

# CHURCH OF SAINT JOHN THE EVANGELIST, HAMILTON

## Parish Council Meeting

Tuesday, September 23, 2025, 7:30 PM, at St. John the Evangelist, Crypt Café

Invitees: Deborah Bowen, Graham Cubitt, Mary Donkin, Aaron Jones, Sarah Jones, Wendy Leigh Bell, Susan Little, John Loukidelis, Leslie Muirhead, Norm Newbery, Sue Newbery, Judith Purdell-Lewis, Andrew Rampton, James Steeves, Dena Thomas, Sarah Wayland, Tom Weaver

Regrets:

Chair: TBD

Acting Secretary: TBD

## AGENDA

1. Call to Order & Welcome
2. Opening Prayer – Andrew Rampton
3. Approval of May Minutes
4. Reports/Discussion
  - a. Corporation Report
  - b. Financial Report to August 31, 2024 – John Loukidelis
  - c. Rector's Report – Andrew Rampton
  - d. Stewardship Report – Sarah Wayland
5. Business Arising
  - a. Draft policy for facility users – Andrew Rampton
  - b. Anglican Foundation Request for Proposals – Andrew Rampton
6. New Business
  - a. Missional Engagement Project – Death Café – Dena Thomas
  - b. Sundays Unlocked debrief – Leslie Muirhead
  - c. Congregational Assistance Program - Andrew Rampton
  - d. Curacies – Andrew Rampton
  - e. St. John's Day Week Events in May - discussion
  - f. St. John's Day December 27<sup>th</sup> St. John's dinner for Artaban residents
7. Next meeting – **October 21, 2025**
8. Adjournment
9. Closing Prayer

## Parish Council | 26 August 2025

Present: Wendy Leigh Bell, Susan Little, Leslie Muirhead Sue Newbery, Andrew Rampton, Judith Purdell-Lewis, James Steeves, Sarah Wayland, Tom Weaver

Regrets: Deborah Bowen, Graham Cubitt, Mary Donkin, Aaron Jones, Sarah Jones, Dena Thomas

Also present John Loukidelis (treasurer)

Chair: A. Rampton

Acting Secretary: A. Rampton

## Agenda

### Call to Order & Welcome

The meeting was called to order at 7:32 pm. Those present were welcomed. A. Rampton led the meeting in prayer.

### May Minutes

No concerns voiced. Minutes unanimously approved.

## Reports

### Financial (J. Loukidelis)

The value of investment accounts on the financial statements has not yet been adjusted to current market value. J. Loukidelis reminded Parish Council that our estimated investment income in the budget was conservative which has proved to be wise in a volatile year for markets.

Overall, the parish finances are in good shape. Income is in line with budget estimates and expenses are generally under budget estimates.

### Rector (A. Rampton)

Discussion was had regarding work on the WOW grant (developing resources for churches who wish to become housing advocates) and on the upcoming planning/visioning discussions for St John's, e.g. MAP 2.0, property maintenance, etc.

A typo was noted in the Rector's Report regarding Eduardo Farias' return to work date; this will be corrected before minutes and the report are posted publicly.

### Stewardship (S. Wayland)

Summer has been quiet for the committee, but plans are underway for work in autumn. Announcements were made through the summer regarding mindfulness around financial stewardship.

Another member for this committee would be helpful.

### Property (T. Weaver)

The decennial building inspection revealed some larger capital projects that will require funding beyond the annual maintenance budget. Many small projects have also been identified; these require labour and progress slowly. There is a plan to develop a regular work team who can tackle small maintenance issues. Larger items require congregational decision-making.

It was recommended that fire exit signage be updated throughout the building; evacuation instructions be made part of announcements at worship services; and an annual fire drill be held.

## New Business

### KPMG Financial Review (J. Loukidelis)

J. Loukidelis has been corresponding to establish our operating norms and processes. Conversations are positive and we look forward to the report.

### Missional Engagement Project – Death Café (D. Thomas)

Anecdotally via A. Rampton: First session was well-received. There was high interest in registration and a good response to conversations and activities from participants.

### Draft Policies for Facility Users (A. Rampton)

A draft of policies for facility users was circulated. Edit and additions were suggested:

- Provide a map to show spaces intended for us and doors that need to be locked
- Edit concern about tape to reflect residue on both walls and windows
- Provide a checklist for facility users, especially regarding closing up procedures

## Sundays Unlocked (L. Muirhead)

21 September: A. Rampton and S. Newbery are organizing a blessing of animals station; A. Rampton will also be available for "Ask a Priest" questions. 147<sup>th</sup> Scouting Group, Children's Choir, Hamilton Out of the Cold, and the Niagara Migrant Farmworkers Project will all have representation at the event.

## Personnel (A. Rampton)

Conversation about the relevant issues was had in the course of the Rector's Report.

## Parish Picnic (Churchwardens)

September 7 after 10:00 service at Dundurn Pavilion. Sharon Klassen has offered to organize games. Churchwardens will provide drinks.

## Photo Directory

The parish was contacted by Tim Balasz again regarding having a photo directory created. There is little enthusiasm for this among the members of Parish Council.

It was noted that the status of the online directory managed by Emma Cubitt and Cathy Tell should be investigated.

## Anglican Foundation Grant Opportunity

The Anglican Foundation of Canada has a special Request For Proposals for grants that would strengthen partnerships that churches have with community groups. Proposals are due to the bishop's office by 15 September 2025. The diocese has a limited number of proposals that it can forward to the Anglican Foundation for consideration, so there is no guarantee that a proposal from St John's will make it to the national level.

Council members are encouraged to dream about what possibilities this grant may hold for us and to forward completed proposal to A. Rampton by 12 September. In the event that we produce multiple proposals, Parish Council will be asked to review and vote on which one to forward to the bishop's office.

## Next Meeting

23 September 2025, 7:30 pm

# Church of Saint John the Evangelist

## Budget vs. Actuals: 2025 Budget\_FY25\_P&L\_1 - FY25 P&L

January - August, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
Donations to Designated Funds				
4005 Donations to Endowment Fund		0.00	0.00	
4006 Donations to Capital Fund	1,323.00	0.00	1,323.00	
4007 Donations to Memorial Fund		0.00	0.00	
4008 Donations to Organ Restoration Fund		0.00	0.00	
4009 Donations to PWRDF & St. Mathew's House	40.95		40.95	
<b>Total Donations to Designated Funds</b>	<b>1,363.95</b>	<b>0.00</b>	<b>1,363.95</b>	
Interest Earned on Investments				
4045 Endowment Fund, Interest		2,500.00	-2,500.00	
4047 Lucy Gregson Estate, Interest		6,933.36	-6,933.36	
4048 Rectory Fund, Interest		153.36	-153.36	
<b>Total Interest Earned on Investments</b>		<b>9,586.72</b>	<b>-9,586.72</b>	
Non Profit Income	1,295.60		1,295.60	
Offerings				
4001 Envelope, Online, and Other Identifiable Donors	60,053.23	50,000.00	10,053.23	120.11 %
4002 Preauthorized Giving (PAG)	93,220.00	94,666.64	-1,446.64	98.47 %
4003 Other Offerings	4,040.00	3,666.64	373.36	110.18 %
4004 Loose Offerings	3,728.45	2,666.64	1,061.81	139.82 %
<b>Total Offerings</b>	<b>161,041.68</b>	<b>150,999.92</b>	<b>10,041.76</b>	<b>106.65 %</b>
Receipts from Parish Activities				
4010 Fundraising				
4011 Bazaar (Pies, crafts, calendars)	2,149.90		2,149.90	
4012 Shopping Cards		2,000.00	-2,000.00	
<b>Total 4010 Fundraising</b>	<b>2,149.90</b>	<b>2,000.00</b>	<b>149.90</b>	<b>107.50 %</b>
Other Income from Parish Activities				
4014 Rentals	7,579.00	6,000.00	1,579.00	126.32 %
4015 Concerts	1,564.90	1,333.36	231.54	117.37 %
4020 Forward Day by Day	-17.00	-100.00	83.00	17.00 %
<b>Total Other Income from Parish Activities</b>	<b>9,126.90</b>	<b>7,233.36</b>	<b>1,893.54</b>	<b>126.18 %</b>
Outreach Income				
4016 RDF Support (Rector discretionary fund)	2,381.14	666.64	1,714.50	357.19 %
4018 Outreach Support (other)	-480.00	333.36	-813.36	-143.99 %
<b>Total Outreach Income</b>	<b>1,901.14</b>	<b>1,000.00</b>	<b>901.14</b>	<b>190.11 %</b>
<b>Total Receipts from Parish Activities</b>	<b>13,177.94</b>	<b>10,233.36</b>	<b>2,944.58</b>	<b>128.77 %</b>
Transfers from Investments and Grants				
4030 Diocesan Grant or Loan	6,125.00		6,125.00	
<b>Total Transfers from Investments and Grants</b>	<b>6,125.00</b>		<b>6,125.00</b>	
<b>Total Income</b>	<b>\$183,004.17</b>	<b>\$170,820.00</b>	<b>\$12,184.17</b>	<b>107.13 %</b>
<b>GROSS PROFIT</b>	<b>\$183,004.17</b>	<b>\$170,820.00</b>	<b>\$12,184.17</b>	<b>107.13 %</b>
<b>Expenses</b>				
Facilities				
5047 Furnishings and Equipment		800.00	-800.00	
5048 Organ repair and maintenance		400.00	-400.00	
Building Maintenance				

# Church of Saint John the Evangelist

## Budget vs. Actuals: 2025 Budget\_FY25\_P&L\_1 - FY25 P&L

January - August, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5043 Elevator Maintenance and Fees	2,481.57	2,000.00	481.57	124.08 %
5044 Regular Maintenance	13,605.90	13,333.36	272.54	102.04 %
<b>Total Building Maintenance</b>	<b>16,087.47</b>	<b>15,333.36</b>	<b>754.11</b>	<b>104.92 %</b>
Utilities				
5040 Heating	3,084.80	2,666.64	418.16	115.68 %
5041 Water	427.93	466.64	-38.71	91.70 %
5042 Hydro	4,111.64	4,666.64	-555.00	88.11 %
<b>Total Utilities</b>	<b>7,624.37</b>	<b>7,799.92</b>	<b>-175.55</b>	<b>97.75 %</b>
<b>Total Facilities</b>	<b>23,711.84</b>	<b>24,333.28</b>	<b>-621.44</b>	<b>97.45 %</b>
Ministry and Worship				
5001 DM&M	30,988.08	28,533.36	2,454.72	108.60 %
5002 Synod Delegate Fee		200.00	-200.00	
5003 Community Marketing	130.96	333.36	-202.40	39.28 %
5004 Children's Ministry	171.06	1,666.64	-1,495.58	10.26 %
5005 Youth Ministry		500.00	-500.00	
5006 Worship Supplies & Resources	780.30	1,666.64	-886.34	46.82 %
5007 Worship Music Expense	4,373.63	4,566.64	-193.01	95.77 %
5008 Outreach Committee	163.63	100.00	63.63	163.63 %
5009 Hospitality and Christian Growth	1,715.61	2,333.36	-617.75	73.53 %
5010 Volunteer Expenses, Miscellaneous		133.36	-133.36	
<b>Total Ministry and Worship</b>	<b>38,323.27</b>	<b>40,033.36</b>	<b>-1,710.09</b>	<b>95.73 %</b>
Office and Administration				
5030 General Office Expenses	4,849.17	5,333.36	-484.19	90.92 %
5031 Bank, Credit Card Fees and Interest	1,263.65	666.64	597.01	189.56 %
5032 Insurance	12,994.48	13,000.00	-5.52	99.96 %
5033 Other Miscellaneous Office and Admin	7,484.12	11,666.64	-4,182.52	64.15 %
<b>Total Office and Administration</b>	<b>26,591.42</b>	<b>30,666.64</b>	<b>-4,075.22</b>	<b>86.71 %</b>
Outreach Disbursements				
5013 RDF Remittance		666.64	-666.64	
5014 Outreach Disbursements, Other	873.64	666.64	207.00	131.05 %
<b>Total Outreach Disbursements</b>	<b>873.64</b>	<b>1,333.28</b>	<b>-459.64</b>	<b>65.53 %</b>
Salaries and Benefits				
5020 Rector's Salary	36,384.64	36,384.64	0.00	100.00 %
5021 Housing Allowance	15,760.00	15,760.00	0.00	100.00 %
5022 Administrator	9,110.39	8,666.64	443.75	105.12 %
5023 Organist and Choirmaster	13,226.96	11,680.00	1,546.96	113.24 %
5024 Discovery Service Music Director	8,940.00	10,920.00	-1,980.00	81.87 %
5025 CPP/EI/WSIB	2,582.08	5,833.36	-3,251.28	44.26 %
5026 Pension & Benefits	15,824.22	15,333.36	490.86	103.20 %
5027 Employee Absence Coverage		1,133.36	-1,133.36	
5028 Professional Development		1,266.64	-1,266.64	
5029 Other Employment Expense		333.36	-333.36	
5035 CYFM Coordinator	3,917.04	7,800.00	-3,882.96	50.22 %
<b>Total Salaries and Benefits</b>	<b>105,745.33</b>	<b>115,111.36</b>	<b>-9,366.03</b>	<b>91.86 %</b>
<b>Total Expenses</b>	<b>\$195,245.50</b>	<b>\$211,477.92</b>	<b>\$ -16,232.42</b>	<b>92.32 %</b>

# Church of Saint John the Evangelist

Budget vs. Actuals: 2025 Budget\_FY25\_P&L\_1 - FY25 P&L

January - August, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING INCOME	\$ -12,241.33	\$ -40,657.92	\$28,416.59	30.11 %
NET INCOME	\$ -12,241.33	\$ -40,657.92	\$28,416.59	30.11 %

# Statement of Activity

## Church of Saint John the Evangelist

January 1-August 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Donations to Designated Funds	\$0.00
4006 Donations to Capital Fund	1,323.00
4009 Donations to PWRDF & St. Mathew's House	40.95
<b>Total for Donations to Designated Funds</b>	<b>\$1,363.95</b>
Non Profit Income	1,295.60
Offerings	\$0.00
4001 Envelope, Online, and Other Identifiable Donors	60,053.23
4002 Preauthorized Giving (PAG)	93,220.00
4003 Other Offerings	4,040.00
4004 Loose Offerings	3,728.45
<b>Total for Offerings</b>	<b>\$161,041.68</b>
Receipts from Parish Activities	\$0.00
4010 Fundraising	\$0.00
4011 Bazaar (Pies, crafts, calendars)	2,149.90
<b>Total for 4010 Fundraising</b>	<b>\$2,149.90</b>
Other Income from Parish Activities	\$0.00
4014 Rentals	7,579.00
4015 Concerts	1,564.90
4020 Forward Day by Day	-17.00
<b>Total for Other Income from Parish Activities</b>	<b>\$9,126.90</b>
Outreach Income	\$0.00
4016 RDF Support (Rector discretionary fund)	2,381.14
4018 Outreach Support (other)	-480.00
<b>Total for Outreach Income</b>	<b>\$1,901.14</b>
<b>Total for Receipts from Parish Activities</b>	<b>\$13,177.94</b>
Transfers from Investments and Grants	\$0.00
4030 Diocesan Grant or Loan	6,125.00
<b>Total for Transfers from Investments and Grants</b>	<b>\$6,125.00</b>
<b>Total for Income</b>	<b>\$183,004.17</b>
Cost of Goods Sold	0.00
<b>Gross Profit</b>	<b>\$183,004.17</b>
Expenses	
Facilities	\$0.00
Building Maintenance	\$0.00
5043 Elevator Maintenance and Fees	2,481.57
5044 Regular Maintenance	13,605.90
<b>Total for Building Maintenance</b>	<b>\$16,087.47</b>



# Statement of Activity

## Church of Saint John the Evangelist

January 1-August 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Utilities	\$0.00
5040 Heating	3,084.80
5041 Water	427.93
5042 Hydro	4,111.64
<b>Total for Utilities</b>	<b>\$7,624.37</b>
<b>Total for Facilities</b>	<b>\$23,711.84</b>
Ministry and Worship	\$0.00
5001 DM&M	30,988.08
5003 Community Marketing	130.96
5004 Children's Ministry	171.06
5006 Worship Supplies & Resources	780.30
5007 Worship Music Expense	4,373.63
5008 Outreach Committee	163.63
5009 Hospitality and Christian Growth	1,715.61
<b>Total for Ministry and Worship</b>	<b>\$38,323.27</b>
Office and Administration	\$0.00
5030 General Office Expenses	4,849.17
5031 Bank, Credit Card Fees and Interest	1,263.65
5032 Insurance	12,994.48
5033 Other Miscellaneous Office and Admin	7,484.12
<b>Total for Office and Administration</b>	<b>\$26,591.42</b>
Outreach Disbursements	\$0.00
5014 Outreach Disbursements, Other	873.64
<b>Total for Outreach Disbursements</b>	<b>\$873.64</b>
Salaries and Benefits	\$0.00
5020 Rector's Salary	36,384.64
5021 Housing Allowance	15,760.00
5022 Administrator	9,110.39
5023 Organist and Choirmaster	13,226.96
5024 Discovery Service Music Director	8,940.00
5025 CPP/EI/WSIB	2,582.08
5026 Pension & Benefits	15,824.22
5035 CYFM Coordinator	3,917.04
<b>Total for Salaries and Benefits</b>	<b>\$105,745.33</b>
<b>Total for Expenses</b>	<b>\$195,245.50</b>
Other Income	0.00
Other Expenses	0.00
<b>Profit</b>	<b>-\$12,241.33</b>

# Statement of Financial Position

Church of Saint John the Evangelist

As of August 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1022 Undeposited Funds	0.00
Capital Account	\$0.00
1004 Capital Account - Chequing	0.00
<b>Total for Capital Account</b>	<b>\$0.00</b>
Credit card security account	\$0.00
1007 Raffle Account - Chequing	5,005.17
<b>Total for Credit card security account</b>	<b>\$5,005.17</b>
Operating Account	\$0.00
1001 Operating Acct - Chequing	2,058.26
<b>Total for Operating Account</b>	<b>\$2,058.26</b>
<b>Total for Cash and Cash Equivalent</b>	<b>\$7,063.43</b>
Accounts Receivable (A/R)	
Accounts Receivable (A/R)	179.00
<b>Total for Accounts Receivable (A/R)</b>	<b>\$179.00</b>
1010 Endowment Fund	89,260.64
1014 Rectory Fund	231,203.24
1015 General investment fund	\$0.00
1011 Memorial Fund	1,869.51
1012 Parish Hall Capital Reserve Fund	6,301.17
1013 Organ Restoration Fund	3,208.53
<b>Total for 1015 General investment fund</b>	<b>\$11,379.21</b>
1017 Employee Cash Advances	0.00
1018 Prepaid Expenses & Deposits	6,497.16
1019 GST Rebate Receivable	245.59
1020 PST Rebate Receivable	682.81
1021 Other Receivables	0.00
Uncategorized Asset	75.00
<b>Total for Current Assets</b>	<b>\$346,586.08</b>
Non-current Assets	
Property, plant and equipment	
1100 Fixed assets	\$36,693.80
1101 Fixed assets depreciation	-2,375.51
<b>Total for 1100 Fixed assets</b>	<b>\$34,318.29</b>
<b>Total for Property, plant and equipment</b>	<b>\$34,318.29</b>
<b>Total for Non-current Assets</b>	<b>\$34,318.29</b>
<b>Total for Assets</b>	<b>\$380,904.37</b>

# Statement of Financial Position

Church of Saint John the Evangelist

As of August 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
<b>Total for Accounts Payable (A/P)</b>	<b>\$0.00</b>
Credit Card	
2001 TD Visa credit card	804.36
<b>Total for Credit Card</b>	<b>\$804.36</b>
2003 Other Payables	0.00
2007 Capital Fund	0.00
GST/HST Payable	0.00
<b>Total for Current Liabilities</b>	<b>\$804.36</b>
Non-current Liabilities	0.00
<b>Total for Liabilities</b>	<b>\$804.36</b>
Equity	
3001 Opening Balance Equity	306,877.68
3002 Retained Earnings	85,463.66
Profit for the year	-12,241.33
<b>Total for Equity</b>	<b>\$380,100.01</b>
<b>Total for Liabilities and Equity</b>	<b>\$380,904.37</b>

# Counselling Assistance Program Brief

for Parish Council

23 September 2025

## Summary

The Shalem Mental Health Network offers a Counseling Assistance Program (CAP) for churches, schools, and other non-profits to make short-term professional Christian counselling, workshops, and resources available to members and staff. CAP is modeled on Employee Assistance Programs offered by many companies and is informed by Shalem's faith-informing practices.

CAP provides several benefits to participating churches:

- CAP helps staff and members navigate through challenging times when their usual ways of coping no longer seem to work
- CAP extends your desire to support your staff and members
- CAP provides an established avenue for clergy and leaders to refer people with challenges beyond their expertise
- CAP provides an opportunity for people who are not yet comfortable with sharing their challenges with their pastors and leaders to receive help
- CAP provides people with the skills and resources to engage more fully in churches, schools, and organizations
- CAP decreases the burden on pastors and leaders when issues require professional support

Churches enroll at a fixed rate per member family. Each member of the church has access to six counselling sessions per year at no additional charge to them. If it is determined that couples or family counselling sessions would be of benefit, six of these are also available which do not count against the individual sessions. For example, a married couple would have access to 18 sessions per year. (Six individual sessions each and six further sessions together.)

The enrolling church receives reports on how many sessions have been used. Identities of people accessing and the content of sessions are kept strictly confidential by Shalem and not shared with church administration.

In 2025, a church of 100 member families would pay approximately \$6,500 for the year, split into two semi-annual payments.

## Background

Shalem Mental Health Network operates across Canada with headquarters in Hamilton, Ontario. Shalem works to restore hope in the lives of people, organizations, and communities through our professional counselling, restorative practices, education, and community programs enabling all to flourish. Their counselling staff are professionals registered with the College of Registered Psychotherapists of Ontario who all work with faith-informed practices.

Several current and past members of St John's work at Shalem Mental Health Network in various roles.

## **Next Steps**

Parish Council should consider this opportunity prayerfully and thoughtfully. If they believe it appropriate, enrolment in CAP could be presented as part of the 2026 budget proposal at the Vestry, either as an ongoing program or a wishlist item.

# St John the Evangelist—A Teaching Parish

for Parish Council

23 September 2025

## Summary

Bishop Bell would like St John's to consider a role in the diocese as a teaching parish. The bishop believes that St John's holds many learning opportunities in an appropriate environment for curates. Curates bring gifts to the parish: increased availability of ordained ministry, a broadened perspective of the wider church, and varied backgrounds and skills that contribute to the life of the community, to name only a few. Curates come with a cost, as well. There is the time required of their mentors in each case. Most curates also have a financial cost, as their appointments and contracts include stipend requirements.

This is an important calling and an opportunity for the parish to prayerfully consider.

## Costs

Supervising a curate requires time from the rector. This cost in time is generally offset by the duties the curate is capable of taking on, removing them from the rector's plate. Curates contribute meaningfully to the sacramental, teaching, pastoral, and administrative ministries of the parish.

Most curates come with a financial cost. Some are non-stipendiary, but most have contracts that include the requirement of a stipend. The diocese has a curacy fund that can supply a portion of the curate's stipend, but will not cover the entire cost. In 2025, the cost of a full-time, newly-ordained cleric is \$44,686, exclusive of housing allowance.

Precise costs of any given curacy cannot be known until the contract is negotiated between the curate, diocese, and parish.

## Reflection

The potential financial costs of regular curacies in the parish are significant and not to be undertaken lightly. To take on a curate represents a significant commitment on the part of the congregation. This is a challenge that St John's can meet, but would require the congregation to discern this calling and set curacies as a priority.

Bishop Bell's request that St John's consider this is a significant statement. Curates benefit most from parishes where there are plentiful learning opportunities coupled with a stable, healthy congregational attitude and supportive environment. Not every parish can effectively support a curacy. The bishop's request should be heard as a compliment to St John's and a reflection of her confidence that the parish can sustain the good ministry and healthy environment present today.

## Next Steps

Parish Council should consider this request prayerfully and thoughtfully. If Parish Council discerns that it is appropriate, a proposal and presentation should be made to the congregation for their prayer and consideration.

# Rector's Report to Parish Council

The Revd Andrew Rampton

23 September 2025

September, as ever, has been full of conversations about planning for the year ahead. Of course, behind the year ahead are many planning and administrative details that need to be covered. We make every effort to plan well. Not so that the plan can hold us in its thrall, but as a good servant, helping us to steward resources and smooth over some of the inevitable bumps in the journey.

Requirements and obligations of charities and public-service organizations, like churches, change rapidly these days. In the last nine months there have been important notices to parishes from the diocesan office regarding legalities and practicalities concerning concerts in church buildings, livestreams, fee structures for outside groups using our facility, and negotiations with parish personnel regarding some of the above. The value of these sorts of administrative details is difficult to quantify when thinking about how a rector spends their time. They are best understood as stitches in time that save nine later on.

It should also be noted that the workload of parish administration is higher today 2025 than at any time previously. There is more demand for records, data, reporting, clearly articulated policies, and documentation that those policies are being implemented than in the past. Churches are no longer given preferential treatment by outside organizations. Indeed, sometimes churches are placed under extra scrutiny because of our complicated history. We are now held to the same standards of oversight and professional practice as any other significant community service organization. The parish administrator, the churchwardens, and I are working to distribute this work in realistic and practical ways that ensures it is all completed in a timely fashion without placing too much burden on any one person.

## Church Management Software

Church Management Software is a category of computer programs that are designed to help parishes manage the details of their communities. Member contact information, donations, receipts, service schedule, volunteer management, communications, and so on. For several years now, St John's has used software called Elvanto for this purpose. Elvanto is owned by Tithely, the company from whom we purchase—with a group discount through the diocese—our website builder and management platform, online giving tools, and several other services. Tithely will be decreasing and ending support for Elvanto in the near future and are encouraging customers to consider other options.

Tithely provides an alternative to Elvanto called Breeze. Breeze purports to be a less granular but more user-friendly church management software. Breeze also integrates its data with the other Tithely services in a way that Elvanto does not. I have had several conversations in the last month with Tithely's migration specialists about the process for moving from Elvanto to Breeze, as well as with the churchwardens, parish administrator, and envelope secretary regarding best timing for a change.

This change in software should not affect the day-to-day life of most parishioners, other than those who currently respond to volunteer requests and availability online or through the Elvanto app. The experience of Elvanto's scheduling functions has varied reviews; Breeze claims their scheduling function is simple and easy to use. We shall see.

## Personnel

Daniela Cruz (Children, Youth, and Family Ministries Coordinator) returned to work from parental leave on 8 September 2025.

## **Sundries**

Other activities and events of note through the period include:

- Joined Act Five for new term house blessing
- Continuing work on WOW grant housing advocacy resource; planned launch in week of 16 November
- Working with Canadian Church Historical Society to plan a conference in May 2026 on Anglican missions
- Presided with the Rev. Dena Thomas at the interment of John (Jack) and Neita Pike on 15 September 2025