

## Minutes

Tuesday November 07, 2023

Rev. Mark Lewis, Rev. Canon Pat Martin, Jill Dumaresq, Doug Jarvis (r), Jo-Anne Minish (r), Wally Baker, Sharon Lang, Rosemary Wells, Jack Barkley (r), Melody Praine, Isobel Tuttle (r), Ann Barkley (r), Elizabeth Irwin

1. Opening prayer
2. Approval of Agenda – items added – Northern Mission, HT Stair Rail, Fundraising Calendar - moved by Sharon; seconded by Jill; carried
3. Approval of Minutes from Tuesday October 3, 2023 moved by Melody; seconded by Sharon; carried
4. Business Arising
  - a. Fund Raising Calendar – a) 10 lunches for Upper Canada Playhouse added – 50 people; \$25 pp plus staff – Wendy to manage Front of House; Shirley to manage Back of House (Kitchen); b) still looking for Co-Ordinator for Ham Supper; c) Dec 2 – Santa Claus Parade Breakfast; d) No Christmas Orchestra this year
  - b. Office Administrator – 8 hours a week to start – details to be finalized. Be it resolved that Mark/Jill proceed with the arrangements of the hire as soon as possible. Pay rate to be reasonable based on responsibilities. Moved by Melody, seconded by Wally Motion: Carried
  - c. Steeple – KOVAR – recommendations (wrapping/capping/repair in main building project) to be discussed at a Building Committee meeting to be scheduled in November.
  - d. Building Report – Architects ready to present St James expansion options to Building Committee. Mark to schedule in-person meeting in November
5. Rector' Report (see attached)
6. Warden's Report (see attached)
7. Treasurer's Report – moved by Rosemary, seconded by Jill
8. Holy Trinity Report – No Report
9. Cemetery Report – interesting response to the recent St John's Cemetery Facebook postings
10. Apple Tree Ministry – No Report
11. New Business
  - a. Martha's House Update – Mark is working to finalize the lease documents for Martha's House – HOL is pleased with the space and the programming; 168 homeless visits recorded – 15 clients
  - b. Northern Canada Mission – Melody outlined the changes requested by the northern Deacons – preference is for food items and a list was provided – cost of Canada Post boxes and weight limitations discussed – less expensive transportation to be explored – federal MP's for Grise Fjord and Arctic Bay were contacted for suggestions – awaiting response.

- c. Handrail for Holy Trinity – the handrail between the Nave and the Chancel is not safe for Peter Cazaly and will be replaced – moved by Jill, seconded by Rosemary Motion: Carried
- d. Christmas Services – Mark developing Christmas Service plan for St James and Holy Trinity

12. Grace.

Meeting adjourned 8:45 moved by Melody, seconded by Sharon

Next meeting December 5, 2023

## October 3, 2023 Minutes

Chair Mark Lewis, Pat, Doug, Wally, Melody, Isobel, Elizabeth, Sharon , Jill

Regrets: Ann& Jack, Jo-Anne , Rosemary

1. Opening prayer Mark
2. Approval of agenda. Doug/Wally carried
3. Approval of Sept minutes, correction next meeting Oct 3 not 10. Melody/ Wally
4. Business Arising:

A, Applefest pancake breakfast went very well, ran out of food. Thank you to all who donated food, approx \$1200 in free will offering

B, Cemetery memorial service well received. Thou poor weather 28 people attended. More vandalism this week after repairs made from last time. Gates will now be locked.

C, Fund raising calendar. Thank you for new one gives us opportunity to track monies separate from general funds.

D, Office Administrator, general agreement one is required to support clergy, outreach and relieve long serving bulletin volunteers. Start with 8 hours a week, 3 on Friday and others tbd. Mark to follow up.

E. Tower work needs to be done soonest. Rec'd one quote seeking another and two for removal.

5. Rectors report , attached to agenda.

6. Wardens report, attached to agenda.

7. Treasurers report, none on vacation, Bob has been doing any required banking

8. Holy Trinity no report

9. Cemetery report new committee has been formed, may have annual decoration Sunday.

10. Apple tree, no report.

11. New Business:

a, snow removal, Jack still seeking

b, Martha's House Pat attended AGM. Mark has been invited to address Lazarus House fundraiser. Mark has reached out to Diocese re lease for rectory use.

c, Christmas services, Advent 4 and Christmas Eve are same day. Please forward any ideas/preferences to Mark. Christmas Day service at Holy Trinity.

d, Holy Trinity Isobel reports that community people have commented on how poor fence looks. Survey done in 90's cost approx \$250,000 to replace ornate cast iron fence. Isobel reported congregation made a pact to keep front part repaired, but have no recent quote. New sign required - Diocese will provide, Mark will forward info to Isobel.

e, Grace, 8:27pm. Next meeting Nov 7, 2023 zoom .

## Rector's Report

November 07, 2023

I started the month in some planned holidays to travel to South Carolina to see my grandsons play football. I was not disappointed as I saw six games in twelve days. It was a wonderful time, but I was happy to be back home. Thank you to Pat for holding down the fort in my absence and thank you to Ruth Speer for preaching on the second Sunday I was gone.

Upon my return, I headed right to Synod where I was privileged to spend two days with Ann Barkley and Sharon Lang listening to the reports of the Diocese. We were also blessed to have the Very Reverend Canon Richard Sewell, Sean of St. Georges college in Jerusalem, with us to speak and share with us his experiences of the recent conflict in the Holy Land. It was very moving. Synod was informative and you can all the information on the Diocesan website.

EfM has begun again, and we have been meeting in the church every two weeks. It is a wonderful experience to learn about God and share with others our understandings. Pat does a wonderful job of mentoring us.

Martha's Drop-In has seen significant growth over the last month and it is reaching a wide audience. Lots of fun, fellowship, and good food are had by all and there are so many new and meaningful connections being made. As well, he have had many pastoral opportunities present themselves which have been solved by many of our pastoral parishioners. It is a joy to be in the company of such wonderful people.

Martha's Closet is going strong. The Winter Coat give away was a huge success as over 110 coats were distributed too people in need of one. Many of these were referred from the Community FoodShare and House of Lazarus.

I have been in contact with RMA+SH architects, and they will come and reveal to us in early November some preliminary plans for our build. There is much excitement that this process is moving forward. Likewise, I have been in contact with Kovar construction who is still having no luck finding a scaffolding company to bid on the steeple. They are also asking many questions regarding the capping of the steeple rather than repair of it. Tis in ongoing conversation to be sure.

I have entered into conversation with Terry-Lyn Anderson of Soloway-Wright law firm regarding the lease of the rectory. I didn't realize how little I knew about these contracts. There is a lot of work to do to formalize this agreement and I would gladly accept anyone's help with this project.

It never ceases to amaze me what a wonderful place God has set me to serve. I am humbled to be working with such great people in a great community. Thank you for all of your support.

Yours in Christ,

Mark+

## Wardens' Report for November 7, 2023 (October)

Pentecost 18 and 19 were both special services. Led by the Reverend Mark Lewis and the Reverend Canon Pat Martin, on October 1, our four-footed parishioners took centre front for the Blessing of the Animals. They managed to be a well-behaved lot! On October 8, Pat led us as we celebrated Harvest Thanksgiving as Mark was on vacation. The church was looking especially lovely, thanks to our wonderful decorating team. A table was set up to receive the generous donations to Community Food Share. We celebrated our regular Sunday services on October 11, 22 and 29 for Pentecost 20, 21 and 22, and services were held at the Hartford Retirement Residence, and at Morris Glen on October 12<sup>th</sup>. Thank you Pat for filling in for Mark for his holiday!

On Tuesday mornings each week, the Coffee Morning Gospel Study continues by Zoom.

The record numbers of guests enjoying Martha's Drop-In Soup Lunch were especially well fed this month as Elizabeth Irwin cooked turkeys for a full Thanksgiving dinner on October 5<sup>th</sup>, and on the 19<sup>th</sup> lunch was shepherd's pie made from roast beef left over from the Madagascar dinner! Apparently it will be back to (excellent) soup in November. Thanks to all who support this popular ministry.

The Art Group continues to meet on 2<sup>nd</sup> and 4<sup>th</sup> Mondays. Thank you Pat for coordinating this.

On the Saturday night of Thanksgiving weekend, October 7, we hosted a Small Halls concert featuring the Newfoundland trio *Once*. The sound and light equipment and expertise of Small Halls, combined with *Once's* fabulous harmonies and warmth, made for a truly memorable concert in our beautiful church. Wine and beer sales and delicious homemade cookies brought in \$508 and our portion of the gate should be about the same. Thanks to Bob Ruddock and his team for making it all happen.

Family Night Out began this month on October 13<sup>th</sup> with a small turnout. November and December will be a further trial to see what interest can be developed. Thanks Wendy and team for this.

About 95 people attended the Madagascar Fundraising Dinner, held at the Legion on October 14<sup>th</sup>, with founder and director Kathy Lucking in attendance and speaking about the Project. The parish supplied lovely hors d'oeuvres and pies for the dinner, and the Legion catered a roast beef supper. About \$3,900 was raised through the church, and an additional \$2,100 of direct donations for the school. Great work from Nick Lee and the team of MSP supporters!

Tilted Steeple Coffee House was held on Friday October 20<sup>th</sup> at Allan Hall with about 45 paying guests. A special ask for Community Food Share brought in about \$200, in addition to the allocation from the door, and the kitchen raised \$114.50. Thank you to all who filled in, set up, baked, served at the door and in the kitchen, and cleaned up to support the music.

We were invited by St. Mary's Church to participate in a Trunk or Treat they held on Sunday night, October 29<sup>th</sup>. Mark and Wendy attended and had an opportunity to connect with folks from there.

Martha's Closet held a special give-away to invitees from Community Food Share and House of Lazarus on October 18<sup>th</sup>. Forty-four coats were given away, and more to a family that came the following day. More than 100 coats have been distributed this fall. Mark's Work Wearhouse has contributed 12 more boxes of stock, and the Closet is having great turn-out and turn-around. Thank you Wendy and team for keeping folks warm and well-dressed!

All the other ministries of this busy parish continued as well. We are thankful to be part of such a committed and caring community in this place.

Respectfully submitted

Jill Dumaresq, Jo-Anne Minish, Doug Jarvis, Wally Baker

## **Treasurer's Report**

### October 2023 Financials

- 1) October cheque to Diocese has been issued but not cleared
- 2) Madagascar IN \$6218.76 (ticket sales and donations) OUT \$2218.76 (Legion/Morrisburg Leader) NET \$4000.00 cheque issued but not cleared
- 3) Enbridge credit \$2763.69 received – faulty meter
- 4) Total Inflows includes Mission Income totalling \$7359.06 which needs to be paid out by year-end (less \$4000 Madagascar)
- 5) Rectory Rental Income \$9,000 (Jan-Sep) Expenses \$6327.07

## Holy Trinity Financials

| <b>Cash Flow Comparison - HT</b>     |                                   |                                   |
|--------------------------------------|-----------------------------------|-----------------------------------|
| <b>2022-01-01 through 2023-10-31</b> |                                   |                                   |
| <b>Category</b>                      | <b>2022-01-01-<br/>2022-10-31</b> | <b>2023-01-01-<br/>2023-10-31</b> |
| <b>INFLOWS</b>                       |                                   |                                   |
| Cemetery                             | 5.38                              | 0.00                              |
| <b>Fund Raisers</b>                  |                                   |                                   |
| Fund Raisers: Easter Appeal          | 0.00                              | 20.00                             |
| <b>TOTAL Fund Raisers</b>            | 0.00                              | 20.00                             |
| <b>General Givings</b>               | <b>11,228.00</b>                  | <b>16,925.00</b>                  |
| <b>Invest Inc</b>                    | <b>12,813.01</b>                  | <b>13,346.88</b>                  |
| <b>Mission Income</b>                |                                   |                                   |
| Mission Income: Centre 105           | 40.00                             | 0.00                              |
| Mission Income: PWRDF                | 25.00                             | 25.00                             |
| <b>TOTAL Mission Income</b>          | 65.00                             | 25.00                             |
| Open                                 | 125.00                            | 30.00                             |
| <b>TOTAL INFLOWS</b>                 | <b>24,236.39</b>                  | <b>30,346.88</b>                  |
|                                      |                                   |                                   |
| <b>OUTFLOWS</b>                      |                                   |                                   |
| <b>Business</b>                      |                                   |                                   |
| Business: Ecops                      | 0.00                              | 0.00                              |
| Business: Insurance                  | 1,200.80                          | 2,307.78                          |
| Business :Parish Fair Share          | 3,998.30                          | 3,524.94                          |
| Business :Priestly Services          | 1,932.00                          | 3,500.00                          |
| <b>TOTAL Business</b>                | <b>7,131.10</b>                   | <b>9,332.72</b>                   |
| <b>Holy Trinity</b>                  |                                   |                                   |
| Holy Trinity: Building Maint         | 238.98                            | 414.21                            |
| Holy Trinity: Cleaning Supplies      | 39.00                             | 0.00                              |
| Holy Trinity: Custodian C            | 1,203.50                          | 1,521.50                          |
| Holy Trinity: Ground Maint HT        | 3,525.00                          | 2,042.50                          |
| Holy Trinity: HT Heating             | 4,594.74                          | 2,409.68                          |
| Holy Trinity: HT Security            | 357.98                            | 328.65                            |
| Holy Trinity: Hydro                  | 926.50                            | 924.60                            |
| <b>TOTAL Holy Trinity</b>            | <b>10,885.70</b>                  | <b>7,641.14</b>                   |
| <b>Office</b>                        |                                   |                                   |
| Office: Bank Fees                    | 15.00                             | 19.00                             |
| Office: HST                          | 1,029.28                          | 398.26                            |
| <b>TOTAL Office</b>                  | <b>1,044.28</b>                   | <b>417.26</b>                     |
| <b>TOTAL OUTFLOWS</b>                | <b>19,061.08</b>                  | <b>17,391.12</b>                  |
|                                      |                                   |                                   |
| <b>OVERALL TOTAL</b>                 | <b>5,175.31</b>                   | <b>12,955.76</b>                  |
|                                      |                                   |                                   |

## St. James Financials

| <b>Cash Flow Comparison - St James</b>  |                              |                              |                     |
|---|------------------------------|------------------------------|---------------------|
| <b>2022-01-01 through 2023-10-31</b>    |                              |                              |                     |
| <b>Category</b>                         | <b>2022-01-01-2022-10-31</b> | <b>2023-01-01-2023-10-31</b> | <b>BUDGET 2023</b>  |
| <b>INFLOWS</b>                          |                              |                              |                     |
| Cemetary                                | \$0.00                       | \$5.43                       | \$0.00              |
| CTF                                     | \$9,831.00                   | \$0.00                       | \$0.00              |
| Fund Raisers:Birthday                   | \$0.00                       | \$0.00                       | \$300.00            |
| Fund Raisers:Calendars                  | \$5.00                       | \$0.00                       | \$130.00            |
| Fund Raisers:Catering                   | \$0.00                       | \$0.00                       | \$1,000.00          |
| Fund Raisers:Christmas Appeal           | \$0.00                       | \$50.00                      | \$0.00              |
| Fund Raisers:Digital Piano Hartford     | \$0.00                       | \$0.00                       | \$0.00              |
| Fund Raisers:Easter Appeal              | \$0.00                       | \$770.00                     | \$0.00              |
| Fund Raisers:Garage Sale                | \$1,603.15                   | \$1,979.30                   | \$2,000.00          |
| Fund Raisers:Ham Supper                 | \$0.00                       | \$0.00                       | \$1,400.00          |
| Fund Raisers:Income Tax Prep            | \$220.00                     | \$290.00                     | \$500.00            |
| Fund Raisers:Pancake Breakfast          | \$1,070.00                   | \$1,021.24                   | \$1,200.00          |
| Fund Raisers:Play                       | \$1,493.99                   | \$1,615.00                   | \$1,600.00          |
| Fund Raisers:Small Halls Festival       | \$470.00                     | \$788.70                     | \$550.00            |
| Fund Raisers:Video Equipment            | \$0.00                       | \$559.27                     | \$0.00              |
| Fundraiser - Thanksgiving               | \$0.00                       | \$1,455.00                   | \$0.00              |
| <b>General Givings</b>                  | <b>\$110,418.57</b>          | <b>\$93,878.81</b>           | <b>\$135,446.00</b> |
| General Givings from HT                 | \$0.00                       | \$0.00                       | \$7,000.00          |
| HST Rebate                              | \$4,298.43                   | \$4,408.20                   | \$7,500.00          |
| <b>Invest Inc</b>                       | <b>\$6,087.66</b>            | <b>\$6,341.26</b>            | <b>\$7,000.00</b>   |
| Kitchen Appeal                          | \$0.00                       | \$2,120.00                   | \$0.00              |
| <b>Martha's House (HUB)</b>             | <b>\$0.00</b>                | <b>\$900.00</b>              | <b>\$0.00</b>       |
| Mission Income:Apple Tree Ministry      | \$0.00                       | \$50.00                      | \$0.00              |
| Mission Income:Centre 105               | \$80.00                      | \$0.00                       | \$0.00              |
| Mission Income:Christmas Dinner Income  | \$1,746.00                   | \$0.00                       | \$0.00              |
| Mission Income:FAMILY MINISTRY INCOME   | \$300.00                     | \$359.06                     | \$0.00              |
| Mission Income:Food Bank                | \$925.00                     | \$50.00                      | \$0.00              |
| Mission Income:Madagascar               | \$670.00                     | \$0.00                       | \$0.00              |
| <b>Mission Income:Madagascar Dinner</b> | <b>\$0.00</b>                | <b>\$4,000.00</b>            | <b>\$0.00</b>       |
| Mission Income:Martha Drop-In           | \$45.00                      | \$10.00                      | \$0.00              |
| Mission Income:PWRDF                    | \$425.00                     | \$195.00                     | \$0.00              |
| <b>Mission Income:Tilted Steeple</b>    | <b>\$0.00</b>                | <b>\$1,805.00</b>            | <b>\$0.00</b>       |
| One Time Funding:Jubilee                | \$4,208.00                   | \$0.00                       | \$0.00              |
| <b>Open</b>                             | <b>\$875.00</b>              | <b>\$12,357.35</b>           | <b>\$1,000.00</b>   |
| <b>Rental Income</b>                    | <b>\$100.00</b>              | <b>\$9,200.00</b>            | <b>\$1,000.00</b>   |
| <b>TOTAL INFLOWS</b>                    | <b>\$144,871.80</b>          | <b>\$144,208.62</b>          | <b>\$167,626.00</b> |



|   |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>OUTFLOWS</b>                           |                     |                     |                     |
| Business:Ecops                            | \$86,768.30         | \$79,707.68         | \$106,277.00        |
| Business:Insurance                        | \$8,802.90          | \$9,198.00          | \$12,264.00         |
| Business:Parish Fair Share                | \$15,995.00         | \$13,896.01         | \$18,528.00         |
| Business:Synod Meeting                    | \$257.64            | \$259.59            | \$300.00            |
| Fund Raiser Expense:Church Calendar       | \$99.44             | \$0.00              | \$0.00              |
| Mission Expense:Anglican Mission Service  | \$50.00             | \$500.00            | \$500.00            |
| Mission Expense:Centre 105                | \$80.00             | \$0.00              | \$0.00              |
| Mission Expense:FAMILY INITIATIVE EXPENSE | \$6.94              | \$0.00              | \$0.00              |
| Mission Expense:Madagascar                | \$670.00            | \$0.00              | \$0.00              |
| Office:Bank Fees                          | \$379.62            | \$416.47            | \$500.00            |
| Office: Envelope Secretary                | \$0.00              | \$0.00              | \$300.00            |
| Office:HST                                | \$3,014.48          | \$3,552.16          | \$3,500.00          |
| Office: Misc                              | \$0.00              | \$0.00              | \$50.00             |
| Office:Office Phone                       | \$1,482.42          | \$1,540.82          | \$1,500.00          |
| Office:Office Supply                      | \$2,097.73          | \$2,811.09          | \$2,100.00          |
| Office:Resources                          | \$0.00              | \$0.00              | \$130.00            |
| Office:Treasurer                          | \$0.00              | \$0.00              | \$500.00            |
| Rectory:Heat                              | \$1,302.43          | \$1,718.13          | \$1,600.00          |
| Rectory:Hydro and Water                   | \$2,113.39          | \$1,699.92          | \$2,800.00          |
| Rectory:Property Tax                      | \$736.70            | \$764.20            | \$875.00            |
| Rectory:Rectory Maint                     | \$4,420.95          | \$1,618.16          | \$2,000.00          |
| Rectory:Rectory Security                  | \$315.00            | \$315.00            | \$500.00            |
| Rectory Grounds Maintenance               | \$0.00              | \$211.66            | \$0.00              |
| St James:Custodian Care                   | \$2,339.50          | \$4,778.20          | \$3,000.00          |
| St James:Custodian Supplies               | \$138.08            | \$32.97             | \$140.00            |
| St James:Grounds Maint St James           | \$3,307.50          | \$3,416.65          | \$3,300.00          |
| St James:Heat Ex                          | \$2,603.69          | -\$14.99            | \$4,000.00          |
| St James:Kitchen St James                 | \$1,009.79          | \$1,099.91          | \$300.00            |
| St James:Security St James                | \$1,552.35          | \$1,795.00          | \$1,900.00          |
| St James:St James Elec                    | \$2,402.06          | \$2,188.36          | \$2,500.00          |
| St James:St James Repair and Maint        | \$33.26             | \$4,222.56          | \$500.00            |
| Worship:Advertising                       | \$470.40            | \$312.00            | \$400.00            |
| Worship:Flowers                           | \$107.80            | \$10.50             | \$100.00            |
| Worship:Kids Church                       | \$0.00              | \$0.00              | \$100.00            |
| Worship:Music Director                    | \$8,233.30          | \$7,409.97          | \$9,880.00          |
| Worship:Music License                     | \$205.94            | \$147.00            | \$200.00            |
| Worship:Organ                             | \$354.00            | \$0.00              | \$200.00            |
| Worship Misc                              | \$865.82            | \$258.30            | \$0.00              |
| <b>TOTAL OUTFLOWS</b>                     | <b>\$152,216.43</b> | <b>\$143,865.32</b> | <b>\$180,744.00</b> |
|   |                     |                     |                     |
| <b>OVERALL TOTAL</b>                      | <b>-\$7,344.63</b>  | <b>\$343.30</b>     | <b>-\$13,118.00</b> |