



CHURCH OF ST. JOHN THE EVANGELIST

ELORA, ONTARIO

VESTRY MEETING

FEBRUARY 7, 2010

MINUTES

All parishioners present signed the Vestry Book. Meeting called to order at 12:30 pm.

1. **Welcome and Prayer**

The Rector opened the meeting with a prayer.
Reminder of Choral Evensong and Pancake supper.
Reminder to sign vestry book.
Thanks to Barbara Gow and her team for the lunch.

2. **Appointment of Vestry Clerk**

Linda Coultres appointed as Vestry Clerk.

3. **Appointment of Readers of Minutes:**

- 1) Meg Prichard
- 2) Ian Hornsby
- 3) Gwyneth Watkins

4. **Minutes of Vestry Meetings for Past Year**

- 1) February 8, 2009 - annual

Motion #1 – to accept the minutes of Annual Vestry Meeting of February 8, 2009 as recorded.

Moved by Ian Rice, seconded by Meg Prichard. Carried.

5. **Adoption and Review of Reports from Parish Personnel, Organizations and Committees.**

- 1) Motion to adopt reports of: Rector (1), Wardens (4), Property (5), Envelope Secretary (6) by Bonnie Smiley, seconded by Barbara Gow. Carried.
- 2) Motion to adopt reports of Outreach Ministries: Christ Church, Drayton (8): ACTS (10), Food Bank (11), PWRDF (12), Portage (13) by Peter Scott, seconded by Dave Tinker. Carried.
- 3) Motion to adopt reports of Music Ministries: Parish Choir (14), Volunteer Choir (15), Youth Choir (15) by Meg Prichard, seconded by James Prichard . Carried.

- 4) Motion to adopt reports of Children's and Youth Ministries: 11 am Sunday School (16), Youth Group (17) by Gord Bristowe, seconded Gerrie Punnett . Carried. Welcome to Paul Poolton, our new youth worker. Paul spoke briefly on warm welcome by parish and our continuing to welcome youth who may be attending church. Paul will be encouraging youth to attend services.
- 5) Motion to adopt other Ministry Reports: Synod (19), Friends of the Kitchen (20), Altar Guild and Prayer Meeting and Coffee Hour (21), St. John's Men's Club (22), Quilters and Knitters (23), Ministry of Reconciliation and Healing (24), by Peter Ellis, seconded by Paul Poolton. Carried.

6. Financial Statements 2009

- Comprehensive review of 09 financials presented by James Prichard, our Treasurer.
- Church had a decent year.
- Our operating deficit was \$59K against budget of \$85K.
- Couple of significant things – income higher and expenses lower. Regular season offerings and general offerings \$13K better than budget.
- Overhead expenses \$5.5K better than budget.
- Investment income of church offsets operating deficit. Small surplus, \$16K of investment income not used.
- Easter and Christmas seasonal offerings were greater and James cautioned we cannot depend on these.
- Expenses – nonrecurring expenses – property maintenance donation of time – Walter Langford and his team do a lot of the work which we do not have to pay for.
- Operating deficit is still a deficit – we are dependent on investment income to keep church solvent.
- We borrowed some funds in the summer, revolving line of credit now paid down to \$10K
- Funds bequeathed to church approximately \$45K – are being transferred to the endowment funds for investment rather than being used for current operations.
- Investment funds have recovered as has market.
- Choir Fund – see Treasurer's report.
- Canon Hulse does not get paid from work at St. John's Kilmarnock School and the funds go directly to the choir fund.
- Significant challenges in keeping the choir fund in balance.

Schedule I

- Overall donations exceeded budget, again cannot count on season offerings.
- Church maintenance was under budget thanks entirely to Walter Langford and his very hard working crew.
- Overhead items under budget: music, youth group.
- Church investment income – Beaufait fund traditionally reported as 1 line – investment income, line 68 net income from two residential properties we own. Line 69 amount of funds in Beaufait fund not used and returned to fund.
- Endowment funds, property development fund (sale of cemetery lot), rectory fund (sale of rectory). Income from the rectory fund can be used toward rector's living allowance.
- Line 75 – net rental income from 33 Henderson.

Schedule 3

- Outreach and PWRDF funds are separate. Outreach funds includes local outreach – money raised for Portage, a significant portion of the cost of the youth worker and youth choir director charged to outreach as it brings other people into the parish.

Schedule 5

- Line 4 – Most of the large amount of cash held at year end is designated for transfer to the Endowment Funds and other liabilities. We are not as liquid as we appear. RBC Dominion Securities will be managing endowment funds. Wardens are working on mandate for Investment Committee to be formed.
- Peter Ellis – question re diocesan assessment. James replied “no” change available in our diocesan assessment. Peter Scott – we pay our fair share re assessment in support of national church.
- Patrick advised Diocese of Toronto has returned portion of assessment to their parishes – this is not happening in our diocese, Niagara.
- Elizabeth Hanson – expenses designated as outreach are not part of diocesan assessment.
- Peter Huck - parish choir – re Robert Hulse’s work at school, if that is gone others will have to increase their support to choir. Number of regular envelope users – guidance re funds required.

Motion to adopt: by Christine Mather, seconded Ian Hornsby.

Acknowledged with thanks the many hours of work by James Prichard. Carried.

7. Budget for 2010

Schedule 6

- Highlights of planned budget
- Total income – line 16 – showing total budget less than 2009 (seasonal offerings which we should not count on). \$238M
- Salaries and benefits – guidance of the diocese re inflation based increases – no increases.
- Rector’s line – other employment costs – not salary increase mostly pension cost.
- Youth Worker – some allocated from internal trust
- Titular Organist – Jurgen to receive an increase in compensation as a result of his growing involvement in the Parish music. He will also be paid on a regular monthly basis as opposed to his present fee per appearance.
- Property expenses – caretaking – Rene Lefevre and Bob Ford – significant increase latter part of year – they have not had an increase for 5 years.
- Maintenance of St. John’s facilities – church building and church office – budgeting \$9K.
- Interest on RBC loan.
- Line 56 youth group – increase suggested in budget for youth group – try to attract more young people in the community.
- Operating deficit – line 62 – figure a little alarming but Treasurer hopeful we will continue general improvement
- Full amount of investment income not drawn.

Motion to adopt: by Ian Rice, seconded by John Smiley. Carried.

Question – Judy Anne Chapman – is there a travel allowance for Paul Poolton?

Answer by James: Part of his compensation is in the form of a travel allowance.

Question - Stan Litch – base of financial support for choir – increase advertising budget to cover a small ad in the Niagara Anglican and/or Waterloo Regional Record re Choral Evensongs.

Answer – Patrick – corporation will consider this.

Walter Langford – drop in amount of utilities – very dependent on weather – permanent savings.

33 Henderson – electric heat – Festival pays their share, the church does not pay for barn, or book storage room.

All in favour – carried unanimously.

Question - Bruce Whitestone – reserved parking for handicapped people? Would like to be involved in investment committee.

Answer – Gerrie Punnett – will keep Bruce Whitestone in mind when setting up committee.

Question - Meg Prichard – notice in bulletin re parking. Are signs available?

Answer- Patrick – we will put notice in bulletin and corporation will look into signs.

8. **Appointment/Election of Parish Officers for 2009**

The Rector explained that the People's Warden and Deputy are elected and the Rector's Warden and Deputy are appointed. Both Gerald Punnett and Elizabeth Hanson have agreed to serve for another year.

a) People's Warden: Gerald Punnett - appointment acclaimed.

b) Rector's Warden: Elizabeth Hanson – appointed. .

c) Deputy People's Warden: Gord Bristowe - appointment acclaimed.

d) Deputy Rector's Warden: Ian Hornsby – appointed.

e) Thank you to wardens and deputy wardens.

f) Synod Delegates: Brian Gilson, Ellen Pearson, Paul Poolton. Appointments acclaimed. Dave Tinker and Jim Chapman relieved

g) Youth Synod Delegate: _____ to be determined_____. Youth delegate to general synod: _____ to be determined_____.

Question: Doris M'Timkulu asked about responsibilities of youth delegates.

Answer: Paul Poolton provided answer re age requirements, parish involvement, etc.

h) Alternate Synod Delegates: Doris M'Timkulu , Ian Rice. Acclaimed.

Parish Council Members (ex officio, Rector (chair), Wardens, Synod Delegates)

Sharon Barrett, Steven Barrett, Susan Brown, Judy-Anne Chapman, Jim Chapman, Percy Cole, Bill Copp, Linda Coultres, Becky Creese, Bill Creese, Ken Edwards, Susan Edwards, Peter Ellis, Ursula Ellis, Joan Gilson, John Hamilton, Barbara Hazlett, Ian Hornsby, Kelvin Hughes, Sally Hughes, Walter Langford, Elizabeth Litch, Stan Litch, Barrie Solandt-Maxwell, James Prichard, Meg Prichard, Edward Thomas, Gwyneth Watkins, Richard Williams.

Appointment of Parish Officers for 2010 adopted and carried. Acclaimed.

9. **Any Other Business**

None

10. **Adjournment:** Moved by Meg Prichard, seconded by Stan Litch. Meeting adjourned at 1:30 pm.

Barbara Gow thanks to all for bringing lunch and asked for assistance to take things downstairs.