

## Vestry Minutes

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Minutes of February 24, 2019

1. Rev'd Geoff Chapman opened Vestry with prayer
2. Declaration read and book circulated for signatures. Rev'd Geoff appointed Cindy Hurst Boyd as Vestry Clerk, seconded by Lina Trepanier
3. Amendments to last year's minutes - should be titled 2018 Vestry Minutes and under New Parish Council for 2018 - David & Dianne Woods and Rachelle & Duncan Hayes should be removed from Fellowship. Roxanne Latulippe moved the acceptance of the amended minutes, seconded by Derek Keane. Carried.
4. Business Arising from last year's minutes - None.
5. Reception of the 2018 Financial Report - Gregg Alexander presented the treasurer's report. He explained the Assets and noted the inclusion of petty cash - which is a float kept for the purpose of reimbursing purchases and noted also that we have no liabilities - no loans, etc. We had budgeted a deficit for 2018 but due to increased revenues and decreased expenditures we ended 2018 with a modest balance.  
Questions from the floor:

1. Explain the decrease in the expenditure for organist/choir director - we now have 2 paid positions for our Worship music and the organist position is at a different pay rate than the music director position.
2. Why did we not spend all our Outreach Budgeted money - we implemented a new method of dispersing our outreach money by asking the parishioners to become more involved - this method was done in the form of an outreach application where parishioners were invited to present an area of interest - not many proposals were received resulting in not all the money being utilized. The process is being reviewed by the Outreach Committee and hopefully 2019 will see an increase in proposals.

Our books for 2018 have been audited and everything is in order with no recommendations for changes. Stephanie Polianski has agreed to audit our books for 2019. Gerry Green moved the acceptance of the 2018 Financial Reports, seconded by Srilekha Mukherjee. Carried.

6. 2019 Proposed Budget was presented by Roxanne Latulippe. Areas to note: 3% increase in budgeted income; all the parking revenue will be put into the operations

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fund for 2019 as opposed to being split between operations and maintenance/ contingency fund. We received a grant towards the cost of hiring a Curate - corporation decided after much consultation with the Diocese and the Bishop that our best way forward was to hire a Curate as opposed to a Youth/Child Ministry Coordinator. More emphasis is on fundraising in 2019 - Swag is one and a Big Fundraising Dinner in the fall is another. It was noted also that we are presenting a deficit budget for 2019. Questions from the floor - a) How do we plan on making up the difference in the curate grant - through fundraising and by moving all the parking revenue into operations and yes corporation is fairly confident that this will happen. Rev'd Geoff explained that the Big Dinner in the fall will include a presentation by him on his time/study in Jerusalem this May. b) What is Swag - swag is items such as pens, mugs, tote bags, etc that are made with our Epiphany Logo on and then sold and corporation is confident that we will make \$800 with our Swag. c) are we planning a stewardship campaign - yes and it will be a formal one where we reach out to all parishioners. It was noted that corporation/parish council will need to be vigilante in monitoring our income and adjust our variable expenses as required. Laurence Sianchuk moved the acceptance of the 2019 Budget, seconded by Heather Howley. Carried.

7. Reports from 2018 - Rev'd Geoff noted that Sharon Seguin, Roxanne Latulippe and Shelley Harvey are stepping down from corporation following this meeting and expressed his gratitude and the parishes for their dedication and their many hours of hard work on our behalf. They received thank you bottles of wine with "cute" sayings on the bottle. Cindy Hurst Boyd noted some changes to the statical report for 2018: members on role should be 360 and members in full communion should be 249. Also we received an email noting that there had been a Marriage Renewal of Vows - Tom & Melva Ritchie renewed their marriage vows on August 5. Amendments to the Communion Assistants for 2019 should include Heather Howley, Carolyn Lamoureux and Shelley Harvey. It was noted that people may join the Communion Assistants at any time during the year by speaking to Rev'd Geoff. Gerry Green moved the acceptance of the 2018 reports as amended, seconded by David Woods. Carried.
8. Appointments and Elections for 2019. Rev'd Geoff explained that this year we worked hard to fine tune our selections of volunteers - in the past the person stepping down recommended their replacement this year a Nomination Committee comprising of Derek Keane, Gerry Green, Roxanne Latulippe, Judith Young met with Rev'd Geoff and Rev'd Alana to devise a new vision of parish council with re-

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vamped job descriptions that have been on display in the Narthex for the last few weeks.

Treasurer - Gregg Alexander has agreed to continue as our treasurer. It was noted that he has been our treasurer for 10/15 years now and we owe him a great big THANK YOU for his dedication and hard work.

Church School Chair - position is still open

Outreach Chair - David Woods moved and James Menard seconded that Don Leek be our 2019 Outreach Chair and he has agreed

Social Chair (new position) - Gerry Green moved and Derek Keane seconded that Susan Liddle be our 2019 Social Chair and she has agreed

Worship Chair - Rev'd Geoff appointed Heather Howley

Corporation: Rector's Warden - Rev'd Geoff appointed Steve Heiter; People's Warden - Judith Young moved and Dan Elmore seconded that Dianne Woods be our People's Warden and she accepted. At this time we do not have any deputy wardens.

Synod Representatives: Brenda Vroom and Steve Heiter are continuing and Judith Young moved and Brenda Vroom seconded that Laurence Sianchuk be our third member of synod. Gillian Keane asked to be our alternate synod representative.

Clergy: Rev'd Geoff Chapman, Rev'd Alana McCord and Rev'd Canon Bill Fairlie

Welcome to our new Parish Council. Meetings will be every other month beginning in March.

9. Signing authority for 2019. Steve Heiter, Dianne Woods, Rev'd Geoff Chapman and Gregg Alexander. It was suggested that since we do not have deputy wardens we should consider adding someone to our signing authority to cover off vacations, etc as two signatures are required. Heather Howley moved and Stephanie Boyd seconded that Rev'd Alana McCord and Rev'd Bill Fairlie be added. Carried.

10. General Business

we still have a maintenance fund but no parking revenue will be added for 2019

we do not want to become dependent on the parking revenue and we expect with the new programs we can now offer with the addition of a Curate that our parish will

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grow and with the addition of major fundraisers and our stewardship campaign will be become self-sufficient

Who will be responsible for Parish Council/Corporation to communicate to the parishioners? This will be tabled for our 1st parish council meeting.

Roof repairs - leaks are reappearing - what can we do? we are in communication with the company we hired to oversee the work we had done.

Rev'd Geoff expressed thank you to Duane Van Alstine, Melvyn Douglas, Jos Cleary, and Brian Boyd who have volunteered many hours over the past year looking after property - moving furniture for the painters, removing ice build up on the roof, chopping the ice on the sidewalks, opening up the drainage in the parking lot, removal of downed trees, setting up for our various rentals and all the other day to day maintenance of our church and grounds. Stephanie Boyd seconded the thank you - noting that she knew of a time when Duane chopped the ice/snow off the roof for 2 hours in the cold while Brian sanded and salted. Rev'd Geoff also thanked Cindy for her dedication and flexibility in her office hours. He also thanked Rev'd Bill for his time attending staff meetings and joining the preaching rotation as well as Gerry Green our licence lay reader; Chunson Park and Gennaro Busa for the smooth transition with our music; our altar guild, choir, readers, prayer leaders and servers. Thank you to all our parishioners as you join us every Sunday, "I look forward to an exciting year"

Rev'd Alana thanked Rev'd Geoff for his dedication and work for us.

Roxanne Latulippe moved the meeting adjourn at 1:30 p.m.

Closed with the Grace.

Parish Council will meet on Thursday, March 7 at 7 p.m.