St. Francis of Assisi
ANGLICAN CHURCH
A Beacon of Hope – An Oasis of Peace

Annual Meeting of the Parishioners
Of the Parish of St. Francis of Assisi, Airdrie
Sunday, February 4, 2024 – Draft Minutes

Meeting held in the Church and a Zoom interface was also enabled – issues with Zoom, no attendees on Zoom.

Opening Prayer – Rev. Daniel Joseph
Scripture Reading 1 Corinthians 12 – Rev. Daniel
Address to the Parish – Archdeacon Brian Vickers

Meeting called to Order – Rev. Daniel at 12:30 pm

Confirmation of Quorum for the meeting – Madeline Cliff

Motion to Approve the Agenda – Madeline Cliff, seconded by Chuk Dimiri – **passed.**

Motion to Accept the Minutes of the 2022 Annual Meeting of the Parish by Doris K, seconded by Jane H – **passed**.

Incumbent Priest Report - Rev. Daniel J provided a verbal report for 2023. Thank you to the Parish for welcoming him as the Incumbent Priest. He and Janice spent two months at Deacon Jennifers home in November and December. He really enjoyed getting to know Airdrie and the community. Looking forward to building ministry teams for Newcomers and for Pastoral Care. As a half time incumbent, there is a real need to build ministry teams within the body to work together in supporting our ministry efforts within the church and the community. Excited to be at St. Francis of Assisi and expecting our God to bring increase to our body.

Incumbent Warden Report - Martin D spoke to his report – Has been a pleasure to serve in this capacity for many years and different terms. To see increase in our Parish really comes down to all of us being willing to invite our neighbors to come to our church – God will always give us the direction and we need to respond to His leading. This coming Easter Sunday will be the 45th Anniversary of this Parish and he and Margo were part of the beginning of this Parish.

People's Warden Report - Madeline C spoke to the report. Has been a challenging year in some respects but also many blessings. Many Parishioners stepped up to help in the transitions taking place. God has been faithful and the Holy Spirit continues to lead us forward to serve our church family and community.

Balance of Ministry Reports are included in the 2023 Annual Report of the Parish which was distributed to all via email.

Motion to accept all Reports by Dorothy F, seconded by Chuk D – **passed**.

Statement of Current Signing Officers – by Martin D: Martin D, Madeline C, Dorothy F, John G.

Financial Reports – presented by Madeline C on behalf of Kathy W. Question raised concerning the "reductions from income" line in the report. Refers to income tithed out as our accounting program doesn't have an account to note this. Will provide more specific information after the meeting. **Motion to accept the Financial Reports** by Rick S, seconded by Chuk D – **passed.**

2024 Budget Report – Martin D spoke to the budget. Question as to any ongoing support from the Diocese – The Diocese Mission support for St. Francis concluded at the end of last year. Martin noted they had continued to support St. Francis for an additional 3 years after the original commitment. Question on any major building issues foreseen for this year – Martin confirmed there should be no issues as the building is in good shape. Project to continue to replace the lighting downstairs with LED lights will be completed and there are funds allocated in the budget to this. Some reduction in utility costs will result. **Motion to accept the 2024 budget** by Martin D, seconded by Jane H – **passed**.

Mission Focus 2024 - Margo D spoke to the Report – Provided overview of the 2023 support to P.O.W.E.R. and ADVAS and their ongoing need for funding. Read scripture from Matthew 25:34-40. Margo advised some information from both Agencies on help provided and numbers. **Motion to provide our Tithe out to P.O.W.E.R. and ADVAS with 50% going to each by** Margo D**,** seconded by Deacon Jennifer I **– passed.**

Appointment of Wardens – Rev. Daniel. He provided his thanks to Martin D for his support and for his help in providing stability in the Parish. He spoke to the roles of Wardens and expectations for each role. Incumbent Wardens are appointed by the Incumbent Priest and People's Wardens are elected by the Parish. Assistant wardens are there to step in to assist the Wardens when they are away for longer periods of time, vacations, etc. All wardens are automatically on Parish Council. Rev. Daniel advised he has appointed Madeline C to be the Incumbent's Warden and Ifedi O will continue as the Assistant Incumbent's Warden.

Election of People's Wardens - Madeline C spoke to the election required for People's Warden and Assistant People's Warden. Rick S has agreed to his nomination for People's Warden. Call for nominations from the floor for Assistant People's Warden, none presented – Madeline called for someone to consider the position – Doris K confirmed she was willing to be nominated, agreed by Deacon J. Madeline C called for further nominations – none made. Requested the Parish affirm the candidates – **all in favour**.

Election of Council members - Noted members automatically on council – Incumbent Priest, Deacon Jennifer I as licenced to our Parish, Rev. Joan as retired clergy and part of our Parish. The nominations submitted and accepted by candidates are for: Emmanuel S, Chuk D, Kathleen W. Madeline called for nominations from the floor for council members – 3 times. As nominations are less than the Council positions open, no need to elect. Madeline called for the Parish to affirm these candidates – **all in favour**. Madeline confirmed that Dorothy F has one

year left in her two year term so didn't require to be elected. She will continue on Council for this year.

Election of 2 lay delegates for Synod – Madeline spoke to the requirement of the Diocese to have lay delegates elected for 2024 although there is no Synod scheduled for this year. In the event a special Synod was called, we need to have candidates in place. Madeline called for nominations from the floor – none, requested consideration again – Dorothy F and Keegan P agreed to let their names stand, no further nominations received – Madeline called for the Parish to affirm these candidates as lay delegates to Synod – **all in favour**.

Parish Signing Authorities for 2024 – Diocese advises should be members of corporation. **Motion to confirm the following individuals as signing authorities for the Parish of St. Francis of Assisi**: Rev. Daniel Joseph, Madeline Cliff, Ifedi Odinakaeze, Rick Sweet, Doris Knott any two to sign by Jane H, seconded by Chuk D – **passed**.

Appointment of Parish Accounts Examiner – This position is appointed by Corporation and Council – Madeline indicated that Murray Cliff has advised he is stepping down from this role. Gave a brief explanation of duties in examining the Parish Financial Statements and accounting support information. If anyone has a recommendation for someone who has accounting experience, please contact either Madeline C or Rick S.

General Items of Note

- Madeline noted that Kathy W has formally resigned as Treasurer/Bookkeeper due to personal reasons. This position is appointed by Corporation/Council and we are asking the Parish to pray for a suitable person with accounting experience and knowledge of Quick Books. Please let corporation members of anyone who might possibly be able to take on this role. This is an immediate need so please pray and consider.
- Margo D spoke on Vacation Bible School – very happy that this Mission will continue. Will be held in early July with the dates to be confirmed as soon as the team is organized. St. Francis has always provided great support for this outreach and there is no charge to the families which is a true blessing to many. It does require many volunteers so please let Margo know your interest in being part of a great Team.
- Rev. Daniel is excited about building teams for Small Groups, Newcomers, and Pastoral Care.

Motion to adjourn by Rick W at 1:30 pm (no seconder required) – **all in favour**.

Rev. Daniel closed with Prayer and the Blessing. Grace for the lunch in the hall.