Parish of Central Saanich Council Minutes
September 19, 2023 - 7:00 p.m. at St. Mary

ACTION ITEMS

Name	Action Item	Date
Ken & Small Group	Review 2013 Governance Terms of Reference	
Leslie	Add Claude Heywood to Memorials List of next AGM	

Participants: The Ven. Dr. Lon Towstego, Chair

Lynda Clifford, Deb Butler, Ken Pedlow, Ian Stuart
Judi Clark, David Cooper, Lynn Fallan
Karen McColm, Gary Moss, Sandra Scarth, Don Wilson
Leslie Pedlow (Recording Secretary)

Regrets: Terry Hartley, The Rev. Gil Shoesmith, Deacon

I **Open meeting with Prayer** – Lon called the meeting to order at 7:00 p.m. He opened with the land acknowledgement and prayers.

II **Changes or Additions to the Agenda?** – Lon asked if there were any changes to the Agenda. Gary requested the addition of a brief update on Facebook. There was a piece of correspondence and David Cooper asked if the topic of Prayer Books and Bibles could be added.

It was **Moved** by Lynda Clifford **Seconded** by Ian Stuart that the Agenda be adopted with the noted additions. **CARRIED**.

For interest, Lon showed the 'talking stick' that he received on his recent trip to Kenya and passed it around the table for interest.

III **Minutes:**

1. Council Meetings – June 20, 2023, were circulated for feedback. There was an update to the attendance list during the feedback period and a couple of typing edits.

   It was **Moved** by Ian Stuart, **Seconded** by Gary Moss, that the June 20, 2023 Minutes be adopted. **Carried**

IV **Reports**

1. Rector – Lon made a verbal addition reporting that he had a meeting today with the Regional clergy. David Cooper asked if Lon had had an opportunity to visit Aurora Housing and he confirmed he made a visit. He confirmed reports that there has been a substantial police presence as they do not yet have 24/7 staffing. Central Saanich Police have a liaison officer and they are advocating for more security. There is a lot of fine tuning during this time of adjustment. Lots of ideas have been put on hold. Neighbours sit on both sides of the fence – for and against.

2. Deacon – Gil's report was presented as written. Gil is taking time to heal and is carrying a large weight.

3. Wardens:
   St. Mary – Ken asked if there were any questions. Gary inquired as to the purpose

of a laptop for the office. Ian explained that it was to be shared between the two offices and he had not found anything yet that would suit the purpose. There is money is the budget of both churches to cover the cost. Ken reported that the Permissive Tax Exemption bylaw would be presented at Council on September 25th and that the proposed exemption period would be four years. Ian reported that the advertisement for a new musician would be posted soon. Ian still needs to go to Country Grocer and fill out the fundraising application on behalf of St. Mary now that he had clarification as to the name St. Stephen has used.

St. Stephen – Lynda reported that it would be Allan Noble's 96th birthday on Saturday. Peter Simpson advised Lynda that $120 had been collected from the outside donation boxes. Gary inquired about the phone costs and Lynda explained that the expense includes the budgeted cost-sharing of the Incumbent's cell phone.

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

4. Financials:
   a) St. Mary Statements to August 31, 2023 – presented by Ken Pedlow. Ken indicated that he only included the one page budget review sheets for June and July but the review sheet and the QuickBook reports for August. Lynn inquired about the Hydro rebate and was advised that it was a province-wide program and the rebate had been deducted from our monthly installment plan. Ken advised that the salary figures did not include the summer vacation accrual credits. David asked if there would be a deficit elimination program. The Wardens indicated that there would be something but more information was needed in order to make a reasonable prediction as to the amount of the deficit.

      It was **Moved** by Ken Pedlow, **Seconded** by Gary Moss that the St. Mary Financial Statements to August 31, 2023 by adopted. **Carried**.

   b) St. Stephen Statements to August 31, 2023 - presented by Lynda Clifford. She indicated that the same remark that was made by St. Mary's regarding vacation accrual credits was applicable to St. Stephen. Lynda indicated that St. Stephen was fortunate in receiving a $10,000 bequest which has been received as 2023 income. There was some concern regarding the cost of phone/internet in relation to the quality of service that is being received and Lynda advised that the service will be reviewed.

      It was **Moved** by Lynda Clifford, **Seconded** by Judi Clark that the St. Stephen Financial Statements to August 31, 2023 by adopted. **Carried**.

V Business Arising/Discussion from Minutes

a) Vacation Bible School Update – Gary Moss indicated that everything was in place but we did not get the attendance to justify proceeding. They will look at providing the same curriculum next year, starting the promotion earlier.
b) Community Lunch Proposal Update – This initiative had support for set up and take down but not core leadership or food preparation. There was a suggestion

to give it to the community. More liaison is needed.

c) FaceBook Update – Gary reported that he is posting regularly, and the site is now getting 500 followers. He is making every effort to ensure that the content is appropriate. Lon reported that Gary is now doing some course work at VST and recently presented a Morning Prayer from his workplace with bus mechanics in the background. Well done, Gary!

VI Correspondence:

a) Letter from Bishop & Archdeacons – Lon circulated the letter to Council members indicating that the last paragraph was the most important aspect of the letter. There was some discussion. There was no criticism.

VII New Business

a) Signing Authorities – Lynda reported that the signing authorities for St. Stephen's Cemetery and the General Operating Account need to be updated. There is a need for someone to be a Credit Union Member in order to be a "sponsor" on both accounts. It was suggested that Leslie Pedlow, as the bookkeeper, would be a suitable candidate.

It was **Moved** by Lynda Clifford, **Seconded** by Lynn Fallan, that Leslie Pedlow be added as a signing authority to both St. Stephen Anglican Cemetery and General Operating Accounts. **CARRIED**.

b) STEM Camp - There is a group out of Ontario that has approached the Parish about renting the St. Stephen campus for nine weeks over the summer. The volunteers would come from UVic and Camosun College. There will be a representative in town for a site visit on October 6th. This is a significant opportunity to have young people on site.
Lon apologized to Gary who was just hearing of this proposal for the first time. This would obviously impact any VBS plans for the summer. There was a suggestion that perhaps it could held during Spring Break?

c) Bibles & Prayer Books – David Cooper raised the topic of "heritage/heirloom" prayer books and bibles that many have in our homes. He wondered if there was some respectful way to "deconsecrate" these items. Several ideas were expressed.

d) Youth Group Time Capsule – Lynda Clifford advised that there apparently is a time capsule on site. There was an agreement that the site should be identified and the location marked in some way.

VIII Dates to Note:

- Saturday, September 30, 9:30 – Noon – Thrift Sale at St. Mary & Orange Shirt Day
- Saturday, October 28, 9:30 a.m. – Men's Breakfast at St. Stephen
- Saturday, October 21, 10:30 a.m. – Investiture – Order of the Diocese of BC
- November 2-5 – Cursillo Weekend (Gary Moss as candidate, Rachel on Music Team)
- Saturday, November 4, 9:30 – 2:30 Wardens and Treasurers Day – St. Paul, Nanaimo

IX **Next Meeting**

October 17, 2023 at 7:00 p.m. at St. Mary

Ken Pedlow made a Motion for adjournment at 8:35 p.m.

X **Closing with Prayer and the Grace**

David Cooper closed in prayer and The Grace was said together.

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The Ven. Dr. Lon Towstego, Chair

Parish of Central Saanich Council Agenda – September 19, 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 – June 20, 2023 – Vote required *(updated copy attached)*

✓ Motion to receive Draft Minutes

IV **Reports**

1. Rector – Lon
2. Deacon - Gil
3. Wardens – St. Mary
   - St. Stephen

✓ *Motion to receive above reports*

4. Financials:
   a) St. Mary Statements to August 31, 2023 – Ken

✓ *Motion to adopt*

   b) St. Stephen Statements to August 31, 2023 - Lynda

✓ *Motion to adopt*

V **Business Arising/Discussion from Minutes**

a) Vacation Bible School Update
b) Community Lunch Proposal Update
c) FaceBook Update

VI **Correspondence**

a) Letter from Bishop & Archdeacons

VII **New Business**

a) Signing Authorities
b) Science, Technology, Engineering, Math Camp (STEM)
c) Bibles & Prayer Books

VIII **Upcoming Dates of Interest**

- September 23, 9:30 a.m. – Men's Breakfast at St. Stephen
- Saturday, October 21, 10:30 a.m. Investiture - Order of the Diocese of BC
- Saturday, November 4, 9:30 – 2:30 – Wardens and Treasurers Day – St. Paul, Nanaimo

IX **Next Meeting**

October 17, 2023 at 7:00 p.m.

Motion for adjournment

X **Closing with Prayer and the Grace**

Report from Incumbent, to Parish Leadership, for Sept. 19, 2023

Recent Activities.

- General worship and sermon preparation.
- Met with wardens at St. Mary and with Ops Committee at St. Stephen.
- I have now attended two Zoom Meetings of the Aurora Housing Citizens Advisory Committee.
- Attend Diocesan Human Resources, Safe Church, and Archdeacon Meeting on Zoom.
- Attend a Zoom meeting with wardens and priest from Church of the Advent, developing an employee collaborative Assessment tool. It may be adapted for diocesan use.
- Assist the Executive Archdeacon in facilitating a meeting: "the Summit of the Gulf Islands", to strategize and look for God's leadership on ordained and lay leadership.
- Attend ordination Service as a presenter of Leslie Flynn
- Met with a "Lay Leadership in Worship" graduate from St. Michael and All Angels to mentor on future possibilities for using the program.
- Attended and facilitated Lynn Schumacher in planning for the PWRDF*, mapping event hosted in our parish, September 8. (*Primates World Relief and Development)
- Prepare for one wedding and two funerals in September
- Hospital and pastoral care calls and visits.

Deacon Report for Council meeting Sept. 19th, 2023:

Patricia Winters, Cheryl and myself performed the music portion of the July 27th Legion Manor (Reserved Sacrament) a Capello at their monthly communion service. It is a very rewarding experience to be able to carry on this most valuable ministry.

Then Greg Robinson returned with his instrumental expertise for the August 30th service at the Legion Manor. The reserved sacrament was utilized again as our Archdeacon Priest, Lon, who was unable to attend either service due to other liturgical duties, was missed by all !

It is with much deep appreciation that Cheryl and I thank the entire congregation of our beloved Parish for all the love, prayers and support extended to us and our daughter, Jenn Muzyka, throughout the lengthy sickness and eventual passing of our son-in-law Matt.

The Rev. Gil Shoesmith, deacon

Wardens' Report for St Mary's to Parish Council – September 19, 2023

Activities – completed.

1) The Church Musician, refused after 5 months of negotiations to sign a contract, the Wardens managed her termination with minimal disruption to the Music Ministry and after a prolonged period had the return of all church materials and keys finalized.
2) Installed the new LED emergency light fixtures in the church building and got Capital City Fire/CanTec sign off.
3) Assisted with the Delbrouck funeral on September 16th.
4) Prepared financial review documentation for both churches.
5) Completed the power washing and painting of the parking lot lines on July 5.
6) Completed the permissive property tax exemption documentation for Central Saanich by July 31st. Coming before municipal council on September 25th.
7) Facilities rates updated and implemented.
8) Thank you to Logan and Brett for vacation relief for Lon.

Activities – Underway or planned.

9) Posting the Fire Safety Plan in its metal box.
10) Repair and rebuild of the circular window frame in 2023.
11) Order the remaining new phones and complete the rest of the phone system repairs.
12) Undertake to complete a Capital & Significant Operating Issues Plan.
13) Refresh the website appearance and upgrade the functionality to a more modern level.
14) Continue simplifying the maintenance requirements of the gardens around the church.
15) Purchase a laptop computer for use at both churches and complete the networking and coordination of their computer systems.
16) Keep informed about Diocesan initiatives and any changes resulting from the recent Synod.
17) Investigate the purchase of internet operatable thermostats to reduce unnecessary heating of the building.
18) Review the quality and waste of paper product supplies in the washrooms.
19) 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 fall.
20) De-mossing of the church roof will be completed once the harness clips are installed to provide safe access.
21) Upgrade sound system wiring and connections to improve performance and reliability.
22) Replace the hall entrance door to include a keypad lock. (est. $4,200) planned for October, doors and hardware are on site.
23) Men's washroom floor needs stripping/recoating to resolve stickiness related to deteriorating floor material.
24) Complete the cleaning of the remaining carpets in the sanctuary.
25) Get the Country Grocer loyalty program operational at St Mary's.
26) Implement the new stormwater source control monitoring requirements for parking lot catch basins and prepare mitigation kit for hazardous spills in the parking lot in accordance with CRD bylaws/regulations.
27) Backflow preventer testing scheduled for September 18th.
28) Replace the AED in Cooper Hall, a call for donations to this was made on Sunday Sept. 17th.
29) Transfer funds to the Diocesan Trust Fund for investment.
30) Work parties scheduled for October 6 (small clean-up) and 28 (big clean-up).
31) Prepare revised Church Musician job description and begin process to fill the position.

Respectfully submitted by Ian Stuart & Ken Pedlow

Wardens Report St. Stephen.
Sept Parish Council

Activities Completed:

We are thankful to community members who have assisted with grass cutting and weed eating over the summer.

We had a great summer with two outdoor services which were attended by Parish members. It was lovely to gather together in God Cathedral. The combined services during August were enjoyable too, sharing our spaces and enjoying the opportunity to come together for coffee after.

The dishwasher in the Kitchen has been repaired and is doing its job, the technician said it should last us years yet!!

Men's breakfast has been well attended and the next one is scheduled for Sept 23rd and following Oct. 28th.

Some produce from the gardens, where Don and Karen have been working was taken to the Food Distribution at the church across from Centennial Park. Don has a plan to rent a machine to cut the blackberries back again at the fence next to the garden area. He also hopes to train some of the surviving plants and hopefully not have them reaching into the garden area!!

It was decided that the Community Lunch will not proceed at this time. However, there may be an opportunity to work with other churches to provide something similar. Lon will inquire if others might be interested in a shared ministry.

The white fence around the Cemetery was power washed and painted on the inside in early September, it looks much better.

Activities Underway or planned:

Peter will acquire the needed fire permit for us to burn come October as long as restrictions are off. We have two piles that he will bring down from up behind the shed.

Preschool contracts are still needing to be signed and they will be ready soon.

October 1st is the annual Pet Blessing and this will be done in the Pet Memorial area at 1:00. The usual 11:15 service will be in the church and then a short coffee break and on to the Pet Blessing at 1:00. All are welcome!

Hopefully we will have a games night organized for some time in October.

At the end of November there is a weekend rental in the hall, up and downstairs. This weekend we will not be able to hold coffee time. The hall will be closed to all activities. This is a Dog Scent Trial and they have strict rules on who can be in the building at the time. Only one dog and one handler. No spectators, however they would be willing to put on a demo for us if we are interested. Other Dogs must be away from the hall and so there will be cars around the property. As far as we know they will not be doing anything outside.

Respectfully submitted
Deb Butler and Lynda

St. Mary's June 2023 Financial Review

ITEM	Actual To 30-Jun	% To Budget Target=50%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$49,086.02	49.1%	$100,000	
OPEN OFFERING	$515.25	103.1%	$500	
FESTIVAL	$3,312.00	44.2%	$7,500	
HALL /FACILITIES USE DONATIONS	$6,760.00	84.5%	$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	$3,600.00	72.0%	$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	**$63,908.27**	50.4%	**$126,750**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$26,173.86	52.3%	$50,027	
RELIEF CLERGY	$0.00	0.0%	$1,250	
CHURCH MUSICIAN	$5,067.53	44.7%	$11,328	Back pay issued resolved
RELIEF MUSICIAN	$875.00	72.9%	$1,200	
ADMIN. ASST/BOOKKEEPER	$15,584.58	61.8%	$25,200	Includes Retro COLA from 2021 & 2022
DIOCESAN ASSESSMENT	$10,426.98	50.0%	$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	$167.01	51.4%	$325	
ADVERTISING	$77.63	25.9%	$300	
INSURANCE	$7,198.00	125.7%	$5,725	No Further Action Required
PHOTOCOPY	$2,150.19	71.7%	$3,000	
POSTAGE	$96.39	64.3%	$150	
STATIONERY	$235.54	31.4%	$750	
COMPUTER EXPENSES	$0.00	0.0%	$1,500	
MAINTENANCE - GENERAL	$0.00	0.0%	$5,250	
MAINTENANCE - CLEANING CONTRACT	$1,845.00	43.9%	$4,200	
MAINTENANCE - CLEANING SUPPLIES	$273.38	68.3%	$400	
MAINTENANCE - GARDENING	$73.22	7.3%	$1,000	
GARBAGE	$240.96	48.2%	$500	January-June
HYDRO	$3,012.69	34.2%	$8,800	Gov't credit applied
WEBSITE SUPPORT (Tithe.ly)	$0.00	0.0%	$600	
INTERNET	$1,456.78	53.0%	$2,750	
TELEPHONE	$990.27	70.7%	$1,400	
WATER/SEWER	$372.97	46.6%	$800	
MISCELLANEOUS	$152.53	30.5%	$500	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$50	
TRANSFER TO MEMORIAL ACCOUNT	$0.00		$0	
TOTAL EXPENDITURES	**$77,070.54**	51.5%	**$149,684**	
OPERATING SURPLUS/DEFICIT	**-$13,162.27**	57.4%	**-$22,934**	

St. Mary's July 2023 Financial Review

ITEM	Actual To 31-Jul	% To Budget Target=58%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$58,714.52	58.7%	$100,000	
OPEN OFFERING	$535.25	107.1%	$500	
FESTIVAL	$3,312.00	44.2%	$7,500	
HALL /FACILITIES USE DONATIONS	$7,120.00	89.0%	$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	$3,600.00	72.0%	$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	**$73,916.77**	58.3%	**$126,750**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$30,584.56	61.1%	$50,027	
RELIEF CLERGY	$0.00	0.0%	$1,250	
CHURCH MUSICIAN	$5,676.42	50.1%	$11,328	No further Action for Now
RELIEF MUSICIAN	$1,450.00	120.8%	$1,200	
ADMIN. ASST/BOOKKEEPER	$17,654.02	70.1%	$25,200	Includes Retro COLA from 2021 & 2022
DIOCESAN ASSESSMENT	$12,164.81	58.3%	$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	$302.15	34.5%	$875	
SANCTUARY SUPPLIES	$207.50	63.8%	$325	
ADVERTISING	$77.63	25.9%	$300	
INSURANCE	$7,198.00	125.7%	$5,725	No Further Action Required
PHOTOCOPY	$2,030.19	67.7%	$3,000	
POSTAGE	$96.39	64.3%	$150	
STATIONERY	$235.54	31.4%	$750	
COMPUTER EXPENSES	$0.00	0.0%	$1,500	
MAINTENANCE - GENERAL	$2,336.27	44.5%	$5,250	
MAINTENANCE - CLEANING CONTRACT	$2,152.50	51.3%	$4,200	
MAINTENANCE - CLEANING SUPPLIES	$443.00	110.8%	$400	
MAINTENANCE - GARDENING	$73.22	7.3%	$1,000	
GARBAGE	$481.92	96.4%	$500	
HYDRO	$4,106.56	46.7%	$8,800	Gov't credit applied
WEBSITE SUPPORT (Tithe.ly)	$0.00	0.0%	$600	
INTERNET	$1,706.17	62.0%	$2,750	
TELEPHONE	$1,045.12	74.7%	$1,400	
WATER/SEWER	$372.97	46.6%	$800	
MISCELLANEOUS	$167.28	33.5%	$500	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$50	
TRANSFER TO MEMORIAL ACCOUNT	$0.00		$0	
TOTAL EXPENDITURES	**$90,936.03**	60.8%	**$149,684**	
OPERATING SURPLUS/DEFICIT	**-$17,019.26**	74.2%	**-$22,934**	

St. Mary's August 2023 Financial Review

ITEM	Actual To 31-Aug	% To Budget Target=66%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$68,530.38	68.5%	$100,000	
OPEN OFFERING	$615.25	123.1%	$500	
FESTIVAL	$3,312.00	44.2%	$7,500	
HALL /FACILITIES USE DONATIONS	$7,120.00	89.0%	$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	$3,600.00	72.0%	$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	**$83,812.63**	66.1%	**$126,750**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$34,995.26	70.0%	$50,027	Vacation Acrual Credit pending
RELIEF CLERGY	$300.00	24.0%	$1,250	
CHURCH MUSICIAN	$5,922.36	52.3%	$11,328	No further Action for Now
RELIEF MUSICIAN	$1,575.00	131.3%	$1,200	
ADMIN. ASST/BOOKKEEPER	$19,230.12	76.3%	$25,200	Incl. Retro 21 &22 & Vac. Acr. Credit pending
DIOCESAN ASSESSMENT	$13,902.64	66.7%	$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	$519.15	59.3%	$875	
SANCTUARY SUPPLIES	$207.50	63.8%	$325	
ADVERTISING	$77.63	25.9%	$300	
INSURANCE	$7,198.00	125.7%	$5,725	No Further Action Required
PHOTOCOPY	$1,910.19	63.7%	$3,000	
POSTAGE	$96.39	64.3%	$150	
STATIONERY	$185.54	24.7%	$750	
COMPUTER EXPENSES	$0.00	0.0%	$1,500	
MAINTENANCE - GENERAL	$2,831.35	53.9%	$5,250	
MAINTENANCE - CLEANING CONTRACT	$2,460.00	58.6%	$4,200	
MAINTENANCE - CLEANING SUPPLIES	$434.00	108.5%	$400	
MAINTENANCE - GARDENING	$73.22	7.3%	$1,000	
GARBAGE	$481.92	96.4%	$500	
HYDRO	$4,106.56	46.7%	$8,800	Gov't credit applied
WEBSITE SUPPORT (Tithe.ly)	$0.00	0.0%	$600	
INTERNET	$1,955.56	71.1%	$2,750	
TELEPHONE	$1,099.97	78.6%	$1,400	
WATER/SEWER	$372.97	46.6%	$800	
MISCELLANEOUS	$191.83	38.4%	$500	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$50	
TRANSFER TO MEMORIAL ACCOUNT	$0.00		$0	
TOTAL EXPENDITURES	**$100,500.97**	67.1%	**$149,684**	
OPERATING SURPLUS/DEFICIT	**-$16,688.34**	72.8%	**-$22,934**	

St. Mary's Anglican Church
Balance Sheet
As of 31 August 2023

	31 Aug 23
ASSETS	
Current Assets	
Chequing/Savings	
1005 · Consolidated Bank Account	
1010 · General Operating Account	74.42
1110 · St. Mary's Church Events	2,407.52
1210 · St. Mary's Memorial Operating	166,213.58
Total 1005 · Consolidated Bank Account	168,695.52
Total Chequing/Savings	168,695.52
Accounts Receivable	
1400 · GST Receivable	426.10
Total Accounts Receivable	426.10
Total Current Assets	169,121.62
TOTAL ASSETS	**169,121.62**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
3100 · Current Special Ministries - CE	
3110 · Church Events - Altar Fund	1,643.58
3120 · Church Events - Flower	1,322.23
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	36.91
3170 · Church Events - Social Fund	663.57
3190 · Church Events- Recycle Refunds	1,442.00
Total 3100 · Current Special Ministries - CE	5,229.95
3400 · Outreach Funds	
3420 · Outreach-ORRCA Dental Clinic	532.00
3440 · Outreach-General Use	952.62
3460 · Outreach-Saan. Pen. Hospital	10.00
3470 · Outreach-SICCT	10.00
3480 · Outreach-PWRDF	2,170.00
3490 · Outreach-Christmas Hampers	
3496 · Outreach - Building Bridges	47.50
Total 3490 · Outreach-Christmas Hampers	47.50
3491 · Outreach-Anglican Appeal	210.00
3492 · Outreach-S. P. Lions Food Bank	532.00
3493 · Prayer Shawl Ministry	68.11
3495 · Outreach-St. Matthews Library	1,000.00
Total 3400 · Outreach Funds	5,532.23
3500 · Deferred Sp. Ministries - Mem.	
3510 · Memorial-General	17,390.01

St. Mary's Anglican Church

Balance Sheet

As of 31 August 2023

	31 Aug 23
3520 · Memorial- Thrifty's	1,088.18
3530 · Memorial-Bequests	10,000.00
3540 · Memorial-Bursary - St. Mary's	-611.35
3560 · Memorial-Guild	2,041.86
3570 · Memorial-Ron Smith Legacy	5,086.97
3590 · Memorial-Sound/Video	900.00
Total 3500 · Deferred Sp. Ministries - Mem.	35,895.67
Total Long Term Liabilities	46,657.85
Total Liabilities	46,657.85
Equity	
32000 · Retained Earnings	10,636.25
3900 · Opening Balance Equity-General	246.16
3910 · Retained Earnings-General	4,951.93
3920 · Retained Earnings-Church Events	6,515.82
3930 · Retained Earnings-Memorial Acct	116,801.95
Net Income	-16,688.34
Total Equity	122,463.77
TOTAL LIABILITIES & EQUITY	**169,121.62**

St. Mary's Anglican Church
Profit & Loss
January through August 2023

	Jan - Aug 23
Income	
4000 · INCOME - General	
4100 · Offering Income	
4110 · Offering-Open Offering	615.25
4120 · Offering-Weekly	68,530.38
4130 · Offering - Festivals	
4131 · Offeirng-Festival-Easter	3,312.00
Total 4130 · Offering - Festivals	3,312.00
Total 4100 · Offering Income	72,457.63
4300 · General Income	
4310 · General Income-Bapt./Wed/Funer.	550.00
4330 · General Income-Facilities Use	7,120.00
4360 · General Income-Misc./Interest	85.00
Total 4300 · General Income	7,755.00
4400 · Transfers IN-General	
4420 · Transfer IN-CE-Church Sales	3,600.00
Total 4400 · Transfers IN-General	3,600.00
Total 4000 · INCOME - General	83,812.63
Total Income	83,812.63
Expense	
5000 · EXPENDITURES - General	
5100 · Wages & Benefits - General	
5110 · Salary/Benefits - Rector	34,995.26
5120 · Salary/Benefits-Music Director	5,922.36
5130 · Salary/Benefits-Admin./Bookeep.	19,230.12
5140 · Relief Clergy/Other Clergy	300.00
5150 · Relief Musician	1,575.00
Total 5100 · Wages & Benefits - General	62,022.74
5300 · Expenditures - Admin - General	
5320 · Postage	96.39
5330 · Stationery Expenses	
5331 · Stationery - General	185.54
Total 5330 · Stationery Expenses	185.54
5340 · Photocopier - General	1,910.19
5350 · Insurance	7,198.00
5360 · Diocesan Assessment	13,902.64
5370 · Advertising	77.63
5380 · Fundraising Expenses	158.93
Total 5300 · Expenditures - Admin - General	23,529.32
5400 · Expenditures-Ministries-General	
5410 · Music	519.15
5420 · Sanctuary	207.50
5430 · Christian Education	83.41
5440 · Conferences	290.40
Total 5400 · Expenditures-Ministries-General	1,100.46

St. Mary's Anglican Church
Profit & Loss
January through August 2023

	Jan - Aug 23
5500 · Expenditures-Maintenance-Gener.	
5510 · General Maintenance	2,831.35
5520 · Cleaning-General	
5521 · Cleaning-Contract	2,460.00
5522 · Cleaning-Supplies	434.00
Total 5520 · Cleaning-General	2,894.00
5530 · Grounds and Equipment	73.22
Total 5500 · Expenditures-Maintenance-Gener.	5,798.57
5600 · Expenditures-Utilities-General	
5610 · Water/Sewer	372.97
5620 · Hydro	4,106.56
5640 · Telephone	1,099.97
5650 · Internet	1,955.56
5660 · Garbage Disposal	481.92
Total 5600 · Expenditures-Utilities-General	8,016.98
5800 · Miscellaneous Expenses-General	32.90
Total 5000 · EXPENDITURES - General	100,500.97
Total Expense	100,500.97
Net Income	**-16,688.34**

St Stephen's June 2023 Financial Review

ITEM	Actual To 30-Jun	% To Budget Target=50%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$38,225.30	38.2%	$100,000	
OPEN OFFERING	$888.25	111.0%	$800	
FESTIVAL	$1,155.00	46.2%	$2,500	
HALL /Preschool Donation	$6,620.00	63.0%	$10,500	
OTHER HALL DONATIONS	$3,397.60	0.0%	$0	Includes $1,200 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	$1,264.76	21.1%	$6,000	
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	$226.13	0.0%	$0	
NEW BEQUESTS	$10,000.00			
TOTAL REVENUE	**$62,677.04**	52.1%	**$120,200**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$26,174.57	52.3%	$50,027	
RELIEF & OTHER CLERGY	$0.00	0.0%	$1,200	
CHURCH MUSICIAN	$3,981.96	53.1%	$7,500	
RELIEF MUSICIANS	$1,100.00	55.0%	$2,000	Includes $100 for sound/projection
ADMIN. ASST/BOOKKEEPER	$8,618.28	62.5%	$13,800	Includes 2022 salary underpayment
PAYROLL VARIANCES	$119.89			Payroll error mid May - to be resolved
DIOCESAN ASSESSMENT	$10,561.02	50.0%	$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	$109.95	22.0%	$500	
ADVERTISING	$81.50	40.8%	$200	
INSURANCE	$7,121.00	97.8%	$7,284	
PHOTOCOPY	$1,765.22	58.8%	$3,000	
POSTAGE	$78.55	19.6%	$400	
STATIONERY	$218.85	21.9%	$1,000	$120 for shredding backlog
OFFICE COMPUTERS	$77.99	3.9%	$2,000	
SOCIAL EVENTS	$0.00	0.0%	$300	Moved to special fund.
MAINTENANCE - GENERAL	$2,116.56	38.5%	$5,500	
SECURITY	$214.14	32.9%	$650	
MAINTENANCE - CLEANING CONTRACT	$1,845.00	52.7%	$3,500	
MAINTENANCE - CLEANING SUPPLIES	$19.70	3.9%	$500	
MAINTENANCE - GROUNDS	$314.85	10.5%	$3,000	
GARBAGE	$597.65	59.8%	$1,000	
HYDRO	$3,655.04	66.5%	$5,500	
WEB MAINTENANCE	$0.00	0.0%	$600	
HEATING OIL (HALL)	$2,587.52	37.0%	$7,000	
INTERNET	$735.25	47.4%	$1,550	
TELEPHONE	$777.12	77.7%	$1,000	
YOUTH MINISTRY	$0.00	0.0%	$100	
SUNDAY SCHOOL	$0.00	0.0%	$200	
MISCELLANEOUS	$35.02	0.0%	$0	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$100	
RECONCILIATRION VARIANCES	$0.00	0.0%	$0	
TOTAL EXPENDITURES	**$73,197.03**	51.5%	**$142,033**	
OPERATING SURPLUS/DEFICIT	**-$10,519.99**	48.2%	**-$21,833**	

St Stephen's July 2023 Financial Review

ITEM	Actual To 31-Jul	% To Budget Target=58%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$43,454.30	43.5%	$100,000	
OPEN OFFERING	$1,189.27	148.7%	$800	
FESTIVAL	$1,155.00	46.2%	$2,500	
HALL /Preschool Donation	$6,620.00	63.0%	$10,500	
OTHER HALL DONATIONS	$3,775.70	0.0%	$0	Includes $1,425 for grounds use.
WEDDINGS/ FUNERALS	$1,200.00	300.0%	$400	
FUNERAL BULLETIN FEES	$0.00	0.0%	$0	
SOCIAL EVENTS	$0.00	0.0%	$0	
INTEREST INCOME	$4,071.66	67.9%	$6,000	
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	$226.13	0.0%	$0	
NEW BEQUESTS	$10,000.00			
TOTAL REVENUE	**$71,692.06**	59.6%	**$120,200**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$30,585.31	61.1%	$50,027	
RELIEF & OTHER CLERGY	$0.00	0.0%	$1,200	
CHURCH MUSICIAN	$4,645.62	61.9%	$7,500	
RELIEF MUSICIANS	$1,225.00	61.3%	$2,000	Includes $100 for sound/projection
ADMIN. ASST/BOOKKEEPER	$9,652.82	69.9%	$13,800	Includes 2022 salary underpayment
PAYROLL VARIANCES	$119.89			Payroll error mid May - to be resolved
DIOCESAN ASSESSMENT	$12,321.19	58.3%	$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	$109.95	22.0%	$500	
ADVERTISING	$81.50	40.8%	$200	
INSURANCE	$7,121.00	97.8%	$7,284	No Further Action
PHOTOCOPY	$2,313.86	77.1%	$3,000	
POSTAGE	$78.55	19.6%	$400	
STATIONERY	$218.85	21.9%	$1,000	$120 for shredding backlog
OFFICE COMPUTERS	$77.99	3.9%	$2,000	
SOCIAL EVENTS	$0.00	0.0%	$300	Moved to special fund.
MAINTENANCE - GENERAL	$2,116.56	38.5%	$5,500	
SECURITY	$321.21	49.4%	$650	
MAINTENANCE - CLEANING CONTRACT	$2,014.12	57.5%	$3,500	
MAINTENANCE - CLEANING SUPPLIES	$93.03	18.6%	$500	
MAINTENANCE - GROUNDS	$314.85	10.5%	$3,000	
GARBAGE	$769.79	77.0%	$1,000	
HYDRO	$3,655.04	66.5%	$5,500	
WEB MAINTENANCE	$0.00	0.0%	$600	
HEATING OIL (HALL)	$2,587.52	37.0%	$7,000	
INTERNET	$735.25	47.4%	$1,550	
TELEPHONE	$777.12	77.7%	$1,000	
YOUTH MINISTRY	$0.00	0.0%	$100	
SUNDAY SCHOOL	$0.00	0.0%	$200	
MISCELLANEOUS	$44.15	0.0%	$0	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$100	
RECONCILIATRION VARIANCES	$0.00	0.0%	$0	
TOTAL EXPENDITURES	**$82,270.57**	57.9%	**$142,033**	
OPERATING SURPLUS/DEFICIT	**-$10,578.51**	48.5%	**-$21,833**	

St Stephen's August 2023 Financial Review

ITEM	Actual To 31-Aug	% To Budget Target=66%	2023 BUDGET	REMARKS 2023 Budget to 2023 Actuals
INCOME				
REGULAR OFFERINGS	$49,029.66	49.0%	$100,000	
OPEN OFFERING	$1,368.52	171.1%	$800	
FESTIVAL	$1,155.00	46.2%	$2,500	
HALL /Preschool Donation	$6,620.00	63.0%	$10,500	
OTHER HALL DONATIONS	$4,450.70	0.0%	$0	Includes $1,650 for grounds use.
WEDDINGS/ FUNERALS	$1,800.00	450.0%	$400	
FUNERAL BULLETIN FEES	$0.00	0.0%	$0	
SOCIAL EVENTS	$0.00	0.0%	$0	
INTEREST INCOME	$2,529.52	42.2%	$6,000	
DONATIONS/Targeted	$0.00	0.0%	$0	
WAGE SUBSIDY	$0.00	0.0%	$0	
CEMETERY SUPPORT	$0.00	0.0%	$0	
DEFICIT RESERVE	$0.00	0.0%	$0	
MISCELLANEOUS INCOME	$226.13	0.0%	$0	
NEW BEQUESTS	$10,000.00			
TOTAL REVENUE	**$77,179.53**	64.2%	**$120,200**	
DISBURSEMENTS				
STIPEND/BENEFITS - RECTOR	$34,996.05	70.0%	$50,027	Vacation Accrual Credit Pending
RELIEF & OTHER CLERGY	$300.00	25.0%	$1,200	
CHURCH MUSICIAN	$5,309.28	70.8%	$7,500	
RELIEF MUSICIANS	$1,375.00	68.8%	$2,000	Includes $100 for sound/projection
ADMIN. ASST/BOOKKEEPER	$10,687.36	77.4%	$13,800	Incl. 22 underpayment/Vac Accr Credit Pending
PAYROLL VARIANCES	$119.89			Payroll error mid May - to be resolved
DIOCESAN ASSESSMENT	$14,081.36	66.7%	$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	$217.00	72.3%	$300	
SANCTUARY SUPPLIES	$155.96	31.2%	$500	
ADVERTISING	$214.75	107.4%	$200	
INSURANCE	$7,121.00	97.8%	$7,284	No Further Action
PHOTOCOPY	$2,483.86	82.8%	$3,000	
POSTAGE	$172.75	43.2%	$400	
STATIONERY	$218.85	21.9%	$1,000	$120 for shredding backlog
OFFICE COMPUTERS	$77.99	3.9%	$2,000	
SOCIAL EVENTS	$0.00	0.0%	$300	Moved to special fund.
MAINTENANCE - GENERAL	$2,718.08	49.4%	$5,500	
SECURITY	$321.21	49.4%	$650	
MAINTENANCE - CLEANING CONTRACT	$2,183.24	62.4%	$3,500	
MAINTENANCE - CLEANING SUPPLIES	$195.10	39.0%	$500	
MAINTENANCE - GROUNDS	$314.85	10.5%	$3,000	
GARBAGE	$855.86	85.6%	$1,000	
HYDRO	$3,655.04	66.5%	$5,500	
WEB MAINTENANCE	$0.00	0.0%	$600	
HEATING OIL (HALL)	$2,587.52	37.0%	$7,000	
INTERNET	$993.25	64.1%	$1,550	
TELEPHONE	$821.12	82.1%	$1,000	
YOUTH MINISTRY	$0.00	0.0%	$100	
SUNDAY SCHOOL	$0.00	0.0%	$200	
MISCELLANEOUS	$53.28	0.0%	$0	Inc. Fundraising expenses
BANK CHARGES & RECONCILIATIONS	$0.00	0.0%	$100	
RECONCILIATRION VARIANCES	$0.00	0.0%	$0	
TOTAL EXPENDITURES	**$92,520.05**	65.1%	**$142,033**	
OPERATING SURPLUS/DEFICIT	**-$15,340.52**	70.3%	**-$21,833**	

St. Stephen Church -Anglican ParishCS
Balance Sheet
As of 31 August 2023

		31 Aug 23
ASSETS		
Current Assets		
Chequing/Savings		
1000 · CASH		
1010 · Coast Captial Operating Account		124,904.80
Total 1000 · CASH		124,904.80
Total Chequing/Savings		124,904.80
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		1,228.30
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		149,229.30
Total Current Assets		274,984.10
TOTAL ASSETS		**274,984.10**
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)

St. Stephen Church -Anglican ParishCS
Balance Sheet
As of 31 August 2023

		31 Aug 23
Other Current Liabilities		
3100 · CURRENT SPECIAL MINISTRIES		
3110 · Altar Flowers /Guild	(21.78)	
3120 · Cemetery Support	250.00	
3160 · Community Lunch (#5)	215.56	
3175 · Sunday School / Christian Ed.	20.00	
3190 · Social Fund	233.76	
Total 3100 · CURRENT SPECIAL MINISTRIES		697.54
3400 · OUTREACH PROJECTS		
3405 · African Childrens' Support -HS	20.00	
3410 · Rector's Discretionary Fund	75.00	
3415 · Grief & Support Lunch	19.04	
3420 · General Outreach	411.79	
3425 · Christmas Hampers	25.75	
3435 · Saan.Pen. Hosp/Health Found.	95.00	
3455 · Victoria Animal Humane Society	20.00	
3480 · PWRDF	65.00	
3492 · Saanich Peninsula Food Bank	245.00	
3493 · Prayer Shawls	54.23	
Total 3400 · OUTREACH PROJECTS		1,030.81
Total Other Current Liabilities		1,728.35
Total Current Liabilities		1,603.35
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)	6,189.20	
3560 · Education Fund (#5)	4,988.91	
Total 3500 · DEFERRED SPECIAL PROJECTS		192,294.09
Total Long Term Liabilities		192,294.09
Total Liabilities		193,897.44

St. Stephen Church -Anglican ParishCS
Balance Sheet
As of 31 August 2023

	31 Aug 23
Equity	
30000 · Opening Bal Equity	40,712.67
32000 · Retained Earnings	37,713.51
32150 · Unrealized Gain/Loss	18,001.00
Net Income	(15,340.52)
Total Equity	81,086.66
TOTAL LIABILITIES & EQUITY	**274,984.10**

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

			Jan - Aug 23
Ordinary Income/Expense			
Income			
4000 · OPERATING INCOME			
4100 · Offering Income			
4110 · Open Offerings		1,368.52	
4120 · Identified Donors		49,029.66	
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			51,553.18
4300 · General Income			
4310 · Weddings / Funerals		1,800.00	
4380 · General Income - New Bequests		10,000.00	
Total 4300 · General Income			11,800.00
4330 · Facilities Income			
4334 · Community Facilities Use		2,400.00	
4335 · Community Grounds User		1,650.00	
4337 · Pre-School		6,620.00	
4339 · Donation Boxes		400.70	
Total 4330 · Facilities Income			11,070.70
4340 · Interest			2,529.52
Total 4000 · OPERATING INCOME			76,953.40
4990 · Uncategorized Income			226.13
Total Income			77,179.53
Gross Profit			77,179.53
Expense			
5000 · General Expenditure			
5100 · Wages & Benefits			
5110 · Priest Salary/Benefits		34,996.05	
5130 · Administrator -Salary/Benefits		10,687.36	
5140 · Relief Clergy		300.00	

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

	Jan - Aug 23		
5150 · Musicians			
5151 · Musicians -Contract	5,309.28		
5152 · Occasional Musicians	1,275.00		
5153 · Sound/Projection	100.00		
Total 5150 · Musicians		6,684.28	
5180 · Payroll Variences		119.89	
Total 5100 · Wages & Benefits			52,787.58
Total 5000 · General Expenditure			52,787.58
5300 · General Administration			
5320 · Post Box & Postage			172.75
5330 · Office Supplies			218.85
5332 · Office Computers / Software			77.99
5340 · Photocopier			2,483.86
5350 · Insurance			7,121.00
5360 · Diocesan Assessment			14,081.36
5370 · Advertising			214.75
5380 · Fundraising Expenses			53.28
Total 5300 · General Administration			24,423.84
5400 · Ministry Expense			
5410 · Music Supplies			217.00
5420 · Church & Sanctuary Supplies			155.96
5440 · Conferences			290.40
Total 5400 · Ministry Expense			663.36
5500 · Maintenence Expenses			
5510 · General Maintenance			2,718.08
5520 · Cleaning Expense			
5521 · Janitorial Contract		2,183.24	
5522 · Cleaning Supplies		195.10	
Total 5520 · Cleaning Expense			2,378.34
5530 · Grounds Keeping			
5532 · Grounds Equipment		314.85	
5533 · Grounds Labour		0.00	
Total 5530 · Grounds Keeping			314.85
5550 · Security			321.21
Total 5500 · Maintenence Expenses			5,732.48

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

	Jan - Aug 23
5600 · Utilities Expenses	
5620 · Hydro	
5621 · Electricity - Church	1,579.13
5622 · Electricity - Hall	2,075.91
Total 5620 · Hydro	3,655.04
5630 · Heating Oil - Hall	2,587.52
5640 · Telephone Links	
5642 · Office Line	221.12
5644 · Rector's Cell	600.00
Total 5640 · Telephone Links	821.12
5650 · Internet Service	993.25
5660 · Garbage & Recycling	855.86
Total 5600 · Utilities Expenses	8,912.79
Total Expense	92,520.05
Net Ordinary Income	-15,340.52
Net Income	**-15,340.52**

ANGLICAN DIOCESE
OF ISLANDS AND INLETS

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September 19, 2023

Dear Clergy and Wardens,

This past summer at General Synod the National Church authorized *Pastoral Liturgies for Journeys of Gender Transition and Affirmation*. These services (Pastoral-Liturgies-for-Gender-Transition-and-Affirmation-07.23.pdf (anglican.ca)) are an important pastoral service and public witness as we live into our baptismal covenant to respect the dignity of every human being. These liturgies have already been used in our diocese to affirm members of our church who are undergoing gender transition.

We write today as it has come to our attention that as a symptom of the rise of radical anti-trans rhetoric there are going to be 'anti-trans' protests in many cities and municipalities this coming Wednesday. These protests are based in fear and ignorance and will claim to be 'protecting' children. Please do not be fooled by this language. Children need love and acceptance and the last thing they need is perfect strangers to be passing judgment on their gender identity and expression as well as their medical care.

Please do what you can to reach out to the +LGBTQ2S+ folk in your parishes and in your community and to stand in solidarity with them as children of God both this week and in the weeks and months to come. Please find ways for your parish to be a visible presence of safety, acceptance, and solidarity with all God's people, regardless of race, class, or gender.

Yours Faithfully,

+ Anna Greenwood-Lee

Bishop Anna Greenwood-Lee,
The Ven. Clara Plamondon, The Ven. Elizabeth Northcott, The Ven. Alastair Singh-McCollum, The Ven. Craig Hiebert, The Ven. Lon Towstego, The Ven. Eric Partridge, and Canon Dr. Brendon Neilson