Church and Criminal check requirements of the Diocese for Wardens.
- 2) Renegotiated an updated contract with the Church Musician which is awaiting final acceptance.
- 3) Participated in the funeral for Olga McColl.
- 4) Assisted with the set up of the church sanctuary for two concerts in May.
- 5) Attended the Diocesan Synod on May 12th and 13th.
- 6) Undertook partial cleaning of the sanctuary carpets following the Good Friday Service.
- 7) Readjustment of women's washroom door undertaken but the root problem is how the door is used by patrons which will require appropriate signage.
- 8) Replaced 14 burnt out light bulbs throughout the church. Follow up with necessary cleaning.
- 9) Reviewed and approved the updated facilities usage fees at the Operations Committee meeting.
- 10) Completed efforts to have unused keys returned.

Activities – Underway or planned.

- 11) Get final sign off on the approved Fire Safety Plan and post.
- 12) Repair and rebuild of the circular window frame in the spring of 2023.
- 13) Order the remaining new phones and complete the rest of the phone system repairs.
- 14) Install shortly the new LED emergency light fixtures have arrived and get Capital City Fire sign off.
- 15) Undertake to complete a Capital & Significant Operating Issues Plan.
- 16) Complete the painting of the parking lot lines this summer (\$1,849). Will require power washing of the pavement by us prior to the work being done.
- 17) Refresh the website appearance and upgrade the functionality to a more modern level.
- 18) Continue simplifying the maintenance requirements of the gardens around the church.
- 19) Purchase a laptop computer for use at both churches and complete the networking and coordination of their computer systems.
- 20) Keep informed about Diocesan initiatives and any changes resulting from the recent Synod.
- 21) Investigate the purchase of internet operatable thermostats to reduce unnecessary heating of the building.
- 22) Review the quality and waste of paper product supplies in the washrooms.
- 23) Repair damaged roof soffit, repaint spire and install harness clips on the roof peak to facilitate this work. A man lift costing \$1,900 will be required to provide access for this project to be undertaken this summer.
- 24) De-mossing of the church roof will be completed once the harness clips are installed to provide safe access.
- 25) Upgrade sound system wiring and connections to improve performance and reliability.
- 26) Replace the hall entrance door to include a keypad lock. (est. \$4,200) scheduled for the end of June.
- 27) Prepare the Canada Revenue Agency Charitable Return for 2022 by Jun 30th.
- 28) Men's washroom floor needs stripping and recoating to resolve stickiness issue related to deteriorating floor material.
- 29) Complete the cleaning of the remaining carpets in the sanctuary.
- 30) Return the large ladder to the church hall with proper hanging brackets and a covering.
- 31) Assist with the Spring Fling sale on May 27th.

Respectfully submitted by Ian Stuart & Ken Pedlow

St. Stephen's Wardens' Report – May Meeting

Completed:

- Peter continues to mow grass. Need someone to help out this summer.
- Shredding completed with donation to Rotary Club donation of 20 dollars a box.
- Collection box opened at rear of church and funds deposited.
- Rentals and use of property have been booked for coming months. Use of dishwasher will not be offered.
- Hall will be used at end of May for one day retreat for another church. They are aware of fee and will make a donation.
- Dishwasher will be repaired soon.
- Burn pile mostly completed; remainder will be done in fire pit when safe.
- Musician for second Sunday to be determined.

To be done:

- Alarm system. Problem with automatic reset. Otherwise system is functional.
- Preschool contract is ready for signing. End of May and June Play and Stay will take place. Rate will increase to 1300.00 starting in September.
- Lynda sent pictures and a couple of emails regarding paint on back of church.
- Still hope to get cemetery fence painted.
- Preschool will be asked to keep doors closed as much as possible to avoid flies getting in.
- Maintenance binder to be updated.
- Lynda working on flow sheet for upcoming application and payments for Pet Pathway.
- Church steps may possibly get pressure washed by volunteer.
- Tractor cannot do blackberries.
- Vineyard needs to be cut by scythe.
- Front garden - Maybe we will put down landscape cloth covered by bark mulch to reduce weeds.

Submitted by Lynda and Deb

St. Mary's April 2023 Financial Review

ITEM	Actual To	% To Budget Target=33%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
	30-Apr			
INCOME				
REGULAR OFFERINGS	\$33,317.94	33.3%	\$100,000	
OPEN OFFERING	\$420.00	84.0%	\$500	
FESTIVAL	\$3,312.00	44.2%	\$7,500	
HALL /FACILITIES USE DONATIONS	\$4,630.00	57.9%	\$8,000	
BAPTISMS/ WEDDINGS/ FUNERALS	\$550.00	27.5%	\$2,000	
MISCELLANEOUS	\$85.00	17.0%	\$500	
INCOME FROM HOLLY FAIR	\$0.00	0.0%	\$3,000	
PARISH THRIFT SALES	\$0.00	0.0%	\$5,000	
SPECIFIC DONATIONS	\$0.00	0.0%	\$250	
NEW BEQUESTS	\$0.00		\$0	
DEFICIT ELIMINATION APPEAL - 2022	\$0.00		\$0	
DEFICIT RESERVE	\$0.00		\$0	
TRANSFER FROM MEMORIAL ACCOUNT			\$0	
TOTAL REVENUE	\$42,314.94	33.4%	\$126,750	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	\$17,410.30	34.8%	\$50,027	
RELIEF CLERGY	\$0.00	0.0%	\$1,250	
CHURCH MUSICIAN	\$2,981.09	26.3%	\$11,328	Back pay issued resolved
RELIEF MUSICIAN	\$625.00	52.1%	\$1,200	
ADMIN. ASST/BOOKKEEPER	\$11,445.70	45.4%	\$25,200	Includes Retro COLA from 2021 & 2022
DIOCESAN ASSESSMENT	\$6,951.32	33.3%	\$20,854	
CHRISTIAN EDUCATION	\$83.41	33.4%	\$250	
DIACONATE PROFESS DEVELOPMENT	\$0.00	0.0%	\$200	
CLERGY CONFERENCES	\$290.40	58.1%	\$500	
MUSIC MINISTRY	\$226.22	25.9%	\$875	
SANCTUARY SUPPLIES	\$106.77	32.9%	\$325	
ADVERTISING	\$77.63	25.9%	\$300	
INSURANCE	\$0.00	0.0%	\$5,725	
PHOTOCOPY	\$1,344.88	44.8%	\$3,000	
POSTAGE	\$96.39	64.3%	\$150	
STATIONERY	\$10.01	1.3%	\$750	
COMPUTER EXPENSES	\$0.00	0.0%	\$1,500	
MAINTENANCE - GENERAL	\$0.00	0.0%	\$5,250	
MAINTENANCE - CLEANING CONTRACT	\$1,230.00	29.3%	\$4,200	
MAINTENANCE - CLEANING SUPPLIES	\$273.38	68.3%	\$400	
MAINTENANCE - GARDENING	\$0.00	0.0%	\$1,000	
GARBAGE	\$240.96	48.2%	\$500	January-June
HYDRO	\$1,873.92	21.3%	\$8,800	Gov't credit applied
WEBSITE SUPPORT (Tithe.ly)	\$0.00	0.0%	\$600	
INTERNET	\$958.00	34.8%	\$2,750	
TELEPHONE	\$280.57	20.0%	\$1,400	
WATER/SEWER	\$219.41	27.4%	\$800	
MISCELLANEOUS	\$126.53	25.3%	\$500	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	\$0.00	0.0%	\$50	
TRANSFER TO MEMORIAL ACCOUNT	\$0.00		\$0	
TOTAL EXPENDITURES	\$46,851.89	31.3%	\$149,684	
OPERATING SURPLUS/DEFICIT	-\$4,536.95	19.8%	-\$22,934	

St. Mary's Anglican Church
Balance Sheet
As of 30 April 2023

30 Apr 23

ASSETS

Current Assets

Chequing/Savings

1005 · Consolidated Bank Account

1010 · General Operating Account 4,961.96

1110 · St. Mary's Church Events 6,695.22

1210 · St. Mary's Memorial Operating 115,996.38

Total 1005 · Consolidated Bank Account 127,653.56

1500 · Investments - GIC's

1592 · Memorial Account GIC (115) 50,853.60

Total 1500 · Investments - GIC's 50,853.60

Total Chequing/Savings 178,507.16

Accounts Receivable

1400 · GST Receivable 221.66

Total Accounts Receivable 221.66

Total Current Assets 178,728.82

TOTAL ASSETS 178,728.82

LIABILITIES & EQUITY

Liabilities

Long Term Liabilities

3100 · Current Special Ministries - CE

3110 · Church Events - Altar Fund 1,503.58

3120 · Church Events - Flower 1,218.58

3130 · Church Events - Holly Fair

3131 · Church Events - Holly Fair Sale 1.82

3135 · Church Events - Holly Fair Prev 55.00

Total 3130 · Church Events - Holly Fair 56.82

3150 · Church Events - General 64.84

3160 · Church Events - Church Sales 43.85

3170 · Church Events - Social Fund 819.73

3190 · Church Events- Recycle Refunds 1,442.00

Total 3100 · Current Special Ministries - CE 5,149.40

3400 · Outreach Funds

3415 · Outreach-Threshold Housing 522.00

3420 · Outreach-ORRCA Dental Clinic 10.00

3440 · Outreach-General Use 465.62

3460 · Outreach-Saan. Pen. Hospital 10.00

3470 · Outreach-SICCT 10.00

3480 · Outreach-PWRDF 370.00

3491 · Outreach-Anglican Appeal 10.00

3492 · Outreach-S. P. Lions Food Bank 10.00

3493 · Prayer Shawl Ministry 68.11

3495 · Outreach-St. Matthews Library 1,000.00

Total 3400 · Outreach Funds 2,475.73

3500 · Deferred Sp. Ministries - Mem.

St. Mary's Anglican Church
Balance Sheet

As of 30 April 2023

	<u>30 Apr 23</u>
3510 · Memorial-General	17,390.01
3520 · Memorial- Thrifty's	304.58
3530 · Memorial-Bequests	10,000.00
3540 · Memorial-Bursary - St. Mary's	432.43
3560 · Memorial-Guild	3,061.06
3570 · Memorial-Ron Smith Legacy	5,086.97
3590 · Memorial-Sound/Video	900.00
Total 3500 · Deferred Sp. Ministries - Mem.	<u>37,175.05</u>
Total Long Term Liabilities	<u>44,800.18</u>
Total Liabilities	44,800.18
Equity	
32000 · Retained Earnings	10,636.25
3900 · Opening Balance Equity-General	246.16
3910 · Retained Earnings-General	4,265.41
3920 · Retained Earnings-Church Events	6,515.82
3930 · Retained Earnings-Memorial Acct	116,801.95
Net Income	-4,536.95
Total Equity	<u>133,928.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>178,728.82</u></u>

St. Mary's Anglican Church
Profit & Loss

January through April 2023

Jan - Apr 23

Income

4000 · INCOME - General

4100 · Offering Income

4110 · Offering-Open Offering 420.00

4120 · Offering-Weekly 33,317.94

4130 · Offering - Festivals

4131 · Offerirng-Festival-Easter 3,312.00

Total 4130 · Offering - Festivals 3,312.00

Total 4100 · Offering Income 37,049.94

4300 · General Income

4310 · General Income-Bapt./Wed/Funer. 550.00

4330 · General Income-Facilities Use 4,630.00

4360 · General Income-Misc./Interest 85.00

Total 4300 · General Income 5,265.00

Total 4000 · INCOME - General 42,314.94

Total Income 42,314.94

Expense

5000 · EXPENDITURES - General

5100 · Wages & Benefits - General

5110 · Salary/Benefits - Rector 17,410.30

5120 · Salary/Benefits-Music Director 2,981.09

5130 · Salary/Benefits-Admin./Bookeep. 11,445.70

5150 · Relief Musician 625.00

Total 5100 · Wages & Benefits - General 32,462.09

5300 · Expenditures - Admin - General

5320 · Postage 96.39

5330 · Stationery Expenses

5331 · Stationery - General 10.01

Total 5330 · Stationery Expenses 10.01

5340 · Photocopier - General 1,344.88

5360 · Diocesan Assessment 6,951.32

5370 · Advertising 77.63

5380 · Fundraising Expenses 103.43

Total 5300 · Expenditures - Admin - General 8,583.66

5400 · Expenditures-Ministries-General

5410 · Music 226.22

5420 · Sanctuary 106.77

5430 · Christian Education 83.41

5440 · Conferences 290.40

Total 5400 · Expenditures-Ministries-General 706.80

5500 · Expenditures-Maintenance-Gener.

5520 · Cleaning-General

5521 · Cleaning-Contract 1,230.00

5522 · Cleaning-Supplies 273.38

Total 5520 · Cleaning-General 1,503.38

11:10 AM
2023-05-16
Accrual Basis

St. Mary's Anglican Church
Profit & Loss

January through April 2023

	Jan - Apr 23
Total 5500 · Expenditures-Maintenance-Gener.	1,503.38
5600 · Expenditures-Utilities-General	
5610 · Water/Sewer	219.41
5620 · Hydro	1,873.92
5640 · Telephone	280.57
5650 · Internet	958.00
5660 · Garbage Disposal	240.96
Total 5600 · Expenditures-Utilities-General	3,572.86
5800 · Miscellaneous Expenses-General	23.10
Total 5000 · EXPENDITURES - General	46,851.89
Total Expense	46,851.89
Net Income	-4,536.95

St Stephen's April 2023 Financial Review

ITEM	Actual To	% To Budget Target=33%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
	30-Apr			
INCOME				
REGULAR OFFERINGS	\$26,447.29	26.4%	\$100,000	
OPEN OFFERING	\$713.25	89.2%	\$800	
FESTIVAL	\$1,155.00	46.2%	\$2,500	
HALL /Preschool Donation	\$4,000.00	38.1%	\$10,500	
OTHER HALL DONATIONS	\$2,260.00	0.0%	\$0	Includes \$750 for grounds use.
WEDDINGS/ FUNERALS	\$900.00	225.0%	\$400	
FUNERAL BULLETIN FEES	\$0.00	0.0%	\$0	
SOCIAL EVENTS	\$0.00	0.0%	\$0	
INTEREST INCOME	\$2,806.90	46.8%	\$6,000	\$1,542.14 of this amount owed to cemetery.
DONATIONS/Targeted	\$0.00	0.0%	\$0	
WAGE SUBSIDY	\$0.00	0.0%	\$0	
CEMETARY SUPPORT	\$0.00	0.0%	\$0	
DEFICIT RESERVE	\$0.00	0.0%	\$0	
MISCELLANEOUS INCOME	\$17.75	0.0%	\$0	
TOTAL REVENUE	\$38,300.19	31.9%	\$120,200	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	\$17,410.77	34.8%	\$50,027	
RELIEF & OTHER CLERGY	\$0.00	0.0%	\$1,200	
CHURCH MUSICIAN	\$2,654.64	35.4%	\$7,500	
RELIEF MUSICIANS	\$850.00	42.5%	\$2,000	Includes \$100 for sound/projection
ADMIN. ASST/BOOKKEEPER	\$6,549.20	47.5%	\$13,800	Includes 2022 salary underpayment
DIOCESAN ASSESSMENT	\$7,040.68	33.3%	\$21,122	
CHRISTIAN EDUCATION	\$0.00	0.0%	\$500	
DIACONATE PROFESS. DEVELOPMENT	\$0.00	0.0%	\$200	
CLERGY CONFERENCES	\$290.40	58.1%	\$500	
MUSIC SUPPLIES	\$0.00	0.0%	\$300	
SANCTUARY SUPPLIES	\$18.01	3.6%	\$500	
ADVERTISING	\$81.50	40.8%	\$200	
INSURANCE	\$0.00	0.0%	\$7,284	
PHOTOCOPY	\$1,277.22	42.6%	\$3,000	
POSTAGE	\$78.55	19.6%	\$400	
STATIONERY	\$218.85	21.9%	\$1,000	\$120 for shredding backlog
OFFICE COMPUTERS	\$0.00	0.0%	\$2,000	
SOCIAL EVENTS	\$0.00	0.0%	\$300	Moved to special fund.
MAINTENANCE - GENERAL	\$1,502.34	27.3%	\$5,500	
SECURITY	\$214.14	32.9%	\$650	
MAINTENANCE - CLEANING CONTRACT	\$922.50	26.4%	\$3,500	
MAINTENANCE - CLEANING SUPPLIES	\$19.70	3.9%	\$500	
MAINTENANCE - GROUNDS	\$314.85	10.5%	\$3,000	
GARBAGE	\$425.51	42.6%	\$1,000	
HYDRO	\$2,014.77	36.6%	\$5,500	
WEB MAINTENANCE	\$0.00	0.0%	\$600	
HEATING OIL (HALL)	\$2,587.52	37.0%	\$7,000	
INTERNET	\$387.00	25.0%	\$1,550	
TELEPHONE	\$66.00	6.6%	\$1,000	
YOUTH MINISTRY	\$0.00	0.0%	\$100	
SUNDAY SCHOOL	\$0.00	0.0%	\$200	
MISCELLANEOUS	\$16.76	0.0%	\$0	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	\$0.00	0.0%	\$100	
RECONCILIATION VARIANCES	\$0.00	0.0%	\$0	
TOTAL EXPENDITURES	\$44,940.91	31.6%	\$142,033	
OPERATING SURPLUS/DEFICIT	-\$6,640.72	30.4%	-\$21,833	

St. Stephen Church -Anglican ParishCS
Balance Sheet
As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Chequing/Savings	
1000 · CASH	
1010 · Coast Captial Operating Account	133,070.06
Total 1000 · CASH	133,070.06
Total Chequing/Savings	133,070.06
Accounts Receivable	
1410 · ACCOUNTS RECEIVABLE	
1420 · Receivable -General	850.00
Total 1410 · ACCOUNTS RECEIVABLE	850.00
Total Accounts Receivable	850.00
Other Current Assets	
1400 · GST -(2.5%) Recoverable	1,090.25
1500 · INVESTMENTS	
1505 · Diocesan Investment (CTF)	
1506 · CTF Market Value Fluctuation	18,001.00
1505 · Diocesan Investment (CTF) - Other	130,000.00
Total 1505 · Diocesan Investment (CTF)	148,001.00
Total 1500 · INVESTMENTS	148,001.00
Total Other Current Assets	149,091.25
Total Current Assets	283,011.31
TOTAL ASSETS	283,011.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	
2020 · Individuals Payable	(125.00)
Total 2000 · ACCOUNTS PAYABLE	(125.00)
Total Accounts Payable	(125.00)
Other Current Liabilities	
3100 · CURRENT SPECIAL MINISTRIES	
3110 · Altar Flowers /Guild	(38.57)
3160 · Community Lunch (#5)	215.56
3175 · Sunday School / Christian Ed.	20.00
3190 · Social Fund	281.66
Total 3100 · CURRENT SPECIAL MINISTRIES	478.65
3400 · OUTREACH PROJECTS	
3405 · African Childrens' Support -HS	20.00

St. Stephen Church -Anglican ParishCS
Balance Sheet
As of April 30, 2023

	Apr 30, 23
3415 · Grief & Support Lunch	31.84
3420 · General Outreach	467.04
3425 · Christmas Hampers	25.75
3435 · Saan.Pen. Hosp/Health Found.	95.00
3480 · PWRDF	20.00
3492 · Saanich Peninsula Food Bank	170.00
3493 · Prayer Shawls	(2.52)
Total 3400 · OUTREACH PROJECTS	827.11
Total Other Current Liabilities	1,305.76
Total Current Liabilities	1,180.76
Long Term Liabilities	
3500 · DEFERRED SPECIAL PROJECTS	
3505 · Church Restoration (CTF)	90,238.28
3510 · Contingency Reserve Fund	15,895.90
3520 · Garden Project (#5)	215.47
3525 · Grounds Maintenance (CTF)	26,529.58
3535 · Lych-gate (#5)	2,844.37
3540 · Memorial Hall Fund	
3543 · General Memorial Funds	45,392.38
Total 3540 · Memorial Hall Fund	45,392.38
3545 · Pet Memorial (#5)	5,939.20
3560 · Education Fund (#5)	4,988.91
Total 3500 · DEFERRED SPECIAL PROJECTS	192,044.09
Total Long Term Liabilities	192,044.09
Total Liabilities	193,224.85
Equity	
30000 · Opening Bal Equity	40,712.67
32000 · Retained Earnings	37,713.51
32150 · Unrealized Gain/Loss	18,001.00
Net Income	(6,640.72)
Total Equity	89,786.46
TOTAL LIABILITIES & EQUITY	283,011.31

St. Stephen Church -Anglican ParishCS

Profit & Loss

January through April 2023

	Jan - Apr 23
Ordinary Income/Expense	
Income	
4000 · OPERATING INCOME	
4100 · Offering Income	
4110 · Open Offerings	713.25
4120 · Identified Donors	26,447.29
4130 · Festival Donations	
4131 · Easter Envelopes	1,125.00
4133 · Christmas Season	30.00
Total 4130 · Festival Donations	1,155.00
Total 4100 · Offering Income	28,315.54
4300 · General Income	
4310 · Weddings / Funerals	900.00
Total 4300 · General Income	900.00
4330 · Facilities Income	
4334 · Community Facilities Use	1,510.00
4335 · Community Grounds User	750.00
4337 · Pre-School	4,000.00
Total 4330 · Facilities Income	6,260.00
4340 · Interest	2,806.90
Total 4000 · OPERATING INCOME	38,282.44
4990 · Uncategorized Income	17.75
Total Income	38,300.19
Gross Profit	38,300.19
Expense	
5000 · General Expenditure	
5100 · Wages & Benefits	
5110 · Priest Salary/Benefits	17,410.77
5130 · Administrator -Salary/Benefits	6,549.20
5150 · Musicians	
5151 · Musicians -Contract	2,654.64
5152 · Occasional Musicians	750.00
5153 · Sound/Projection	100.00
Total 5150 · Musicians	3,504.64
Total 5100 · Wages & Benefits	27,464.61
Total 5000 · General Expenditure	27,464.61
5300 · General Administration	
5320 · Post Box & Postage	78.55
5330 · Office Supplies	218.85
5340 · Photocopier	1,277.22

St. Stephen Church -Anglican ParishCS
Profit & Loss
January through April 2023

	Jan - Apr 23
5360 · Diocesan Assessment	7,040.68
5370 · Advertising	81.50
5380 · Fundraising Expenses	16.76
Total 5300 · General Administration	8,713.56
5400 · Ministry Expense	
5420 · Church & Sanctuary Supplies	18.01
5440 · Conferences	290.40
Total 5400 · Ministry Expense	308.41
5500 · Maintenance Expenses	
5510 · General Maintenance	1,502.34
5520 · Cleaning Expense	
5521 · Janitorial Contract	922.50
5522 · Cleaning Supplies	19.70
Total 5520 · Cleaning Expense	942.20
5530 · Grounds Keeping	
5532 · Grounds Equipment	314.85
5533 · Grounds Labour	0.00
Total 5530 · Grounds Keeping	314.85
5550 · Security	214.14
Total 5500 · Maintenance Expenses	2,973.53
5600 · Utilities Expenses	
5620 · Hydro	
5621 · Electricity - Church	878.31
5622 · Electricity - Hall	1,136.46
Total 5620 · Hydro	2,014.77
5630 · Heating Oil - Hall	2,587.52
5640 · Telephone Links	
5642 · Office Line	66.00
Total 5640 · Telephone Links	66.00
5650 · Internet Service	387.00
5660 · Garbage & Recycling	425.51
Total 5600 · Utilities Expenses	5,480.80
Total Expense	44,940.91
Net Ordinary Income	(6,640.72)
Net Income	(6,640.72)