# Parish of Central Saanich Council Minutes
# November 23, 2021 - 7:00 p.m. by Zoom

## ACTION ITEMS

| Name | Action Item | Date |
|---|---|---|
| Lon | Meeting with Brett & Logan re continuing 7:45 a.m. service in new year. | |
| Lon/Wardens | To discuss AGM report content and platform | |
| Wardens/Ops Coms | Develop draft budgets for January meeting | |
| Wardens & David Stewart | Event to brainstorm worship perhaps with social aspect | When we are fully back in our bldgs.. |

**Participants:** The Ven. Dr. Lon Towstego, Chair
Lynda Clifford, Deb Butler, Ken Pedlow, Ian Stuart
John Beresford, David Cooper, Terry Hartley, Karen McColm
David Stewart, Tracy Stubbs
Leslie Pedlow (Recording Secretary)

**Regrets:** Sandra Scarth, Don Wilson

**I** **Open meeting** – Lon called the meeting to order at 7:0p.m. and opened with a land acknowledgement. He asked everyone around the table to share any recent God-sent moments. After everyone had spoken he offered a prayer.

**II** **Changes or Additions to the Agenda?** – Lon made two additions to the Agenda: 1) add Safe Church under New Business and 2) he asked Leslie to share the news that the April to August 2021 Wage subsidy had just been received and it exceeded our forecast. The meeting proceeded following the revised agenda.

**III** **Minutes:**
The October 19, 2021 Minutes were adopted via Electronic Vote.

**IV** **Reports**

1. Rector – The report was circulated electronically with the Council package. Lon asked if there were any questions. None.
2. Wardens
   St. Mary & St. Stephen – Lon asked for questions or comments. He thought that the reports were very thorough. David Stewart commented that the Wardens had accomplished a lot of work in the last two months.

   It was **Moved** by John Beresford, **Seconded** by Ian Stuart, that the Non-Financial reports be received. **Carried.**
3. Cemetery Report – David Stewart gave a verbal report outlining the establishment of a sub-committee to review responsibilities for maintenance of gravesites – families or the Cemetery Committee. There have been four or five gravesites that have been identified as needing repair. He also reported on the appointment of Mark Oldnall as the Diocesan Cemetery Manager and Mark's subsequent letter to Diocesan Cemetery Boards requesting information on licenses and by-laws and the possibility for digitizing cemetery records which could be a lengthy and possibly difficult task given the wide-ranging systems used throughout the Diocese. Mark is known to both Lon and David S and they feel he will do good

work. The Maintenance sub-committee is standing down temporarily until Mark weighs in. However, the sub-committee will not let this impede its progress. Lon thanked David S. for his report. David Cooper suggested that there should be sound guidelines for standardization of gravesites and he also drew David S.'s attention to the Lichfield Cemetery website.

It was **Moved** by Ken Pedlow and **Seconded** by Lynda Clifford that David Stewart's verbal report be received. **Carried.**

4. Financials:
   a) St. Mary Statement to October 31, 2021 – Ken reminded Council that the St. Mary's year-end forecast had been circulated electronically and asked that it become part of these Minutes for future reference. He reported that a financial update letter had been emailed to the St. Mary's congregants based on the information in the forecast. He asked if there were any questions on the financial statements as circulated. David Cooper expressed his concern that the forecast was using old money and wage subsidy grants. Ken indicated that we have lost our all of our traditional revenue streams during COVID and we were attempting to balance the budget with little or no impact on Capital. Lon also reiterated that he and the Wardens have continued to place a high priority on Stewardship messaging and have keep a foot on the accelerator.

   It was **Moved** by Ken Pedlow, **Seconded** by John Beresford, that the St. Mary Financial Statements to October 31, 2021 and the budget forecast that was distributed between Council meetings by adopted. **Carried**.

   A discussion followed on the Operating Loan process and why we were still conducting business in this manner. It was explained that Council's confusion around this issue was one of presentation and that situation had now been alleviated. Karen McColm (our Financial Reviewer) agreed that the confusion had been addressed. Council concurred with the current presentation process. David Stewart asked why St. Stephen wasn't doing the same.

   b) St. Stephen Statement to October 31, 2021 – Lynda indicated that St. Stephen had, in perpetuity, used the Memorial Hall Fund in the past to cover deficit situations. However, concerns were raised that the Fund could eventually run dry. She indicated that the fund had not been used in this way for the past few years as the request for Deficit Reserve funds is traditionally well-subscribed and currently will cover the deficit. She reported that a Financial Update letter had been done and that they are hoping to balance by year-end and were encouraging parishioners to keep the deficit reserve fund flush.

   It was **Moved** by Lynda Clifford, **Seconded** by Terry Hartley, that the St. Stephen Financial Statements to October 31, 2021 be adopted. **Carried**.

**V Business Arising/Discussion from Minutes**

a) 7:45 a.m. Service Going Forward – There was a good discussion about the positive aspects of continuing to hold this service, especially until COVID restrictions are lifted. Lon advised that both Brett and Logan are likely to travel significantly as allowed. As the person responsible for Worship, Lon indicated that he has heard Council's support in principle of continuing this service. It was agreed that this should be reassessed by June 20, 2022. There will be budget implications and Lon will meet with Brett and Logan to discuss their expectations and with Leslie to discuss budget impacts.

b) Annual General Meeting – put on calendar for February 27, 2022. Leslie reminded Lon and the Wardens that we should discuss the extent of the content for the Annual Report. Lon will also discuss with the Wardens the platform and timing of the meeting.

c) Aspirations – The Bishop's document "Current Diocesan Priorities" was circulated with the Council package. Lon said that during these in between times or liminal times we not be stuck in "survival mode" but be hopeful and optimistic as we look at "aspirations" and ideas for the future. As an example he talked about developing the outdoor worship space at St. Stephen. This segued to Ian speaking about Transforming Futures.

d) Transforming Futures – Ian reported that he attended a Zoom meeting with other churches who had previously developed a plan. Essentially TF should be broken into two parts: 1) Vison – what are you going to do and 2) Fundraising to implement that vision. The group was advised that Diocesan Council will meet soon and send out a directive of no Transforming Futures fundraising in 2022. Ian will discuss with the former TF parish members and discuss how we can look at new things. One of the important thoughts was that TF needs to be rebranded. One of the more succinct comments from the meeting that Ian attended was "in order to move ahead it is not who we are but what we do."

**VI New Business**

1 Budget Cycle – A reminder to begin drafting budgets for presentation to the January Council meeting. It will be the main focus of that meeting.

2 Safe Church – Lon reported that the Diocese has shifted gears from having a regional representative to having each Clergy responsible for ensuring that everyone in their parish that is required to have CRC's and training gets up to speed. Lon indicated that he will do the on-line training first to see what is involved. He will then work with Sandra and Lynn who have the appropriate records for when people should be scheduled.

**VII Correspondence** –

a) Letter from Financial Officers regarding budgeting for Clergy Days and Conferences

b) Bishop's Pastoral letter re flooding

Both pieces of correspondence for information only.

**VIII Next Meeting**

Possible social event on December 12 at the Towstego home. Lon will send out an email with details for a come and go afternoon event.

The next Council meeting is January 18, 2022 at 7:00 p.m.

Ken Pedlow - Motion for adjournment at 8:50 p.m.

**X** **Closing with the Grace**

Terry Hartley closed the meeting with a prayer

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Lon Towstego, Chair

# Parish of Central Saanich Council Agenda – Nov. 23, 2021
# 7:00 p.m. Via Zoom

**Regrets**:

**I** **Open meeting with Land Acknowledgement and Prayer**

**II** **Changes or Additions to the Agenda?**

**III** **Minutes:**

Council Meeting – October 19, 2021, 2021 - Minutes were approved by electronic vote.

**IV** **Reports**

1. Incumbent – Lon
2. Wardens - St. Mary
   - St. Stephen
3. Cemetery Report – David S. (verbal)

✓ *Motion to receive above reports*

4. Financials:
   a) St. Mary Statements to October 31, 2021 – Ken

✓ *Motion to adopt*

   b) St. Stephen Statements to October 31, 2021 - Lynda

✓ *Motion to adopt*

**V** **Business Arising/Discussion from Minutes**

a) 7:45 a.m. BCP Service going forward
b) Annual General Meeting scheduled for February 27, 2022
c) Aspirations
d) Transforming Futures – Revision and rethinking our focus - Ian

**VI** **New Business**

a) Budget Cycle – Operations Committees should be starting the development of their 2022 budgets so that drafts are available for the January meeting. Information on salary calculations will be forthcoming from the Diocese soon.

**VII** **Correspondence**

a) Letter from Barry Foster & Gail Gauthier regarding Clergy Conferences
b) Bishop's Pastoral Letter re Flooding

**VIII** **Next Meeting**

Possible social event in December???
January 18, 2022 at 7:00 p.m.

Motion for adjournment

**IX** **Closing with Prayer and the Grace**

**Parish Incumbent report to Parish Leadership Team,**

**Nov. 23, 2021**

"those who hope in the Lord will renew their strength. They will soar on wings like eagles; they will run and not grow weary; they will walk and not be faint." *Isaiah 40:31*

A cross section of what I have been up to:

- Assisted Leslie Flynn in a six week book study on Zoom "How to Read the Historical Books." We had 13-15 people at most sessions. People really appreciated Leslie's teaching style and engagement. I debriefed with her after all major events.
- We restarted Midweek services, Wednesday at 10AM.
- I have assisted Leslie Pedlow as she prepares outlines of bulletins well in advance in planning for her medical leave for eye surgery.
- Joined bi-weekly meetings of the Diocesan Human Resources Task Team.
- I attended Clergy Day, and Collation of Archdeacons and Cathedral Canons. October 22
- I took part in the Order of the Diocese awards service and was so pleased to see and to read publicly the bios for Eva Townsend and for Marcia McMenamie in the service.
- I had met with Marcia McMenamie and Peter Simpson prior to the last meeting regarding our now fully functional Pet Memorial Pathway. I have subsequently worked with Ian Stuart to promote and place this information well on our Website.
- I took part in our Employee review with Cathy Quicke. This went well with a streamlined process that our wardens have worked on. We will gradually meet with each staff person.

- I worked with Leslie Pedlow and Cathy Quicke on Advent and Christmas Liturgy. I also worked with Lynda, Rachel, Bob, and others on St. Stephen Liturgy. We have exciting plans.
- Planned and presided in several funerals and interments and provided associated pastoral support. I had Leslie Flynn accompany as possible to learn about this aspect of ministry.
- Attended Virtual Remembrance Day Service, Brentwood Bay. Norma Sealy did an excellent reading.
- I took some vacation time this past week. (Nov 14-20)
- I have arranged to take Brett and Logan to lunch to thank them for their leadership with the 7:45 AM Services. We will access the service from their point of view and talk about 2022 depending how council feels. They both plan to travel in 2022, God willing, so we need to think of that as well as other factors.
- **A couple of criteria that I would like to see us use in evaluating this service are: 1) How does it strengthen our overall faith and discipleship? 2) Is it increasing overall attendance of all three services? 3) Is it sustainable weekly once people start travelling or should we consider other models like bi-weekly or monthly? 4) Brett and Logan kindly donated time for the first three months but we will need to pay them if we carry forward into 2022. 5) Does it support overall parish family ties and togetherness?**

Thank-you for your leadership and we turn our prayers to ask God to be with the people of BC impacted by flooding.

The Ven. Dr. Lon Towstego

# Wardens' Report for St Mary's to Parish Council – November 23, 2021

**Activities - completed**

1) Prepared Year to October financial documentation.
2) Prepared a year end financial projection for parish council based on September 30th figures.
3) Worked on establishing an online replacement for the Holly Fair which supports individual and small group initiatives.
4) Updated St Mary's Operations Committee on finances and outstanding operational issues.
5) Prepared a discussion document for Ops Comm on issues relating to the future of the bursary program.
6) Distributed a financial stewardship letter to all St Mary's parishioners.
7) Got the lighting of the outside cross at St Mary reactivated, changed and cleaned other outside lights.
8) Thrifty's Smile Card program has restarted under the leadership of Irene Feir.
9) Arranged for David Stewart to repair the inoperable fan in the ladies' washroom with great success.
10) Provided Hallowe'en evening security for the church.

**Activities – Underway or planned**

11) Complete the purge and organization of the materials from utility (janitors) room.
12) Arrange for a Central Saanich Fire Dept site visit to put the completed Fire Safety Plan into force now that the emergency lighting system is fully operational.
13) Undertake to complete a Capital & Significant Operating Issues Plan.
14) Repaint the curb at the entrance to the parking lot.
15) Have scheduled completion of the phone system install for December all going well.
16) Encourage the Diocese to update the subscribed website format to the latest Tithe.ly version and support the website redesign committee.
17) Review the existing garden plots around the church with a view to simplifying the plantings in consultation with the gardeners which are still undertaking maintenance activities.
18) Complete the CRD required testing of the back flow system on the church's water lines. On two waiting lists.
19) Upgrade the existing office computer system in 2022.
20) Complete the cleaning of the church gutters once the moss has started to die off.
21) Continue the so far unsuccessful recruitment efforts for a new Parish Treasurer.
22) Arrange for outstanding current bursary payments to be completed.
23) Keep informed about upcoming Diocesan initiatives. Transforming Futures update/ Bishop Anna's Six Priorities
24) Begin work on preparing a draft budget for 2022.

Respectfully submitted by Ian Stuart & Ken Pedlow

# St. Stephen - Warden's Report October 2021

To be done:

- Regular cleaning for the church now that we will be back, Terry has done and is willing to continue, ? Helper? Safe church?!
- People needing Safe Church, I believe this is being worked on but….
- Contact someone about rotting frame around the stain glass window
- Continue to watch glazing on the windows of the church, work needed
  The above is something we should have been aware of prior to painting as many of the windows and also the chimney needs work done.
- Need more estimates re the blackberry clean up needed grounds
- Decide if we want to take advantage of "deal" for inside painting from Envision in January and February for hall interior?
- Pianist search, may not be necessary TBA
- Hall altar space needs new carpet or at least cleaned and lectern carpet needs repair or replace, it is a mess!
- Office needs tidy up, again can we get rid of the shelves and paint and possibly change the layout?
- Do we want the new cemetery office locked?
- Can we get some tidy up done in this storage area and remove the desk in there?? Paint cans?
- Investigation of fabrics for new frontal hangings in blue for Christmas is ongoing.
- Work party needed for shed tidy up. And specifically someone to sort through tools and all the "good junk" in there and reorganize.
- Put the other chairs under the BBQ shelter for now, covered well, or do we need to keep them??? Most are in poor shape.
- Helpers to deliver Christmas surprise and as many as possible to deliver letters, to save on postage, this could be done in similar neighbourhoods.
- Helpers to set up for Christmas Nativity for Christmas Eve, ? Help in parking lot?
- Can we leave the old cemetery office unlocked now, for easy access to storage area.
- Fund raising???
- Application for a grant from Heritage BC, after consultation
- Find a project to help our First Nations neighbours
- Christmas gift cards, Tsartlip and Bayside school
- Consider a bursary for First Nations student, similar to St. Mary's

Done:

- Passwords are in the safe as requested
- Fire permit for burning, there should not be a build up-cut-burn-cut.
- Burn pile left over, which didn't get removed post Pet memorial cleanup is being worked at by Tracy and Howie
- Completion of church exterior painting,
- Purchase and install new outside lights
- Decide what to do with the steps at the front of the church, Howie has a couple of quotes
- Christmas planning
- Live plants to replace old plastic ones(gone) in the hall by the stairs

- Suggest running the dishwasher, as it has not been used for sometime as it would be good to know all seals etc are in good working order before needing it!
- Need more volunteers for altar and chair set up.
- Move the wooden folding chairs back to the shed.
- Asking for more help on Sundays for moving chairs etc.
- Painting has been completed on the church, Envision found to be very efficient, polite and considerate and careful. Only issue was broken water pipe, due to the weight of the lift which was needed, this was reported immediately when noticed and repaired quickly by Peter.

Lynda and Debra
Wardens

St. Mary's October 2021 Financial Review

| ITEM | Actual To 31-Oct | % To Budget Target= 83% | BUDGET | REMARKS 2021 Budget to 2021 Actuals |
|---|---|---|---|---|
| INCOME | | | | |
| | | | | |
| REGULAR OFFERINGS | $83,327.67 | 79.1% | $105,350 | |
| OPEN OFFERING | $145.10 | 58.0% | $250 | |
| FESTIVAL | $4,250.00 | 85.0% | $5,000 | $2,495 Thanksgiving |
| HALL /FACILITIES USE DONATIONS | $230.00 | 23.0% | $1,000 | |
| BAPTISMS/ WEDDINGS/ FUNERALS | $575.00 | 143.8% | $400 | |
| MISCELLANEOUS | $1,277.68 | 255.5% | $500 | Interest income/initial envelope offering |
| WAGE SUBSIDY | $5,345.32 | 0.0% | $0 | |
| TX FROM HOLLY FAIR | $0.00 | 0.0% | $2,000 | |
| PARISH THRIFT SALES | $0.00 | 0.0% | $0 | |
| SPECIFIC DONATIONS | $1,000.00 | | $0 | Building maintenance |
| NEW BEQUESTS | $5,000.00 | | | Jean Perry estate |
| DEFICIT ELIMINATION APPEAL - 2021 | $200.00 | 0.0% | $0 | |
| DEFICIT RESERVE | $4,500.00 | 100.0% | $4,500 | |
| TOTAL RECEIPTS | $105,850.77 | 89.0% | $119,000 | |
| TOTAL REVENUE | **$105,850.77** | 89.0% | **$119,000** | Excludes $15,500 Memorial Acct. transfer |
| | | | | |
| DISBURSEMENTS | | | | |
| STIPEND/BENEFITS - RECTOR | $41,835.26 | 86.1% | $48,567 | |
| RELIEF CLERGY | $187.50 | 62.5% | $300 | Includes recovery from S S |
| ASSIST CURATE | $3,269.30 | 110.8% | $2,951 | Reflects rebalancing of costs with S S |
| MUSIC DIRECTOR | $9,244.66 | 79.8% | $11,582 | |
| RELIEF MUSICIAN | $250.00 | 125.0% | $200 | |
| ADMIN. ASST/BOOKKEEPER | $21,552.81 | 77.1% | $27,946 | Budget amount was greater than needed |
| SALARIES - PAYROLL VARIANCES | $0.01 | 0.0% | $0 | |
| DIOCESAN ASSESSMENT | $16,632.50 | 83.3% | $19,959 | |
| CHRISTIAN EDUCATION | $121.14 | 40.4% | $300 | |
| CLERGY CONFERENCES | $0.00 | 0.0% | $200 | |
| MUSIC MINISTRY | $480.06 | 64.0% | $750 | |
| SANCTUARY SUPPLIES | $26.25 | 11.7% | $225 | |
| ADVERTISING | $0.00 | 0.0% | $200 | |
| INSURANCE | $4,296.00 | 95.3% | $4,510 | Paid in full for the year |
| PHOTOCOPY | $1,913.57 | 63.8% | $3,000 | $50 Recovery included |
| POSTAGE | $0.00 | 0.0% | $200 | |
| STATIONERY | $558.54 | 159.6% | $350 | |
| COMPUTER EXPENSES | $79.73 | 5.3% | $1,500 | Website maintenance |
| MAINTENANCE - GENERAL | $3,963.72 | 198.2% | $2,000 | Catchbasin drain/Hot Water Tank/Urinals |
| MAINTENANCE - CLEANING CONTRACT | $799.50 | 26.7% | $3,000 | |
| MAINTENANCE - CLEANING SUPPLIES | $176.50 | 70.6% | $250 | |
| MAINTENANCE - GARDENING | $1,579.21 | 157.9% | $1,000 | Tree removal |
| GARBAGE | $0.00 | 0.0% | $460 | Garbage being removed by individuals |
| HYDRO | $3,244.76 | 61.8% | $5,250 | |
| WEBSITE SUPPORT (Ascend & Tithe.ly) | $0.00 | 0.0% | $100 | |
| INTERNET | $2,098.30 | 83.9% | $2,500 | |
| TELEPHONE | $1,139.51 | 95.0% | $1,200 | Includes annual cell phone for Rector |
| WATER/SEWER | $558.17 | 79.7% | $700 | |
| MISCELLANEOUS | $13.86 | 5.5% | $250 | |
| BANK CHARGES & RECONCILIATIONS | $0.00 | 0.0% | $100 | |
| GST Paid (2.5%) non-Refundable | $0.00 | 0.0% | $500 | |
| TRANSFER TO MEMORIAL ACCOUNT | $0.00 | 0.0% | $0 | |
| DEFICIT ELIMINATION RESERVE | $0.00 | 0.0% | $0 | |
| TOTAL EXPENDITURES | **$114,020.86** | 81.4% | **$140,050** | |
| OPERATING SURPLUS/DEFICIT | **-$8,170.09** | 38.8% | **-$21,050** | |

St. Mary's Anglican Church

# Balance Sheet Prev Year Comparison

As of 31 October 2021

St. Mary Comparative Balance Sheet to October 2021

| | 31 Oct 21 | 31 Oct 20 | % Change |
|---|---|---|---|
| **ASSETS** | | | |
| Current Assets | | | |
| Chequing/Savings | | | |
| 1005 · Consolidated Bank Account | | | |
| 1010 · General Operating Account | 29,461.63 | 8,450.89 | 248.62% |
| 1110 · St. Mary's Church Events | 525.75 | 11,803.55 | -95.55% |
| 1210 · St. Mary's Memorial Operating | 96,599.13 | 18,903.41 | 411.01% |
| Total 1005 · Consolidated Bank Account | 126,586.51 | 39,157.85 | 223.27% |
| 1500 · Investments - GIC's | | | |
| 1580 · Memorial Account GIC (111) | 0.00 | 20,000.00 | -100.0% |
| 1585 · Memorial Account GIC (112) | 0.00 | 10,000.00 | -100.0% |
| 1590 · Memorial Account GIC (113) | 0.00 | 25,000.00 | -100.0% |
| 1591 · Memorial Account GIC(114) | 0.00 | 75,000.00 | -100.0% |
| 1592 · Memorial Account GIC (115) | 50,400.00 | 0.00 | 100.0% |
| Total 1500 · Investments - GIC's | 50,400.00 | 130,000.00 | -61.23% |
| Total Chequing/Savings | 176,986.51 | 169,157.85 | 4.63% |
| Accounts Receivable | | | |
| 1400 · GST Receivable | 456.50 | 485.38 | -5.95% |
| 1410 · St. Stephen Salaries | 0.00 | 9,036.01 | -100.0% |
| Total Accounts Receivable | 456.50 | 9,521.39 | -95.21% |
| Total Current Assets | 177,443.01 | 178,679.24 | -0.69% |
| **TOTAL ASSETS** | **177,443.01** | **178,679.24** | **-0.69%** |
| **LIABILITIES & EQUITY** | | | |
| Liabilities | | | |
| Long Term Liabilities | | | |
| 3100 · Current Special Ministries - CE | | | |
| 3110 · Church Events - Altar Fund | 1,103.58 | 1,003.58 | 9.96% |
| 3120 · Church Events - Flower | 1,230.74 | 2,075.81 | -40.71% |
| 3130 · Church Events - Holly Fair | | | |
| 3131 · Church Events - Holly Fair Sale | 466.82 | 1,957.53 | -76.15% |
| 3135 · Church Events - Holly Fair 2020 | 0.00 | 2,143.29 | -100.0% |
| Total 3130 · Church Events - Holly Fair | 466.82 | 4,100.82 | -88.62% |
| 3150 · Church Events - General | 20.84 | (5.66) | 468.2% |
| 3160 · Church Events - Church Sales | 1.88 | 1,481.88 | -99.87% |
| 3170 · Church Events - Social Fund | 346.24 | 346.24 | 0.0% |
| 3190 · Church Events- Recycle Refunds | 920.00 | 920.00 | 0.0% |
| Total 3100 · Current Special Ministries - CE | 4,090.10 | 9,922.67 | -58.78% |
| 3400 · Outreach Funds | | | |
| 3410 · Outreach - Rector's Discretion | 880.00 | 80.00 | 1,000.0% |
| 3420 · Outreach-ORRCA Dental Clinic | 0.00 | 40.00 | -100.0% |
| 3440 · Outreach-General Use | 685.00 | 735.00 | -6.8% |
| 3460 · Outreach-Saan. Pen. Hospital | 410.00 | 310.00 | 32.26% |
| 3470 · Outreach-SICCT | 0.00 | 10.00 | -100.0% |
| 3480 · Outreach-PWRDF | 0.00 | 40.00 | -100.0% |
| 3490 · Outreach-Christmas Hampers | | | |
| 3496 · Outreach - Building Bridges | 194.32 | 0.00 | 100.0% |
| Total 3490 · Outreach-Christmas Hampers | 194.32 | 0.00 | 100.0% |
| 3491 · Outreach-Anglican Appeal | 0.00 | 40.00 | -100.0% |
| 3492 · Outreach-S. P. Lions Food Bank | 0.00 | 40.00 | -100.0% |
| 3493 · Prayer Shawl Ministry | 68.11 | 68.11 | 0.0% |
| 3495 · Outreach-St. Matthews Library | 4,086.08 | 1,327.02 | 207.91% |
| Total 3400 · Outreach Funds | 6,323.51 | 2,690.13 | 135.06% |
| 3500 · Deferred Sp. Ministries - Mem. | | | |
| 3510 · Memorial-General | 1,890.01 | (112.31) | 1,782.85% |
| 3515 · Memorial - Deficit Reserves | 0.00 | 4,500.00 | -100.0% |
| 3520 · Memorial- Thrity's/Fairways | 120.00 | 1,388.29 | -91.36% |
| 3530 · Memorial-Bequests | 10,000.00 | 10,000.00 | 0.0% |
| 3540 · Memorial-Bursary | 1,432.43 | 2,182.43 | -34.37% |
| 3560 · Memorial-Guild | 3,261.06 | 3,261.06 | 0.0% |
| 3570 · Memorial-Ron Smith Legacy | 5,086.97 | 5,086.97 | 0.0% |
| 3580 · Memorial - Kitchen Renos | 0.00 | 356.96 | -100.0% |
| 3585 · Memorial - Hall Lighting | 414.53 | (1,199.92) | 134.55% |
| 3590 · Memorial-Sound/Video | 200.00 | 0.00 | 100.0% |
| Total 3500 · Deferred Sp. Ministries - Mem. | 22,405.00 | 25,463.48 | -12.01% |
| Total Long Term Liabilities | 32,818.61 | 38,076.28 | -13.81% |
| Total Liabilities | 32,818.61 | 38,076.28 | -13.81% |
| Equity | | | |
| 32000 · Retained Earnings | 9,918.75 | 8,411.23 | 17.92% |
| 3900 · Opening Balance Equity-General | 246.16 | 246.16 | 0.0% |
| 3910 · Retained Earnings-General | 3,811.81 | 3,811.81 | 0.0% |
| 3920 · Retained Earnings-Church Events | 6,515.82 | 6,515.82 | 0.0% |
| 3930 · Retained Earnings-Memorial Acct | 116,801.95 | 115,404.27 | 1.21% |
| Net Income | 7,329.91 | 6,213.67 | 17.96% |
| Total Equity | 144,624.40 | 140,602.96 | 2.86% |
| **TOTAL LIABILITIES & EQUITY** | **177,443.01** | **178,679.24** | **-0.69%** |

**St. Mary's September 2021 End of Year Forecast**

| ITEM | Actual To 30-Sep | % To Budget Target= 75% | Oct 1 to Dec.31 Forecast | Total Outlook | Variance Outlook to Budget | BUDGET | REMARKS 2021 Outlook to 2021 Budget |
|---|---|---|---|---|---|---|---|
| INCOME | | | | | | | |
| | | | | | | | |
| REGULAR OFFERINGS | $70,858.69 | 67.3% | $23,675 | $94,534 | -$10,816 | $105,350 | Continues YTD trend percentage |
| OPEN OFFERING | $60.00 | 24.0% | $190 | $250 | $0 | $250 | Assumes in church services continue |
| FESTIVAL | $1,755.00 | 35.1% | $4,045 | $5,800 | $800 | $5,000 | $2745 Thanks (actual) + $1300 Xmas (estimate) |
| HALL /FACILITIES USE DONATIONS | $80.00 | 8.0% | $280 | $360 | -$640 | $1,000 | Old English Car Club |
| BAPTISMS/ WEDDINGS/ FUNERALS | $375.00 | 93.8% | $200 | $575 | $175 | $400 | Actuals, nothing more scheduled |
| MISCELLANEOUS | $932.60 | 186.5% | $0 | $933 | $433 | $500 | Interest income |
| WAGE SUBSIDY | $5,345.32 | 0.0% | $3,500 | $8,845 | $8,845 | $0 | Diocese applying for post April 2021 |
| TX FROM HOLLY FAIR | $0.00 | 0.0% | $2,000 | $2,000 | $0 | $2,000 | Online Holly Fair estimate |
| PARISH THRIFT SALES | $0.00 | 0.0% | $0 | $0 | $0 | $0 | |
| SPECIFIC DONATIONS | $1,000.00 | | $0 | $1,000 | $1,000 | $0 | Building maintenance |
| NEW BEQUESTS | $5,000.00 | | $0 | $5,000 | $5,000 | $0 | Jean Perry estate being used for operating. |
| DEFICIT ELIMINATION APPEAL - 2021 | $200.00 | 0.0% | $0 | $200 | $200 | $0 | Amount needed is the deficit indicated below |
| TRANSFER FROM MEMORIAL ACCT | $15,500.00 | | $0 | $15,500 | $15,500 | $0 | Now included in this document |
| DEFICIT RESERVE | $4,500.00 | 100.0% | $0 | $4,500 | $0 | $4,500 | Another component of the actual deficit |
| TOTAL RECEIPTS | **$105,606.61** | 88.7% | **$33,890** | **$139,497** | **$20,497** | **$119,000** | |
| TOTAL REVENUE | **$105,606.61** | 88.7% | | **$139,497** | **$20,497** | **$119,000** | |
| | | | | | | | |
| DISBURSEMENTS | | | | | | | |
| STIPEND/BENEFITS - RECTOR | $37,717.13 | 77.7% | $12,142 | $49,859 | $1,292 | $48,567 | Full budget for last quarter |
| RELIEF CLERGY | $187.50 | 62.5% | $112 | $300 | -$1 | $300 | |
| ASSIST CURATE | $3,269.30 | 110.8% | $0 | $3,269 | $318 | $2,951 | Paid in full |
| MUSIC DIRECTOR | $8,279.38 | 71.5% | $3,303 | $11,582 | $0 | $11,582 | Assumes full use of budgeted allocation |
| RELIEF MUSICIAN | $250.00 | 125.0% | $100 | $350 | $150 | $200 | |
| ADMIN. ASST/BOOKKEEPER | $19,220.31 | 68.8% | $6,998 | $26,218 | -$1,728 | $27,946 | Budget amount was higher than required |
| SALARIES - PAYROLL VARIANCES | $0.01 | 0.0% | $0 | $0 | $0 | $0 | |
| DIOCESAN ASSESSMENT | $14,969.25 | 75.0% | $4,990 | $19,959 | $0 | $19,959 | Assumes full payment |
| CHRISTIAN EDUCATION | $121.14 | 40.4% | $129 | $250 | -$50 | $300 | |
| CLERGY CONFERENCES | $0.00 | 0.0% | $0 | $0 | -$200 | $200 | |
| MUSIC MINISTRY | $480.06 | 64.0% | $270 | $750 | $0 | $750 | Assumes full use of budgeted allocation |
| SANCTUARY SUPPLIES | $0.00 | 0.0% | $100 | $100 | -$125 | $225 | |
| ADVERTISING | $0.00 | 0.0% | $0 | $0 | -$200 | $200 | None planned |
| INSURANCE | $4,296.00 | 95.3% | $0 | $4,296 | -$214 | $4,510 | Paid in full for the year |
| PHOTOCOPY | $1,963.57 | 65.5% | $700 | $2,664 | -$336 | $3,000 | |
| POSTAGE | $0.00 | 0.0% | $100 | $100 | -$100 | $200 | |
| STATIONERY | $282.48 | 80.7% | $200 | $482 | $132 | $350 | |
| COMPUTER EXPENSES | $79.73 | 5.3% | $500 | $580 | -$920 | $1,500 | Website maintenance. |
| MAINTENANCE - GENERAL | $3,866.35 | 193.3% | $500 | $4,366 | $2,366 | $2,000 | Catchbasin drain/Hot Water Tank/Urinals |
| MAINTENANCE - CLEANING CONTRACT | $492.00 | | $1,020 | $1,512 | -$1,488 | $3,000 | |
| MAINTENANCE - CLEANING SUPPLIES | $0.00 | 0.0% | $250 | $250 | $0 | $250 | Supplies on order |
| MAINTENANCE - GARDENING | $1,544.22 | 154.4% | $0 | $1,544 | $544 | $1,000 | Tree removal |
| GARBAGE | $0.00 | 0.0% | $0 | $0 | -$460 | $460 | Garbage being removed by individuals |
| HYDRO | $2,840.21 | 54.1% | $1,210 | $4,050 | -$1,200 | $5,250 | Usage less than normal |
| WEBSITE SUPPORT (Ascend & Tithe.ly) | $0.00 | 0.0% | $100 | $100 | $0 | $100 | Invoice expected |
| INTERNET | $1,888.47 | 75.5% | $630 | $2,518 | $18 | $2,500 | Expect full use of budgeted allocation |
| TELEPHONE | $1,085.56 | 90.5% | $162 | $1,248 | $48 | $1,200 | Includes annual cell phone for Rector |
| WATER/SEWER | $558.17 | 79.7% | $0 | $558 | -$142 | $700 | Paid for year. Next bill in January |
| MISCELLANEOUS | $13.86 | 5.5% | $0 | $14 | -$236 | $250 | |
| BANK CHARGES & RECONCILIATIONS | $0.00 | 0.0% | $0 | $0 | -$100 | $100 | |
| GST Paid (2.5%) non-Refundable | $0.00 | 0.0% | $0 | $0 | -$500 | $500 | |
| TRANSFER TO MEMORIAL ACCOUNT | $0.00 | 0.0% | $15,500 | $15,500 | $15,500 | $0 | Includes repayment of operating loan |
| DEFICIT ELIMINATION RESERVE | $0.00 | 0.0% | $0 | $0 | $0 | $0 | |
| TOTAL EXPENDITURES | **$103,404.70** | 73.8% | **$49,016** | **$152,421** | **$12,371** | **$140,050** | |
| OPERATING SURPLUS/DEFICIT | **$2,201.91** | -10.5% | | **-$12,924** | **$8,126** | **-$21,050** | |

St. Stephen's October Financial Review

| ITEM | Actual To Oct. 31/2021 | % To Budget Target= 83% | BUDGET | REMARKS 2021 Budget to 2021 Actual |
|---|---|---|---|---|
| INCOME | | | | |
| | | | | |
| REGULAR OFFERINGS | $81,942.75 | 68.5% | $119,600 | |
| OPEN OFFERING | $101.00 | 10.1% | $1,000 | |
| FESTIVAL | $2,065.00 | 68.8% | $3,000 | |
| HALL /PreSchool Donation | $6,788.00 | 97.0% | $7,000 | |
| OTHER HALL DONATIONS | $670.00 | | $0 | |
| WEDDINGS/ FUNERALS | $1,500.00 | 375.0% | $400 | |
| OFFICE COST RECOVERY | $400.00 | | $0 | |
| SOCIAL EVENTS | $0.00 | | $0 | |
| INTEREST INCOME | $1,798.38 | 59.9% | $3,000 | CTF 1110.54 |
| DONATIONS/Targeted | $0.00 | | $0 | |
| WAGE SUBSIDY | $5,443.65 | 0.0% | $0 | |
| PERPETUITY ACCOUNT | $0.00 | | $0 | |
| DEFICIT RESERVE | $100.00 | | $0 | |
| TOTAL RECEIPTS | $100,808.78 | 75.2% | $134,000 | |
| TOTAL REVENUE | **$100,808.78** | 75.2% | **$134,000** | |
| | | | | |
| DISBURSEMENTS | | | | |
| STIPEND/BENEFITS - RECTOR | $42,387.35 | 87.3% | $48,567 | |
| RELIEF CLERGY | $187.50 | 62.5% | $300 | |
| ASSIST CURATE | $3,027.13 | 102.6% | $2,951 | 3694.13 minus dio 667.00 |
| MUSIC1ANS | $4,150.00 | 83.0% | $5,000 | |
| RELIEF MUSICIAN | $0.00 | 0.0% | $0 | |
| ADMIN. ASST/BOOKKEEPER | $13,759.82 | 91.7% | $15,000 | |
| PAYROLL BULK CHARGES | -$1,477.19 | 0.0% | $0 | |
| DIOCESAN ASSESSMENT | $18,356.70 | 79.8% | $23,000 | |
| BOOKKEEPING | $0.00 | 0.0% | $0 | |
| CHRISTIAN EDUCATION | $0.00 | 0.0% | $300 | |
| CLERGY CONFERENCES | $0.00 | 0.0% | $300 | |
| MUSIC SUPPLIES | $673.60 | 224.5% | $300 | OneLicence $242.5 |
| SANCTUARY SUPPLIES | $252.28 | 50.5% | $500 | |
| ADVERTISING | $133.25 | 66.6% | $200 | |
| INSURANCE | $5,235.03 | 103.7% | $5,047 | |
| PHOTOCOPY | $2,298.56 | 76.6% | $3,000 | |
| POSTAGE | $309.54 | 0.0% | $0 | |
| STATIONARY(Print Paper/Pens) | $611.81 | 40.8% | $1,500 | See Recovery Off-set above |
| PUBLICATIONS | $96.22 | 0.0% | $0 | |
| OFFICE COMPUTERS | $235.08 | 47.0% | $500 | |
| SOCIAL EVENTS | $0.00 | 0.0% | $200 | |
| MAINTENANCE - GENERAL | $7,615.59 | 152.3% | $5,000 | |
| SECURITY | $484.98 | 97.0% | $500 | |
| MAINTENANCE - CLEANING CONTRAC | $2,634.20 | 65.9% | $4,000 | |
| MAINTENANCE - CLEANING SUPPLIES | $42.62 | 0.0% | $0 | |
| MAINTENANCE - GROUNDS | $1,849.02 | 37.0% | $5,000 | |
| GARBAGE | $810.24 | 81.0% | $1,000 | |
| HYDRO | $3,377.22 | 61.4% | $5,500 | |
| AMALGAMATION OF SERVICES | | | $0 | |
| HEATING OIL (HALL) | $3,464.51 | 115.5% | $3,000 | $1200.00 Credit pending |
| INTERNET | $1,239.77 | 248.0% | $500 | |
| TELEPHONE | $821.16 | 102.6% | $800 | |
| YOUTH MINISTRY | $0.00 | 0.0% | $100 | |
| SUNDAY SCHOOL | $0.00 | 0.0% | $200 | |
| BANK CHARGES & RECONCILIATIONS | $25.00 | 0.0% | $0 | |
| MISCELLANEOUS EXPENSES | $1.79 | | | |
| GST Paid (2.5%) non-Refundable | $0.00 | 0.0% | $1,000 | |
| TOTAL EXPENDITURES | **$112,602.78** | 84.5% | **$133,265** | |
| OPERATING SURPLUS/DEFICIT | **-$11,794.00** | -1604.6% | **$735** | |

# St. Stephen Church -Anglican ParishCS
# Balance Sheet
## As of October 31, 2021

| | Oct 31, 21 | Oct 31, 20 | % Change |
|---|---|---|---|
| **ASSETS** | | | |
| **Current Assets** | | | |
| **Chequing/Savings** | | | |
| **1000 · CASH** | | | |
| **1005 · Petty Cash** | 125.07 | 163.07 | -23.3% |
| **1010 · Coast Captial Operating Account** | 125,787.84 | 123,844.17 | 1.6% |
| **Total 1000 · CASH** | 125,912.91 | 124,007.24 | 1.5% |
| **Total Chequing/Savings** | 125,912.91 | 124,007.24 | 1.5% |
| **Accounts Receivable** | | | |
| **1410 · ACCOUNTS RECEIVABLE** | | | |
| **1420 · Receivable -General** | 1,175.00 | 0.00 | 100.0% |
| **1440 · Receivable -Internal** | 387.73 | 864.92 | -55.2% |
| **1410 · ACCOUNTS RECEIVABLE - Other** | 0.00 | 1,175.00 | -100.0% |
| **Total 1410 · ACCOUNTS RECEIVABLE** | 1,562.73 | 2,039.92 | -23.4% |
| **Total Accounts Receivable** | 1,562.73 | 2,039.92 | -23.4% |
| **Other Current Assets** | | | |
| **1400 · GST -(2.5%) Recoverable** | 1,043.28 | 615.96 | 69.4% |
| **1500 · INVESTMENTS** | | | |
| **1505 · Diocesan Investment (CTF)** | 130,000.00 | 100,000.00 | 30.0% |
| **1510 · GIC #3 (Coast Capital 05/21)** | 0.00 | 50,977.67 | -100.0% |
| **1520 · GIC #5 13-Mar-22** | 20,000.00 | 0.00 | 100.0% |
| **Total 1500 · INVESTMENTS** | 150,000.00 | 150,977.67 | -0.7% |
| **Total Other Current Assets** | 151,043.28 | 151,593.63 | -0.4% |
| **Total Current Assets** | 278,518.92 | 277,640.79 | 0.3% |
| **TOTAL ASSETS** | **278,518.92** | **277,640.79** | **0.3%** |
| **LIABILITIES & EQUITY** | | | |
| **Liabilities** | | | |
| **Current Liabilities** | | | |
| **Accounts Payable** | | | |
| **2000 · ACCOUNTS PAYABLE** | | | |
| **2010 · Diocese Payable** | 581.67 | 0.00 | 100.0% |
| **2020 · Individuals Payable** | 0.00 | -671.10 | 100.0% |
| **2030 · Parish Payable** | 0.00 | 6,909.27 | -100.0% |
| **2040 · Suppliers Payable** | 2,735.00 | 579.68 | 371.8% |
| **2000 · ACCOUNTS PAYABLE - Other** | 0.00 | 671.00 | -100.0% |
| **Total 2000 · ACCOUNTS PAYABLE** | 3,316.67 | 7,488.85 | -55.7% |
| **Total Accounts Payable** | 3,316.67 | 7,488.85 | -55.7% |
| **Other Current Liabilities** | | | |
| **3100 · CURRENT SPECIAL MINISTRIES** | | | |
| **3110 · Altar Flowers /Guild** | 48.41 | 92.51 | -47.7% |
| **3160 · Community Lunch (#5)** | 3,215.56 | 3,143.18 | 2.3% |
| **3175 · Sunday School / Christian Ed.** | 20.00 | 20.00 | 0.0% |
| **Total 3100 · CURRENT SPECIAL MINISTRIES** | 3,283.97 | 3,255.69 | 0.9% |
| **3400 · OUTREACH PROJECTS** | | | |
| **3405 · African Orphans Support -HS** | 0.00 | 270.00 | -100.0% |
| **3410 · Rector's Discretionary Fund** | 0.00 | 650.00 | -100.0% |
| **3417 · Gendemi Mission** | 170.00 | 110.31 | 54.1% |
| **3420 · General Outreach (Fairway)** | | | |
| **3422 · Christmas Hampers** | 135.00 | 0.00 | 100.0% |
| **3420 · General Outreach (Fairway) - Other** | 310.75 | 1,032.89 | -69.9% |
| **Total 3420 · General Outreach (Fairway)** | 445.75 | 1,032.89 | -56.8% |

| | Oct 31, 21 | Oct 31, 20 | % Change |
|---|---|---|---|
| 3430 · Precious Jewels | 30.00 | 160.00 | -81.3% |
| 3447 · Street Hope Ministry | 0.00 | 30.00 | -100.0% |
| 3455 · Victoria Animal Humane Society | 0.00 | 1,045.00 | -100.0% |
| 3460 · YFC Victoria -Blue Bus | 70.00 | 50.00 | 40.0% |
| 3470 · South Island Centre for Counsel | 20.00 | 70.00 | -71.4% |
| 3480 · PWRDF | 50.00 | 40.00 | 25.0% |
| 3492 · Saanich Peninsula Food Bank | 0.00 | 135.00 | -100.0% |
| 3493 · Prayer Shawls | -39.01 | 53.64 | -172.7% |
| 3495 · St. Matthew's Theo Library | 20.00 | 1,090.00 | -98.2% |
| Total 3400 · OUTREACH PROJECTS | 766.74 | 4,736.84 | -83.8% |
| Total Other Current Liabilities | 4,050.71 | 7,992.53 | -49.3% |
| Total Current Liabilities | 7,367.38 | 15,481.38 | -52.4% |
| Long Term Liabilities | | | |
| 3500 · DEFERRED SPECIAL PROJECTS | | | |
| 3505 · Church Restoration (CTF) | 96,404.54 | 100,556.23 | -4.1% |
| 3510 · Contingency Reserve Fund | 25,895.90 | 15,430.90 | 67.8% |
| 3520 · Garden Project (#5) | 215.47 | 215.47 | 0.0% |
| 3525 · Grounds Maintenance (CTF) | 28,298.20 | 28,298.20 | 0.0% |
| 3532 · King Project (#5) | 0.00 | 5,738.31 | -100.0% |
| 3535 · Lych-gate (#5) | 2,844.37 | 2,844.37 | 0.0% |
| 3540 · Memorial Hall Fund | | | |
| 3541 · Chairs | 0.00 | 944.39 | -100.0% |
| 3542 · Furnace (Smile Cards) | -815.68 | -3,055.62 | 73.3% |
| 3543 · General Memorial Funds | 45,894.92 | 45,894.92 | 0.0% |
| Total 3540 · Memorial Hall Fund | 45,079.24 | 43,783.69 | 3.0% |
| 3545 · Pet Memorial (#5) | 4,281.20 | 2,384.22 | 79.6% |
| 3550 · Sound Equipment | -502.54 | -1,458.98 | 65.6% |
| 3555 · Summer Camp Fund | 0.00 | 1,628.69 | -100.0% |
| 3560 · Education Fund (#5) | 4,988.91 | 5,988.91 | -16.7% |
| 3575 · Transforming Futures Fund | 700.00 | 650.00 | 7.7% |
| Total 3500 · DEFERRED SPECIAL PROJECTS | 208,205.29 | 206,060.01 | 1.0% |
| Total Long Term Liabilities | 208,205.29 | 206,060.01 | 1.0% |
| Total Liabilities | 215,572.67 | 221,541.39 | -2.7% |
| Equity | | | |
| 30000 · Opening Bal Equity | 40,712.67 | 40,712.67 | 0.0% |
| 32000 · Retained Earnings | 34,859.19 | 33,455.81 | 4.2% |
| 32150 · Unrealized Gain/Loss | 4,682.00 | 0.00 | 100.0% |
| Net Income | -17,307.61 | -18,069.08 | 4.2% |
| Total Equity | 62,946.25 | 56,099.40 | 12.2% |
| **TOTAL LIABILITIES & EQUITY** | **278,518.92** | **277,640.79** | **0.3%** |

ANGLICAN DIOCESE OF BRITISH COLUMBIA

# SIX CURRENT DIOCESAN PRIORITIES

In her remarks to the recent meetings with synod office staff, archdeacons and the diocesan council, Bishop Anna set out six current priorities as a way of focusing the efforts (as they relate to the vision) of diocesan leadership in the coming months. These priorities were also published in the October 2021 issue of the Diocesan Post:

### 1. Faith in Foundation – Current ministries: post-pandemic re-opening

Support our churches in the work of re-opening. As we transition to a post-pandemic reality, this is an opportunity to consider carefully what needs to be done in-person and what can/should we continue to do online (e.g., worship, workshops, meetings, conferences).

### 2. Faith in Action – Reconciliation and Beyond: racism and decolonization

We need to be awake to the racial reckoning that is going on in the world and do our own work, including learning more about our colonial history. This is work we will each need to actively undertake in a life-long practice, as part of our labour to live into our baptismal covenant by respecting the dignity of every human being.

### 3. Faith in Action – Engaging God's World: climate catastrophe

We are being called to the work of addressing the climate catastrophe. How will we collectively do this as the body of Christ? Discerning what is ours to do will be a focus of our work.

### 4. Faith in Foundation – Current Ministries: personnel

Our people our most valuable treasure. Diocesan Council has created a human resource (HR) working group, chaired by vice-chancellor Isabel Weeks, to update our HR policies and procedures and develop an HR manual.

Some of our recruitment and retention challenges:

- The number of parishes served by part-time and retired clergy, clergy who are close to retirement
- How our compensation package aligns with the cost of living in this part of the world
- Reduced number of clergy available to take positions

We also need to encourage congregations to raise people up for ordained ministry; "Vocations Day" Saturday, November 6 to begin this work.

### 5. Faith in Foundation – Current Ministries: governance

The pandemic has forever altered how we are Church in many ways. We need to identify systems and ways of being that will work for us as we move forward post-pandemic. We also need a governance system that balances transparency and accountability with flexibility and adaptability.

### 6. Faith in Action/Faith in Foundation: stewardship

As we develop a 2022 budget, we will be transparent and conscious that we have a culture in this diocese that has yet to embrace a robust financial stewardship ethos. At the parish level this means that many parishes are overly reliant on rental income. At the synod level apportionment and investment income may not be enough to cover expenses. Difficult decisions will have to made to adjust for this reality.

ANGLICAN DIOCESE
OF BRITISH COLUMBIA

900 Vancouver Street
Victoria BC V8V 3V7
p 250.386.7781 tf 1.800.582.8627
w bc.anglican.ca

October 28, 2021

*To the wardens and treasurers of the diocese of islands and inlets;*

Friends,

Over last few years, and especially through pandemic-times, we have stressed the importance for clergy to take vacation, study time and retreat time. Bishop Anna believes these periods of rest, learning and renewal are necessary for our clergy to maintain a level of health and vitality that allows them to fulfill their role.

Clergy are required by their employment agreements to attend two annual clergy days and the annual clergy conference. These gatherings are important in our ongoing lives, parish and diocese.

In 2022, one clergy day will be conducted by Zoom and one will be held in-person. Our hope is to hold the clergy conference in-person, as well. Parishes are asked to include in their 2022 budgets an amount of at least $750 to cover all or a portion of the cost of their incumbent attending the in-person clergy day and the conference (obviously this amount goes up if there are additional clergy on staff).

Clergy are also encouraged to take an annual retreat to work on their own spirituality. While the diocese will not be offering a formal clergy retreat program in 2022, we hope that you will encourage your clergy to take time in 2022 for a retreat or study leave. Clergy may consider using the extra week of paid leave (valid between October 1, 2021, and December 31, 2022) for a retreat or additional study leave.

In 2022, Bishop Anna has directed that we no longer use the distinction of "stipend and housing allowance" when talking about clergy compensation. The combination of these two amounts forms what CRA considers to be salary and so let us start using that language. The amount paid to the clergy in total remains the same. One inequity addressed by this change relates to how the annual COLA is applied. Previously the "housing" portion of compensation was left out of the COLA calculation. The cost of the COLA will therefore be slightly higher in 2022 and beyond but it is a more just calculation.

We are grateful for the commitment our parishes make every year in addressing the costs of ministry.

Sincerely,

The Ven Barry Foster
executive officer

Gail Gauthier
finance officer

ANGLICAN DIOCESE
OF ISLANDS AND INLETS

The Right Rev. Anna Greenwood-Lee
900 Vancouver Street
Victoria BC V8V 3V7
p 250.386.7781 tf 1.800.582.8627
e bishop@bc.anglican.ca w bc.anglican.ca

November 16, 2021

*To be distributed diocesan-wide via all digital channels*

Friends,

As I turned to today's morning lectionary readings, the psalmist spoke back to me of the Earth rejoicing and heaven proclaiming God's righteousness: "Fire goes before him…his lightnings light up the world; the earth sees and trembles. The mountains melt like wax before the Lord." – Psalm 97

These words, after yesterday's historical flooding and it's resulting chaos and widespread devastation across this province, carry a particular ironic tension with them. How do we rejoice today? The Earth groans, the waters rise up, our proverbial chickens are coming home to roost. The effects of climate change are literally cutting us off from one another across this province.

I know there are people in your parish communities, neighbourhoods and in your own families who are being affected by this storm and the damage it has brought with it. I hope you will find ways to reach out, from near or far, to offer what you can, including your prayers.

Please pray particularly for the people of Abbotsford, Lytton, Merritt and Princeton. Three months after the fires, this must feel like more than those communities can endure. Here on Vancouver Island, we are holding up the Cowichan Valley communities. I have been in touch with our parishes in the region to offer our support and have asked that they too reach out to their neighbours, including the Cowichan Tribes. With the damage to the Malahat, the week will not be business as usual for many, and across our islands and inlets, many are navigating power outages, property damage and disruption of mobility. We are all affected in some way.

In the days ahead let us reach out to our neighbours in compassion. In the months and years ahead let us repent of our complicity in the systems that have brought such devastation to the climate and recommit ourselves (in word and action) to safeguarding the integrity of God's creation.

Peace,

+ Anna Greenwood-Lee

The Right Rev Anna Greenwood-Lee
bishop