



Vestry Circular 2015/16



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The Year 2015 in Review

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Please bring this circular with you to the Vestry Meeting on February 21, 2016. Meeting will begin following the 9:30 a.m. Eucharist. Please bring lunch, beverages will be provided.

**Come, journey with us...
a sacred community called to love God
and our neighbours as ourselves.**

Agenda and Mission Statement for February 21, 2016

1. Opening prayer
2. Declaration
Appointment of Vestry Clerk
3. Minutes of Meeting from February 22, 2015
4. Business arising out of previous minutes
5. Reception of 2015 Financial Reports
6. 2016 Budget
7. Reports from 2015 as printed in the circular
8. Appointments and Elections for 2016
9. Appointments of Communion Lay Administrators
10. Signing Authority for 2016
11. Auditor for 2016
12. General Business
13. Adjournment

Worship & Liturgy

Worship at Epiphany is always unique and always developing. This year we continued to welcome new servers, prayer leaders, readers, altar guild members and bread-makers. With Gerry Green having to step down as our worship chair, I have invited all our worship leaders to take part in a new worship committee to develop our liturgy and tradition together. I am hoping this committee will not only help safeguard our great tradition and develop new ways of worshipping, but will also allow us all to be on the same page when we do our next church hack, intergenerational service or outdoor service in the park! I'm really looking forward to 2016 and am always thankful for the time and energy everyone contributes to our worship experience at Epiphany.

Theological Education

This is a community that fearlessly explores every facet of our faith. This past year we concluded our third Yale course on Tuesday nights covering Early Modern English History where we explored the history of our Anglican tradition, and we began this fall learning about the Old Testament in-depth. This has been my favourite of our four courses. The conversations have been excellent, and everyone has been so dedicated to studying this material. Moving forward into 2016, I am hoping to launch several smaller courses that will occur throughout our 2016-17 year - rather than one large course covering the whole year. I am still working on what material to choose, but it will be a diverse and varied selection!

We have continued our reflection groups on Wednesday mornings. The morning group discusses the readings for Sunday, but in our conversations we discuss a wide range of issues from religion and morality, to the basic questions of human life. All are welcome to attend this group. Our evening reflection group changed this fall to read together some of the Old Testament readings from our course. We have met intermittently, and the material and conversations have been rewarding.

Children and Youth Ministry

Children and Youth Ministry at Epiphany evolves so quickly! We have so many young people at Epiphany who are passionate and engaged. It seems they are always planning a new event or fundraiser, and always trying to find new ways of exploring and articulating their faith. It takes a very special group of people to help guide and encourage the faith journey of our young people, and we have found an excellent group of volunteers who make up our Sunday School team. Thank you to all our teachers and students for constantly impressing and pushing all of us to new heights!

In 2016 we will be joining a delegation of youth going to CLAY: Canadian Lutheran Anglican Youth gathering. It is a massive youth conference taking place from August 17-21 in Prince Edward Island! Six or seven of our youth are going at this point - along with youth from across the diocese - and me! I can't wait to share this life-changing experience with them, and I am so thrilled most of this adventure is supported by the Diocese of Ottawa and our parish community!

Communications

This past year we have been working hard to better communicate everything that is happening at Epiphany with every member of our parish, and sharing our message with our wider community.

Our website got a major facelift this year thanks to the work of Stephanie Boyd, who now shares the work of parish communicator with diocesan communicator. Congratulations to Stephanie on managing all her work with us with her new role as editor of Crosstalk and being our new Communications Officer at the Diocese. Continuing to today, we have an updated website, Facebook page and podcast with an incredible archive going back to Advent 2012!

A special thank you to Dianne Peters-Woods, Steve Heiter and Brian Boyd; these three people who have joined our communication team! Dianne is doing some great work on Twitter. I have only actually discovered Twitter in the last few months, and have discovered a vibrant and Spirit-filled conversation happening every day online. Dianne has helped me discover this new vista, and I thank her for helping with our Epiphany tweets! If you aren't already following us, you can follow our parish: @epiphanyacc and me: @revgeoffchapman. If you want to get Twitter working on your phone, hand it over to Stephane, Dianne or myself and we'll get you started! Its quite fun.

Steve Heiter has also helped to create our new parish Almanac! He has led a great team that has helped to produce something new and exciting, and I thank him so much for all he has done from his art in the parish and in the service folders. I hope this is the beginning of an exciting new tradition!

And finally, we have a sign out front that is constantly changing and saying new things to our community, and Brian Boyd has taken on the task of changing those letters through every permutation of rain, sleet and snow! Thank you for taking on this task, Brian!

Building & Maintenance

Even though our building is only 15 years old, it takes an incredible amount of work to keep it as well-maintained as it is. We have an incredible team of people, led by Duane Van Alstine, Mike Dove, Melvyn Douglas and Jos Cleary administered by our corporation who spend an enormous amount of time and energy keeping this place one of the best maintained and cared-for parishes in the Diocese.

This past year has been very good for our building. We have increased the weekly parking spaces from 40 to 50, and our parking tenants were very responsive to our moving request for a funeral - giving us comfort that if we need our parking lot on short notice we have it. The funds from this parking allowed us to replace our parking lights, set aside funds for "Special Projects" as well as help our Operations Budget and build our "Maintenance Fund." We don't know how long this parking rental income will last, but in the mean time we can prepare for the future, help our bottom line today, and also build a fund that can allow us to do more mission and outreach than we have ever been able to do in the past.

Stewardship

A special thank you to James Menard for another year as our Stewardship Chair, and thank you to Gregg Alexander for his incredible work as our treasurer and Cindy Hurst-Boyd as our Envelope Secretary. This has been an exciting year for Stewardship thanks to all of you. A large tissue paper thermometer was all that was needed to increase our pledged weekly givings by \$300, thus increasing our expected yearly offering by \$15,000. This will allow us to balance our budget without the need for spontaneous fundraisers or panicked corporation requests, and we can return to our wonderful history of only offering fundraisers for outreach and mission causes.

Stewardship is more than keeping the lights on, it is supporting our ministry together, and it is transforming the gift of time and money into something sacred and holy. Thank you to everyone who has contributed your resources of time and money to the life of this parish, and allowed our ministry to continue to flourish.

Choir and Music

Our parish is passionate about music. We have a dedicated choir, and a passionate choir leader. We have a parish interested in hymns of every style, and especially open to new music. It has been a joy for me to embrace all the music that is loved at Epiphany. My goal as incumbent of Epiphany is to find a way to connect my own liturgical style, priestly training, and passion for music with the life-giving musical tradition that has nurtured and grown here at Epiphany.

I must thank Chunson Park and our choir for their exemplary music leadership throughout the year. And a special thank you to Sandy Menard who seems always available, even the night before, to offer her musical talent to us, and thanks to Steve Heiter who is always available to play a strumming instrument of some kind. This music ministry has extended this year outside our parish walls. Many choir members travel to Laurier Manor to share our music with the residents there. Some of our choir and children also travelled to the St. Laurent Shopping Centre this past Christmas season to share Christmas carols with the shoppers there.

This is a community that loves music, whether you are a choir member or musician, or attend our 8:30 service and chant the "and also with you" during the Holy Eucharist. Thank you for the gift of music that gladdens my heart and makes our worship experience beautiful.

Pastoral Care

We have a great Pastoral Care team, made up of Laurie and Dan Elmore, Wendy Green, Dorothy Degn, John Brainerd, Alice Alexander, Tom Ritchie and myself. They work very hard, often behind the scenes, to visit everyone in our parish who would like a visit, and make sure I am aware of what is going on. Cindy Hurst-Boyd is another incredible resource you all have, as she seems to know things almost as they are happening.

A new addition to our pastoral care has come in the form of my Discretionary Fund. I have learned through extensive research that most people will join me for coffee or tea. I have asked the corporation to enlarge my discretionary fund so I might take one or two parishioners out for coffee, tea or perhaps breakfast every week. I have had a blast these last few months getting to

know some of you better. If you would like to join me for coffee, send me an email, phone call or text message and I'll be quite glad to make time for you!

Outreach and Mission

We do a lot of outreach at Epiphany. This past year, we contributed to Cornerstone for a Resident's Retreat, we helped sponsor humanitarian assistance for the Syrian Refugee crisis, we contributed to an Anglican suicide prevention ministry for First Nations youth, donated to Kiva, and so many of you continue to offer your time, energy and skill to keep our Good Food Market the model for Good Food Markets in the City of Ottawa.

2016 is going to be one of the most exciting years for our parish in regards to Outreach and Mission. Not only does our Outreach Committee have its largest budget ever, and not only will our Good Food Market continue to grow and inspire more markets throughout the city, but we will be doing some very exciting things with our Special Projects Fund. I cannot say more about this, as we will be exploring the possibilities of this fund in the coming months, but by this time next year we will be very proud of all we accomplished in our service of Christ's Gospel in 2016!

Administration & Corporation

We are gifted at Epiphany with a great parish administrator and a dedicated corporation. It is always a joy to work with Cindy. Cindy took on the responsibilities of People's Warden in 2015, and it has been inspiring to see her doing even more work for her parish. It has also been wonderful to welcome Roxanne into the Corporation, and Laurence has come into his own as Rector's Warden.

Patience Muwanga has also been a valuable addition to our corporation, and this year she has stepped down from her duties as Deputy People's Warden. Thank you, Patience, for all the time and energy you gave to the corporation these last few years!

As I write this, we are missing a deputy warden, and I look forward to that position being filled. The corporation does an incredible amount over the course of a year, and this parish has always been blessed with stable corporate leadership. I look forward to working with whoever is elected by Epiphany in 2016!

Conclusion

Finally, 2015 marked the year I married Sarah Elizabeth. Every one of you have been so generous to both of us as we entered into married life together. I could not be more grateful to be incumbent at Epiphany at such an important moment in my ministry and in the life of my family. Thank you to everyone for your generosity and love to both of us. The ladies of the parish threw a truly unbelievable wedding shower, and so many of you attended our wedding in August. Thank you, everyone, for welcoming Sarah into your parish family and for all that you contribute through your prayer, song, love and generosity. This is a very special place, and I am proud to be your priest. **Amen**

The Reverend Geoffrey Chapman

Transfiguration Sunday, 2016

For the newer members of the congregation, Epiphany has an entity known as the corporation; it consists of four wardens and the rector and, essentially, it deals with those issues that arise in the day to day existence of a parish church. While many issues – parking, telephones, internet, green energy, websites, rentals, snow removal, gardens, scheduling, preparation for parish councils, wages, building repairs, etc – have been discussed and dispatched, the following issues tended to take a somewhat more generous share of the corporation's attention over the course of the year that was 2015:

Banking Arrangements: Due to insidious changes in bank policy over the last few years, we became aware that our account had slipped into a less than optimum arrangement given the balance that we normally keep. After much discussion, it emerged that, while remaining with the Bank of Montreal, the terms of our account were able to be renegotiated so as to save money on services and, at the same time, earn some interest on our balance.

Parking Lot Lights: While this had been a long running discussion featuring much difficulty in getting to a stage where 'apples might be compared to apples', Duane Van Alstine was finally able to report that the cost of changing out the old lights for a Light Emitting Diode (LED) configuration could be recouped in just a few years due to improved reliability. The changeover occurred in late summer and the results were outstanding as the LEDs provide vastly improved coverage - if you haven't seen the parking lot at night, it is almost worth a special trip to take in the lumens!...:-) Kudos to Duane for his patience and perseverance in dealing with obscure, convoluted specifications and reluctant contractors. We were also successful in getting a rebate of \$1098 for changing over to a 'green' lighting system!

Fund Raising: Although the 2015 financial projections showed a definite need for fundraising, the start of such events was a bit slow. However, a fair return on our efforts was ultimately gained via a Thanksgiving Dinner, yard sales, a craft & bake sale, a virtual dinner and several other events.

Budget 2016: In the end, the projected deficit for 2015 was somewhat less than expected. Nevertheless, the lesson was that messaging on parish financials must be clear and regular throughout the year. For 2016, a promotion to improve our finances through AYR increases and pledges shows, as of January, that the 2016 budget is very close to being balanced. Kudos to the congregation of Epiphany Parish!!!

Questions may be directed to any member of corporation and, if anyone feels the yen to take part in these exciting works - as a warden - please call!...:-)

[Father Geoff, Cindy, Patience, Roxanne, Laurence]

Statistical Report for Epiphany Church 2015

	2015	2014	2013	2012	2011	2010
Members on Role	295	303	303	319	327	321
Members in Full Communion	221	214	206	244	261	274
Identifiable Givers	112	118	107	106	113	117
Average Sunday Attendance 8:30 a.m.	16	18	18	21	23	23
Average Sunday Attendance 10:30 a.m.	94	96	91	90	95	80
Average Summer Attendance 9:30 a.m.	73	75	78	71	82	
Average Total Sunday Attendance (8:30+10:30)	110	114	109	111	112	103
Baptisms	1	6	3	4	4	3
Confirmations	0	0	0	0	4	0
Received	0	0	0	0	0	0
Marriages & Renewal of Vows	2	0	1	0	2	0
Funerals/Memorials	5	3	5	6	8	6

Baptisms 2015

November 29 - Stephen Malcolm Harrison

Burials/Memorials 2015

February 26 - Josephine (Jo) Marion McLeary

May 7 - Walter Ronald Harris

July 9 - Janice Elizabeth Pout

August 13 - Rosamund Elizabeth Conway

November 2 - James Austin (Ozzie) Blois

Mid-Week services – Wednesday Morning Prayer & Reflections – (8)

– Wednesday Evening Reflections – (8), Walking the Labyrinth (15), Yale Courses (26)

Special Services – Vestry 9:30 (70), Ash Wednesday (50), Maundy Thursday (41), Good Friday (97), Easter Sunday, 8:30 a.m. (32) + 10:30 a.m. (158), June 14 Picnic (60), Oct 4 Blessing of Animals (55), Dec 21 Pageant (145), Christmas Eve (182), Christmas Day (42), 1st after Christmas, 9:30 a.m. (52)

At this time I would like to mention that Epiphany Anglican Church offers Weekly Envelopes and Automatic Monthly Giving (AYR) as ways in which you may make your financial contributions. You may join either method at any time: extra boxes of envelopes are available from the table in the Narthex under the name tag board, I only ask that you fill out the accompanying paper and place in your first envelope. Each box of envelopes contains blue monthly envelopes which are directed to PWRDF; weekly white envelopes where you can indicate general offering or directed offering (directed could be for memorial flowers, or one of our outreach areas like the Emergency Food Cupboard); special seasonal yellow envelopes for extra donations at Easter, Thanksgiving and Christmas and one envelope to donate towards the cost of offering these envelopes (note that you must ensure your envelope number is recorded in the spot provided). The AYR (Preauthorized Remittance) is very easy to join: you simply ask one of the sides people or our envelope secretary for a form; fill it out and return to the office along with a voided cheque and on or around the 20th of each month your contribution is withdrawn and deposited into the church account; no more remembering to bring your envelope to church or do “catch up” for your vacation times. You may adjust or stop your monthly donation by submitting a written request to the envelope secretary. At the end of the year you receive a tax receipt for both these methods of supporting the work of your church.

The following is a breakdown of all donations received in 2015.

There were 112 regular donors* and 24 donors** contributing to the work of Epiphany Anglican Church through both the Sunday Collection Plate or monthly automatic bank withdrawal (AYR).

	*Regular donors:	*Non-regular donors:
Under \$100	12	18 under \$100
\$100 to \$499	19	5 between \$100 & \$499
\$500 to \$999	23	1 between \$500 & \$999
\$1000 to \$1999	30	
\$2000 to \$2999	13	
\$3000 to \$3999	7	
Over \$4000	8	
	===	==
Total	112	24

*Regular donors are identified as persons whom have donated more than 3 times with a combined donation of more than \$25.00

**Non-regular donors are identified as persons whom have donated less than 3 times.

At the end of the year there were 51 families using AYR/PAR.

Respectfully, Cindy Hurst Boyd, Envelope/AYR Secretary

Treasurer's Report by Gregg Alexander

Epiphany's bank account started 2015 with a balance of \$53,978 and ended with \$74,226 an increase of \$20,248. Total income for the year was \$248,156 while total expenses were \$227,908. In 2015, Epiphany moved its money to a small business account at Bank of Montreal which promises to lower bank fees.

Within our bank account we managed four funds:

The Operations fund supports the mission of the church and is the only fund with a vestry approved budget. Most (approximately \$200,000) of our income and expenses occur within this fund. The operations fund started the year with an opening balance of \$16,632 and ended the year with a closing balance of \$10,514 down significantly. Expenses in 2015 were below budget overall, but offerings in 2015 were significantly below budget resulting in a deficit of over \$6,000. The report Operations Fund- Budget vs Actual - 2015 provides the details of revenues and expenditures in 2015 compared to the budget approved for 2015 at last year's vestry. Starting in 2015 part of the operations fund is held in a pre-loaded credit card to be used by the corporation for on line purchases for the church. It was loaded with \$500 and now has \$213 left.

The Extraparochial Fund 2015 is used to pass through directed donations from parishioners (approximately \$6,000 this year) to other registered charities described in the report. The Extra parochial fund starts and ends the year with a zero balance.

The Maintenance Fund 2015 is intended to build and carry forward contingency funds to repair the building or furnishings in the future. Parishioners donated \$4,202 to this fund this year and revenue from parking has added another \$8,356. We also got a grant from Hydro Ottawa of \$2,000. The fund was used in 2015 to cover costs of \$8,226 to repair an HVAC unit and install new LED lights in the parking lot. At year end this fund grew to \$24,144 – a growth of about \$7,000 from the start of the year.

The Special Projects Fund 2015 was created in 2013 to hold funds received from the Diocesan GIFT campaign. The GIFT campaign is a five year campaign which began for Epiphany in early 2013. In 2015 Epiphany received \$11,257 (a few thousand more than we received in 2014) representing our share of GIFT donations. This fund also manages the revenue and expenses associated with running the Good Food Market for which income was \$11,466 and expenses were \$11,568. The Good Food Market is designed to recover its costs and in 2015 it did. Council decided to direct some revenue from parking to this fund adding another \$8,316. This fund has grown to \$39,569 in 2015.

The Maintenance and Special Project funds are growing nicely but the critical operations fund is losing ground and we need to turn this around. Looking forward to 2016, the report Operations Fund Proposed 2016 Budget compares actual revenues and expenditures in 2015 with corporation's proposed budget for 2016 which is a balanced budget. To achieve balance, offerings must be raised by 8%.

Our financial records are audited by Donna P. Greene, CEA, CPA.

Financial Statement 2015

Church of the Epiphany - Financial Statement Status as at December 31, 2015

Assets:

Bank Account

Operations Fund	\$10,300.78	
Extra parochial Fund	\$0	
Maintenance Fund	\$24,144.32	
Special Projects Fund	\$39,568.53	
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Bank Account Balance	\$74,013.63	BMO Bank account
Master Card Balance	\$212.80	BMO Prepaid Credit Card
Rectory Trust Fund	\$172,094.15	Book value investment
McElroy Trust Fund	\$12,363.38	Book value investment
Church and Contents	\$1,019,000.00	Land building and contents
Total Assets:	<hr/>	\$ 1,277,683.96

Liabilities:

Mortgage	NIL
Total Liabilities:	<hr/> NIL

Gregg Alexander
Treasurer

Operations 2015

Operations Fund Budget vs actual - 2015

01/01/2015 through 31/12/2015 Using Budget 2015 - Rev 1

15/01/2016

Category	01/01/2015 Actual	- Budget	31/12/2015 Difference
INCOME	195,841.86	205,013.80	-9,171.94
10. Offerings	164,055.00	170,300.16	-6,245.16
11. General (envelopes)	75,939.21	80,150.04	-4,210.83
11. Preauthorized Remittance (AYR)	76,321.96	80,150.04	-3,828.08
12. Open Offerings (Non Receipted)	2,999.03	5,000.04	-2,001.01
13. Special (Easter, Christmas, Harvest)	3,007.00	5,000.04	-1,993.04
14. Sunday School	0.00	0.00	0.00
15. Directed Donations	5,787.80	0.00	5,787.80
20. Revenue	20,757.79	20,997.68	-239.89
24. McElroy Trust Fund dividends	0.00	374.60	-374.60
25. Church Hall Rental Income	11,134.75	11,000.04	134.71
26. Rectory Trust Fund dividends	5,123.04	5,123.04	0.00
27. Parking Revenue for OPS	4,500.00	4,500.00	0.00
30. Programmes	5,903.23	7,754.00	-1,850.77
34. Fundraising	4,073.45	5,000.00	-926.55
-03 Fall Dinner-	846.00	1,500.00	-654.00
-16 Yard Sale and Bake Sale	2,427.45	1,500.00	927.45
-20 Virtual Dinner	800.00	2,000.00	-1,200.00
35. Christian Ed Sales Income	325.50	204.00	121.50
37. Fellowship (Men's, Women's, Pancake...)	1,504.28	2,550.00	-1,045.72
40. Other Inc	5,125.84	5,961.96	-836.12
42. Donations for Flowers	1,184.00	1,800.00	-616.00
43. Calendar Sales Income	275.00	399.96	-124.96
44. HST Rebate	3,506.84	3,507.00	-0.16
45. Bank Interest	0.00	0.00	0.00
47. Donations towards Envelopes	160.00	255.00	-95.00
EXPENSES	201,960.60	203,742.88	1,782.28
10. Diocesan Apportionment	38,502.00	38,502.00	0.00
12. Fair Share	33,834.96	33,834.96	0.00
13. Insurance	4,667.04	4,667.04	0.00
20. Priestly Services	92,616.00	93,312.96	696.96
23. Housing Allowance	22,542.00	22,542.00	0.00
25. Replacement Priest Expense	323.04	1,020.00	696.96
26. ECOPS (equalized salary)	69,750.96	69,750.96	0.00
30. Building	21,043.03	20,499.96	-543.07
32. Heating	4,461.39	4,299.96	-161.43
33. Cleaning	2,471.00	2,400.00	-71.00
34. Maintenance	4,774.64	3,999.96	-774.68
35. Snow Removal	3,519.42	3,500.00	-19.42
36. Hydro	4,075.56	4,200.00	124.44
37. Water	1,097.52	1,400.04	302.52
38. Alarm System	643.50	700.00	56.50
50. Program Expenses	2,166.66	3,899.96	1,733.30
51. Church School	419.02	550.00	130.98
52. Adult Ed Materials	340.37	150.00	-190.37
53. Youth Group	74.38	300.00	225.62
54. Fellowship (Coffee, receptions)	789.99	999.96	209.97
56. Men's Group (Breakfast, Pancake)	202.90	500.00	297.10
57. Fundraising	0.00	1,000.00	1,000.00

Operations Fund Budget vs actual - 2015 01/01/2015 through 31/12/2015 Using Budget 2015 - Rev 1

/01/2016

Category	01/01/2015 Actual	- Budget	31/12/2015 Difference
-11 Tea and Bake Sale	0.00	0.00	0.00
-20 Spaghetti dinner	0.00	0.00	0.00
-99. Undetermined Fundraising Expense	0.00	1,000.00	1,000.00
Other 57.Fundraising	0.00	0.00	0.00
59. Courses & Conferences	340.00	400.00	60.00
60.Parish Mission	4,818.00	5,300.00	482.00
64.Parish Outreach	4,700.00	4,500.00	-200.00
65 Library maintenance	105.00	300.00	195.00
66. Priest's Discretionary Fund	13.00	500.00	487.00
70.Office Expenses	6,696.70	5,610.00	-1,086.70
71.Telephone including Cell	2,953.26	2,040.00	-913.26
72.Photocopier rental and usage	2,311.38	2,244.00	-67.38
73. Internet and web site fees	782.97	765.00	-17.97
74.Supplies for office and church	420.80	306.00	-114.80
75.Postage	228.29	153.00	-75.29
77.Computer Maintenance	0.00	102.00	102.00
80.Administration of Church	9,383.54	9,346.96	-36.58
81.Secretary salary	8,601.96	8,601.96	0.00
82.Bank Charges	511.85	510.00	-1.85
83. Purchase Offering Envelopes	269.73	235.00	-34.73
90.Other Expenses	786.38	1,183.04	396.66
91. Purchase Calendars to sell	253.50	233.00	-20.50
93.Fees	150.00	150.00	0.00
96.Miscellaneous	61.88	500.04	438.16
99.Synod Fees & Expenses	321.00	300.00	-21.00
A0.Worship Expenses	25,948.29	26,088.00	139.71
A1.Altar Guild	1,005.31	600.00	-405.31
A2.Servers allowance	0.00	50.00	50.00
A3. Purchase Flowers	1,236.32	1,800.00	563.68
A7.Organist salary	22,350.98	21,912.96	-438.02
A8.Replacement Organist costs	250.00	525.00	275.00
A9.Choir music and licensing fees	906.29	1,000.00	93.71
AA. Other Worship Expenses	154.95	200.04	45.09
Other A0.Worship Expenses	44.44	0.00	-44.44
Net Difference:	-6,118.74	1,270.92	-7,389.66

Directed Donations

Extraparochial Fund - 2015

01/01/2015 through 31/12/2015

Category	01/01/2015- 31/12/2015
INFLOWS	
E1 Extraparochial	
E02 PWRDF	4,991.61
E04 Community Ministries	90.00
E09 Food Cupboard	447.55
E19 Interchurch Refugee Group	624.13
TOTAL E1 Extraparochial	6,153.29
TOTAL INFLOWS	6,153.29
OUTFLOWS	
E1 Extraparochial	
E02 Pay PWRDF	4,991.61
E04 Pay Community Ministries	90.00
E09 Pay Food Cupboard	447.55
E19 Pay Interchurch Refugee Group	624.13
TOTAL E1 Extraparochial	6,153.29
TOTAL OUTFLOWS	6,153.29
OVERALL TOTAL	0.00

Maintenance Fund - 2015

01/01/2015 through 31/12/2015

Category	01/01/2015- 31/12/2015
INFLOWS	
Endowment Remaining	4,500.00
Maintenance Fund Open Balance	11,721.84
Maintenance Fund Other Income	2,005.00
Parishioners Donations to MF	4,201.50
Parking Revenue for MF	8,356.00
Piano Repair Fund	560.00
Piano Repair Fund Opening	1,025.70
TOTAL INFLOWS	32,370.04
OUTFLOWS	
Maintenance fund expense	7,869.77
Piano Repair Expense	355.95
TOTAL OUTFLOWS	8,225.72
OVERALL TOTAL	24,144.32

Special Projects Fund - 2015
01/01/2015 through 31/12/2015

Category	01/01/2015- 31/12/2015
INFLOWS	
GIFT Campaign Income	11,256.72
Good food mart grant	2,200.00
Good Food Mart Sales	9,265.64
Parking Revenue for SPF	8,316.00
Special Projects Fund Opening Balance	20,098.13
TOTAL INFLOWS	51,136.49
OUTFLOWS	
Food Mart Purchases	8,367.96
Food Mart Salary	3,200.00
TOTAL OUTFLOWS	11,567.96
OVERALL TOTAL	39,568.53

Proposed Budget 2016

Operations Fund Proposed 2016 Budget		
	Actual 2015	Budget 2016
INCOME		
10.Offerings	164,055	176,833
10.Offerings:11. General (envelopes)	75,939	84,000
10.Offerings:11. Preauthorized Remittance (AYR)	76,322	85,300
10.Offerings:12. Open Offerings (Non Receipted)	2,999	2,500
10.Offerings:13.Special (Easter,Christmas,Harvest)	3,007	4,963
10.Offerings:14.Sunday School	0	70
10.Offerings:15.Directed Donations	5,788	0
20.Revenue	20,758	21,153
20.Revenue:24. McElroy Trust Fund dividends	0	375
20.Revenue:25. Church Hall Rental Income	11,135	11,000
20.Revenue:26. Rectory Trust Fund dividends	5,123	5,278
20.Revenue:27. Parking Revenue for OPS	4,500	4,500
30.Programmes	5,625	5,400
30.Programmes:34.Fundraising	4,073	4,200
30.Programmes:34.Fundraising:-03 Fall Dinner-	846	1,200
30.Programmes:34.Fundraising:-16 Yard and Bake Sale	2,427	500
30.Programmes:34.Fundraising:-20 Virtual Dinner	800	
30.Programmes:34.Fundraising:-Craft and Yard Sale		1,500
30.Programmes:34.Fundraising:-Talent Night		1,000
30.Programmes:35. Christian Ed Sales Income	326	200
30.Programmes:37.Fellowship(Men's,Women's,Pancake..)	1,226	1,000
40.Other Inc	5,126	4,892
40.Other Inc:42. Donations for Flowers	1,184	1,300
40.Other Inc:43.Calendar Sales Income	275	250
40.Other Inc:44.HST Rebate	3,507	2,872
40.Other Inc:45.Bank Interest	0	200
40.Other Inc:47. Donations towards Envelopes	160	270
TOTAL INCOME	195,563	208,278

Proposed Budget 2016

EXPENSES	Actual 2015	Budget 2016
10.Diocesan Apportionment	38,502	38,611
10.Diocesan Apportionment:12.Fair Share	33,835	33,944
10.Diocesan Apportionment:13.Insurance	4,667	4,667
20.Priestly Services	92,616	96,278
20.Priestly Services:23.Housing Allowance	22,542	22,610
20.Priestly Services:25.Replacement Priest Expense	323	1,000
20.Priestly Services:26.ECOPS (equalized salary)	69,751	72,668
30.Building	21,043	21,277
30.Building:32.Heating	4,461	4,500
30.Building:33.Cleaning	2,471	2,520
30.Building:34.Maintenance/Property	4,775	5,000
30.Building:35.Snow Removal	3,519	3,700
30.Building:36.Hydro	4,076	4,100
30.Building:37.Water	1,098	1,100
30.Building:38.Alarm System	644	357
50.Program Expenses	1,883	3,300
50.Program Expenses:51.Church School	419	500
50.Program Expenses:52.Adult Ed Materials	340	300
50.Program Expenses:53.Youth Group	74	300
50.Program Expenses:54.Fellowship (Coffee, receptions)	507	500
50.Program Expenses:56.Men's Group (Pancake)	203	250
50.Program Expenses:57.Fundraising (unspecified)	0	750
50.Program Expenses:58.Almanac		300
50.Program Expenses:59. Courses & Conferences	340	400
60.Parish Mission	4,818	5,950
60.Parish Mission:64.Parish Outreach	4,700	5,000
60.Parish Mission:65 Library maintenance	105	100
60.Parish Mission:66. Priest's Discretionary Fund	13	850
70.Office Expenses	6,697	5,750
70.Office Expenses:71.Telephone including Cell	2,953	1,800
70.Office Expenses:72.Photocopier rental and usage	2,311	2,100
70.Office Expenses:73. Internet and web site fees	783	900
70.Office Expenses:74.Supplies for office and church	421	600
70.Office Expenses:75.Postage	228	250
70.Office Expenses:77.Computer Maintenance	0	100
80.Administration of Church	9,384	9,144
80.Administration of Church:81.Secretary salary	8,602	8,774
80.Administration of Church:82.Bank Charges	512	100
80.Administration of Church:83. Purchase Offering Envelopes	270	270

Proposed Budget 2016

EXPENSES CONTINUED	Actual 2015	Budget 2016
90.Other Expenses	791	800
90.Other Expenses:91. Purchase Calendars to sell	254	250
90.Other Expenses:93.Fee for audit	150	150
90.Other Expenses:96.Miscellaneous	67	100
90.Other Expenses:99.Synod Fees & Expenses	321	300
A0.Worship Expenses	25,948	27,168
A0.Worship Expenses:A1.Altar Guild	1,005	1,545
A0.Worship Expenses:A2.Servers allowance	0	0
A0.Worship Expenses:A3. Purchase Flowers	1,236	1,300
A0.Worship Expenses:A7.Organist salary	22,351	22,798
A0.Worship Expenses:A8.Replacement Organist costs	250	525
A0.Worship Expenses:A9.Choir music and licensing fees	906	1,000
A0.Worship Expenses:AA. Other Worship Expenses	199	0
TOTAL EXPENSES	201,682	208,278
INCOME MINUS EXPENSES	-6,119	0

Early in 2015, it was becoming difficult to ensure we always had three servers for the 10:30 Sunday service due to volunteers dropping off the schedule and not being replaced. In consultation with Father Geoff, we devised a solution that resulted in having just the crucifer (fully robed) sit beside Father Geoff during the service and to assist with communion, and have the candlebearers (unrobed and in street clothes) drawn from the parish at large who would join the procession in and out, but go to their own seats during the service. This respected the need for Epiphany to maintain a formal cross bearer while also recognizing the importance of our Anglican traditions; as a secondary benefit, it also eased the scheduling. Some additional volunteers for crucifer were also sought and trained.

Maundy Thursday is always a moving and important day in our Christian calendar as we strip the altar and remove all wall hangings, etc, as the service is underway. This year we simplified the service by removing the wall hangings and some other items prior to the service and during the service only needed to strip the altar and cover the wooden cross. This added a more sombre note to the service, right from the time when parishioners took their seats.

We also introduced a prayer vigil, in the worship space, by having parishioners pray or read the bible from the end of the Maundy Thursday service to the beginning of the Good Friday service.

In May 2015 the commission released its Truth and Reconciliation Report. As a means of recognizing the many, many Aboriginal women who over the years have gone missing, without explanation, the Bishop called upon churches to ring their bells for 5 minutes each noon hour. Epiphany joined this calling, and rang our bell each noon for 22 days commencing 31 May and ending Sunday, 21 June.

It has been rewarding and an honour to continue to serve Epiphany.

Faithfully in Christ,
Gerry Green

Lay Administrators for 2016

*Alice Alexander, Stephanie Boyd, *Felicity Burton, Dorothy Degn, Rose Dennis, Dan Elmore,
*Laurie Elmore, Gerry Green, Wendy Green, Cindy Hurst Boyd, *Kelly Jessop, Roxanne Latulippe, Srilekha Mukherjee, Sharon Seguin, Laurence Sianchuk, Penny Woods, Judith Young and Ron Zimmer.

Note * these persons are members of our Pastoral Care Teams and administer Communion to those who wish to receive during their Home or Hospital visits.

Church of the Epiphany – Outreach Committee – Vestry Report, February 2016

During 2015, the Outreach Committee responded to several crises or problems which we decided were within the scope of our mandate. Although there were many humanitarian and spiritual crises which were worthy of our attention, here is the list of situations on which we decided to focus our attention:

- Significant budget cuts at Cornerstone.
- The residential schools report.
- The Syrian refugee crisis.

The Outreach Committee had a budget of \$4500. This money was distributed as follows:

- \$1000 to Cornerstone for residents retreat.
- \$2000 for Anglican Church support of humanitarian assistance for Syrian refugee crisis.
- \$500 for Cornerstone women's shelter general fund.
- \$1000 for Anglican suicide prevention ministry for First Nations youth.

Our Kiva microfinancing account currently has \$191.23 in outstanding loans and \$73.57 available credit. Following consultations with the Outreach Committee, we will make an effort to lend the available money.

The Outreach Committee's budget for 2016 is \$5000. We will aim to distribute these funds approximately equally among the following initiatives:

- Local anti-poverty projects either supported or run by church groups.
- National church ministries with a continued emphasis on First Nations issues.
- International relief or development projects.
- A contingency fund which we can use to respond to special requests or problems which may arise over the course of the year.

Respectfully submitted,

Don Leek

Epiphany's second year of being involved in the Good Food Market initiative has seen our community market grow into a dynamic gathering place for both our neighbours and volunteers alike. A visitor to our volunteer-run market on a Saturday morning will be greeted with the warm, Epiphany style hospitality. In addition to the opportunity to purchase healthy fruit and vegetables at non-profit prices, shoppers also can enjoy complimentary muffins, coffee, wonderful live music, face painting, as well as extremely affordable books at our book and magazine exchange table.

The Good Food Market at Epiphany is part of a greater, city wide initiative of the Poverty and Hunger Working Group through the Coalition of Community Health and Resource Centres. The project addresses barriers to food access at the neighbourhood level through selling high quality produce in the community at affordable prices.

We held 16 markets at Epiphany throughout 2015. Several theme markets included a Citrus festival featuring mock mojitos, fresh lemonade and lemon baked desserts. Our Halloween market offered pumpkin decorating, pumpkin lattes and costumes galore. The final market of the year was special for everyone - carolling by the choir, a Christmas Cafe, treats from Santa, holiday face painting, and Christmas crafts for the children.

Christine and I are very grateful for the abundance of time and talent that has been so generously given by the many volunteers who work to make the markets possible. The market also continues to be sustainable through the support of the parish in purchasing left over produce following our Sunday morning worship - many thanks!

Although statistics do not reflect the rich conversations, laughter, and hospitality that take place at the market, the numbers for 2015 do offer a glimpse into the positive impact that the market has had in our parish and for our local community.

Total volunteer hours for 2015	915	
Total number attending markets	1300	
Cost of produce		\$7548.48
Revenue (includes sales from book table and donations)		\$8594.86
Market expenses		\$4248.85
Grant: Community Foundation of Ottawa		\$2880.77
GIFT		\$ 321.70

Respectfully submitted,

Kelly Jessop

Christine Caron

PASTORAL CARE IS...

reaching out, in the name of Christ, to welcome, serve and care for members of our church community in times of need and crisis.

Epiphany's Pastoral Care Team consists of Fr. Geoff and trained and supervised parishioners, some of whom visit at the Ottawa Hospital, as well as those who visit shut-ins.

Hospital Sector

Our team visits Anglican patients in hospital every 2nd Friday.

On April 7, 2015, Tom Ritchie attended the workshop "Supporting Families Living with Dementia" given by Linda Le Duc, a nurse in the Alzheimer's field.

May-June 2015: Dorothy Degn, John Brainerd, Alice Alexander and Tom Ritchie all attended the mandatory (for all Hospital volunteers) - "Wheelchair Operation and Safety" sessions by Felicitator Serge Falardeau.

October, 2015: Advanced Pastoral Care Course: Dorothy Degn, Alice Alexander and Tom Ritchie all attended the "Hospital Visiting"; Supporting Families of Children With Special Needs", "Listening in Different Tongues" and "Trauma and Search for Soothing" workshops.

October 27, 2015: Tom Ritchie attended CPR training at the General Campus.

November 3, 2015: Dorothy Degn, Alice Alexander and Tom Ritchie all attended the workshop "Pastoral Care in the Contest of Mental Health" given by Dr. Wendy Berghuls-Hummel.

If you are interested and can spare a couple of hours twice a month to visit Anglican patients at the General Hospital or are available for home visits to shut-ins, please contact Fr. Geoff or any member of the committee.

Respectfully submitted

Dorothy Degn, Team Leader, Pastoral Hospital Team

The Home Care Team

The Home Care Team and Fr. Geoff meet regularly. So please tell a member of the team if you know of any Epiphany community member who has not been at church. They may be in need of a visit, Holy Communion or just a phone call to say hello. You may give the information to any of the Pastoral Care Home Team.

Each month Fr. Geoff, members of our Pastoral Care Team and some of our parishioners celebrate Holy Communion with residents of Laurier Manor. Again at our Sunday morning Hack Service, the Pastoral Care Team and other parishioners greatly enjoyed making Christmas cards for residents of Laurier Manor.

Remember, we need your help to be able to help our community.

Wendy Green

Dan and Laurie Elmore

Respectfully submitted,
Wendy Green, Home Care Team

Stewardship, fundamentally, is taking care of God's creation. In the context of the Church of the Epiphany, stewardship is managed through advice to Parish Council on the best use of parish assets and resources, whether property or money.

In 2015 we continued reaping benefit from the Growing in Faith Together (GIFT) campaign with funds going into the Special Projects Fund. This fund was set up to take advantage of not only the proceeds from GIFT but also from the serendipitous revenue resulting from renting parking spaces to CSEC employees. Half the monthly amount is allocated to the Special Projects Fund and half to the Maintenance fund, in order to build up a reserve against major building expenses. The Special Projects fund enables worthy initiatives, such as startup costs for the Good Food Markets, to be funded.

In response to last year's deficit operations budget, a campaign to raise the number of All Year Round participants and the amounts contributed via AYR and envelope collections took place in the Fall. This effort is being tracked through a 'thermometer' on the inner narthex doors. Reaching the top will permit a balanced operations budget in 2016.

Beyond the dollars and cents that go into maintaining our level of services and outreach there are countless volunteer hours devoted to keeping the building and grounds at Epiphany neat, tidy and in good working order, providing fellowship, pastoral care and Christian education, and enhancing the celebration of the Eucharist. On the environmental side, our efforts on energy conservation, recycling and sustainable gardening continue. In 2015, new lower power, but brighter, lights for the parking lot are reducing our environmental footprint.

In 2016 we will continue to monitor the financial picture, focussing attention on our day to day parish needs. We will also engage in medium and long term planning.

MEMBERSHIP

James Menard has been Committee Chair since the 2008 Vestry. Other members are Jim Byrne, Mike Dove and Steve Heiter. We welcome input from parishioners on stewardship matters and are always open to new members.

Respectfully submitted by
James Menard, Chair, Stewardship Committee

Ottawa Synod 2015: Highlights

Bishop's Charge to Synod

Saying that this Diocese is blessed with significant ministries, able ministers and priests, abundant volunteers and committed parishes, Bishop John Chapman opened the 134th session of Synod. He recalled Jesus' words to the invalid-"Pick up your mat and walk"-and challenged the Diocese of Ottawa to answer the call to new life, alert and on its feet. Do not sit and wait for a purposeful and prayerful whole to emerge in the Diocese before making changes and doing new things, said Bishop Chapman. Focus now, right away, on the little pieces, those small holy moments that make the Diocese buzz with relevance, hope and energy.

At the Synod Eucharist, Bishop John asked Dean Shane Parker to install the Rev. Rhondda MacKay to the Canon of St. Andrew, the Rev. Jim Roberts to the Canon of St. George, and Ms. Monica Patten to become a Lay Canon of the Diocese. Stephanie Boyd and Kim Chadsey were thanked by Bishop John in their new roles as Communications Officer and Lay Secretary, respectively.

Interfaith Greeting: Rabbi Emeritus Steven Garten greeted Synod. He asked us to consider gathering together despite differences in religious practice, to transform the actual into something holy that brings us together.

The Rev. Canon Dr. Isaac Kawuki Mukasa: Guest speaker Canon Mukasa, Africa Relations Coordinator, Global Relations, for the Anglican Church of Canada and Africa Relations Officer for the Episcopal Church, gave addresses on "Custodians of the Faith in Secular Society." He highlighted increasing levels of positive dialogue facilitated through prayerful communication between African and North American churches, despite theological differences.

Refugee Working Group: Don Smith, Chair, spoke of the current global refugee crisis. As a Sponsorship Agreement Holder, the Diocese is putting in place many new arrangements to respond to the crisis and to the interest of many to be involved. Sixteen of our parishes have now expressed interest in sponsoring refugees.

Companion Diocese of Jerusalem: Catherine Chapman and the Ven. John Bridges announced that the women's conference scheduled for November has been postponed due to current tensions in Israel. The thirty diocesan delegates are still looking forward to the event in the future.

Arnprior Deanery Panel: The Ven. Mary Ellen Berry and the Rev. Karen Coxon presented a history of the Deanery rising out of a rural, itinerant ministry, to the present day network of churches embracing a ministry of hospitality, music and tradition. Members spoke about a church that accepts all people, and is a place of prayer and peace.

Property and Finance: Tony Maxwell, Chair of the Investment Subcommittee, spoke of the good performance this past year of the Consolidated Trust Fund, totalling \$31.8 million, and highlighted the need of our Diocese to consider more investments with a socially conscious focus (ethical, environmental, and social).

Parish Ministry Committee: Congregational Resource Day will be held on May 7 of next year and will feature the theme "Embracing Hospitality: Open Hearts, Open Doors." Youth and stewardship events are also planned, with strong support for both.

Diocesan Budget 2016: Peter Martin, Chair of the P&F Committee, spoke of seven ministry categories, and related expenses and revenues for each. The Parish Fair Share Task Force is working to simplify calculations and develop policies to deal with issues such as bequests, financial anomalies and parish amalgamations. The "Anchor Model" was implemented to provide smaller parishes with priestly services. With work on the priorities of the Embracing God's Future Roadmap still currently unfolding, Synod approved a one-year budget for 2016, after which the Diocese will revert back to a three-year budget.

Provincial Synod: Members from the seven dioceses that comprise the Ecclesiastical Province of Ontario gathered at St. Paul's, Bloor St., in Toronto from October 14-16 under the theme "The Church in the Public Square." Archbishop Colin Johnson was re-elected Metropolitan of Ontario. Also elected were Laura Walton as Prolocutor, Garry Barker as Lay Secretary, the Rev. Canon Rob Towler as Clerical Secretary, and Jean Bédard as Chancellor. Funding was approved to produce videos to promote Anglican theological institutions in Ontario. Provincial Synod next meets in Ottawa in 2018.

Anglican Foundation of Canada: The Rev. Canon Dr. Judy Rois, Executive Director of the AFC, spoke about funding available to parishes for various proposals, including church renovations, accessibility issues, outreach projects and innovative ministry. Synod approved a motion to encourage parishes to enrol as members of the Foundation. The Diocese may submit three proposals each year, which are approved through Diocesan Council.

Future Financial Development: Synod voted to table for discussion until next Synod a proposal before it to approve the establishment of an annual appeal.

Reconciliation and Healing with Indigenous Peoples: Synod endorsed the Response of the Churches to the Truth and Reconciliation Commission of Canada and the ongoing work of General Synod, including the Primate's Commission on Discovery, Reconciliation and Justice. Synod also directed Council to further the work of reconciliation and healing in partnership with Indigenous peoples through building and maintaining of respectful relationships, diocesan education, and action.

Community Ministry Committee: Sue Garvey, Chair of the Homelessness and Affordable Housing Task Force, reported on the work of this CMC task force, whose purpose is to make recommendations for achievable goals in the area of homelessness and affordable housing, as raised at Synod 2014 when it endorsed the 2013 Joint Assembly resolution on the subject.

Diocesan Council: Synod approved the following slate of nominees for Council: Tim Kehoe will serve a three-year term, and the Rev. Kerri Brennan, the Rev. Beth Bretzlaff and Arlene Armstrong will all begin second three-year terms.

Acclaimed Nominees: For Trinity College Corporation - The Rev. Canon David Clunie, the Rev. Canon Roger Young, David Jeanes and Jane Waterston. For the Advisory Panel on Termination of Clerical Appointments - The Rev. Canon Catherine Ascah, the Rev. Canon Pat Johnston and John McBride.

Divestment of Fossil Fuel Holdings: Synod approved the divestment of diocesan holdings in fossil fuel extraction companies, and approved a memorial to General Synod regarding its holdings in the same area.

Embracing God's Future: Synod approved an action plan related to Priority 1 (Buildings and the shape of parish ministry); an action plan concerning Priority 2 (Engagement with the world); and a charter for a Parish Ministry Institute connected to Priority 3 (Lifelong formation).

Government Relations: The Rev. Laurette Glasgow, Special Advisor for Government Relations, spoke of the Anglican Church's election guide Compassion, Justice, and Reason: An Anglican Approach to Election 2015. This non-partisan resource provided briefs on a variety of issues such as homelessness, child poverty, refugees, and reconciliation.

Cathedral Hill Development: David Morgan, Interim Chair of the Cathedral Hill Foundation, spoke of the new Great Hall of the Cathedral, Archives space, and future plans to refurbish the crypt space. The newly occupied condominium is located between Roper House and the Cathedral. The 12-14 storey commercial tower (Phase Two) to be built to the east of the Cathedral is still planned, pending sufficient pre-sales to begin construction in the spring of 2016.

Climate Change: Synod directed Diocesan Council to chart a course for complete decarbonisation of all the buildings of the Diocese that will involve measurable benchmarks and a defined set of actions.

Synod directed Diocesan Council to provide education on climate change and fossil fuel divestment at the personal, parish, and diocesan levels.

Refugee Work: Synod endorsed the Call the Prayer and Action on Syrian refugees issued by Archbishop Fred Hiltz, Primate of Canada.

Synod directed Diocesan Council to develop processes to allow community organisations and individuals to sponsor refugees privately, and to pursue funding to undertake operations.

General Synod Members Approved: Clergy - The Rev. Beth Bretzlaff, the Ven. David Selzer, the Rev. Monique Stone, the Rev. Mark Whittall, alternate: the Rev. John Wilker-Blakley. Laity - Kim Chadsey, Ron Chaplin, Audrey Laurence, John McBride, alternate: Stephen Giles.

By Meg Stewart

[Download a copy of the Synod 2015 Highlights \(.pdf\)](#)

Minutes of 2015 Vestry

1. Gerry Green, chairperson, called the meeting to order at 11:15 a.m. Rev Geoff Chapman opened with prayer of guidance.
2. Appointment of Vestry Clerk, Cindy Hurst Boyd. The Vestry Declaration was read and the Vestry Book was circulated for signatures.
3. George Onwubere moved the acceptance of the Minutes of February 09, 2014 be accepted as written, seconded by Derek Keane. Motion carried.
4. Business arising from previous minutes: it was confirmed that Donna Greene-Small was our auditor for 2104.
5. Financial Reports for 2014 were presented by Gregg Alexander where he mentioned that Epiphany has one bank account but the money is tracked within 4 separate funds. The Operations Fund is the bulk of our budget and this is the fund that manages the day to day bills and salaries (details of which are recorded on page 9 Income & Expenses) It was noted that we had approved a deficit budget for 2014 and we ended the year with a smaller deficit than what was projected. Thank you to all who responded to the challenge. The Extra Parochial Fund is where money directed by the congregation is maintained (PWRDF, Food Cupboard, Cornerstone, Anglican Appeal). This Fund is forwarded to the various areas in June and December. Maintenance Fund is built up from directed offerings from parishioners, endowments and some of the parking rental income and is used for building and property maintenance. Special Projects Fund was formerly called GIFT Fund and it was begun in 2013.

Would money directed through our envelopes to Outreach bump up the outreach budget amount? No as the budget is set and does not change. The envelope money goes into general revenue and is used to cover off the individual budget line items such as outreach budget of \$4,500.

Maintenance - the new doors were purchased from insurance money? The front doors were purchased with the insurance claim money in 2013. The worship space exit doors were purchased from our maintenance fund.

Thank you extended to Gregg for drawing up such an accurate budget; we keep quite close to the budgeted figures.

Tom Richie moved the acceptance of the financial report for 2104, Roxanne Latulippe seconded it. Motion carried.

Jim Byrne gave a brief history on the endowment received in 2014 - it was given by an atheist who gave similar amounts to three other Christian institutes and Jim thought this was quite amazing until he saw that he had also given over 2 million to TVO.

6. Gerry Green presented the budget for 2015. It was noted that we are presenting a balanced budget for 2105 and this will require a modest increase by everyone through either their envelopes or AYR (directed deposit). We will also be looking at hosting a few more fund raising events to assist in balancing the budget. Note under expenses: The Fair Share and ECOPS (equalization cost of priestly services) is set by the Diocese and the remainder of our expenses were based on a cost of living increase much like you budget for household expenses. We have increased the outreach budget to better reflect our commitment.

Will the increase in fund raising events be directed to outreach? Yes the money will go into operations and be used to cover the outreach budget.

What is discretionary fund - this is money used by the priest at his discretion for pastoral emergencies (assisting people with groceries, and such).

Gerry Green moved the acceptance of the budget for 2015, Melvyn Douglas seconded. Motion carried.

7. Committee Vestry Reports: error in Worship Report - should read 10:30 a.m. service. Laurie Elmore moved the acceptance of the amended reports as written in the vestry circular, Sarah Wilson seconded.

What is “church hack” this was an event where the congregation became parish volunteers during the homily time and worked on various jobs. It was suggested that maybe we look at a new name for future such events.

Motion carried.

8. Gerry read out the elected positions on parish council and the names of those persons willing to be nominated. People’s Warden - Cindy Hurst Boyd, Deputy People’s Warden - Patience Muwanga, Fellowship - Diane Jago, Outreach - Don Leek, Lay Member of Synod - Stephanie Boyd. Stephanie Boyd nominated Shelley Harvey for 2nd Lay Member of Synod, Diane Jago seconded the nomination. George Onwubere moved the nominations cease, Derek Keane seconded the motion. Motion Carried Welcome to the elected persons to parish council.

Gerry read out the appointed positions on parish council and welcomed the appointed persons to parish council.

Corrections to the contacts for parish council: Patience Muwanga’s phone number should be 613.407.9597 and Roxanne Latulippe’s phone number should be 613.422.5838 and her email address is rlatulippe@rogers.com.

It was noted that our Sunday School format is in a period of transition and that a person would be appointed to council in the near future.

Gerry read out the names of other appointed positions not on council and thanked them for their commitment. Also read out names of other elected positions not on council and added Steve Heiter as a second alternate synod member.

9. Lay Administrators for 2015, unfortunately Penny Woods’ name was yet again omitted from the list although she was added during the minutes of last year’s vestry. Names were approved as amended.

10. Signing Authority for 2015. Gerry Green and Stephanie Boyd will be removed as they are stepping down from corporation and Roxanne Latulippe and Cindy Hurst Boyd will be added as new members of corporation in keeping with the directive from the Diocesan Canons.

11. Gregg will confirm with Donna Greene-Small that she will be our auditor for 2015.

12. General Business - none.

13. Laurie Elmore moved that Vestry adjourn at 11:55 a.m., Violet Shaw seconded. It was noted that our New Parish Council will meet on Monday, March 16, 2015 at 7 p.m.

EPIPHANY ANGLICAN CHURCH

Geoffrey Chapman (613) 854-0643 geoffreychapman@gmail.com

Nominated Positions

Position	First Name	Last Name
People's Warden	Cindy	Hurst-Boyd
Dep. People's Warden		
Fellowship		
Member at Large		
Outreach	Don	Leek
Good Food Market	Kelly Christine	Jessop Caron
Synod Member	Shelley	Harvey
Synod Member		

Appointed Positions

Position	First Name	Last Name
Rector's Warden	Laurence	Sianchuk
Dep. Rector's Warden	Roxanne	Latulippe
Communications Coordinator	Stephanie	Boyd
Stewardship	James	Menard
Co-Sunday School Coordinators	Heather	Langille
	Jennifer	D'Aoust
Treasurer	Gregg	Alexander
Worship		

Nominations & Appointments 2016

Other Appointed Positions (not on council)

Position	First Name	Last Name
Envelope/AYR Secretary	Cindy	Hurst-Boyd
Music Director	Chunson	Park
Parish Secretary	Cindy	Hurst-Boyd
Property	Duane	Van Alstine
	Jos	Cleary
	Melvyn	Douglas
	Mike	Dove
Alternate for Synod	Steve	Heiter