

Vestry Sunday

Sunday, February 23, 2020
12:00 p.m.

Agenda

1. Opening Prayer
2. Selection of Vestry Clerk and Parish Tribunal
3. Approve Agenda and Signing Vestry Declaration
4. Review / Accept past year's Vestry Minutes
5. Parish Leadership Reports
(Diocesan Bishop's, Area Bishop's, Rector's and Warden's Reports)
6. Review and Accept 2019 Financial Report
7. Review and Approve proposed 2020 Parish Budget
8. Appointments and Elections
9. Receive and Accept Parish General Reports
10. Motions for consideration by Vestry
(Auditors, Rectory Grant & Social Justice)
11. New/Other Business
12. Thanks and Acknowledgements
13. Adjourn / Closing Prayer

Minutes of Vestry Meeting

Sunday, February 23, 2020 | 12:00 p.m.

The meeting called to order at 12:03pm

Attendance at the Head Table:

Fr. Matthew McMillan (Rector), Maggie Veltheer, Sharon Hanns, Colin Webb and Jennifer Ferdinands

The signed 'Vestry Attendance Roll' has been securely placed in the parish office.

1. **Opening Prayer** – Fr. Matthew McMillan the Rector opened the meeting with prayer.
2. **Approve Agenda and Signing Vestry Declaration**

The Rector read the following Declaration:

"I solemnly declare that I have been a member of the Anglican Church of Canada and of this congregation for at least three (3) months, that I have regularly attended services of worship with this congregation at least three (3) times in the past year. I am of the full age of sixteen (16) years or over, and that I have not voted as a member of any other vestry during the previous three (3) months, nor do I intend to vote in any other vestry during the ensuing year.

The Rector then asked those parishioners who were eligible to sign in (*Record of attendance in office*).

Motion:

We the Vestry of St. Mary's, Richmond Hill approve the presented meeting agenda for our February 23, 2020 Annual Parish Vestry.

Moved by Lucile King, seconded by Suzanne Gorman

Vote Called:

Motion Carried

3. **Selection of Vestry Clerk and Parish Tribunal**

The Rector announced that Jennifer Ferdinands was appointed as Vestry Clerk and that Betty Lehming and Amanda Ball of St. Mary's, Richmond Hill made up the Parish Tribunal.

4. Review / Accept past year's Vestry Minutes

Motion:

We the Vestry of St. Mary's, Richmond Hill wish to receive and formally adopt the Minutes of 2019 Vestry Meeting.

Moved by Ron Smit, seconded by Larry Daisley.

Vote Called:

Motion carried

5. Present Parish Leadership Reports

(Diocesan Bishop's, Area Bishop's, Rector's and Wardens' Reports)

Motion:

"We the Vestry of St. Mary's, Richmond Hill authorize the receipt and approval of the Parish Leadership Reports as presented in this Vestry report".

Moved by Jenny Rogers, seconded by Betty Romanchuk.

Rector's Report Summary by Matthew McMillan

- Looking forward to St. Mary's 150th Anniversary, and confirmed that Bishop Andrew Asbil will be there for the 150th Sunday service at St. Mary's on the 1st Sunday of December 2022. Noted that the first service held at St. Mary's was December 8th 1872. St. Mary's will be hosting several activities, and welcoming back former ministers and staff to recognize the 150th Anniversary milestone in 2022.
- Referred to St. Mary's Strategic Plan, encouraging all attendees to read.
- As the church grows we face the challenge of a growing congregation noting that we continue to see new faces on Sunday mornings. Encouraging all to welcome newcomers as they attend and help them to feel welcome.
- Fr. Matt is serving on Diocesan Council, and York-Simcoe Area Council.
- Special thanks to John Martin (Deputy Envelope Secretary) and Lucy Quintero (Envelope Secretary) as outgoing envelope secretaries. Lucy has served for 10 years as Envelope Secretary and we will be recognizing her service.

Wardens' Report Summary – Sharon Hanns

- Three main areas that occupied time of wardens in 2019 – communications, staffing and work associated with the congregation's vote in favour to review the option of selling a piece of surplus land.
- Communications: In the past year the AV system was upgraded to allow live streaming of services. Internet service upgraded, AV was installed in the Sunday school room, and the room on the far left in the balcony area of Wrixon Hall was made ready for a youth lounge.
- Staffing had many changes in 2019. John Macey departed in April. In June we welcomed Ayden and Ayse Apaydin as our new caretakers. Amanda Ball has filled the role of Director of Next Generation Ministries.
- Thanks to Joe McEwan, who has completed his term as Chair of Parish Board.
- Surplus Land Sale work resulted in the completion of; an Engineering Report, a parish Strategic Plan and multiple meetings with Bishop Fenty & Diocesan Staff.
- A special thanks to fellow wardens; Charlie Mills, James Agyeman and Colin Webb. Also, thank you to our Rector, Fr. Matt for all his hard work.
- Thank you for opportunity to serve as your People's Warden.

Land Sale Proposal Summary – Ron Smit

- Vote during 2019 vestry to explore selling the land south of church.
- Preliminary meetings with Bishop and staff at Diocese have taken place and there seems to be support in exploring possibility
- There were also meetings with a potential buyer, but no discussion of dollar amounts
- It will be a slow process, but it appears that people want to move forward, and special vestry meetings will be held for any additional information.
- The rector mentioned that currently lot details are being confirmed, and reviews of survey's and the real-estate market are being conducted.

Calling of vote:

"We the Vestry of St. Mary's, Richmond Hill authorize the receipt and approval of the Parish Leadership Reports as presented in this Vestry report".

Motion carried

6. Review and Accept the 2019 Financial Report

Motion:

"We the Vestry of St. Mary's vote to approve and authorize the 2019 Financial Reports and the 2019 Audit as presented in the 2020 Parish Vestry Reports".

Moved by Julie Hastie, seconded Dionne Robertson.

Calling of vote:

Motion carried

7. Review and Approve proposed 2020 Parish budget

Motion

"We the Vestry of St. Mary's, Richmond Hill vote to approve and authorize the 2020 Budget as contained in our 2020 Parish Vestry Reports".

Moved by Jenny Rogers, seconded by Larry Daisley.

Maggie Veltheer presented a brief overview of the proposed 2020 budget and highlighted the following:

Revenues

- Donations brought in \$196.5K, accounting for a shortfall of ~\$17K, as such we hope that we can bring in ~\$204K
- Festivals budgeted \$10K however we brought in ~\$33K which helped to offset the shortfalls in envelope donations.
- Family Ministry Grant: We didn't spend it all, however there were many capital purchases made.
- Rental Income is predicted to increase slightly to \$194K in 2020

Expenses

- Salaries were lower than budgeted because we were not able to hire the Director of Youth Ministries until December. Also with the departure of John Macey our new

caretakers have created a decrease in custodial cost due to more efficiencies. However, we do expect that salaries will be similar to the amount budgeted in 2019, and as such has been budget at \$223.8K.

- Diocesan Assessments is budgeted at a higher rate for 2020, due to the income received from rentals.
- Insurance: costs should stay the same
- Utilities: Budgeting a slight increase in cost due as we prepare for summer and winter temperature differentials.
- General Maintenance: Maintenance costs are rising due to rental income rising. There is a correlation between the increased use of space and the need to maintain the spaces used.
- Capital Purchases Comments: Major difference in the amount budgeted for 2019 **\$10K** and the actual amount spent **\$58K** (*Please view page 10 of audit for more details.*)
- 2019 Capital Income sources were: \$10,000 Budget Line, \$33,000 of Grant Funds & \$11,500 of Direct Donations. This left an un-funded capital balance of \$4,400 to be drawn from underspent budget lines / reserve funds.
- 2019 had a final deficit of \$257 which is quite good considering the substantial capital purchases. However, we expect to see a larger deficit for 2020 due to the expected decrease in revenue from envelopes.

Balance Sheet

- Note that the deferred revenue includes money from the Family Ministries grant received from the Diocese of Toronto.
- Trust obligation represents the funds that are being held in trust for the sponsorship of a refugee family that will be released when the family arrives in Canada.

Rector thanked Maggie for her summary of the financial statements and opened the floor for questions.

Judy McAdam asked for clarification as to why the cost for custodial services decreased – i.e. was it less because of decreased wages?

Maggie Veltheer mentioned that the husband and wife team has created efficiencies in the time required to maintain spaces. It was further clarified that while confidentiality restricts the sharing of salary information, there was no reduction in wages that occurred. For interest's sake, it was provided as a note that our caretakers work in the evenings (dinner hours) during the week and later in the evening on the weekends.

Calling of vote:

"We the Vestry of St. Mary's, Richmond Hill vote to approve and authorize the 2020 Budget as contained in our 2020 Parish Vestry Reports".

Motion Carried

8. Appointments and Elections

The Rector then announced the names of individuals who have received parish office appointments for 2020.

Appointments by Rector

Rector's Warden	Colin Webb
Deputy Rector's Warden	Chas Mills
Parish Board Member at Large	Julie Hastie

Appointments by Wardens

Treasurer	Maggie Veltheer
Envelope Secretary	Carol Rochemont
Heritage Fund Advisory Committee	Kola Deru
	Jim Stockall

Appointment by Rector and Wardens

Chair of Property Usage	Betty Romanchuk
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The rector made note that the representatives named as chairs for the various committees are not voted for at Vestry as they are chosen by their committees.

Motion

"We the Vestry of St. Mary's, Richmond Hill vote to open nominations for the election of officers for our 2020 operating year."

Moved by Maggie Veltheer, Seconded Betty Romanchuk

The Rector then announced the names of individuals who have been put forward by the parish nomination committee;

People's Warden	Sharon Hanns
Deputy People's Warden	James Agyeman
Lay Delegates to Synod	Joe McEwen
	Sharon Hanns
Alternate Lay Delegates	Nicholas Kasoyaga
	Gleniss Harris
Parish Board Member at Large	Kola Deru
Secretary of Parish Board	Jennifer Ferdinands

The Rector then invited any nominations from the floor. None came forward.

Rector asked for a motion to close nominations.

Motion

"We the Vestry of St. Mary's, Richmond Hill vote to close nominations for the election of officers for our 2020 operating year."

Moved by Suzanne Gorman seconded by Paul Thomas

Motion carried

With the close of the ballot and no formal election occurring, the above list of candidates are now acclaimed as 2020 office holders and members of St. Mary's Parish Board.

9. Receive and Accept Parish General Reports

Motion

"We the Vestry of St. Mary's, Richmond Hill vote that all the parochial reports from the parochial ministries and groups of St. Mary's be received and approved as presented."

Moved by Jenny Rogers seconded by Jan Mills

Rector asked for any individuals wishing to present their reports to approach the podium.

- Amanda Ball, Director "Next Gen" Ministries gave an overview of her work as follows:
 - Hired in December 2019
 - Passionate about working with children, teenagers and families
 - Spoke about plans for Next Gen Ministries and various programs that should begin soon
- Rector opened the floor for any questions for Amanda Ball.
- Paul Thomas asked how Amanda will be reaching out to the community's youth.
- Amanda spoke about the vision to keep youth ministry open to all, whether or not they are part of the parish and that Next Gen ministry is open to all in Richmond Hill. Outreach will begin with connecting with youth and children who attend church as they know other children/teens as they go to school. Children and youth attending St. Mary's will share their experiences with their classmates by showing them how Jesus is a part of their life. Strategically, social media will be a medium that will be used for outreach because it is visible to teenagers. Ultimately, Amanda is open to looking at a variety of ways to get the word out to the community as this is a top priority in her ministry.
- Joan Temple-Porter spoke about the former Director of Family Youth Ministries at St. Mary's mentioning that often times there were sports related activities that appealed to youth, specifically boys. Joan asked whether outreach to 360 Kids is an anticipated part of Next Gen ministry.
- Amanda indicated that she is not familiar with 360 Kids, however, she is open to partnering with other organizations in the community who are interested. Amanda spoke about the need to create Next Gen spaces that will be safe, fun, and valuable spiritually, we want kids and teens to know who Jesus is.
- No further questions from the floor

Calling of the vote:

"We the Vestry of St. Mary's, Richmond Hill vote that all the parochial reports from the parochial ministries and groups of St. Mary's be received and approved as presented."

Motion Carried

10. Motions for consideration by Vestry (*Banking, Auditors, General and Outreach*)

Appointment of Auditors for 2019

"We the Vestry of St. Mary's, Richmond Hill authorize the appointment of Hurren, Sinclair, McIntyre, Chartered Accountants of Pickering, Ontario, to be the Auditors of record for St. Mary's Financial Reports for the year ending 2020 Financial Cycle."

Moved by Maggie Veltheer & Colin Webb

Calling of the vote:

Motion Carried

Rectory Grant

"We the Vestry of St. Mary's, Richmond Hill authorize the Corporation to apply for a Carleton Grant in the year 2020, to help pay for costs of maintenance, renovation and repair to our Parish Rectory, located at 100 Arnold Crescent in Richmond Hill."

Moved by Chas Mills & Colin Webb

Calling of the vote:

Motion Carried

Diocesan Action on Climate Change Motion

"We the Vestry of St. Mary's, Richmond Hill believe it is our responsibility to be active stewards of our resources and carbon footprint. The parish of St. Mary's charges our parish leadership to making energy conservation and reducing our carbon footprint by 10% a strategic and Financial priority for 2020."

Moved by Chas Mills & Colin Webb.

- Garry Bettridge asked whether this motion applies to the rectory as well.
- The Rector mentioned that the motion is aimed at reducing utilities by 10% thru efficiencies in heating, insulation, or reduction in utility usage and that it would apply to the rectory as well. Talks with Alectra have made us aware of commercial grants to help cover costs and we have been speaking with electricians and others to donate time to help with the changes to be implemented with hopes to have a net-zero cost to replace older electrical costs.
- Joe McEwan mentioned that to create efficiencies, there will be some expenditure initially, and wanted to know whether these costs have been factored in the decision to proceed? What is the financial consideration for this motion, what impacts are we anticipating?
- Colin Webb indicated that there are government grants available for upgrades that are being reviewed. We don't anticipate more that \$3-4K, for the indoor lighting retrofits as John Macey did much of the groundwork converting the lighting. Now we can directly change over to LEDs. The current focus would be on the church foyer, restrooms and meeting rooms. The cost will not be large especially if it can be offset by the grant.

- The Rector also reiterated that through connections, there are some electricians who might volunteer their time to help with the work which will provide us with in-kind skilled labour to help with cost.

Calling of the vote:

"We the Vestry of St. Mary's, Richmond Hill believe it is our responsibility to be active stewards of our resources and carbon footprint. The parish of St. Mary's charges our parish leadership to making energy conservation and reducing our carbon footprint by 10% a strategic and Financial priority for 2020."

Motion Carried

11. New / Other Business

None

12. Thanks and Acknowledgement

The Rector offered thanks to head table.

Sharon Hanns offered thanks to Jan Mills as Lay Pastoral Assistant. Jan has been part of this ministry for the past 4-5 years. It is a lot of work as she travels to meet individuals and is often the first person who is contacted (following Rev. McMillan) when anyone has a prayer request. We are so thankful for all Jan's faithful service.

Thank you to coffee hosting team

The Rector thanked the congregation for their presence and patience and support in our labours.

13. Adjourn / Closing Prayer

Motion to adjourn meeting made at 1:09 p.m.

Moved by Paul Thomas.

Calling of the vote:

Motion Carried

Meeting Adjourned.