

# Annual Report for 2022



## Contents

Annual Vestry Meeting Details.....	I
Motions.....	2
Leadership and Administration .....	4
The Rector's Report.....	4
Report of the Lay Delegates to Synod .....	5
Wardens' Report.....	6
Parish Climate Justice Committee.....	9
Ministries of Christian Formation, Nurture, and Care.....	12
Pastoral Visiting.....	12
Prayer Chain.....	13
Be Hive.....	14
Prayer Team.....	14
Hearts and Minds.....	15
Little Library .....	16
Hospitality .....	17
Stewardship Committee .....	17
Children, Youth, and Family Ministry .....	19
Children, Youth, and Family Ministry .....	19
Our Life of Worship .....	20
Choral Music.....	20
Children's Choir.....	21
Worship Band.....	22
Ministries of Outreach .....	22
Artaban Non-profit Homes.....	22
Income-Tax Clinic .....	23
Statistical Report .....	24
Report of Nominations and Appointments .....	25
Financial Reports and Statements .....	27
Statement of Financial Position (Balance Sheet).....	27
Statement of Activities .....	29
Budget vs. Actuals .....	32
Ministry Budget, 2023 Proposed .....	33

Notes on Financial Statements .....	36
Section A: Mission and Organization.....	36
A-1: Mission Statement .....	36
A-2: Brief Description .....	37
Section B: Financial Statement Notes .....	37
B-1: Significant Accounting Policies.....	37
Basis of Presentation.....	37
Fund Accounting.....	37
Investments.....	37
Capital Property.....	37
Revenue Recognition.....	38
Contributed Supplies and Services.....	38
B-2: Notes on Statement of Financial Position.....	38
Audit status .....	38
Investments.....	38
B-3: Notes on Statements of Investment and Restricted Funds.....	38
Rectory Fund .....	38
Capital Fund .....	38
Endowment Fund.....	38
B-4: Notes on Statement of Activities.....	39
Offerings .....	39
Expenses Increased.....	39
Prior period adjustments.....	39
Net Income.....	39
B-5: Subsequent Events .....	39
The coronavirus COVID-19 pandemic.....	39
Maintenance and property matters .....	39
Accessibility project .....	40
Staffing.....	40
Certificate of Approval of Reports .....	40

# Annual Vestry Meeting Details

## ***Sunday, March 26, 2023, 2PM***

Due to the coronavirus pandemic and the two recent Parish wide meetings, this meeting is being held via videoconference. Those without access to internet may also call into the meeting by telephone.

Zoom video conference link: To be Provided

## ***Agenda***

1. Evening Prayer
2. Call to Order
3. Consent Motion (Motion 1)
4. Election and Appointment of Parish Officers
5. Adoption of Ministry Reports (Motion 2)
6. Approval of Financial Reports and Statements for 2022 (Motion 3)
7. Appointment of Auditing Committee for 2022 and 2023 (Motion 4)
8. Approval of the proposed Ministry Budget for 2023 (Motion 5)
9. Other Business:
  - a. A motion to empower the Corporation to enter into site use agreements of less than three years. (Motion 6)
  - b. A resolution to elect Directors for Artaban Non-Profit Homes Inc. (Motion 7)
  - c. A motion regarding withdraw from Parish Hall Capital Reserve Fund. (Motion 8)
  - d. A motion regarding additional signing officer. (Motion 9)
10. Adjournment
11. Closing Prayer

# Motions

## ***Motion 1: A Consent Organizing Motion***

It is MOVED by Michael Bowering and SECONDED by Mary Donkin,

1. THAT the published agenda within the circular be adopted; and
2. THAT all present be granted the privilege to address the meeting; and
3. THAT the written reports contained within the circular for this meeting now be received; and
4. THAT this Vestry now ratify and confirm all decisions, agreements and documents entered into and signed by the Corporation on behalf of the parish since the last Annual Vestry; and
5. THAT the minutes of the Annual Vestry Meeting of March 6, 2022, be adopted as distributed.

## ***Motion 2: A Motion to Adopt and Approve Ministry Reports***

It is MOVED by Bonnie Munn and SECONDED by Deborah Bowen,

THAT the ministry reports contained in the circular for this annual meeting, having been received, now be adopted and approved.

## ***Motion 3: A Motion to Adopt and Approve Financial Reports***

It is MOVED Bonnie Munn and SECONDED by Deborah Bowen,

THAT the financial reports having been received and presented be adopted and approved.

## ***Motion 4: A Motion to Appoint an Auditor***

It is MOVED by Michael Bowering and SECONDED by Margaret Wilding,

THAT Parish Council be empowered to appoint an auditing committee for the 2022 and 2023 Financial Statements in accordance with the Canons and Policies of the Diocese of Niagara.

## ***Motion 5: A Motion to Approve a Ministry Budget for 2023***

It is MOVED by Deborah Bowen and SECONDED by Bonnie Munn,

THAT the Ministry Budget for 2023 proposed by the Corporation, and approved by Parish Council now be approved by this Vestry.

## ***Motion 6: A Motion to Empower the Corporation to Enter Into Site Use Agreements of Less than Three Years***

It is MOVED by Michael Bowering and SECONDED by Mary Donkin,

THAT this vestry authorizes the Incumbent and Churchwardens to consider and, if they deem it advisable, to approve leases, licenses, or space agreements of less than three years inclusive of all renewals

AND THAT this authorization shall extend only to agreements that include the following provisions:

- That the agreement may be terminated by Name of Church upon sixty days' notice
- The lessee or licensee shall provide proof of liability insurance

AND THAT if there is any conflict between this resolution and any authorization or approval resulting from it, the Canons of the Diocese of Niagara, it is understood that the Canons shall prevail.

***Motion 7: A Resolution to Nominate Directors for Artaban Non-Profits Homes Inc.***

IT IS MOVED by Mary Donkin and SECONDED by Susan Little,

THAT WHEREAS the Letters Patent and by-laws of Artaban Non-Profit Homes specify that the Church of Saint John the Evangelist shall at a meeting of Vestry nominate seven of the total of ten members of the Board of Directors of Artaban Non-Profit Homes, and that such nominees shall at the next Annual Meeting of Artaban Non-Profit Homes be duly elected as directors; and

WHEREAS the following Vestry members currently serve on the Board of Directors: Susanne Adams, Mary Donkin, Sue Samson, Margaret Wilding, Richard Woodward, Sharon Klassen, Alex Urquhart

WHEREAS it is deemed that Susanne Adams, Sue Samson and Richard Woodward's terms on the Board of Director's concludes in 2023; and

THEREFORE, BE IT RESOLVED THAT the following persons be elected as this Vestry's nominees to serve a three-year term beginning at the next Annual Meeting of the Corporation of Artaban Non-Profit Homes: Susanne Adams, Sue Samson and Richard Woodward.

***Motion 8:***

IT IS MOVED by Deborah Bowen and SECONDED by Michael Bowering,

THAT the corporation be authorized to withdraw \$4000 from the Parish Hall Capital reserve fund to partially pay for a sump pump expense.

***Motion 9:***

IT IS MOVED by Deborah Bowen and SECONDED by Michael Bowering,

THAT Sue Newbery be added as a signing officer on the St. John the Evangelist Bank account.

# Leadership and Administration

## ***The Rector's Report***

(The Reverend Dr.) Leonel Abaroa-Boloña, Interim-Priest-in-Charge

Dear friends,

By the time our parish Vestry meeting takes place, I'll have been with you all as interim priest in charge for six months already. During this time, my work with and among you has followed three main drives: Worship; Pastoral Care; and Parish governance.

-Worship at Saint John's comprises at least three distinctive liturgical practices. 1) Book of Common Prayer: Sundays 8am (Chapel) and Wednesdays 10am (church proper). 2) Discovery Service, Sundays 9:30am, with a praise band, and a 'Celtic Eucharist'. 3) Book of Alternative Services: Sundays 10am and most major feasts observed on Weekdays, with the Parish Choir and Organ by Paul Grimwood.

I have enjoyed the support of Canon Brian Ruttan, Honorary Assistant of the parish. The parish has also hosted special services within the church calendar. Lay preachers in the parish have been engaged for, and are delivering homilies on a regular basis. Worship literature is being prepared with clarity and liturgical practicalities in mind.

The intentional focus of liturgical planning has been enabling the sacramental life of the congregation, while capitalizing on our many and diverse gifts.

There are ongoing ministries linked to our worship, like our parish choir, those who serve the altar, the Acolytes, or the Children's Church and Choir - with almost a life of their own and yet they are deeply rooted in the worship life of the whole church of St John's.

On the other hand -I am yet to make the time for gathering with any of the parish small groups.

-Pastoral Care: I have made myself available to those in the congregation with any need for pastoral care, and have visited with if only a few parishioners either at home or hospital. Lay pastoral agents in the congregation are indispensable for the ongoing networking and mutual among parishioners, and there are plans for another phone-tree exercise.

-Parochial Process: I am most grateful to Margaret Wilding, Graham Cubbit, and Archdeacon Terry DeForest, each whose contribution in leading and resourcing the work of our parochial committee and meetings have been very important for any outcomes achieved so far. I give thanks to God for the commitment and dedication the members of our Parochial Committee have given to this task.

- Parish Governance: A most significant part of my ministry amongst you has been sharing in meetings with your wardens and treasurer. I have found it my joy to work with them all. Also, my thanks to Amylynn, our parish administrator, who has been very supportive of both my ministry and that of your lay parish leaders.

I give thanks to God for you all -especially, because of how much you teach me and, let us hope, help me grow as your fellow minister of the church and friend of the gospel.

With my prayers for our parish vestry meeting,

Leonel

(The Reverend Dr.) Leonel Abaroa-Boloña, Interim-Priest-in-Charge  
The Church of Saint John the Evangelist, Hamilton, Ontario. The Diocese of Niagara

## ***Report of the Lay Delegates to Synod***

You may recall that Margaret Wilding was a continuing delegate and I was acclaimed to a two year term as a lay delegate to Synod at the vestry meeting held in February 2022. Unfortunately, the number of members eligible to vote at vestry was 96 and as such we were only entitled to one lay delegate. Father David asked that Margaret agree to become an alternate lay delegate.

I attended the 148<sup>th</sup> Synod of the Diocese on November 4&5, 2022. The November 4<sup>th</sup> session was conducted on Zoom and the November 5<sup>th</sup> session was in person at the Burlington Convention Centre.

The November 4<sup>th</sup> was an evening session during which procedural matters were discussed, appointments were made to the Diocesan Court and the Trinity College Corporation, minutes from the 147<sup>th</sup> synod were approved, reports were received and other housekeeping matters were addressed. I was reappointed to the Diocesan Court and appointed to the Trinity College Corporation.

Archbishop Anne Germond, Metropolitan of Ontario, brought greetings to Synod and encouraged us to remember the “long and varied history and vital place” which the Diocese of Niagara holds within the church.

Later the theme for synod, “God’s Church for God’s Mission” was introduced, and we had a bible study on 1 Peter.

On November 5<sup>th</sup> the day began with Eucharist, and Bishop Bell gave an inspirational charge to synod addressing the impact that Covid had on the church, the MAP process and the need for environmental stewardship. You can read the Bishop’s charge in full and a more details on the Diocese of Niagara website.

A number of Canons were amended to reflect the current procedures and align some with current human rights legislation. The budget was passed and there was an update on the Missions Action Plan. Missional Moments and presentations were given by Susie Kim, a Neighbourhood Missioner, the Anti-Racism Group, Niagara-Huron Cursillo, and Canterbury Hills Camp.

Archbishop Anne Germond, and Bishop Bell gave an armchair chat about their experiences at the Lambeth conference and took questions from members.

I have chosen to resign as lay delegate to synod. I encourage parishioners to consider standing for election as a lay delegate to synod. Details of the position can be found under Resources/ Ministry Descriptions on the church website. There is a tangible energy at synod, and it is an opportunity to become more aware of what is happening elsewhere in the diocese and meet others committed to furthering God's mission on earth.

Respectfully submitted, Mary Donkin

## ***Wardens' Report***

Well, it's been quite the year! Two of your wardens, Deborah Bowen (Rector's Warden) and Michael Bowering (People's Warden), started their duties under Covid lockdowns, and felt very ignorant for a long time about the inner workings of the church administration and property. Many thanks to Bonnie Munn (Deputy People's Warden) for helping us along through those early days.

We had only three wardens for the first few months of the last twelve; in June, Mary Donkin graciously agreed to become Deputy Rector's Warden and join Corporation again. This has been a huge blessing, because Mary has been a warden during a change of St John's leadership before, and has also been a Synod rep with active involvement in various diocesan committees.

We should start by celebrating that in the spring our parish went through the Mission Action Plan process mandated by the Diocese, and were able to consider St John's resources for faith formation, our parish culture, life in our neighbourhood, and what activities in these areas we should prioritize going forward. Thanks to all involved in orchestrating this process, and particularly to Emily Hill for keeping us on track even this past fall.

Another very positive event has been the development of our church's Rain Garden, which drew together folks from the neighbourhood as well as the church, and is proving a very pleasant addition to the physical environment around the church, whilst making an important statement about environmental sustainability. Many thanks to Norm Newbery and his team for this initiative.

However, back last March, at the time of our last Vestry meeting, we had a church administrator in place, a band leader in place, and a rector in place. By September we had none of these people, nor yet a treasurer, since there hadn't been anyone in this post for a couple of years. Our church administrator of many years, Frances Ward, retired in July. Our band leader, Gareth Inkster, resigned in August to move to a full-time job, after giving us two years of fine music, most of which had to be online under Covid. After fifteen years with St John's, our priest, Rev. Dr. David Anderson, announced his forthcoming departure in June, and moved to a new parish in September. The first few months after his departure felt to the wardens like being in a firehose, as we tried to pick up many threads and work out who should be responsible for what. This was made more difficult by the lack of working equipment in the office, the growing awareness that

we were acquiring a significant financial deficit, and the number of areas in which David had needed to run things on his own during Covid.

But we've been working on it all, and would like to thank the many members of the congregation who have stepped up to help with all kinds of tasks, from rebuilding the fire-escape stairs, to fixing the toilets, to getting estimates for other maintenance jobs, to keeping the greeters' rosters working effectively, to organizing a community picnic for David's farewell, to orchestrating the children's Christmas pageant.

### **Personnel**

As of early October, we have been very grateful for the work and service of Rev. Leonel Abaroa-Boloña as our interim priest. Leonel's tenure at St John's got off to a rough start with the absence of a parish secretary, inability to access many online resources, and no working computer in the church office, but things have improved on all fronts. His main areas of focus are liturgy, worship, and pastoral care.

As of late October, we've hired a wonderful new parish administrator, Amylynn Loader, who is in the church office three mornings a week, and is doing a stellar job.

Also as of October, we have a treasurer, John Loukidelis, who is worth his weight in gold as he goes through our books with a fine-tooth comb and works out exactly what we need to know to be financially responsible going forward.

We are in the process of hiring a new band leader for the Discovery Service, and want to give a hearty shout-out to Margaret Wilding and the other members of the band for all they've done since August to keep the music going for that service without an official leader.

Daniela Cruz, our Children's Youth and Family Ministries Co-ordinator who was hired during Covid, has done a stalwart job in getting Children's Church up and running again. She was also a key player in the church office, between the retirement of our previous parish administrator and the hiring of our new one. She is now on parental leave, but has left things well organized for volunteers to manage children's classes and events until her anticipated return in September.

### **Finances**

A major concern this past year has been our parish financial situation. In the first months of the year we thought we were doing quite well even under Covid, but this turned out to be a misconstrual of the situation, particularly once we were back with in-person worship and, at first, significantly fewer people and therefore lower givings.

Through a major "Gift Day" initiative in November we raised over \$58,000 to put the debt of 2022 behind us and to begin to plan for 2023. Many thanks to Sarah Wayland and the Stewardship team for all their work in organizing this initiative.

### **Physical plant**

Several items that were "on hold" during Covid became urgent this fall.

The fire escape was rebuilt by Graham Cubitt and friends at almost no cost to the church, with much gratitude expressed by the wardens.

The elevator to the gym needs significant repairs, and we're still awaiting a second quote for this work.

The two sump-pumps need replacing, with work to begin in early March.

Other items requiring attention will be looked at by a reconvened Property Committee, which needs some new members.

### **Administration**

Michael Bowering has constructed an organizational chart of parish ministries, with different wardens and staff responsible for oversight of different areas. This is intended to be a first step towards enhancing efficacy and efficiency of parish ministries, in terms of communications between each ministry/committee and Corporation.

The major Volunteer Resources Report, which was completed in March by a dedicated team, has been on hold during this time of transition, but will be actively revisited as things settle down again, with hopes that implementation will make a significant difference to the effectiveness of our programs and the wellbeing of our volunteers. Grateful thanks to the team who put in a huge amount of work on this report, and are still working on the big task of compiling a job description for every volunteer role.

### **Worship services**

We officially returned to in-person worship last Ash Wednesday, but people were understandably slow to return for some months. We are now back in "full service" mode, with three services on Sunday mornings and a mid-week service on Wednesday mornings. The choir and organist at the 11.00 a.m. Sunday services have continued to produce stalwart work. The re-established children's choir, thanks to Susan McKay, has been a delight. Children's Church is back at full strength, under Daniela Cruz and her crew of volunteer helpers. New versions of the liturgy have been tried out at the Discovery service, thanks to Leonel and the fresh ideas he brings from St Luke's. Livestreaming of one service per Sunday continues, and the overhead screen is back in use for the Discovery service, so that we don't need to print weekly service-sheets for that service. Many thanks to the technicians for much hard work, and specially to Alex Urquhart for organizing the livestreaming during Covid.

### **Transition process**

Under the guidance of Rev. Terry DeForest, our Regional Archdeacon, we are now fully engaged in this process. A parish meeting was held in the fall to acknowledge the departure of Rev. Dr. David Anderson; since then, we've embarked on a series of three meetings to consider our history, our vision, and our future plans, and we are just about to complete a questionnaire to consider what qualities we see as the most important for our new Rector.

Many parishioners have expressed the sense that this is a time of opportunity for St John's, as we have been given a space in which to rethink some of our basic structures and ways of doing

things. We are excited as we look forward to see what God is going to do in our midst in the next year, and we pray that we will be attentive to His Spirit as we plan.

With gratitude to our God and to our parish members,  
The Wardens

Deborah Bowen, Rector's Warden  
Mary Donkin, Deputy Rector's Warden  
Michael Bowering, People's Warden  
Bonnie Munn, Deputy People's Warden

### ***Parish Climate Justice Committee***

(Formerly known as The Parish Green Team)

In November 2021, at the Diocesan Synod the following Motion was approved:

#### **1. Climate Justice Niagara – Parish Greenhouse Gas Reduction Plans**

MOTION: Ms. Sue Carson / Ms. Anne Young

Whereas the global climate emergency has been identified by Bishop Susan Bell, at previous Diocese of Niagara Synods, and the Anglican Church of Canada, as the most pressing moral issue of our time;

And whereas the Intergovernmental Panel on Climate Change released yet another dire warning for the planet this year; And whereas the Archbishop of Canterbury, the Pope, and the Ecumenical Patriarch urged world leaders "to listen to the cry of the Earth" and address climate change;

And whereas our Baptismal Covenant and our Fifth Mark of Mission call us to strive to safeguard the integrity of creation and sustain and renew the life of the earth;

And whereas it is critical for the Diocese of Niagara to raise the level of environmental awareness and prompt intentional remedial action,

'that Synod mandate Climate Justice Niagara to assist and resource parishes to complete a walk-through Energy Audit of their church buildings by the end of 2022; and that wardens and clergy use the audit to create a five-year parish plan to reach a greenhouse gas emissions reduction target of at least ten percent (10%) by 2024; and that all parishes be encouraged to publicize their efforts as a Christian witness to the community

at large and means of demonstrating our deep and abiding commitment addressing the climate crisis.

2. In the fall of 2022 our Climate Justice Committee Took measurements of the church and compiled a list of energy usage of Natural Gas and Electricity. This data was presented at a ½ Day long Conference at the Church of the Resurrection in Stoney Creek. Norman Newbery and Barbara Ruttan attended on behalf of the Parish.

3. Regrettably it was not possible to gather the committee together for a meeting until 2023. Norm presented a listing of projects grouped in order of affordability and anticipated reductions of Carbon emissions grouping the issues into Short Term (1-2 year); Medium Term (2-5 years) and more than 5 years (5+ years) for completion.

Besides attempting to group projects in order of affordability there are other reasons for suggesting this order. (For instance, most of the Short Term jobs are in terms of reducing the Intrusion or Leakage into the interior of the building. Eliminating drafts is one of the most effective ways to quickly and cheaply reduce heating costs and the amount of energy that is required to heat or cool a structure.) Most of the work indicated in this list has to be considered, thought through, with decisions to be made to set standards, determine costs and to arrange approvals from church bodies such as The Property Committee; Parish Council and Corporation.

Some of the projects such as repairing windows is recommended initially because of the high cost of purchasing and installing new windows. Our priority must be to act as soon as possible to limit drafts and to install new heating electrically energized equipment to heat our water and to heat and cool buildings. What is proposed is an order of doing this in the most efficient way.

It should also be noted that a number of jobs such as refurbishing windows in the Flat Roofed 50's addition could be done by volunteers if some are willing to put in the time. Some professional help might be needed in terms of selecting methods to install seals on windows that require opening.

## **SCHEDULE**

### **SHORT TERM ( 1-2 years)**

1. Do Thermal (Heat Loss) inspection of all windows and exterior doors.
2. Caulk all fixed windows in church, Flat Roofed Addition; Basement (Crypt) excluding windows in Chapel
3. Install new Weather Stripping on all Exterior Door
4. Find thin weather stripping (Magnetic on one side; fabric on other) to seal all windows in the church that tip open.
5. Seal Basement exterior windows in the Crypt before winter with shrink wrap clear plastic.

### **MEDIUM TERM**

1. Install Electric Water Heaters for the Sacristy, Sacristy Washroom; Small Crypt Kitchen and Washrooms in the Crypt. (Since needs for Hot Water are limited to occasional use (No Showers / No Clothes Washer or Dryers) preference would likely be for 2 or 3 small tankless electric on demand water heaters. That would eliminate the need to maintain hot water during the week when there is no one in the building.

Before Gas Furnaces can be removed and Gas Water Heaters in need to be determined that the electrical service and breakers have sufficient capacity as they are or if they need upgrading.

2. Remove 2 Gas Water Heaters (one in 50's Addition and one in Main Furnace Room
3. Price cost of Heat Pumps with Mini Split Units for 50's addition and Parish Offices. In rooms located with Mini Splits, temperatures can be individually programmed and selected.
4. Remove Furnace from the 50's addition. (May be suitable for Back up heating for Main Furnace Room.)
5. Price Cost of replacing Natural Gas furnace and A/C units with Large Commercial Heat Pumps.
6. Remove unused door into the Flat Roofed addition (SW Corner).  
Fill in space with 2x4 or 2x6 studs / Foam Insulation and Brick Skin to match as closely as possible. (Goal – R20)

#### LONG TERM (5 or more years)

1. (Rational: High Efficiency Heat Pumps can be 3-4 times more efficient than electric heaters. Since they can be reversed in winter to heat and have the ability to cool in summer, costs of electricity should be cheaper to operate in the summer and can replace the large furnaces for the church. Previous work sealing windows and doors will reduce the demand for energy to heat and cool the building. Given that the Carbon Price of Natural Gas will continue to rise in order to make Heat Pumps more attractive converting to Heat Pumps is the main way that we can reduce our Carbon Footprint.

## Raingarden/Pollinator Garden 2022

In the spring of 2021 we received word that Green Venture invited us into a mutual agreement with us for them to design and build at their own expense a demonstration Rain Diversion/Pollinator Garden on the Church Property provided that Church Members would agree to maintain the Garden.

A group of interested people from the Church were asked to look at designs that were prepared for a naturalized Garden. Online meetings were held in the fall of 2021. In May of 2022 Garrett Tribble of Water Farmers and Michael Albanese of Avesi Stormwater and Landscaping removed overgrown shrubs and weeds from the property and installed a shed containing a water storage tank and a pumping system. Two weeks later, a group

of volunteers from the church and community excavated a bowl to catch water and loosened the soil to make it ready for planting.

River Rocks were used to fill in the bowl and Cedar Mulch was spread liberally over rest of the soil. The following week native seedlings, shrubs and trees were planted by the volunteers. Early in June in the midst of a heavy rain, Fr. David Andersen blessed the garden.

Within less than one month, the garden began to take shape. It has been a place of peace and beauty and it has also helped contribute to our natural environment, providing habitat for insects; bees, butterflies, and birds as well as reducing rainwater runoff into our combined storm/sanitary sewer system. Diverting this water allows it to return to the water table as well as supporting the life of the garden. The trees and plants also have a beneficial cooling effect on the churchyard.

The maintenance of this garden is the responsibility of volunteers from the church and the community. We are especially grateful to Erinn Turnbull and the Kirkendall Gardening Club who have been creating beautiful native gardens throughout our neighbourhood as well as sharing the care and development the garden at St. John's.

## Ministries of Christian Formation, Nurture, and Care

### ***Pastoral Visiting***

*Susan Little and Patti Troughton*

Under the direction of the Rector, Patti Troughton and Susan Little visit members of our parish who are unable to join us for regular Sunday or mid week worship.

During non-pandemic times, we our practice is to visit parishioners and take them communion when they are in hospital, a retirement or nursing home, or in their own home. With diocesan protocols during the pandemic, however, we have had to change our practices. When people did not want an in-person visit, we substituted phone calls. Then, when protocols permitted, we were pleased to take them blessed bread. Each personal visit always includes a recent order of service so they can connect with what is happening and stay in touch. Although each person is different, they often like to recall some part of their experience at St. John's and share it with our willing ears. It is always heart warming to hear their stories and reminiscences. It is always time well spent.

Since regular and Mid-Week worship only began in mid-September, we had to adapt our practices and care for most of 2022. With regular in-person visits, we were able to provide communion for seven regular parishioners. We wrote notes and made phone calls to those who preferred no outside contact. We were privileged to minister to one centenarian before she passed away: the joy of her smile while we visited and her anticipation of meeting her Lord upon her death made us grateful for her witness. We were also privileged to help two parishioners as they transitioned from living in their own homes to joining a nursing home community.

At Easter and at Christmas, we sent greetings and best wishes along with small tokens of our affection.

Even more heart warming are the reports from parishioners who regularly visit members of our parish family who are unable to come to church. They have continued to do this faithfully even during strict pandemic protocols. Although they are not taking communion with them, these people continue to share in the lives of people who once occupied the pews or choir stalls we are now sitting in. They maintain the relationships of earlier years and provide evidence of a parish family that continues to care. Thanks be to God for those who take the light of Christ into the lives that can no longer join us in person.

Respectfully submitted,

Susan Little

### ***Prayer Chain***

Susanne Adams

A wonderful team of intercessors have been praying regularly. The prayer requests are kept private and confidential. Many prayers have been offered and it is always encouraging to hear how God has answered our prayers and how profoundly lives are touched. Every request or need is carefully and lovingly received.

To request prayers, you can call or email the rector or Susanne Adams.

Respectfully submitted,

Susanne Adams

[susanneadams@rogers.com](mailto:susanneadams@rogers.com)

### **Bibles and Bagels: women's online Bible-study group at St. John's**

*Adele Gallogly*

How does God speak to us through the Bible? What thoughts, feelings, and emotions arise when we meditate on Scripture? These are just a few of the questions that the women in our "Bibles and Bagels" Bible study group navigate on Saturday mornings as we meet on Zoom for a "lectio divina" reading of the passage appointed to the upcoming Sunday.

For an hour and a half, we reflect on and share insights about Scripture with camaraderie, empathy, honesty, and warmth. As we incline to hear the Spirit's voice, we try to discern how God might be speaking into our daily lives and offering us spiritual wisdom related to topics such as relationships, vocation, spiritual growth, injustice. We also offer up confidential praise and petition items in prayer.

Our group dynamic changes from week to week, since attendance varies and the role of leader also alternates. Some of us are new members and some of us attended before the group shifted to an online

format during the COVID-19 pandemic. Many of us cherish the intimacy and accessibility meeting over Zoom and have found ourselves more connected to the St. John community at large, as well.

If you would like to join us at 8:30 a.m. any Saturday, please contact a member of the group: Deborah Bowen, Kate Connolly, Adele Gallogly, Emily Hill, Katie-Scarlett MacGillivray, Tamara Watson, Sarah Wayland, Margaret Wilding, and Lynda Winter.

*Adele Gallogly*

## **Be Hive**

*Susan Little*

Throughout 2022, five members of the BeHive small group bible study met bi-weekly to study scripture, learn, pray and grow. Building on the foundation of servant leadership, this group completed four texts from InterVarsity Press together.

In the first part of 2022 we completed the study of “The Advent of Our Saviour”, focussing on the birth narratives and reminding us of God’s faithfulness and power of God’s love on earth. In Lent we began “The Beatitudes” by John Stott, directing us to develop spiritual character and integrating them into our lives. In early summer we studied “Gratitude”, learning how to give thanks in life’s ups and downs and we found this especially appropriate as COVID continued to govern our lives. In the late fall we began the study “Praying and Listening”, reminding us of prophets and leaders who embodied the values of Christian character and discipline. We were able to build on the foundational practices which the *Revive* course had introduced to our community.

Our study sessions always conclude with prayer, remembering what needs are present among the members of St. John’s community as well as the needs of our members. Since we meet on ZOOM, we feel blessed to be able to gather in any kind of weather. We feel blessed to be able to gather so that we can challenge one another, finding joy and growth in our discussions and study. Our greatest challenge continues to be saying the Doxology – together!

Respectfully submitted,

Susan Little

## **Prayer Team**

*Susan Little and Susanne Adams*

The Prayer Team is a group of faithful people possessing the gift of intercessory prayer who lift up prayers on behalf of individuals who have specific needs or thanksgivings while also lifting up the unspoken needs of the rest of our parish. Since the protocols for indoor worship continue to require masks and social distancing, the Prayer Team has not reconvened. After polling its members early in the spring, early summer and later in the fall, the consensus was to return to our weekly schedule beginning at Easter 2023, if the health protocols continue to improve.

Members of the Prayer Team continue their regular personal disciplines and long to pray for individuals as needed during the Discovery and Choral services. They look forward to Quiet Days and more opportunities to work together and serve the needs of St. John's family.

Respectfully submitted

Susanne Adams and Susan Little

## ***Hearts and Minds***

*Deborah Bowen*

*"You shall love the Lord your God with all your heart, and with all your soul, and with all your mind."  
(Matt. 22:37)*

**Purpose:** An informal group, meeting monthly on a Friday evening, to hear a member of the congregation or an invited guest respond to the key question, **"How do you live out your faith through your daily life and work?"**

Hearts and Minds is in its 11th year, after being restarted in the summer of 2012. This group enables us to share faith journeys in an intimate setting, as well as often acting as a catalyst for new experiences or ministries. Since there is no expectation to attend regularly, most people choose to attend based on the specific topic of the evening; this makes for a variety in clientele, which we see as a good way of fostering community between different groups.

Again this past year, due to the COVID-19 pandemic and the public health restrictions, we had to offer a number of sessions virtually, though we have had sessions (without the traditional potluck suppers, as yet!) in the main church since September.

### **Sessions during 2022:**

January: Local author and poet John Terpstra, reading from his books about Hamilton

February: Mission to Migrant Workers: Caron Edwards, volunteer coordinator, with Rev. Antonio Ilias

March: Patterns for daily prayer: Tom Hubschmidt and Elizabeth Millar

April: What's going on at Indwell: Graham Cubitt & Jeff Neven

May: Introducing the Niagara School of Missional Leadership: David Anderson, John Bowen, Charles Meeks

June: Brainstorming session for 2022/23

*July & August: no meetings*

September: Jacob Moon concert

October: Bishop Susan, reporting on the Lambeth Conference, and particularly on Christianity in the

Global South

November: Susie Kim, on being the Diocesan Missioner attached to All Saints downtown

December: Sharon Klassen, directing the reading of a medieval Christmas play

**Attendance:** generally between 10 and 20, consisting of SJE members and some visitors from beyond St John's.

**Committee:** The committee is responsible for organizing the schedule for the year, promoting the sessions, communicating with speakers and hosts, facilitating the sessions, and thanking the speakers.

Our committee presently consists of **Deborah Bowen, Adrienne Devins, Rebekah Parkinson, and Jenna Wilson**, with **Tamara Watson** designing our bookmarks and posters.

**For the future:** If you would like to become more involved with Hearts and Minds, please suggest a topic or speaker for discussion; consider joining our committee; or speak to a committee member to find out more.

In His Service,

Deborah Bowen  
*for the committee*

## ***Little Library***

### **St John's Church Library**

<https://www.rockonlocke.ca/programs/st-johns-church-library>

One good thing that came out of the pandemic was time and space to reorganize the St John's library. Five of us met half-a-dozen times in the Crypt in the spring and summer of 2022. We sorted, rooted out, and reorganized books already in the library, and acquired a couple of hundred more, thanks to relevant gifts from Barb Edwards, the Purdell-Lewises, Brian and Barbara Ruttan, John Bowen, and several others. There are now almost 500 books, all catalogued and organized under a dozen different categories.

Here you will find books ranging from some on "the big questions" of faith all the way to the Narnia stories, and from books to help us understand the Bible to books on the spiritual life by writers such as Henri Nouwen. It's a great selection!

These are all intended to be helpful to parishioners in developing and growing in the Christian faith. Books may be borrowed for three weeks, and should be signed out and in again, using the

little notebook on the library shelves. The catalogue is online here:

<http://www.librarything.com/catalog/Rockonlocke>

Click on "Your books" to see titles in alphabetical order, and then click on "tags" to discover what our present categories are, and what we have in each section.

Even though we're not meeting in the Crypt again yet for Sunday coffee-hours, take a minute to go down at the end of a service and browse our refurbished library. We think you'll find lots to enjoy!

John Bowen  
Deborah Bowen  
Leslie Muirhead  
Judith Purdell-Lewis  
Debbie Rudderham

## **Hospitality**

Patricia Troughton

Hospitality for 2022 started off with a lock down before June. So the Team choose to serve refreshments outside. This went very well over the Summer (weather permitted). We were allowed to serve refreshments again in September in the Crypt again and this was well received with just Coffee, Tea, Juice and Water. Then came another lock down.

So the Team had a few weeks off. There wasn't any Coffee Hour from at least November to January when we had a Special Meeting and we Served Coffee and Donuts at the back of the Church due to better circulation.

Coffee Hour will soon resume in person we hope. I wish to Thank the Team of Gayle, Ruth and Sue for their Awesome help. I would like to welcome the newest member Linda P. soon to be on the Team.

Respectfully Submitted,  
Patricia (Patti) Troughton

## **Stewardship Committee**

*Behold, I am doing a new thing!*

The Stewardship Team works to proclaim this message to the people of St John's: we are called to share God's love and care for the world through our own individual use of resources giving back to the church and our world. Over the past year, we have been emphasizing that stewardship is part of our faithfulness.

In the early months of 2022, our team organized a virtual Lenten book study on Katharine Hayhoe's *Saving Us: A Climate Scientist's Case for Hope and Healing in a Divided World*. (This

book had been identified by Bishop Susan Bell as a Lenten focus.) Facilitated by Susan Little and Leslie Muirhead, the study had about eight participants who met weekly to discuss various aspects of climate action and communication.

At various points in the year, we organized various parishioners to provide sharing moments. These short reflections by a parishioner offered during Sunday services focused on where people saw God and how their views of church changed during these isolating times. Thank you to Sharon Klassen, Jenna Bowering, and Emily Hill for offering thoughtful and timely reflections.

When the concerning financial situation of the parish became known at the September Special Vestry meeting, a call was made to support a small parish-wide capital campaign. Upon further examination, it appeared that the most pressing needs were those around cashflow to maintain operational expenses. The Stewardship Team recommended that we focus on the importance of regular giving and on closing the deficit, setting a goal of closing the deficit by the time we welcome a new rector.

## **Gift Day Campaign**

Shortly thereafter, John Bowen proposed the idea of running a Gift Day initiative, popular in many English churches. Gift Day encourages one-time giving focused on a particular Sunday. It was decided to focus on Reign of Christ Sunday (end of the liturgical year) with a goal of eliminating the \$65,000 budget deficit projected for 2022 in order to “close this chapter” and be in a stronger financial position to welcome a new rector next year. Stewardship struck an ad hoc working group to coordinate Gift Day, involving Sarah Wayland, Susan Little, Susanne Adams, John Bowen, and our interim rector Leonel.

The Gift Day campaign launched in the fall annual stewardship mailing. Between the departure of our rector and the recent arrival of the parish administrator, there was a bit of scrambling to get the various pieces of the mailing ready. A nice side outcome of compiling addresses for the parish mailing was an updating of the parish mailing list and a telephone outreach initiative and check-in.

The campaign featured several original elements that supplemented our annual parish stewardship mailing:

1. A special prayer written by Susan Little and printed onto bookmarks for everyone, with a request for people to pray daily for St John's. The prayer was also included in weekly worship services.
2. Selection of theme verse: “Behold, I am doing a new thing!”
3. Butterflies around the sanctuary walls, each written by someone expressing a gratitude for something they experience in their life at St Johns. Everyone was invited to complete their own during coffee hour.
4. Distribution of Gift Day postcards to worshippers and small groups
5. Colouring in of a giant white butterfly poster as donations came in, and decoration of the wooden butterfly, with each dot signifying a financial pledge for 2023 (Thank you to Lyall Rudderham for building the wooden butterfly!)

6. Short talks on giving and faith shared by John Bowen, Susan Little, and Kate Connolly, with abbreviated versions placed in Parish News and on the parish Facebook page
7. Regular updates shared via various parish communication channels
8. A stewardship-focused sermon for Gift Day on November 20, delivered by Graham Cubitt
9. Christmas-themed offering envelopes were placed in the pews and distributed in service leaflets at the Lessons and Carols service and Christmas services, making it easy for visitors to donate

The Gift Day campaign officially ended on December 31 after raising a total of \$58,879.95 from about 50 donor households. The dedication of the Gift Day team and the generosity of donors is to be commended! Thanks also to Ruth Sutherland and Sue Samson for weekly reporting to the team on incoming donation amounts.



## Children, Youth, and Family Ministry

### ***Children, Youth, and Family Ministry***

*Daniela Cruz*

I have been blessed to be the Children, Youth, and Family coordinator at St. John's since October 25, 2021. Since then, I have met families, parishioners, and volunteers that make St. John's this resilient and beautiful community that had raised to meet our changing needs again and again.

Our last year events included and Palm Sunday Process with the Children's Choir participation, Stations of the Cross designed for children understanding this important aspect of our faith, Easter Egg Hunt, Parish Picnic, and we are so thankful to be able to offer Children's Church every Sunday since last September. This past Christmas we had the blessing of our in-person Pageant with more than 20 children involved!

The contributions of our Children's Choir conductor, Susan McKay, and of our faithful volunteers Susanne Adams, Sharon Klassen, Miranda Pilcher, Paul Grimwood and all children's church leaders are crucial to our ministry.

One of my priorities this year is to establish a nursery ministry, for our younger children—including my own Clarissa. Faith formation through toys, a safe environment, songs that teach about Jesus, is essential as we look toward the future of St. John's, not only in future membership, but also to guarantee the continued involvement of the families that have children in church. We pray that this particular ministry, along with other developments in CYFM, is a blessing to the church.

## Our Life of Worship

### ***Choral Music***

*Paul Grimwood, Organist and Choirmaster*

2022 has been a year in which it has been a privilege to offer praise to God at The Church of St John the Evangelist.

It has been another unusual year, although Covid no longer has quite the same impact on church life.

The choir returned in Lent for all of our 11:00 a.m. and special services. We were back to normal music-making on Sunday mornings, although rehearsals were shortened on Thursdays. At the Easter service we welcomed guest musicians Mary Jay and Brendan Cassin, trumpet, Neil Spaulding, horn, Janice Owens, trombone, and John Brownell, timpani. It was thrilling to make music once again with these fine musicians from the Hamilton Philharmonic Orchestra.

The season ended in June with a choir get together at my place on one of the hottest days of the year. Standing over a barbecue added to the enjoyment! It was great to see some of our Junior Choir singers and their parents as well.

During the summer, we had an opportunity to present some music that was slightly unusual. Beverly Bronté-Tinkew, soprano, and Mari van Pelt, alto, were joined by Kirk Starkey, cello, and Rob Wolanski, bass, to sing one of J.S. Bach's infectious duets. A couple of weeks later, Beverly and Mari were joined by Timothy Lo, tenor, and Tom Fleming, bass, in the quartet from Mendelssohn's *Elijah*. At this point, I thought that we could still do something even more interesting, and Beverly, Emma Reilly McKay, Mari, Katie Weresch, Tim, Brian Ruttan, Philip Gardner, and Steve McKay sang the octet from *Elijah*. It is so thrilling to be able to work with these fine musicians, almost all of whom sing with us regularly.

September brought a resumption of music making, and it seemed as if we were back to normal. However, we had to say good-bye to David Anderson. David had been such a strong supporter of the choir, even singing with us occasionally, and we miss him. In his place, Leonel Abaroa Boloña is now our priest-in-charge. Leonel has established himself as a great favourite with the choir and with me. We enjoy working with him, and look forward to the rest of his time with us.

In November, for Remembrance Day, we sang the Fauré *Requiem*, the first time for a couple of years with a full choir. We were grateful to Tim Burns for acting as Crucifer, and for his reading of the Roll of Honour. Leonel joined us as well reading the lessons: we were all pleasantly surprised to see a very full church.

The Carol Service in December was another pleasant occasion, since we had not sung one with a full choir for a couple of years. It is always enjoyable putting together a blend of new and familiar items, and this year seemed to be well received. Another great congregation was wonderful to see, and hear.

I would also like to thank Susan McKay, and our Junior Choir. They lift our spirits whenever they sing. Susan has been tireless in keeping this group singing during the pandemic, and we cannot all be grateful enough for her dedication, and the children's music-making.

2022 brought some challenges, but I am grateful, week after week, working with these dedicated singers.

Paul Grimwood

## ***Children's Choir***

*Susan McKay*

Due to the COVID pandemic, the Children's Choir met via zoom until the end of March, even holding a Grandparents and Special Friends Concert on Thursday, Feb. 17. The choristers sang solos and performed on instruments to the great delight of almost 30 attendees. We were masked when we returned to in-person singing. Thanks to Susanne Adams, everyone in the choir ministry were given red masks with a note fabric inlay!! They looked wonderful!

On Palm Sunday, the children sang Siyahamba while parading on the street with the parish. We held a Children's Choir and Special Friends Concert on May, 26. The choir sang Siyahamba, Song of Peace, All God's Critters and May You Go in Peace and Joy. There were four solo performances by children of the parish. We finished the spring term with a Bring A Friend Night on June 2. The children played a large role in planning this special event for all friends who enjoy singing.

In the fall, we returned to singing without masks. We shared the music Gloria Deo and Let There be Peace on Earth in October and November. We then began to prepare for our musical Pageant, The First Christmas. The choir sang six songs, wore costumes, took on acting roles and were readers. We performed this pageant at two services on Sunday, Dec. 11. Throughout all of the challenges of this year, our focus continued to be on the choristers' ministry to touch the hearts of those listening and draw them closer to God and Jesus through the beauty of their music. We are very thankful for these ten wonderful children and their faithful parents.

We continue to give thanks to God for our Choir Team: for Miranda Pilcher's enthusiastic, musical and insightful assistance as youth leader, for Emma Reilly-McKay's generous sharing of her choral expertise and beautiful singing voice, for Sharon Klassen's musical and technical expertise especially during the February concert and for Hal Devins' assistance as a friendly,

caring presence on zoom and as security and an encourager at in-person rehearsals. We also appreciate Paul Grimwood's musical support in the breakout rooms and his generous offers of beautiful piano accompaniments during in-person performances. It is a great joy for us all to watch the children grow in their faith and their musicianship. All children in Junior Kindergarten and older are most welcome to join us!

Respectfully submitted by Susan McKay

## ***Worship Band***

The summer of 2022 saw the resignation of Gareth Inkster, a professional musician and our talented staff Band leader. Since then, we continue to meet for weekly rehearsals on Monday nights, learn new songs and lead the singing on Sunday mornings. The summer schedule means we lead at a combined service, alternating with the Classic style of singing.

We offer hymns - traditional and current - as well as a catalog of praise/ pop/ contemporary songs using the lectionary as the basis for selection where possible.

We have had occasional guest parish musicians whose talent and support is a gift to our band and parish. We have heard from individuals and the wall butterflies that our ministry is appreciated and life giving, and our group absolutely loves to sing with our parish family!

We look forward to the hiring of a band leader as soon as possible and thank the parish and wardens for supporting our volunteer members in this interim period. You are welcome to join occasionally or regularly as a singer or musician!

Submitted by Margaret Wilding on behalf of the band.

## **Ministries of Outreach**

### ***Artaban Non-profit Homes***

*Susanne Adams*

Artaban Non-Profit Homes Inc. is a non-profit company created by the parish to develop and operate Artaban Place, the 29 unit residence adjacent to the Church. The name "Artaban" is derived from the name of the protagonist in Henry Van Dyke's book, *The Fourth Wise Man*, and was adopted as the name of an Anglican summer camp operated in the Dundas Valley from the late 1930s to the late 1960s. This parish had a principal role in the building and operation of that camp, and the name Artaban represents our strong tradition of faith and service.

While the company is legally separate from the Church, the majority of the directors are members of the parish. The day -to -day operations are administered by a property management firm, presently Active Management Ltd., of Burlington; (TAG Management).

The directors meet monthly to review the management of the facility and to provide oversight and policy direction.

As a housing provider in receipt of public funds, Artaban Place does not make private discriminations in the provision of housing, and residents do not have to be members of the congregation. A large number of our apartments provide specially adapted living facilities: 12 are barrier free, 3 have adaptations to assist people with visual impairment and 3 to assist people with hearing needs. Artaban Place provides rent-geared-to-income housing on a tight, non-profit budget. To apply to be a resident of Artaban Place, applications for housing are available at Hamilton Housing.

Artaban Non- Profit Homes Inc. Board members: Susanne Adams, Mary Donkin, Tammy Huitema, Sharon Klassen, Sue Samson, Bill Tibball, Patricia Troughton, Alex Urquhart, Margaret Wilding, Richard Woodward.

Submitted by Susanne Adams, Chair

## ***Income-Tax Clinic***

*Norm Newbery*

Church of St John the Evangelist's Volunteer Income Tax Clinic

2022 was the 13<sup>th</sup> year that we have had a Volunteer Income Tax Clinic. We were fortunate to have six volunteers from the community in addition to myself. They were John McBrien; John Loukidelis; Nicky Humphries, Carrie Robinson, Harold Wilson, and Teodora Ghebeles.

Altogether we did over 125 tax returns in the year – almost double the number for 2021...even though we were still working on our own out of our homes because of the Pandemic. All of these returns were for low-income people who had low family incomes.

They are still required to file Income Tax returns even if they do not have to pay taxes. This is necessary in order to receive approval to receive their entitlement to benefits such as The Climate Action Incentive; the GST and PST rebates; The Energy and Property Tax credits and Social Assistance and the Child Tax Benefit. If they are in subsidized housing, up to date tax returns are also required to keep their subsidy.

With the extraordinary increase in the price of homes nearly all these individuals are more challenged more than ever to raise the money for their rent. In the case of some individuals that we have helped in previous years they were forced to move out of the area in. The cost of paying someone to do their taxes can be prohibitive unless they permit the company doing so to give them an instant refund which may drastically reduce their benefit.

In 2020 St John the Evangelist Church purchased a printer for the tax clinic and for the use of others in volunteer office. They also have supplied the clinic with paper free of charge.

In 2021 we received word that for a three year trial period that Revenue Canada would be offering grants to non-profit clinics to cover their expenses and as a support to sponsoring organizations. In 2022 we received our first grant for \$500.00.

In 2022 I also received a notice that the funding formula for grants was changing because a lot of clinics did not apply in the first year. Subsequently I was told that our grant for 2022 if approved will increase to \$1250.

I am grateful to all those who have supported our clinic and hope to we will once again be able to offer clinics in person once the Pandemic Restrictions are relaxed.

Submitted by

Norman Newbery, Clinic Co-ordinator

## Statistical Report

The Church of Saint John the Evangelist

### Statistical Report – Parish Vestry - March 2023

The Interim Priest-in Charge

<b>Average worship attendance</b>	2018	2019	2020	2021	2022
All Sunday services	109	116	125	-	61
Early Eucharist	12	10	8	-	5
Discovery Eucharist	59	53	58	-	25
Choral Eucharist	41	59	58	-	34
Joint Eucharist	68	64	-	-	41
Wednesday Eucharist	10	9	9	-	5
Livestream views	-	-	146	52	>15 each

<b>Designated Sundays &amp; Holy Days</b>	2018	2019	2020	2021	2022
Easter	167	187	-	-	78
Christmas Eve	225	178	-	-	107
Pentecost	101	109	-	-	55
2 <sup>nd</sup> Sunday in September	114	98	-	24	67

<b>Number of Services</b>	2018	2019	2020	2021	2022
Eucharist	195	200	58	46	132
Matins or other Morning Service	6	5	65	12	3
Evensong or other Evening Service	2	2	4	2	3
Baptism	2	3	-	1	1
Weddings	-	4	1	1	0
Funeral or Burial	4	2	4	-	2

<b>Other Statistics</b>	2018	2019	2020	2021	2022
Eligible Voters at Annual Vestry	135	117	120	96	114
Identifiable Regular Financial Contributors (families)	104	117	116	97	75
Identifiable Contributors	156	139	169	153	105
Children Newborn to 4	6	6	4	-	-
Children Aged 5-11	15	15	6	-	-
Children Aged 12-18	6	13	4	-	-
Youth Group Junior High	5	4	4	-	-
Youth Group High School	4	6	2	-	-
Adult Baptisms	1	-	-	-	-
Children Baptisms	1	5	-	1	2
Confirmations	-	7	-	-	-
Persons received	-	2	-	-	-
Parish member weddings	-	4	-	-	-
Non-Parish member weddings	-	-	1	1	-
Parish member funerals	4	2	4	-	2
Parish non-member funerals	4	1	2	-	-

## Report of Nominations and Appointments

The Corporation acted as a nominations committee.

Further nominations will be received even from the floor of Vestry; however, it is always better to be prepared. Please feel free to speak with a churchwarden, or the rector if you would like to make further nominations. Unless the nomination is received through these channels in advance, the nominator and nominee must be present at the Vestry meeting for the nomination to stand.

### Continuing in Office in 2023

*Churchwarden:* Deborah Bowen (ex officio to Parish Council). , Mary Donkin (People's Warden, pending election)

Sharon Klassen

Susan Little

Sue Samson

Patti Troughton

Sarah Wayland, *ex officio* (Stewardship chair)

Margaret Wilding, *ex officio* (Parochial Committee co-chair, + Synod delegate)

## **Nominees for Election in 2023**

*Churchwarden* (1): Mary Donkin

*Deputy Churchwarden* (1): Sue Newbery, *ex officio* (pending election as Deputy People's Warden)

*Lay Delegate to Synod* (1): Margaret Wilding, Graham Cubitt & Susan Little

*Youth Delegate to Synod* (multiple, aged 16 to 25): Miranda Pilcher

*Parish Council* (no fixed number): Rebecca Sanfridson, Alex Urquhart, Wendy Leigh Bell, Charles Meeks, Norm Newbery, Sarah Wayland, Sharon Klassen, Sue Samson, Patti Troughton, Margaret Wilding.

## **Announcement of Appointments**

*Deputy Churchwarden* (ex officio to Parish Council) (1 appointed by the Rector): Michael Bowering.

*Parish Council Members* (appointments by the Rector): TBA.

*Vestry Clerk* (appointment by the Corporation): Sue Newbery.

*Treasurer* (appointment by the Corporation): John Loukidelis

Envelope Secretary: Ruth Sutherland

## **Directors of Artaban Non-profit Homes**

Please note that Patricia Troughton is a member of the Board of Directors as a tenant representative.

*Directors until 2023*: Susanne Adams, Richard Woodward, Sue Samson.

*Directors until 2024*: Mary Donkin,

Directors until 2025: Margaret Wilding, Sharon Klassen & Alex Urquhart.

*Nominations for Election to the Board of Directors* (to 2025, three vacancies): Susanne Adams, Richard Woodward, Sue Samson.

# Financial Reports and Statements

## Statement of Financial Position (Balance Sheet)

### Church of Saint John the Evangelist Statement of Financial Position

As of December 31, 2022

	<u>Total</u>
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash and Cash Equivalent</b>	
<b>Capital Account</b>	
1004 Capital Account - Chequing	31.85
<b>Total Capital Account</b>	<b>\$ 31.85</b>
<b>Operating Account</b>	
1001 Operating Acct - Chequing	54,434.26
<b>Total Operating Account</b>	<b>\$ 54,434.26</b>
<b>Raffle Account</b>	
1007 Raffle Account - Chequing	5,000.17
<b>Total Raffle Account</b>	<b>\$ 5,000.17</b>
1022 Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$ 59,466.28</b>
<b>Accounts Receivable (A/R)</b>	
Accounts Receivable (A/R)	260.00
<b>Total Accounts Receivable (A/R)</b>	<b>\$ 260.00</b>
1010 Endowment Fund	60,547.82
1014 Rectory Fund	205,076.40
1015 General investment fund	
1011 Memorial Fund	1,522.81
1012 Parish Hall Capital Reserve Fund	4,318.08
1013 Organ Restoration Fund	2,613.51
<b>Total 1015 General investment fund</b>	<b>\$ 8,454.40</b>
1018 Prepaid Expenses & Deposits	0.00
1019 GST Rebate Receivable	-1,340.38
1020 PST Rebate Receivable	12,622.33
1021 Other Receivables	0.00
<b>Total Current Assets</b>	<b>\$ 345,086.85</b>
<b>Total Assets</b>	<b>\$ 345,086.85</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	

<b>Current Liabilities</b>		
<b>Accounts Payable (A/P)</b>		
Accounts Payable (A/P)		7,999.18
Total Accounts Payable (A/P)	\$	<b>7,999.18</b>
2003 Other Payables		0.00
2007 Capital Fund		6,712.85
GST/HST Payable		0.00
Total Current Liabilities	\$	<b>14,712.03</b>
Total Liabilities	\$	<b>14,712.03</b>
<b>Equity</b>		
3001 Opening Balance Equity		306,877.68
Retained Earnings		27,199.74
Profit for the year		-3,702.60
Total Equity	\$	<b>330,374.82</b>
Total Liabilities and Equity	\$	<b>345,086.85</b>

## Investment funds analysis for 2022

### General investment fund

Beginning total value	9,399.79
Redemptions	-
Unrealized losses	(945.39)
Ending total value	8,454.40

### Endowment Fund

Beginning total value	97,466.68
Redemptions	(26,000.00)
Realized and unrealized losses	(10,918.87)
Ending total value	60,547.81

### Rectory Fund

Beginning total value	248,565.77
Redemptions	(19,000.00)
Realized and unrealized losses	(24,489.37)
Ending total value	205,076.40

### Total all funds

Beginning total value	355,432.24	
Redemptions	(45,000.00)	
Realized and unrealized losses	(36,353.63)	
Ending total value	274,078.61	-

### Statement of Activities

For the period ended December 31, 2022 compared with 2022 Ministry Budget

## Church of Saint John the Evangelist

### Statement of Activities

January - December 2022

	Total			
	Jan - Dec. 2022	Jan - Dec. 2021 (PY)	Change	% Change
<b>INCOME</b>				
Donations to Designated Funds			0.00	
4005 Donations to Endowment Fund		500.00	-500.00	-100.00%
4006 Donations to Capital Fund	2,250.00		2,250.00	
4007 Donations to Memorial Fund	1,425.00	240.00	1,185.00	493.75%
	\$	\$	\$	
Total Donations to Designated Funds	3,675.00	740.00	2,935.00	396.62%
Interest Earned on Investments			0.00	
4045 Endowment Fund, Interest	-6,770.61	12,103.64	-18,874.25	-155.94%
4048 Rectory Fund, Interest	-22,932.23	31,739.05	-54,671.28	-172.25%
4049 General Investment Fund, Interest	-945.15	3,333.06	-4,278.21	-128.36%
	-\$	\$	-\$	
Total Interest Earned on Investments	30,647.99	47,175.75	77,823.74	-164.97%
Non Profit Income	532.00		532.00	
Offerings			0.00	
4001 Envelope, Online, and Other Identifiable Donors	133,522.47	73,367.80	60,154.67	81.99%
4002 Preauthorized Giving (PAG)	118,023.30	128,034.34	-10,011.04	-7.82%
4003 Other Offerings	8,971.87	538.00	8,433.87	1567.63%
4004 Loose Offerings	2,995.91	332.00	2,663.91	802.38%
	\$	\$	\$	
Total Offerings	263,513.55	202,272.14	61,241.41	30.28%

Receipts from Parish Activities			0.00	
4010 Fundraising			0.00	
4011 Bazaar (Pies, crafts, calendars)	-132.00	21.25	-153.25	-721.18%
4012 Shopping Cards		-447.33	447.33	100.00%
	<b>-\$</b>	<b>-\$</b>	<b>\$</b>	
Total 4010 Fundraising	<b>132.00</b>	<b>426.08</b>	<b>294.08</b>	<b>69.02%</b>
Other Income from Parish Activities			0.00	
4014 Rentals	2,660.00	5,000.00	-2,340.00	-46.80%
4015 Concerts	849.84		849.84	
4020 Forward Day by Day	-42.00	-142.00	100.00	70.42%
	<b>\$</b>	<b>\$</b>	<b>-\$</b>	
Total Other Income from Parish Activities	<b>3,467.84</b>	<b>4,858.00</b>	<b>1,390.16</b>	<b>-28.62%</b>
Outreach Income	97.50		97.50	
4016 RDF Support	1,270.00	716.28	553.72	77.30%
4017 Refugee Support		7,685.89	-7,685.89	-100.00%
4018 Outreach Support (other)	500.00	2,511.76	-2,011.76	-80.09%
	<b>\$</b>	<b>\$</b>	<b>-\$</b>	
Total Outreach Income	<b>1,867.50</b>	<b>10,913.93</b>	<b>9,046.43</b>	<b>-82.89%</b>
	<b>\$</b>	<b>\$</b>	<b>-\$</b>	
Total Receipts from Parish Activities	<b>5,203.34</b>	<b>15,345.85</b>	<b>10,142.51</b>	<b>-66.09%</b>
Transfers from Investments and Grants			0.00	
4025 Transfers from Endowment Fund	-4,148.25		-4,148.25	
4026 Transfer from Capital Fund	0.00		0.00	
4027 Transfers from Rectory Fund Growth	16,442.84	12,000.00	4,442.84	37.02%
	<b>\$</b>	<b>\$</b>	<b>\$</b>	
Total Transfers from Investments and Grants	<b>12,294.59</b>	<b>12,000.00</b>	<b>294.59</b>	<b>2.45%</b>
	<b>\$</b>	<b>\$</b>	<b>-\$</b>	
Total Income	<b>254,570.49</b>	<b>277,533.74</b>	<b>22,963.25</b>	<b>-8.27%</b>
	<b>\$</b>	<b>\$</b>	<b>-\$</b>	
<b>TOTAL GROSS INCOME</b>	<b>254,570.49</b>	<b>277,533.74</b>	<b>22,963.25</b>	<b>-8.27%</b>
<b>EXPENSES</b>				
Bad Debt	2,630.00		2,630.00	
Facilities			0.00	
5046 Capital Furnishings or Equipment	949.50	364.31	585.19	160.63%
5047 Furnishings and Equipment	387.56		387.56	
5048 Organ repair and maintenance	162.93	576.86	-413.93	-71.76%
Building Maintenance			0.00	
5043 Elevator Maintenance and Fees	2,834.23	2,356.53	477.70	20.27%
5044 Regular Maintenance	15,140.58	12,447.60	2,692.98	21.63%
5045 Capital Maintenance	3,845.78	180.85	3,664.93	2026.50%
	<b>\$</b>	<b>\$</b>	<b>\$</b>	
Total Building Maintenance	<b>21,820.59</b>	<b>14,984.98</b>	<b>6,835.61</b>	<b>45.62%</b>
Utilities			0.00	
5040 Heating	3,934.24	1,959.61	1,974.63	100.77%
5041 Water	757.48	328.73	428.75	130.43%
5042 Hydro	4,428.92	4,815.47	-386.55	-8.03%
	<b>\$</b>	<b>\$</b>	<b>\$</b>	
Total Utilities	<b>9,120.64</b>	<b>7,103.81</b>	<b>2,016.83</b>	<b>28.39%</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	
Total Facilities	<b>32,441.22</b>	<b>23,029.96</b>	<b>9,411.26</b>	<b>40.87%</b>

<b>Ministry and Worship</b>			0.00	
5001 DM&M	43,538.28	43,092.27	446.01	1.04%
5002 Synod Delegate Fee	142.50		142.50	
5003 Community Marketing	50.00	137.95	-87.95	-63.75%
5004 Children's Ministry	959.52	482.25	477.27	98.97%
5005 Youth Ministry	100.00	342.53	-242.53	-70.81%
5006 Worship Supplies & Resources	1,986.24	3,331.54	-1,345.30	-40.38%
5007 Worship Music Expense	3,680.56	1,358.68	2,321.88	170.89%
5008 Outreach Committee	277.53	63.75	213.78	335.34%
5009 Hospitality and Christian Growth	8.77	390.42	-381.65	-97.75%
5010 Volunteer Expenses, Miscellaneous	184.33		184.33	
<b>Total Ministry and Worship</b>	<b>50,927.73</b>	<b>49,199.39</b>	<b>1,728.34</b>	<b>3.51%</b>
<b>Office and Administration</b>			0.00	
5030 General Office Expenses	10,916.77	8,643.07	2,273.70	26.31%
5031 Bank Fees and Interest	1,478.65	1,208.92	269.73	22.31%
5032 Insurance	18,461.19	15,784.08	2,677.11	16.96%
<b>Total Office and Administration</b>	<b>30,856.61</b>	<b>25,636.07</b>	<b>5,220.54</b>	<b>20.36%</b>
<b>Outreach Disbursements</b>			0.00	
5012 Refugee Expenses	392.76	8,054.04	-7,661.28	-95.12%
5013 RDF Remittance	840.00	531.28	308.72	58.11%
5014 Outreach Disbursements, Other	2,587.47	2,511.76	75.71	3.01%
<b>Total Outreach Disbursements</b>	<b>3,820.23</b>	<b>11,097.08</b>	<b>7,276.85</b>	<b>-65.57%</b>
<b>Purchases</b>	94.82		94.82	
<b>Salaries and Benefits</b>			0.00	
5020 Rector's Salary	55,847.28	59,099.04	-3,251.76	-5.50%
5021 Housing Allowance	19,806.80	21,229.92	-1,423.12	-6.70%
5022 Administrator	5,802.19	7,721.04	-1,918.85	-24.85%
5023 Organist and Choirmaster	15,156.42	14,487.96	668.46	4.61%
5024 Discovery Service Music Director	8,846.28	11,342.04	-2,495.76	-22.00%
5025 CPP/EI/WSIB	7,790.91	7,529.22	261.69	3.48%
5026 Pension & Benefits	19,684.20	16,490.82	3,193.38	19.36%
5027 Employee Absence Coverage	1,682.15		1,682.15	
5028 Professional Development		35.37	-35.37	-100.00%
5029 Other Employment Expense	3,668.89	274.30	3,394.59	1237.55%
5035 CYFM Coordinator	23,995.17	5,008.06	18,987.11	379.13%
5036 Canada Emergency Wage Subsidy (CEWS)		-14,079.35	14,079.35	100.00%
<b>Total Salaries and Benefits</b>	<b>162,280.29</b>	<b>129,138.42</b>	<b>33,141.87</b>	<b>25.66%</b>
<b>Transfers to Investment Funds</b>			0.00	
5050 Transfers to Endowment Fund	500.00	12,603.64	-12,103.64	-96.03%
5052 Transfers to Memorial Fund	3,605.65	3,090.35	515.30	16.67%
5054 Transfers to Rectory Fund		31,739.05	-31,739.05	-100.00%

5055 Transfers to Parish Hall Capital Reserve Fund	2,675.20	1,702.36	972.84	57.15%
5065 Transfer to Organ Fund		1,030.35	-1,030.35	-100.00%
	\$	\$	-\$	
Total Transfers to Investment Funds	6,780.85	50,165.75	43,384.90	-86.48%
	\$	\$	\$	
Total Expenses	289,831.75	288,266.67	1,565.08	0.54%
OTHER INCOME				
CEWS Income	31,558.66		31,558.66	
	\$	\$	\$	
Total Other Income	31,558.66	0.00	31,558.66	
	-\$	-\$	\$	
TOTAL NET INCOME	3,702.60	10,732.93	7,030.33	65.50%

## Budget vs. Actuals

### Church of Saint John the Evangelist Budget vs. Actuals: 2022 Ministry Budget - FY22 P&L

January - December 2022

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
Donations to Designated Funds	3,675.00	8,000.00	-4,325.00	45.94%
Interest Earned on Investments	-30,647.99		-30,647.99	
Non Profit Income	532.00		532.00	
Offerings	263,513.55	236,272.00	27,241.55	111.53%
Receipts from Parish Activities	5,203.34	19,300.00	-14,096.66	26.96%
Transfers from Investments and Grants	12,294.59	27,863.00	-15,568.41	44.13%
	\$	\$	-\$	
Total Income	254,570.49	291,435.00	36,864.51	87.35%
	\$	\$	-\$	
Gross Profit	254,570.49	291,435.00	36,864.51	87.35%
Expenses				
Bad Debt	2,630.00		2,630.00	
Facilities	32,441.22	38,968.00	-6,526.78	83.25%
Ministry and Worship	50,927.73	55,994.00	-5,066.27	90.95%
Office and Administration	30,856.61	28,262.00	2,594.61	109.18%
Outreach Disbursements	3,820.23	12,000.00	-8,179.77	31.84%
Purchases	94.82		94.82	
Salaries and Benefits	162,280.29	174,141.00	-11,860.71	93.19%
Transfers to Investment Funds	6,780.85		6,780.85	
	\$	\$	-\$	
Total Expenses	289,831.75	309,365.00	19,533.25	93.69%
	-\$	-\$	-\$	
Net Operating Income	35,261.26	17,930.00	17,331.26	196.66%
Other Income				
CEWS Income	31,558.66		31,558.66	

	\$	\$	\$	
Total Other Income	31,558.66	0.00	31,558.66	
	\$	\$	\$	
Net Other Income	31,558.66	0.00	31,558.66	
	-\$	-\$	\$	
Net Income	3,702.60	17,930.00	14,227.40	20.65%

## Ministry Budget, 2023 Proposed

### Church of Saint John the Evangelist 2023 Ministry Budget and Budget vs. Actuals: - FY22 P&L

	2023 Budget	2022 Actual	2022 Budget	over 2022 Budget	% of 2022 Budget
<b>Income</b>					
Donations to Designated Funds				-	
4006 Donations to Capital Fund		2,250	8,000	(5,750)	28.13%
4007 Donations to Memorial Fund		1,425		1,425	
<b>Total Donations to Designated Funds</b>	-	<b>3,675</b>	<b>8,000</b>	<b>(4,325)</b>	<b>45.94%</b>
Interest Earned on Investments				-	
4045 Endowment Fund, Interest		(6,771)			
4048 Rectory Fund, Interest		(22,932)			
4049 General Investment Fund, Interest		(945)		(945)	
<b>Total Interest Earned on Investments</b>	-	<b>(30,648)</b>	-	<b>(30,648)</b>	
Non Profit Income	532	532		532	
Offerings				-	
4001 Envelope, Online, and Other Identifiable Donors	135,000	133,522	90,772	42,750	147.10% (-1)
4002 Preauthorized Giving (PAG)	120,000	118,023	140,000	(21,977)	84.30%
4003 Other Offerings	3,000	8,972	3,000	5,972	299.06%
4004 Loose Offerings	2,500	2,996	2,500	496	119.84%
<b>Total Offerings</b>	<b>260,500</b>	<b>263,514</b>	<b>236,272</b>	<b>27,242</b>	<b>111.53%</b>
Receipts from Parish Activities				-	
4010 Fundraising				-	
4011 Bazaar (Pies, crafts, calendars)	-	(132)	800	(932)	-16.50%

4012 Shopping Cards			1,000	(1,000)	0.00%
<b>Total 4010 Fundraising</b>	<b>-</b>	<b>(132)</b>	<b>1,800</b>	<b>(1,932)</b>	<b>-7.33%</b>
<b>Other Income from Parish Activities</b>				-	
4014 Rentals	3,000	2,660	5,000	(2,340)	53.20%
4015 Concerts	800	850	500	350	169.97%
4020 Forward Day by Day	-	(42)		(42)	
<b>Total Other Income from Parish Activities</b>	<b>3,800</b>	<b>3,468</b>	<b>5,500</b>	<b>(2,032)</b>	<b>63.05%</b>
<b>Outreach Income</b>	<b>-</b>	<b>98</b>		<b>98</b>	
4016 RDF Support	1,000	1,270	2,000	(730)	63.50%
4018 Outreach Support (other)	500	500	10,000	(9,500)	5.00%
<b>Total Outreach Income</b>	<b>1,500</b>	<b>1,868</b>	<b>12,000</b>	<b>(10,133)</b>	<b>15.56%</b>
<b>Total Receipts from Parish Activities</b>	<b>5,300</b>	<b>5,203</b>	<b>19,300</b>	<b>(14,097)</b>	<b>26.96%</b>
<b>Transfers from Investments and Grants</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
4025 Transfers from Endowment Fund	-	(4,148)	6,000	(10,148)	-69.14%
4026 Transfer from Capital Fund	-	-	1,613	(1,613)	0.00%
4027 Transfers from Rectory Fund Growth	12,000	16,443	20,000	(3,557)	82.21%
4031 Transfers from Parish Hall Capital Fund	4,000	-	-	-	0.00%
4033 Transfers from Organ Fund	-	-	250	(250)	0.00%
<b>Total Transfers from Investments and Grants</b>	<b>16,000</b>	<b>12,295</b>	<b>27,863</b>	<b>(15,568)</b>	<b>44.13%</b>
<b>Total Income</b>	<b>282,332</b>	<b>254,570</b>	<b>291,435</b>	<b>(36,865)</b>	<b>87.35%</b>
<b>Expenses</b>					
Bad Debt	-	2,630		2,630	
Facilities				-	
5046 Capital Furnishings or Equipment	-	950		950	
5047 Furnishings and Equipment	1,000	388	1,000	(612)	38.76%
5048 Organ repair and maintenance	700	163	668	(505)	24.39%
Building Maintenance				-	
5043 Elevator Maintenance and Fees	2,900	2,834	2,496	338	113.55%
5044 Regular Maintenance	17,000	15,141	16,814	(1,673)	90.05%
5045 Capital Maintenance	20,000	3,846	8,000	(4,154)	48.07%
<b>Total Building Maintenance</b>	<b>39,900</b>	<b>21,821</b>	<b>27,310</b>	<b>(5,489)</b>	<b>79.90%</b>
Utilities				-	
5040 Heating	4,000	3,934	2,453	1,481	160.38%
5041 Water	800	757	601	156	126.04%

5042 Hydro	7,000	4,429	6,936	(2,507)	63.85%
<b>Total Utilities</b>	<b>11,800</b>	<b>9,121</b>	<b>9,990</b>	<b>(869)</b>	<b>91.30%</b>
<b>Total Facilities</b>	<b>53,400</b>	<b>32,441</b>	<b>38,968</b>	<b>(6,527)</b>	<b>83.25%</b>
<b>Ministry and Worship</b>				-	
5001 DM&M	44,000	43,538	43,538	0	100.00%
5002 Synod Delegate Fee	160	143	160	(18)	89.06%
5003 Community Marketing	300	50	300	(250)	16.67%
5004 Children's Ministry	2,500	960	2,546	(1,586)	37.69%
5005 Youth Ministry	1,400	100	1,450	(1,350)	6.90%
5006 Worship Supplies & Resources	2,500	1,986	2,500	(514)	79.45%
5007 Worship Music Expense	3,700	3,681	2,350	1,331	156.62%
5008 Outreach Committee	150	278	150	128	185.02%
5009 Hospitality and Christian Growth	2,000	9	2,000	(1,991)	0.44%
5010 Volunteer Expenses, Miscellaneous	200	184	1,000	(816)	18.43%
<b>Total Ministry and Worship</b>	<b>56,910</b>	<b>50,928</b>	<b>55,994</b>	<b>(5,066)</b>	<b>90.95%</b>
<b>Office and Administration</b>				-	
5030 General Office Expenses	9,500	10,917	9,100	1,817	119.96%
5031 Bank Fees and Interest	1,500	1,479	1,500	(21)	98.58%
5032 Insurance	18,105	18,461	17,362	1,099	106.33%
5033 Other Miscellaneous Office and Admin			300	(300)	0.00%
<b>Total Office and Administration</b>	<b>29,105</b>	<b>30,857</b>	<b>28,262</b>	<b>2,595</b>	<b>109.18%</b>
<b>Outreach Disbursements</b>				-	
5012 Refugee Expenses	-	393		393	
5013 RDF Remittance	2,000	840	2,000	(1,160)	42.00%
5014 Outreach Disbursements, Other	5,000	2,587	10,000	(7,413)	25.87%
<b>Total Outreach Disbursements</b>	<b>7,000</b>	<b>3,820</b>	<b>12,000</b>	<b>(8,180)</b>	<b>31.84%</b>
<b>Purchases</b>	95	95		95	
<b>Salaries and Benefits</b>				-	
5020 Rector's Salary	62,000	55,847	61,463	(5,616)	90.86%
5021 Housing Allowance	20,000	19,807	21,633	(1,826)	91.56%
5022 Administrator	10,000	5,802	8,030	(2,228)	72.26% (1)
5023 Organist and Choirmaster	15,763	15,156	15,068	88	100.59%
5024 Discovery Service Music Director	10,368	8,846	11,795	(2,949)	75.00% (2)
5025 CPP/EI/WSIB	7,954	7,791	6,472	1,319	120.38% (4)
5026 Pension & Benefits	20,097	19,684	18,043	1,641	109.10% (4)

5027 Employee Absence Coverage	1,700	1,682	2,330	(648)	72.20%	
5028 Professional Development	1,800		1,800	(1,800)	0.00%	
5029 Other Employment Expense	507	3,669	507	3,162	723.65%	
5035 CYFM Coordinator	14,040	23,995	27,000	(3,005)	88.87%	(3)
<b>Total Salaries and Benefits</b>	<b>164,229</b>	<b>162,280</b>	<b>174,141</b>	<b>(11,861)</b>	<b>93.19%</b>	
<b>Transfers to Investment Funds</b>				-		
5050 Transfers to Endowment Fund	-	500		500		
5052 Transfers to Memorial Fund	-	3,606		3,606		
5055 Transfers to Parish Hall Capital Reserve Fund		2,675		2,675		
<b>Total Transfers to Investment Funds</b>	<b>-</b>	<b>6,781</b>	<b>-</b>	<b>6,781</b>		
<b>Total Expenses</b>	<b>310,739</b>	<b>289,832</b>	<b>309,365</b>	<b>(19,533)</b>	<b>93.69%</b>	
<b>Other Income</b>						
CEWS Income (prior period adjustment)	-	31,559		31,559		
	-	-		-		
<b>Total Other Income</b>	<b>-</b>	<b>31,559</b>	<b>-</b>	<b>31,559</b>		
<b>Total net income</b>	<b>(28,407)</b>	<b>(3,703)</b>	<b>(17,930)</b>	<b>14,227</b>		

### Notes

- (-1) Includes gift day amounts
- (0) Allowance for gym elevator and sump pump repair
- (1) \$20.80/hr for Amylynn for 2023
- (2) Eduardo \$36/hr 32 hours per month for 9 months
- (3) 50% because 6 months leave
- (4) Estimate of 5025 and 5026 expenses

## Notes on Financial Statements

## Section A: Mission and Organization

### A-I: Mission Statement

The mission statement of the Church of St. John the Evangelist is as follows:

*God calls us to help people become followers of Jesus, equipped for ministry in the church and in the world, through nurture, worship, evangelism, and service.*

## **A-2: Brief Description**

The Church of St. John the Evangelist is a Christian community of faith and parish within the Anglican Diocese of Niagara in the Anglican Church of Canada, part of the worldwide Anglican Communion. The church was established in 1890 and is located in west downtown Hamilton. The church is a registered charity under the *Income Tax Act* (Canada). It serves a large population of diverse people who live in the immediate neighbourhood of the church and beyond. In addition to the financial support the parish receives for its work, the parish relies significantly on the voluntary contribution of the times and talent of its members and community supporters. The impact of these non-monetary contributions are fundamental to understanding the Church of Saint John the Evangelist and cannot be measured in financial terms. The annual vestry report which accompanies these annual financial statements provides this information to explain and demonstrate the parish's performance in advancement of its shared mission with God.

## **Section B: Financial Statement Notes**

### **B-1: Significant Accounting Policies**

#### **Basis of Presentation**

These financial statements have been prepared in accordance with accounting standards for not-for-profit organizations and on an accrual basis, which includes the year's cash flows and any amounts owed to and payable by the parish at year-end. Donated property is accounted for at its estimated market value when donated.

#### **Fund Accounting**

The parish follows the restricted fund method of accounting for revenues and expenditures. The general fund (not restricted) reports revenues and expenses related to program delivery and administrative activities. All unrestricted investment income is recorded in the general fund.

The internally restricted funds, such as the Endowment Fund, Memorial Fund, Organ Restoration Fund, Parish Hall Capital Reserve Fund, and Capital Fund, report revenues contributed for which their expenditure is restricted by the donors and church policy or until their purpose is completed. Externally restricted funds, such as the Rectory Fund (restricted by provincial statute and canon law) report revenues contributed for which their expenditure is restricted for specific activities.

#### **Investments**

Investment funds held by the Diocese of Niagara are recorded at year-end actual or estimated market value and unrealized gains or losses are accounted for in the related fund. Changes in market value are recognized as gains or losses in the statement of activity. When an investment is sold, redeemed, or written off, the actual gain or loss is also recognized in the statement of activity for the year.

#### **Capital Property**

The church property (land and buildings) are owned by the Diocese of Niagara and are therefore not included as assets in the financial statements of the parish.

## Revenue Recognition

Pledges and other commitments to restricted funds are recognized as restricted revenue only when received. Unrestricted contributions are recognized as revenue for operations when received or if the amount to be received can be reasonably estimated and collection is assured.

## Contributed Supplies and Services

Due to the difficulty in determining their fair financial value, contributed services and supplies are not recognized in these financial statements, nevertheless the real value of these are significant and the operation of the parish would not be possible without them.

## ***B-2: Notes on Statement of Financial Position***

### Audit status

The financial statements of the parish are not audited.

The parish treasurer worked with an accountant to review the 2022 financial statements, but no audit was performed. The accounts of the parish were successfully reconciled to its bank and investment statements.

A motion will be brought to the Annual Vestry receiving this report empowering Parish Council to appoint an audit committee to review the 2022 and 2023 statements.

### Investments

During 2022, the investment funds managed by the Synod of the Diocese of Niagara incurred a decline in market value of 10%. The status of these funds is outlined in the investment funds analysis for 2022 above.

## ***B-3: Notes on Statements of Investment and Restricted Funds***

### Rectory Fund

This fund is entirely restricted by civil statute. The first endowed capital portion is the original capital from the sale of the parish rectory in the amount of \$180,347.73. The law requires that the endowed capital portion be kept whole in the fund. The remainder of the fund is restricted by the same statute for use in support the housing allowance paid to the rector.

### Capital Fund

The Capital Fund is not a segregated account as with the other funds. The Capital Fund is held in the cash accounts.

### Endowment Fund

The Endowment Fund is internally restricted by the decision of the parish vestry. The vestry policy requires the approval of vestry for the use of these funds. Such approval may be in the form of a ministry budget that calls for a draw from this account or may be in the form of a separate motion approved by the vestry at an annual or special meeting.

## ***B-4: Notes on Statement of Activities***

### **Offerings**

Due to the coronavirus pandemic the patterns of giving continued to be dramatically altered throughout the year. Donations were behind budget for much of the year, but the Gift Day campaign resulted in additional donations of almost \$60,000 in the fall.

### **Expenses Increased**

Everything was more expensive in 2022. Our insurance premiums, utilities, regular maintenance and capital maintenance expenses all increased over the prior year.

### **Prior period adjustments**

The statement of activities includes a bad expense for accounts receivable that appeared to be uncollectible. Wage subsidy income from a prior year had been shown as receivable when in fact it was received in a prior year. Accordingly, \$31,558.66 of subsidy “income” was recorded in 2022.

### **Net Income**

The statement of activities shows a deficit of \$8,089 in 2021. It should be remembered this deficit occurs after a total of \$50,166 is transferred to investment funds, so that the parish in fact finished the year in a very positive position.

## ***B-5: Subsequent Events***

### **The coronavirus COVID-19 pandemic**

The reality of the pandemic has had a significant impact upon church finances and ministries; however, the parish has managed well under the circumstances. Diocesan staff resources arranged for our application for assistance from the federal government and the Canada Employment Wage Subsidy (CEWS). CEWS payments concluded in August of 2021. Parishioners and community members have generously supported parish ministries.

Despite the loss of income from the offering plate, there is a stable outlook for parish finances.

### **Maintenance and property matters**

The church building and lease improvements in the Activity Center are dated and a number of ongoing maintenance and repairs are needed. A decennial inspection was completed in 2014 and a list of recommendations was provided in that report. The Corporation had established a property committee to prioritize items requiring immediate and short-term attention. Some of these items included: windows and frames; supply piping; fire protection; exterior doors; repair of Activity Centre air conditioner; and, replacement of an older water heater, grounds; painting. Because of the coronavirus pandemic, however, no capital maintenance was undertaken in 2020 or 2021, meaning that there several significant deficits in the fabric of the building still wait to be addressed.

### Accessibility project

Projects to improve the accessibility of our building were given approval in principle at the Annual Vestry meeting held in February 2020. Again, because of the coronavirus pandemic the work has not proceeded. In 2021 Parish Council renewed its interest in pursuing grant support for this project.

### Staffing

Father David Anderson left the parish in 2022, and so did the Discovery Service music director. The parish has budgeted for a permanent rector and new music director for 2023.

---

## Certificate of Approval of Reports

This Annual Report was received and approved with corrections included in this final document at the Annual Vestry Meeting of the Church of Saint John the Evangelist, Sunday, March 26, 2023

---

(The Reverend Dr.) Leonel Abaroa-Boloña,  
Interim-Priest-in-Charge

---

Sue Newbery, Vestry Clerk