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St Cuthbert's



2023 Vestry Report

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# ACKNOWLEDGEMENT OF TERRITORY



We would like to acknowledge that for thousands of years this has been and still is the traditional territory of the Mississaugas of the Credit First Nations, Anishinaabe Nation, Huron-Wendat and the Haudenosaunee Confederacy. St Cuthbert's sits on these lands and it is our collective responsibility to honour and respect those who have gone before us, those who are here, and those who have yet to come. We are grateful for the opportunity to be living, working, and serving on this land. We recognize that Oakville resides on the treaty lands and territory of the Mississaugas of the Credit First Nation, part of the Anishinaabe nation. Oakville is covered by two treaties – Treaty #14 The Head of the Lake Treaty of 1806 and Treaty #22 the 12 Mile Creek, 16 Mile Creek and the River Credit reserve treaty of 1820.

**St. Cuthbert's Anglican Church, Oakville Minutes  
of Annual Vestry Meeting  
Sunday, February 27, 2022**

### **Welcome and Instructions**

Ven. Jeff welcomed everyone and introduced the new meeting format using Zoom. All motions will be voted upon by show of hands. All participants are muted upon entry in the meeting and anyone wishing to ask questions, needs to put up their hand and they will then be unmuted. The chat feature is also available.

### **Opening Prayer**

Jeff opened the meeting with a prayer at 1:40pm.

### **Appointment of Vestry Clerk**

Lori Kennedy was appointed as Vestry Clerk.

### **Statement of Entitlement to Vote and Registration of Attendance**

A total of 26 people, entitled to vote, attended the meeting. The statement of entitlement to vote was read: I do solemnly declare that I am (a baptized Christian of) the full age of 16 years who for at least six months preceding the holding of this Vestry meeting, has been identifiably involved with this congregation, through worship, fellowship, and financial support. Further, I declare that I have not voted as a member of any other Vestry within the said six months”

### **Minutes of Annual Vestry Meeting - February 21, 2022**

**Motion:** to approve the minutes of the Vestry Meeting from February 21, 2021 as presented.

Moved: Rick Little

Second: Betty Bamford

Motion carried

### **Rector's Report / Mission Action Plan**

I want to offer a huge thank you to our Wardens who spend a fair bit of their time and effort, leading the mission and ministry at St Cuthbert's. A special thank you to Jean and David for their leadership as our Former People's and Rector's Wardens as their term of service comes to an end as of our Vestry Meeting. They have offered significant wisdom to our serving and Deputy Wardens this past year. Also, a thank you to Ann and Dawn who have served their year as Rector's and People's Wardens and will now act as Former Wardens, and to Sarah and Keith who will now serve as our Rector's and People's Wardens for the coming year. Ann Harvey Hope has acted not only as Rector's Warden, but also as our Parish Treasurer. She has brought her extensive training, experience, and passion for the church to bear, sorting through the highly challenging Diocesan processes and procedures with fervor and extreme patience. Thank you, Ann! The system of leadership adopted at St Cuthbert's, makes it much easier for everyone, as there is always someone around who is knowledgeable about our systems and processes as well as offers continuity of historical wisdom. Jean and David will still be leaders in our church, contributing in many ways to help make our parish a loving home for more disciples. There are exciting plans underway to "Depave Paradise" and rework our former playground area into a vibrant community gathering place. More details on this further on in the Vestry Report. Jeff's full Rector's Report, including Mission in Acts with Rev. Garfield Wu and Nicola Zhang, was presented by video. ([Rector's Report video link](#)).

## Financial Statements – Year ended December 31, 2021

Ann began by commenting that 2021 was indeed an interesting year to take over Treasurer duties and noted that the 2021 Treasurer's Report in the Vestry package was comprehensive and hoped all would read it thoroughly. Ann reviewed the Financial Statements. Donations were reduced from pre-pandemic levels although our 60 for 60 Campaign and the Weekly Winners Draw brought in a significant amount of money which funded operations as well as helped plan for the future. The continued closure of the building to user groups meant minimal facility use revenue. The Diocesan DMM relief of \$30,000 that we applied for and received has made a big difference in 2021 (similar to the pause of DMM invoicing for 2020.) Also, two other grants, one from the Diocese and one from the Federal Government allowed us to invest in technology that maintained and improved our connection to the congregation and the community at large, in particular seniors who could then choose to connect virtually.

An audit needs to be undertaken for previous years' financial statements in 2022. Certain grants for which we wish to apply to require audited financial statements and our level of financial activity is now such that audited financial statements should be prepared rather than the informal review letter that has been relied on in the past decade (i.e. we've crossed a rule-of-thumb threshold).

Motion to accept the 2021 Treasurer's Report including the 2021 Financial Statements.

**Motion:** Approve the Financial Statements as presented.

Moved: Ann Harvey-Hope

Seconded: David Aylward

Motion Carried

## Budget 2022

The 2022 Budget was prepared using a combination of 2019/2020/2021 history with more emphasis on 2021 and current 2022 projections but is **very** conservative. The budget as presented does not include hoped-for but not yet planned fundraising and increased facility use due to the inability to project loosening of restrictions. What we learned from the last 2 years is that it is indeed very hard to "budget" in an ever-changing environment. We had budgeted in 2021 for 8 months with a closed building and 4 months "open" but even that couldn't take into account all the various operating and price changes nor December's abrupt switch to "closed" again for Christmas 2021. Services continued virtually but some financial contributions track attendance in-person.

For the 2022 budget, no "challenge" line has been included and this results in a budgeted deficit rather than an artificially balanced budget as has sometimes been the case in previous years. The intention is to plan fundraising and stewardship activities to meet the "challenge". One option is to further increase the draw from the Music & Ministries Endowment as its use is flexible and the contribution in 2021 anticipated a near-future draw.

**Motion:** approve the budget as presented.

Moved by: Dawn Seto

Seconded: Dick Alcock

Motion Carried

## Appointments and Elections

|                                |                          |
|--------------------------------|--------------------------|
| Rector .....                   | Ven. Jeff Ward           |
| Former Rector's Warden .....   | Ann Harvey-Hope          |
| Former People's Warden.....    | Dawn Seto                |
| Rector's Warden .....          | Sarah Lantz              |
| People's Warden.....           | Keith Bird               |
| Deputy Rector's Warden .....   | Florence Xie             |
| Deputy People's Warden .....   | Rick Little              |
| Treasurer .....                | Ann Harvey-Hope          |
| Parish Council Chair .....     | Rob Dionne               |
| Synod Delegate 1 .....         | Jeff Bamford             |
| Synod Delegate 2 .....         | David Hutchison          |
| Alternate Synod Delegate.....  | Ann Harvey Hope          |
| Youth Synod Delegates .....    | Joyce Kong & Goleo Huang |
| Youth Delegate to Synod.....   | Goleo Huang              |
| Youth Ministry .....           | Anna Tavakoli            |
| Music Director .....           | Daniel Lee               |
| PAG & Envelope Secretary ..... | Dick Alcock              |

### Ministry Area Leaders:

|                              |                               |
|------------------------------|-------------------------------|
| Altar Guild.....             | Dawn Seto                     |
| Stewardship .....            | David Aylward                 |
| Climate Justice .....        | Ali Golandamian               |
| Compassion & Care .....      | Eryl Venner                   |
| Adult Education.....         | Betty Bamford                 |
| Cuthbert's K.I.D.S. ....     | Anna & Saba Tavakoli          |
| Welcoming.....               | John Venner                   |
| Worship Advisory Team .....  | David Hutchison               |
| Servers.....                 | David MacKay                  |
| Worship A/V Team Lead.....   | Jeff Bamford                  |
| Property .....               | Malcolm Little / Ron Clements |
| Christmas Tree Sales .....   | David Mackay                  |
| Financial Advisory Team..... | Ann Harvey-Hope               |
| PWRDF.....                   | Ann Harvey-Hope               |
| Outreach.....                | TBD                           |
| <b>At Large:</b> .....       | Jean Podolsky                 |

### Motion to Approve Appointments and Elections

Moved: David Aylward  
Seconded: Malcolm Little  
Motion Carried

### Approval of Acts of Corporation

**Motion:** *to approve the Acts of the Corporation.*

Moved: Jeff Bamford  
Seconded: Malcolm Little  
Motion Carried

### **Authorization to Sign Cheques**

**Motion:** *any two of the following people be authorized to sign cheques on behalf of St Cuthbert's: the Rector, Treasurer, Rector's Warden, People's Warden and Deputy People's Warden, Former Rector's Warden and Former People's Warden.*

Moved: Dick Alcock

Seconded by: Eryl Venner

Motion Carried

### **Authorization to Borrow Money**

**Motion:** *the Corporation of St Cuthbert's be empowered with the authority to borrow money for the purposes of St Cuthbert's and as stipulated in the Canons of the Diocese of Niagara.*

Moved: David Hutchison

Seconded: John Venner

Motion Carried

### **Authorization to Rent Space**

**Motion:** *the Rector and Wardens consider and if they deem it advisable, to approve Facility License Agreements of less than three years inclusive of all renewals and that this authorization shall extend only to agreements that include the following provisions:*

- *Agreements may be terminated by St Cuthbert's Church upon sixty days' notice;*
- *the licensee shall provide proof of liability insurance;*
- *the licensee agrees to hold harmless St Cuthbert's Church, the Synod of the Diocese of Niagara, the Bishop of Niagara, and the Anglican Church of Canada;*
- *the licensee agrees to abide by the Sexual Abuse and Sexual Harassment policy of the Synod of Niagara; 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.*

Moved: Betty Bamford

Second: John Venner

Motion carried

### **Reports**

Ministry reports will be distributed with the final package. If there are any questions regarding any of the reports, please approach the creator of the report.

### **Adjournment**

**Motion:** *to adjourn the 2022 Annual Vestry Meeting at 3:30 pm.*

Moved: Jean Podolsky

Seconded: Jeff Bamford

Motion Carried

# 2023 AGENDA

**Opening Prayer**

**Land Acknowledgement**

**Appointment of Vestry Clerk: Lori Kennedy**

**Statement of Entitlement to Vote and Registration of Attendance**

**Approval of 2022 Vestry Minutes: February 27, 2022**

**Rector's Report**

**Warden's Report**

**Mission Action Plan (MAP) Report**

- Faith Formation
- Parish Culture
- Fullness of Life in the Neighbourhood

**Financial Report**

**2023 Budget**

**Elections and Appointments 2023 - Motion to Accept (with or without revisions)**

**Approval of Acts of Corporation - *Motion to Accept***

*The Acts of Corporation be approved.*

**Authorization to Sign Cheques - *Motion to Accept***

*Any two of the following people be authorized to sign cheques on behalf of St Cuthbert's: the Rector, Treasurer, Rector's Warden, Deputy Rector's Warden, People's Warden and Deputy People's Warden, Former Rector's Warden and Former People's Warden.*

**Authorization to Borrow Money - *Motion to Accept***

*The Corporation of St Cuthbert's be empowered with the authority to borrow money for the purposes of St Cuthbert's and as stipulated in the Canons of the Diocese of Niagara.*

**Authorization to License Space - *Motion to Accept***

*The Rector and Wardens consider and if they deem it advisable, to approve new facility license agreements of less than three years inclusive of all renewals and that this authorization shall extend only to agreements that include the following provisions:*

- *the agreements may be terminated by St Cuthbert's Church upon sixty days notice;*
- *the licensee shall provide proof of liability insurance;*
- *the licensee agrees to hold harmless St Cuthbert's Church, the Synod of the Diocese of Niagara, the*

*Bishop of Niagara, and the Anglican Church of Canada;*

- *the licensee agrees to abide by the Sexual Abuse and Sexual Harassment policy of the Synod of Niagara; 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.*

**Other Business**

**Closing Prayer & Adjournment**

\*\*Note: Ministry Reports – Included in Report Package



## Rector's Message to Vestry

*"So let us not grow weary in doing what is right, for we will reap at harvest time, if we do not give up."—Galatians 6:9*

*"...let us run with perseverance the race that is set before us, looking to Jesus, the pioneer and perfecter of faith, who for the sake of the joy that was set before him endured ..."—Hebrews 12:1-2*

*"I (we) can do all things through him who strengthens me."—Philippians 4:13*

These are the scripture passages that I shared with you all last year as I felt that they described our situation at that time and served as inspiration to us in a time of transition. I find these words helpful to us still. The past three years have provided us with new challenges and new opportunities that have been very unique and unprecedented in our ministry together. I also shared our Vision Statement—Called to Life ... Compelled to Love that guided our Mission Action Plan at that time. It is this call to mission that God has offered to us that has been providing a framework for our ministry through St Cuthbert's during this challenging time. I am going to let the Mission Action Plan Advocates, Florence Xie, David Aylward, and Che Marville present our MAP to you in following areas of this report, but I want to share with you here, our Mission Statement, which we established together to inspire the Parish MAP that we all created together in 2022:

*We are called by God to transform lives and build community by acting as a community hub in southeast Oakville. We strive to better the lives of people of all abilities, ages, ethnicities, faiths, sexual orientations, and gender identities by providing hospitality, programs, services, supports, worship services, and other experiences that nourish people in body, mind, and spirit.*

I have always felt truly blessed to be among those who choose to be followers of Christ as part of the St Cuthbert's community of faith. I thank God every day that I am a Priest and Pastor in your midst, working shoulder to shoulder with you all to bring the love and grace of Christ to the people around us. We are disciples in Christ and thus we are called to emulate the life of service that Christ embodied for us in Jesus and with the Holy Spirit working in us, we are compelled to love all of our neighbours fully. When we reach out to all of our neighbours in the love of Christ, we are bound to accomplish whatever it is that God seeks for us to be and do, and we are bound to reap the abundance of the harvest of that love.

In 2022 we were able to finally(?) return to mission and ministry in person again. This resulted in returning to some of our very old traditions, though in some new and innovative ways, and creating some new traditions as well. Even our return to old traditions was gradual and in some ways is still occurring, as we have learned that the world continued to evolve around us. We were forced during this pandemic to be patient and adaptive, not something that many of us are particularly good at. It has been a continuing reminder, that as much as we would like to, we cannot control all aspects of life. Recognizing this truth, prepares the ground upon which we determine and live out God's call to our mission. We are forced to listen, to discern, and to implement whatever is required to live out that call, whether using old ways or new approaches. It has opened the possibility of including many more new people in our mission work together as followers, team members, and leaders.

We have so much to be grateful for and to celebrate as followers of Christ at St Cuthbert's. As a small congregation in a low-density neighbourhood, we have done much to welcome and help people and our planet. At a time when hate-fueled racism is perhaps more apparent than ever, our people have stepped up to demonstrate our love and support for those most at risk. We have done this in visible ways on our property and in partnership with our interfaith siblings. We have given much to support those most in need of food in a community of great abundance. We have done this with groups of people; young children, youth, adults, and seniors. We have also made an impact one life at a time with people in all kinds of need, as there are people in need in every community regardless of economic status.

It has been a year that has allowed us to re-introduce our two “regular” services at 8am and 10am while introducing a Mandarin-English bilingual service at 10am. Dozens (hundreds now?) of youth in our community have answered the call to serve with us in our building and in our neighbourhood. We have introduced more and new spiritual formation activities as well as programs that help our neighbours to nurture their health in body, mind, and spirit. We have been able to introduce our new Sunday hospitality offering which makes it easier for our congregations to gather in comfort and with live entertainment, while sharing and expansive array of food.

I wish at this time to offer my gratitude for the many, many people who have shared their time, talent, and treasure to bring our mission work to life. Thank you again to Ali Golandamian who has spearheaded our community gardens efforts, not only on the grounds of St Cuthbert’s, but expanding throughout southeast Oakville. I also want to thank Dawn Seto and Malcolm Little for contributing to support our community gardens and making our flower and butterfly gardens beautiful and vibrant. I also want to thank Dawn and Lori and Malcolm for all of their efforts to make our Depave project a successful reality. Not only have we made the environment better with the removal of all of the asphalt in our old playground area, but we have also prepared the area for the redevelopment we are calling our Peace Garden. With the successful award of a Diocesan Walking on Water (WOW) Grant, we will begin with the fully permeable walkway to and around the garden area followed by planting flowers, plants, shrubs, and trees as well as installing benches and eventually a labyrinth. This space will be used for all sorts of spiritual, social, and liturgical purposes as a gathering space and play area for our new nursery school, Playbox, which will begin its partnership with us in September.

I want to say thank you to Rev. Nicola Zhang and Florence Xie for their efforts to engage local youth volunteers who allowed us to begin in-person worship and activities again. These youth volunteers have become fully ingrained in our Sunday activities and, under the incredible leadership of Jeff Bamford, allowed us to share our worship with hundreds of people on our new livestream offerings. The volunteer coordination has been transferred to Eliza and Jessie who have now expanded the volunteer participation to include our enhanced hospitality on Sundays after our 10am worship services and our newly (re)introduced social activities and concerts. I can’t list all of the youth who are now involved in serving, greeting, hosting, singing in the choir, assisting the altar guild, with the A/V team, assisting in Sunday School, contributing to the Bible journaling, etc. But, I extend our love and great thanks to them all. Please thank them and welcome them as you see them in our building. Anna, our Children, Youth, and Family Ministry Coordinator, has reintroduced our Sunday School and youth activities, expanding her efforts to include fundraising (bake sales) and supporting youth in need from our neighbourhood. She is also supporting Florence Xie and Jane Kong in their leadership of our Friday evening Youth Music Events and Programs group who meet to share and develop their musical and artistic talents and share them in concerts that also raise funds for youth ministry and other church mission activities. Anna and our youth have also coordinated two food drives in our neighborhood in support of Kerr Street Mission.

I want to say a huge thank you to David MacKay who once again headed our Christmas Tree sales effort this year with the help of Jeff Bamford and Malcolm Little. We had many others who volunteered to unload and sell the trees and the wreaths. We not only sold more trees this year than in previous years, but we sold 11 to 13-foot trees this year for the first time. We exceeded our net sales goal and increased our fundraising total. David also trained several new servers this year and we have been blessed to have processions at every 10am service. This is not something we have been able to enjoy for some years.

In addition to the installation of technology for our livestreams and training and coordinating the A/V team, I want to thank Jeff for serving as our Synod representative at our annual Diocesan Synod Meeting as well as being the Parish Council Secretary.

I want to thank Rob Dionne for acting as our Parish Council Chair which has continued to be a challenge as we have evolved from virtual-only meetings to hybrid meetings with people meeting in person at the church and virtually via Zoom.

I want to thank Eleanor and Dick Alcock again this year for coordinating our Food Security effort to supply Fareshare Foodbank and Kerr Street Mission throughout the year. And thank you to Dick for coordinating our monthly Men's Lunches again, this time without his sidekick Bill Mack who moved to the London area with long time parishioner, and his partner, Pat. Dick continues to serve as our Envelope Secretary also. You should be receiving your Tax Receipt from him soon!

I want to thank Samira and the rest of the new Kerr Street Mission Dinner Team. They are providing delicious dinners to people in Oakville as part of the KSM food security programs. The system has changed significantly since we were last able to share our love and care as part of this program and the team has adapted beautifully!

Our fundraising efforts have had to evolve and morph through the pandemic as well. We initiated bake sales throughout the year to help us fund our mission work. I would like to thank Dawn Seto and others who added bake sales in the heart of our Christmas Tree sales. With the help of Anna, our Children, Youth, and Family Ministry Leader, our youth baked and sold their baking as part of these sales. The sales even included youth entertainment!

Thank you again to Malcolm Little and Ron Clements who have been making the ongoing minor repairs on the property to keep things working and replacing parts that wear out. Our building is at the age where that is just our reality now. There will be more property repairs and replacements for us to focus on in the coming months and years and we are grateful to have knowledgeable and caring people like Ron and Malcolm to help us navigate the necessary processes.

Our Mission Action Plan (MAP) which we crafted to establish a path to follow to employ our resources, has evolved and will continue to evolve. We expect more people will help in its development and definitely in its execution. I pray that you will get informed and involved and help us to invite more people to know Christ and to participate in all of the ways that St Cuthbert's answers God's call to us, to live out the Gospel. I want to say a particular thank you to our MAP Advocates, David Aylward, Che Marville, and Florence Xie. They spent many hours participating in a Diocesan training program to learn about the fundamentals of a MAP, how to lead the development of a MAP, and how to make our response to our MAP a reality. With your participation, our MAP was created and priorities set, and our initial team meetings have kicked off. As part of our MAP (the Reshaping Parish Culture stream in particular), the Mission In Acts mission work led by our Diocesan Missioner Rev. Garfield Wu, has resulted in evolving and growing relationships and participation from and with people in our community of Chinese descent. We are continuing to mesh our new congregation members with those who have served our church for generations.

I want to offer a huge thank you to our Wardens who spend a fair bit of their time and effort, leading the mission and ministry at St Cuthbert's and overseeing the running of the church. A special thank you to Dawn and Ann for their leadership as our Former People's and Rector's Wardens as their term of service comes to an end as of our Vestry Meeting. They have offered significant wisdom to our serving and Deputy Wardens this past year. Also, a thank you to Sarah and Keith who have served their year as Rector's and People's Wardens and will now act as Former Wardens, and to Florence and Rick who will now serve as our Rector's and People's Wardens for the coming year. The system of leadership adopted at St Cuthbert's, makes it much easier for everyone, as there is always someone around who is knowledgeable about our systems and processes as well as offering continuity of historical wisdom. Ann and Dawn, though no longer Wardens, will still be leaders in our church, contributing in many ways to help make our parish a loving home for more disciples. Dawn will continue with her participation on the Altar Guild and working in our gardens and in our kitchen. Ann has been our parish Treasurer and will continue in this role. This is a very challenging ministry and Ann has brought her considerable talent, experience, and energy to this task and in so doing has optimized every aspect of our accounting and financial management. Without her efforts, we would not be in the financial position that we are in, one that is recovering from significant challenges, and on the road to strength and sustainability. Thank you, Ann!

I want to thank everyone who leads our different areas of ministry, for their time, creativity, and compassion. A church parish functions because many people offer their gifts of leadership and participation and no one, or even a few people, have to carry the whole load. The more people who offer their gifts of time and talent, the more our parish is able to accomplish in our community without burning out people along the way. If you have thought about sharing your time or talent, but have not made this known, please do so. You may not think you are needed or that you are qualified, but I assure you, there is always a place for everyone who makes the offer to pitch in. It may be a couple of hours per year, or a couple of hours every month, but it all adds up to a very vibrant and loving faith community. And so, I wish to thank all who have offered their time, talent, and treasure to make our ministry and mission work possible and effective, and in particular, those who have served on Parish Council.

Finally, last but definitely not least, I want to say thank you to our staff. In 2022 our staff was forced to continue adjusting to doing what they do so well, in more completely new and different ways. We are very blessed to have Anna leading our expanding Children, Youth, and Family ministry. She is very energetic, creative, and passionate about her faith. Dr. Daniel Lee has done some amazing work enriching us with music that has been recorded and mixed and played in person. Our choristers have also performed miraculously under Daniel's direction and with his encouragement. I, of course, want to say thank you to the person who usually works behind the scenes, but whose commitment and creativity make things happen that otherwise just never could. Our Administrator Lori continues to make adjustments and create new things to keep our parish on track and growing. Lori (and her family) contribute to our parish community in all ways possible and more than most know or could imagine. Please offer her your thanks for her passion for Christ and our church family. I also want to say how blessed we all are to have the Rev. Canon Dr. Alan Hayes as an Honourary Assistant to share in our ministry. Alan has been a priest in our diocese for many years, a neighbour, and a friend to me for more than 15 years. We have also been blessed to have student, and then Assistant Curate, Nicola Zhang who brought her love and passion for the Gospel and the church to contribute greatly to our ministry in many ways in 2022. We look forward to her return on July 1, 2023.

There are some very exciting, inspiring, and creative ideas in the works for this coming year, to provide us all with opportunities to serve all of the people in our community with the full love of Christ. I pray that you will all seek out your opportunity to serve in any way(s) that you can!

With love and blessings to you all,

Jeff+

## Warden's Report

The Wardens for St. Cuthbert's in 2022 were:

Sarah Lantz, Rector's Warden

Keith Bird, People's Warden

Florence Xie, Deputy Rector's Warden

Rick Little, Deputy People's Warden

Ann Harvey Hope, Former Rector's Warden

Dawn Seto, Former People's Warden

Another challenging year! The lingering resultant health challenges from the Covid-19 virus, and its many variants have affected us all. However, under the spiritual leadership of the Venerable Jeff Ward and the parishioners of St. Cuthbert's, progress is being made on a number of fronts.

Work continues on a number of initiatives and programs; the results of which are outlined elsewhere in the report to Vestry: we are certainly blessed.

I would be remiss if didn't give a call-out to Dave McKay, all the parishioners, and other volunteers who assisted in making our Christmas Tree and Bake Sale another successful event.

After a hiatus, I note the Men's Friday Luncheons have restarted and are now providing another opportunity for fellowship within our St. Cuthbert community.

Respectfully submitted:

Keith Bird  
People's Warden

Sarah Lantz  
Rector's Warden



## St. Cuthbert's Mission Action Plan

*VISION: CALLED TO LIFE - COMPELLED TO LOVE*

*MISSION STATEMENT: IGNITED BY THE IRRESISTIBLE LOVE OF JESUS AND RENEWED BY THE HOLY SPIRIT, WE PARTNER WITH GOD TO DEEPEN FAITH, SHARE STORIES AND CARE FOR GOD'S WORLD.*

### PARISH INITIATIVES

| ADULT FAITH FORMATION   | RESHAPING PARISH CULTURE TO ENABLE MINISTRY  | FULLNESS OF LIFE IN THE NEIGHBOURHOOD   |
|---|--|---|
| 1. Faith Talking and Sharing Group to tell our faith stories, share our growth in faith, God's daily presence in our life, and invite newcomers to join the discussion. | 1. Community Music Program (ie instrumental, vocal, drum circle gathering for all ages)                          | 1. Partner with local schools (i.e. connect with children and youth for community events including Climate Action)                    |
| 2. Daily Individual Practice: Bible reading, bible journaling, daily office, examen, etc.   | 2. Seniors Programs<br>Reduce isolation and facilitate socialization (i.e. prayer, singing, dance, taichi, yoga) | 2. Host an annual e-waste recycling event.  |
| 3. Taichi   | 3. Be a multi-cultural and multi-lingual Anglican Church (i.e. develop a welcoming process to engage newcomers)  | 3. Enhance partnerships with the Halton Environmental Network and other groups (i.e. Depave project, rain barrels, community events). |
| 4. Meditation   | 4. Youth & Young Adult activities (i.e. Bible Journaling, volunteering, event creating, social gatherings)       | 4. Participate in community clean up efforts.   |



**St. Cuthbert's Mission Action Plan**

# **ADULT FAITH FORMATION**

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## OUR STRATEGIES

*Our plan for outreach to adults is to support their psychosocial well-being through interactive wellness experiences that range from yoga, mindfulness meditation to Thai Chi, dance, and community conversations. We focus on the multiple dimensions of well-being and helping our parishioners and neighbours see St Cuthbert's as an experiential community hub for Christians and non-Christians. We intend to create a place where the whole community has access to support their faith, peace and well-being.*

## ADULT FAITH FORMATION





## OUR STRATEGIES

*Nourish and support clergy, parishioners, and staff in their longing to know Christ. Listen, learn and then act to understand what is required to provide nourishment and support. Share the Good News of Christ's life-changing love for all. We can do this by ...*

## ADULT FAITH FORMATION

### In Progress or Completed

- Weekly Adult Bible Studies – Mandarin and Cantonese in person and English virtually
- Weekly Morning Prayer Service – English virtually
- Book Studies – 3-4 times per year virtually
- Weekly Christian Meditation virtually
- Home Group – virtually
- Bilingual Sunday Worship



### Seeds Still to Be Sown

- Weekly Meditation in person
- Weekly Yoga in person (and possibly hybrid)
- Weekly Tai Chi in person (and possibly hybrid)
- Monthly Labyrinth Walks in person (indoor and outdoor)
- Faith Story Telling-Sharing



**St. Cuthbert's Mission Action Plan**

# **RESHAPING PARISH CULTURE**

# RESHAPING PARISH CULTURE

| ADULT FAITH FORMATION   | RESHAPING PARISH CULTURE TO ENABLE MINISTRY  | FULLNESS OF LIFE IN THE NEIGHBOURHOOD   |
|---|--|---|
| 1. Faith Talking and Sharing Group to tell our faith stories, share our growth in faith, God's daily presence in our life, and invite newcomers to join the discussion. | 1. Community Music Program (ie instrumental, vocal, drum circle gathering for all ages)                          | 1. Partner with local schools (i.e. connect with children and youth for community events including Climate Action)                    |
| 2. Daily Individual Practice: Bible reading, bible journaling, daily office, examen, etc.   | 2. Seniors Programs<br>Reduce isolation and facilitate socialization (i.e. prayer, singing, dance, taichi, yoga) | 2. Host an annual e-waste recycling event.  |
| 3. Taichi   | 3. Be a multi-cultural and multi-lingual Anglican Church (i.e. develop a welcoming process to engage newcomers)  | 3. Enhance partnerships with the Halton Environmental Network and other groups (i.e. Depave project, rain barrels, community events). |
| 4. Meditation   | 4. Youth & Young Adult activities (i.e. Bible Journaling, volunteering, event creating, social gatherings)       | 4. Participate in community clean up efforts.   |

## OUR STRATEGIES

*Invite interested people to gather in groups to pray, discern and propose innovative recommendations around common community needs. Examine personnel, governance, financial and vocational policies and structures with the intention of freeing us for God's mission. Review internal and external communication practices and implement more effective communication strategies. We can do this by ...*

## COMMUNITY PROGRAMS, EVENTS, AND ACTIVITIES

### In Progress or Completed

- Youth Music Events Players (YMEP)
- Seniors Music Program
- Volunteer engagement, adults and youth
- Outreach activities, like food drive, community BBQ;
- Youth activity (Bible journaling, leadership development);
- Children activity (Sunday School).



### Seeds Still to Be Sown

- Senior gathering on Tue. and Fri. mornings, and bilingual Senior Yoga on Wed. morning, and a community choir
- Lay leadership development
- Stewardship and volunteering
- Pastoral care visit/support with bilingual service congregation

## OUR STRATEGIES

*Invite interested people to gather in groups to pray, discern and propose innovative recommendations around common community needs. Examine personnel, governance, financial and vocational policies and structures with the intention of freeing us for God's mission. Review internal and external communication practices and implement more effective communication strategies. We can do this by ...*

## COMMUNICATIONS AND CULTURAL CONNECTIONS



### In Progress or Completed

- Promote events, like Christmas trees and Bake Sales, on the Town's media platform
- Publicize our Christmas season worship schedule through mail, flyers and media
- Invite congregation to our YMEP concert
- Monthly e-Messenger Newsletter
- Social Media posts and communications (Twitter, Facebook, WeChat)

### Seeds Still to Be Sown

- Plan to enhance our social media presence and directory management by engaging volunteer students' expertise
- Plan to enhance our effort to visit and call the parish regularly
- Plan to establish Newcomer Welcome Process, and encourage faith stories sharing



St. Cuthbert's Mission Action Plan

# **FULLNESS OF LIFE IN THE NEIGHBOURHOOD**

# FULLNESS OF LIFE IN THE NEIGHBOURHOOD

| ADULT FAITH FORMATION   | RESHAPING PARISH CULTURE TO ENABLE MINISTRY  | FULLNESS OF LIFE IN THE NEIGHBOURHOOD   |
|---|--|---|
| 1. Faith Talking and Sharing Group to tell our faith stories, share our growth in faith, God's daily presence in our life, and invite newcomers to join the discussion. | 1. Community Music Program (ie instrumental, vocal, drum circle gathering for all ages)                          | 1. Partner with local schools (i.e. connect with children and youth for community events including Climate Action)                    |
| 2. Daily Individual Practice: Bible reading, bible journaling, daily office, examen, etc.   | 2. Seniors Programs<br>Reduce isolation and facilitate socialization (i.e. prayer, singing, dance, taichi, yoga) | 2. Host an annual e-waste recycling event.  |
| 3. Taichi   | 3. Be a multi-cultural and multi-lingual Anglican Church (i.e. develop a welcoming process to engage newcomers)  | 3. Enhance partnerships with the Halton Environmental Network and other groups (i.e. Depave project, rain barrels, community events). |
| 4. Meditation   | 4. Youth & Young Adult activities (i.e. Bible Journaling, volunteering, event creating, social gatherings)       | 4. Participate in community clean up efforts.   |

## OUR STRATEGIES

*The Gospel calls us to work to change unjust structures and help the marginalized and the poor. We can do this by ...*

## CLIMATE JUSTICE



### In Progress or Completed

- Continue our partnership with Oakville Ready – Partners for climate emergencies
- Develop community gardens and the Peace Garden
- Develop our partnerships with Halton Environmental Network and their partners – i.e., sell rain barrels

### Seeds Still to Be Sown

- Participate in community clean up efforts
- Host an e-waste recycling program
- Host climate justice forums and partner to spread climate justice information
- Partner with local schools
- Undertake an energy audit

## OUR STRATEGIES

The Gospel calls us to work to change unjust structures and help the marginalized and the poor. We can do this by ...

## SOCIAL JUSTICE



### In Progress or Completed

- Support Migrant Farm Workers and Mission to Seafarers and other mission organizations that support the marginalized
- Participate in the Interfaith Council of Halton and Multicultural Events

**INDIGENOUS EDUCATION GARDEN**

Reflect and embody the principles of Indigenous Education, by symbolizing the Seven Grandfather teachings of Wisdom, Love, Respect, Bravery, Honesty, Humility, and Truth. The plants will reference local Indigenous traditions and history, drawing on Indigenous plant species from the traditional territories of the Mississauga and the Onkwehonwe peoples.



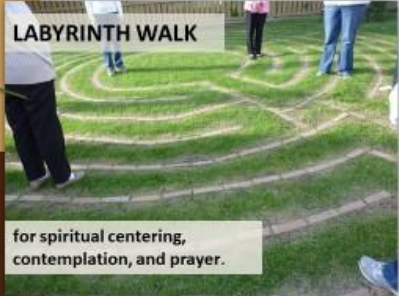
**NEW PERMEABLE WALKWAY**



Climate change has necessitated innovation, including replacing hard surfaces with permeable options. Hard surfaces such as concrete and asphalt cause all rainwater to run quickly into undersized stormwater drains.



Peace Garden is meant to be a quiet, calm space adjacent to the worship space, which provides a tangible connection to God; a safe place, a place to contemplate our faith and the beauty of the natural gifts that God has given to the people of this neighbourhood / the world.



Peace Garden will enhance St. Cuthbert's mission to be a place for the community to worship, pray, and be with God.

**Fostering Discipleship & Renewal & Responding to God's Mission**





## **Elections and Appointments**

### **Corporation**

|                        |                |
|------------------------|----------------|
| Rector                 | Ven. Jeff Ward |
| Rector's Warden        | Florence Xie   |
| People's Warden        | Rick Little    |
| Deputy People's Warden | Tina Bodfield  |
| Deputy Rector's Warden | Che Marville   |
| Former Rector's Warden | Sarah Lantz    |
| Former People's Warden | Keith Bird     |

### **Parish Council**

|                               |  |
|-------------------------------|--|
| Chair                         | Rob Dionne                               |
| Mission Action Plan Advocates | Che Marville, Florence Xie, David Ayward |
| Treasurer                     | Ann Harvey Hope                          |
| Synod Delegate                | Jeff Bamford                             |
| Synod Delegate                | David Hutchison                          |
| Alternate Synod Delegate      | Ann Harvey Hope                          |
| Youth Synod Delegates         | Joyce Kong & Goleo Huang                 |
| Youth Delegate to Synod       | Goleo Huang                              |
| Youth Ministry                | Anna Tavakoli                            |
| Music Director                | Daniel Lee                               |
| PAG & Envelope Secretary      | Dick Alcock                              |

### **Ministry Area Leaders:**

|                         |                               |
|-------------------------|-------------------------------|
| Altar Guild             | Dawn Seto                     |
| Stewardship             | David Aylward                 |
| Climate Justice         | Ali Golandamian               |
| Compassion & Care       | Eryl Venner                   |
| Adult Education         | Betty Bamford                 |
| Cuthbert's K.I.D.S.     | Anna & Saba Tavakoli          |
| Welcoming               | John Venner                   |
| Worship Advisory Team   | David Hutchison               |
| Servers                 | David MacKay                  |
| Worship A/V Team Lead   | Jeff Bamford                  |
| Property                | Malcolm Little / Ron Clements |
| Christmas Tree Sales    | David Mackay                  |
| Financial Advisory Team | Ann Harvey-Hope               |
| PWRDF                   | Ann Harvey-Hope               |
| Outreach                | TBD                           |
| At Large:               | Jean Podolsky                 |

## St. Cuthbert's 2022 Treasurer's Report

Being Treasurer (as well as a Warden) during a period of immense change due to the pandemic as well as community demographic change continues to be a challenge. How we receive funds, from where, and how we operate have all been changing. We are trying to be thrifty and yet also reach out to the community with the Mission Action Plan (MAP). Corporation and Parish Council have evolved to Zoom hybrid meetings and presenting financials "virtually" on small screens has been helpful but also frustrating ("Can you see the numbers?"). I would like to thank Dick Alcock, Envelope Secretary for keeping up with all the various new types of donations; the Diocesan Finance staff for continuing to send me items electronically; the Wardens, our Rector the Ven. Jeff Ward and especially Lori Kennedy our Administrator, for their support and the occasional pep talk!

St Cuthbert's has been struggling to overcome a deficit accumulated before 2020. At the end of 2019 the accumulated deficit per the Vestry report was (\$58,153) At the end of 2020, with help from the Diocese and other Government grants the deficit did not get too much bigger, ending at (\$61,578). 2021 allowed us to have our 60 for 60 Campaign and again with support from the Diocese in the form of the DMM relief grant, we ended 2021 with a deficit of (\$66,577). In 2022 we had the benefit of better Budget offerings, unfortunately, some Memorial donations in memory of cherished parishioners and also a large bequest from the Estate of Jeremy and Anne Reid as well as successful fundraising efforts with the bake sales, YMEP concert and of course our Christmas Tree fundraiser. We end 2022 with an accumulated deficit of (\$38,644).

The 2022 budget was intentionally very conservative as at the beginning of 2022 we were in yet another "pause" of in-person worship. The 2022 budget had an approx. (\$87,000) deficit rather than a "challenge" revenue line to make it balance as had been done in previous years. However we all strived through the year to whittle that down – by finding Grants to offset expenses and make Outreach investments, by attracting donors for activities, by coordinating bake sales, concerts, etc. We also drew on the previous generosity of donors that allowed us to have investments to cover important ministries.

In 2022 life began to return to a new 'normal' with both in-person and virtual attendance at church activities. With in-person worship attendance envelope and open collection offerings edged upwards. Community groups and the new Youth Music and Event Players (YMEP) started contributing to our fundraising as well. We also budgeted for drawing down the Music & Ministries Investment Fund as it was originally intended to be used in the near future, rather than as an endowment. In the summer of 2022, Corporation authorized an additional draw-down so that cash flow requirements could be met rather than using up our credit line early in the year. The stock market was doing well mid-year and we also benefited from withdrawing some of the funds before the decline at the end of 2022.

The successful Christmas Tree & Wreath Fundraising campaign allowed us to pay down a significant portion of the balance owing to the Diocese such that at the end of 2022, we owed an amount equivalent to 2021's outstanding DMM. We are in discussions with the Diocese about a way to pay down this "historical debt".

As of Dec 31, 2022, St Cuthbert's owes the Diocese \$49,547 for the remaining 2021 DMM as well as the \$10,000 Pandemic Loan. Our DMM allocation for 2023 is \$40,535 (for comparison in 2019 it was \$64,206.) We should be contributing to the Diocesan budget and benefit from many of the Diocesan staff but want to ensure that we are also carefully reporting income and expenses to have an accurate DMM calculation. As the DMM works on a rolling 3-year average – the 2023 DMM is calculated using 2019-2021 and 2024 will be based on 2020-2022. Also, endowment/investment draws are considered revenue for their

purposes and contributions to investment funds are deducted as an “expenditure” as they are included in the calculation when brought back into operations as draws.

In previous years we had a Roof fundraiser that raised excess funds (for the church roof) that were to be put towards the flat roof repairs needed. Those funds have been sitting in our bank account acting as working capital and saving us interest expense on overdraft. Due to the bequest received in the latter part of 2022 we were finally able to segregate those funds and invest them until such time as we raise the rest needed to complete the repairs. The new Investment Fund is called “General Roof Fund”.

In 2022 Jeff and Lori were actively searching for grants to help fund our activities. We received a Federal grant to cover our Summer Student and also a TD Friends of the Environment Foundation grant to help with the Depave Paradise phase of the Peace Garden. More grants are coming in 2023 from both the Diocese and the Federal Government – for both a Summer Student and an investment in our Seniors Programming. We will be proceeding with an audit in 2023 which will also allow us to qualify for other grants.

We usually end up using our line of credit in the latter half of each year until the major fundraiser of Xmas Tree sales happens in December. Due to constant monitoring of cash flow, delays in paying the Diocese and the timing of some of the grants received we were able to avoid using the credit line for 2022 (and the associated interest expense) but will need to use it starting in March 2023, which will be much earlier than usual. We will be keeping current with the 2023 DMM payments.

In 2022 we expanded the successful outdoor Bake Sale to coincide with Christmas Tree Sales. Thanks to the wonderful ladies who braved the elements! The Youth Music & Event Players had a concert in early Dec that allowed them to perform for the community while also helping to raise funds to support their activities (and heat their rehearsal space!) We purchased some musical equipment to help support them also. Several community members have also contributed toward these outreach activities. Some of those contributions are in Deferred Contributions (\$1,430) to help fund 2023 activities and allow for future concert expenses in advance of ticket sales. The plan is for more fundraising concerts in 2023.

Specified donations revenue are donations for specific activities designated by the donor. If the funds aren't spent in the current year then the difference is segregated to “Deferred Contributions”. As at Dec 31, 2022 there are funds set aside for the Community Gardens \$1,241, Indigenous Programming \$200 (which will be used in conjunction with the Peace Garden) and YMEP activities \$1,430. \$887 raised by both Garlic sales and specific donations was sent to Fare Share Foodbank Oakville and a donation of both time and money was given to Kerr Street Mission. Other specific donations helped to fund the September Fun Fair, the June BBQ, the Christmas Tree lighting and other senior & youth programming.

We were hoping to start another round of the Raffle but as yet need to find a volunteer to champion that but there is an amount still in the Trust account to cover start-up costs. The Town of Oakville has very strict rules about where funds are spent (which bank account writes the cheque) so we have planned ahead to avoid cash flow issues with the next raffle.

Facilities revenue started to improve in 2022 once we could open back up in late Winter. We have arranged for a pre-school to start in September 2023 and are providing storage for them in the meantime. We have had a few weddings and family events and St Vartan's has returned to use our space although still not at previous levels. Elections Ontario used our space for one day and the Princess Margaret Lottery House rented the parking lot as their house was nearby. We also have a community groups that use space to run their programs after-school and on weekends.

Our Bible, Book Study and Morning Prayer groups are all able to be run virtually on Zoom and Hybrid thanks to our investment in technology in previous years. We also had other programs run using the new AV rolling carts. Thanks also to all the IT volunteers involved in getting these programs as well as worship services broadcast – especially Jeff Bamford!

Our PAG givers have been relatively stable although with a slight decline as we lose parishioners (to death or moving) and we have regular Envelope, Credit Card and EFT contributions also. Thank you to all that are regular givers. I have been advocating for more of our newer members to get Envelopes or set up PAG contributions, with some success. In 2023 I would like to suggest that people perhaps see if they could increase their normal contributions slightly – as we all know inflation has increased the cost of everything – some contribution levels are the same as they have been for many, many years. On the other hand I do realize that many have been strapped by the last few years and we do appreciate the donation of time & talents also. If many contribute just a little more our “gap” could be significantly reduced.

St. Cuthbert’s does have investment funds held via the Diocese. Each fund has “units” which correspond to the amount in the large combined investment the Diocese manages – think of it as one large mutual fund, professionally managed. The underlying value of the investments in the Diocesan Investment program has had fluctuations in the past few years. Dec 2021 was a relatively high point but by Dec 2022 the values had dropped significantly.

Per the Dec 2022 Diocesan Investment Statements:

“There was a decrease in the unit value for the month of December from \$35.43299 to \$34.45725. This represents a negative 2.8317% decrease, which has given us a rolling average for the year of -10.058% return.”

In comparison the 2021 December statements noted a rolling 12-month average gain of 14.259% (comparing unit values at month end).

At the time of writing this report the January 2023 investment statements show unit values at \$35.99687 so there has already been some recovery from the Dec dip.

The investment portfolio is worth less at the end of Dec 2022 than last year, even before taking into account that we also drew heavily on some of those funds (exception being the Rectory Fund for which we only draw the rector’s housing allowance) to cover significant portions of the operating budget. Some of those draws were when the market was booming so we benefited from that. There is an approximate \$6,275 investment realized gain offsetting the 10% investment loss. We don’t get “income” in the traditional sense (interest and dividends) so the investment income per the Investment Note is a combination of realized and unrealized investment gains/losses.

The Investment Funds have however had a good year. The investment income per the Endowment &

Investment Funds report includes both realized and unrealized gains because of the accounting for financial instruments being Marked to Market whereas the Operating Fund Income Statement reports Endowment Fund draws as revenue. However complicated it may seem we have benefited from having those funds invested. The Rectory fund has a healthy endowed balance which is generating the Rector’s housing allowance and the Youth, Outreach and Music & Ministry Funds are funding important ministry areas. We also had new contributions to both the Youth and Outreach Funds in both 2021 and 2022 which helped to sustain those funds despite the draws although the Outreach Fund is getting depleted.

2022 has been a year of slow progress forward with some hiccups – the disruptions caused by the pandemic are starting to dissipate. The Church building is an active place again. Parishioners are

returning to in-person worship while appreciating the technology investments to also join us virtually when necessary. Expenses are creeping up due to inflation as well as the need to finally repair/replace things we have been delaying or that are failing (dishwasher as an example).

Thank you to all for the efforts taken to get us to this point.

And although it sounds like Déjà vu... as we look ahead to 2023, we will be moving to Quickbooks Online, endeavoring to get some new fundraising ideas going, figuring out how to fully fund the repair of the Community Hall flat roof (while hoping the Roof Fund investment grows!), reaching out into the Community with our Community Garden, Adult, Youth & Seniors programming and the new Peace Garden project and providing virtual and in-person worship, outreach & social activities.

Ann Harvey Hope  
Treasurer & Former Rector's Warden 2022

**St. Cuthbert's Anglican Church**  
**Statement of Financial Position**  
as at December 31

| <b>Assets</b>                                    | <b>2022</b>       | <b>2021</b>      | <b>2020</b>      |
|--|-------------------|------------------|------------------|
| <b>Current Assets</b>                            |                   |                  |                  |
| Operating Fund Cash                              | \$ 15,024         | (5,893)          | (5,380)          |
| Deferred Commitments held in Cash                | 5,074             | 18,217           | 22,062           |
| Operating Bank Account                           | <u>20,098</u>     | <u>12,324</u>    | <u>16,682</u>    |
| Lottery Trust Bank Account                       | 2,840             | 3,136            |                  |
| Accounts Receivable & Prepaid Expenses           | 8,458             | 11,154           | 9,222            |
| <b>Current Assets</b>                            | <u>31,396</u>     | <u>26,614</u>    | <u>25,904</u>    |
| Property and Equipment                           | 123,235           | 122,021          | 122,021          |
| Long-term Investments                            | 842,064           | 1,023,775        | 921,747          |
|  | <u>\$ 996,695</u> | <u>1,172,410</u> | <u>1,069,672</u> |
| <b>Liabilities and Net Assets</b>                |                   |                  |                  |
| <b>Current Liabilities</b>                       |                   |                  |                  |
| Accounts payable and accrued liabilities         | \$ 5,419          | 10,602           | 7,737            |
| Accounts payable to Diocese of Niagara           | 49,547            | 54,371           | 47,683           |
| Diocesan Pandemic Loan                           | 10,000            | 10,000           | 10,000           |
| Amts owing to Diocese of Niagara (related party) | <u>59,547</u>     | <u>64,371</u>    | <u>57,683</u>    |
| Deferred Contributions                           | 5,074             | 18,217           | 22,062           |
|  | <u>70,040</u>     | <u>93,190</u>    | <u>87,482</u>    |
| <b>Net Assets</b>                                |                   |                  |                  |
| Investment in property and equipment             | 123,235           | 122,021          | 122,021          |
| Restricted Funds (externally & internally)       | 842,064           | 1,023,775        | 921,747          |
| <b>Unrestricted Net Assets</b>                   |                   |                  |                  |
| Opening Accumulated Surplus (Deficit)            | (66,577)          | (61,578)         | (58,153)         |
| Operating Surplus (Loss)                         | 27,933            | (4,999)          | (3,425)          |
| Closing Accumulated Surplus (Deficit)            | <u>(38,644)</u>   | <u>(66,577)</u>  | <u>(61,578)</u>  |
|  | <u>926,655</u>    | <u>1,079,219</u> | <u>982,190</u>   |
|  | <u>996,695</u>    | <u>1,172,410</u> | <u>1,069,672</u> |

St Cuthbert's Anglican Church  
Statement of Operations  
January 1 - December 31

|   | Budget 2023           | Actual 2022              | Budget 2022           |
|---|-----------------------|--------------------------|-----------------------|
|   | [A]                   | [B]                      | [C]                   |
| <b>REVENUE</b>                              |                       |                          |                       |
| Envelopes, EFT & CC donations & Sundry      | 32,025                | 37,575.00                | 18,000                |
| PreAuthorized Giving (PAG)                  | 76,000                | 76,990.00                | 79,400                |
|   | <u>108,025</u>        | <u>114,565.00</u>        | <u>97,400</u>         |
| Donations via other charities               | 2,320                 | 3,100                    | 2,250                 |
| BUDGET OFFERINGS                            | 110,345               | 117,665.00               | 99,650                |
| 60 for 60 Campaign                          | -                     | 100.00                   | 0                     |
| Other Receipted - memorials, etc            | 1,000                 | 4,170.00                 | 500                   |
| Bequests                                    | -                     | 20,000.00                | 0                     |
| Specified Donations                         | 6,000                 | 7,580.35                 | 1,000                 |
| Children & Youth Ministry                   |                       | 2,800.00                 | 0                     |
| Outreach donations                          |                       | 2,800.00                 | 0                     |
| Flower Donations                            | 600                   | 1,205.00                 | 600                   |
| TOTAL DONATIONS (Receipted & Not receipted) | <u>117,945</u>        | <u>156,320.35</u>        | <u>101,750</u>        |
| Open Collection Receipts                    | 205                   | 771.15                   | 200                   |
| Christmas Tree Sales                        | 45,000                | 49,830.00                | 36,000                |
| Social & Fundraising                        | 4,000                 | 3,782.30                 | 1,500                 |
| Mission in Acts (non-receipted)             | 5,040                 | 5,000.00                 | 1,800                 |
| Facility Fees                               | 46,247                | 38,551.95                | 18,000                |
| Grants - Federal Government                 | 29,951                | 4,665.00                 | -                     |
| Grants - Other charities                    |                       | 7,433.74                 |                       |
| Grants - Diocese                            | 10,000                | -                        |                       |
| TOTAL OTHER                                 | <u>140,443</u>        | <u>110,034.14</u>        | <u>57,500</u>         |
| Endowment Draws - Rectory                   | 28,125                | 27,042.96                | 27,043                |
| Endowment Draws - Outreach                  | 5,000                 | 6,066.00                 | 5,066                 |
| Endowment Draws - Youth                     | 12,000                | 11,500.00                | 11,500                |
| Investment Draws - Music & Ministries       | 36,000                | 56,000.00                | 36,200                |
| TOTAL ENDOWMENT & INVESTMENT DRAWS          | <u>81,125</u>         | <u>100,608.96</u>        | <u>79,809</u>         |
| <b>TOTAL REVENUE</b>                        | <u><u>339,513</u></u> | <u><u>366,963.45</u></u> | <u><u>239,059</u></u> |

St Cuthbert's Anglican Church  
Statement of Operations  
January 1 - December 31

|  | Budget 2023 | Actual 2022 | Budget 2022 |
|--|-------------|-------------|-------------|
|  | [A]         | [B]         | [C]         |
| <b>EXPENDITURES</b>                                    |             |             |             |
| TOTAL CLERGY   | 112,452     | 108,714.97  | 109,176     |
| Hydro, Water & Gas & Hot water heater                  | 15,060      | 14,788.53   | 15,000      |
| Insurance (property & liability)                       | 17,600      | 15,964.28   | 16,500      |
| Cleaning / Health & Safety (includes supplies & PPE)   | 8,124       | 6,167.45    | 8,400       |
| Repair & Maintenance & misc.                           | 8,757       | 4,861.70    | 6,620       |
| Summer Grounds Upkeep                                  | 7,350       | -           | -           |
| Winter Grounds Upkeep                                  | 14,610      | 11,168.81   | 7,500       |
| TOTAL BUILDING/GROUNDS                                 | 71,501      | 52,950.77   | 54,020      |
| Worship (incl worship tech)                            | 811         | 602.51      | 770         |
| Altar Guild  | 200         | 530.64      | 200         |
| Flowers  | 600         | 561.39      | 600         |
| COVID 19 PPE & Equip                                   | -           | -           | -           |
| Youth Leader (Budget 100%, Actual less Outreach 10%)   | 11,520      | 10,338.96   | 11,520      |
| Youth Program (& Cuthbert's Kids)                      | 300         | 638.13      | 300         |
| Adult Education  | 500         | 800.00      | 500         |
| Outreach (budget excludes salary realloc)              | 11,400      | 20,310.14   | 11,900      |
| - New Horizon Senior Program grant exp                 | 14,294      | -           | -           |
| Music Director (budget 100%, actual less Outreach 10%) | 16,920      | 15,955.15   | 16,920      |
| Music Program  | 400         | 458.58      | -           |
| Synod Meetings & Conferences (online in 2023)          | -           | 475.00      | 400         |
| Hospitality  | 575         | 84.45       | 575         |
| TOTAL PROGRAMMES                                       | 57,520      | 50,754.95   | 43,685      |



St Cuthbert's Anglican Church  
Statement of Operations  
January 1 - December 31

|   | Budget 2023     | Actual 2022       | Budget 2022     |
|---|-----------------|-------------------|-----------------|
|   | [A]             | [B]               | [C]             |
| Printing supplies                                     | 650             | 152.23            | 600             |
| Software & Online storage                             | 550             | 618.42            | 750             |
| Office Supplies                                       | 1,200           | 583.40            | 1,200           |
| Postage   | 400             | 286.87            | 400             |
| Advertising "Evangelism"                              | 800             | 275.42            | 800             |
| Administrator (Budget 100%, Actual less outreach 30%) | 40,800          | 26,850.85         | 39,000          |
| Telephone & Internet (Dioc designates this as admin)  | 2,084           | 1,906.97          | 1,800           |
| Summer Student (offset by Grant)                      | 5,000           | 4,656.80          |                 |
| Professional Fees                                     | 5,000           | -                 | 2,000           |
| Miscellaneous   | 115             | 107.77            |                 |
| <b>TOTAL ADMINISTRATION</b>                           | <b>56,599</b>   | <b>35,438.73</b>  | <b>46,550</b>   |
| Major Expenses  |                 |                   |                 |
| Dishwasher  | 6,000           |                   |                 |
| Peace Garden '23 (Depave Paradise project '22)        | 10,000          | 7,535.14          |                 |
| New Horizons Seniors grant capital exp                | 10,657          |                   |                 |
| Christmas Trees                                       | 30,000          | 29,312.17         | 22,000          |
| Fundraising Expenses                                  | 250             | 1,298.19          | 600             |
| Weekly Winners Draw (Raffle) expenses                 | -               | -                 |                 |
| Diocesan Mission & Ministries                         | 40,535          | 43,303.92         | 47,241          |
| St Cuthbert's Benevolent Fund                         | -               | 100.00            |                 |
| Bank Fees & Interest                                  | 3,500           | 1,182.58          | 3,400           |
| <b>TOTAL OTHER</b>                                    | <b>100,942</b>  | <b>82,732.00</b>  | <b>73,241</b>   |
| <b>TOTAL EXPENDITURES</b>                             | <b>399,013</b>  | <b>330,591.42</b> | <b>326,671</b>  |
| <b>Revenue less Expenditures</b>                      | <b>(59,500)</b> | <b>36,372.03</b>  | <b>(87,612)</b> |
| Ending Balance - Deferred Contributions               | (5,074)         | (5,074.48)        |                 |
| Beginning balance - Deferred Contributions            | 5,074           | 18,216.87         |                 |
| Trf (to) from Restricted Funds/Endowment Funds        | -               | (20,600.00)       |                 |
| <b>Operating Fund surplus (deficit)</b>               | <b>(59,500)</b> | <b>28,914.42</b>  | <b>(87,612)</b> |

NB. actual includes "capital" returning from investment funds that is treated like "revenue" for Diocesan accounting.

In addition, to worship services, St. Cuthbert's ministry extends to serving the larger community. Despite the pandemic we were still able to help our wider community through many programs and partners.

### **Migrant Workers**

Each year over 4,000 migrant farmworkers become our neighbours in the Niagara Region for five to eight months of the year. Of these, about half are Spanish speakers from Mexico and parts of Central America. The seasonal workers leave their families and communities to work for the wineries, farms and greenhouses supplying our Ontario-grown produce, flowers and wines.

The Migrant Farmworkers Project facilitates the seasonal farmworkers, farmers, community partners, and volunteers working together in a partnership that enhances the workers' lives away from their homes. The Project provides access to needed services to address their holistic needs; physical, mental and spiritual. The Project builds welcoming relationships and spaces with seasonal workers, and supports those engaged with the workers.



### **Mission to Seafarers**

Mission to Seafarers for the Port of Hamilton offers a warm welcome, internet access, phone accessibility and hospitality to all who work in Great Lakes and International Shipping. These people are far from home, for long periods of time. It is part of the Ecumenical Ministry to seafarers offered jointly by the Mission to Seafarers and Apostleship of the Sea, working together. The Ven. Jeff Ward is a member of their Board of Directors.



### **Plan Canada**

St. Cuthbert's has been sponsoring children through Plan Canada for many years. Through our sponsorship, we help children and their families by helping them secure their rights and vital opportunities such as: ensuring these children can go to – and stay in – school or providing immediate and urgent necessities like food and clean water so they can sow the seeds to rewrite their future.



### **Interfaith Council of Halton**

The IFCH was formed after the events of September 11, 2001 in response to the recognized need for greater awareness and understanding amongst the people of our increasingly diverse community. During our journey of discovery, we have come to learn that despite the many different practices and rituals of various faiths, the essence of our core values are the same. The Golden Rule of treating others the way we would like to be treated, which is shared by all religions, is a primary example that demonstrates this principle. The Ven. Jeff Ward is a member of the Interfaith Council.



OakvilleReady is a collective initiative composed of team members from The Town of Oakville, Halton Environmental Network, Faith & the Common Good.

This also includes local Faith Based Stakeholders, including our OakvilleReady Hub locations: Church of the Incarnation, Forestview, Kerr Street Mission, Knox Presbyterian Church, Maple Grove United, Shaarei-Beth El, **St. Cuthbert Anglican Church**, and St. Paul's United.



# MINISTRY REPORTS

## Parish Council Summary Report

Parish Council members gathered in person as well as online throughout the year to discuss various aspects of church operations. The meetings included a rector's report, ministry reports and discussion on various other business items such as fundraising and financial updates.

The Rector's report covered: church services, volunteers, fundraising efforts, communications (internal and external), parish and diocesan updates, community directory, missional church leadership, peace garden and playground area grants, altar guild, and compassion & care. There was a considerable focus this year towards the Parish Mission Action Plan (MAP): adult faith formation, reshaping parish culture, and fullness of life in the neighbourhood. Special thanks to David Aylward, Che Marville and Florence Xie for their leadership efforts. The Ministry reports included: Treasurer, Youth, Outreach, Property and Stewardship updates.

Special thanks to Ann Harvey Hope, our Treasurer, for countless hours of bookkeeping and financial reporting, including comprehensive mid-year and year-end financial reviews. Parish Council again expresses gratitude to some generous and committed volunteers: Malcom Little for property maintenance, David Mackay for the Christmas trees campaign, and Jeff Bamford for reliably scribing detailed meeting minutes.

Respectfully submitted,  
Rob Dionne  
Parish Council Chair

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## Children and Youth Ministry Report:

### Children and Youth Ministry

Since March 27, 2022, all our children and youth activities have moved to in-person. For younger kids, we offer Sunday School during the 10 am service every Sunday. The curriculum used for Sunday School is SparkHouse provided by our Diocese. It offers subscriptions to big curricula platforms for both children and youths. On Sundays, Anna runs the Sunday School with the help of youth volunteers. Three significant events for children during 2022 were the Family Fun Fair, Pumpkin Carving, and the Christmas Eve Pageant.

As for youths, we offer lots of opportunities and activities from community involvement to faith formation and fellowship. These activities are as follows:

#### Sunday Youth volunteers

- Helping with the Sunday Service (Set up, greeting, procession, clean up, etc.)
- Helping with the Sunday School
- Participating in the Youth Bible Journaling
- Helping out with the coffee hour

#### Saturday Youth Volunteers

### Youth Music and Event Players

- Every Friday nights the youths come together to practice and train for their upcoming concert. In 2022, this group was created and run by Nicola, Jane, and Florence. Since January 2023, Anna has joined the group to offer youth spiritual support and guidance. We are hoping to hold the concert in May 2023.

### Fundraising Events

- Christmas bake sale
- Valentine's bake sale
- Food Drive (April 2022 and October 2022)

### Fun and engaging events

- Movie nights (June 2022 and October 2022)
- Dance and Karaoke night (August 2022)

### Diocesan Youth Events

- Youth Leadership Training Program (YLTP): In May 2022, Goleo completed his first year of YLTP successfully. In March 2023, he is going back as a second-year youth delegate.
- Youth Synod: In November 2022, our youths, Goleo, Vicki, and Richard participated in the Youth Synod along with their youth leader, Anna.

As part of the youth ministry at St. Cuthbert's, the youth are given the opportunity to develop their interpersonal and professional skills even further. Some of these skills are leadership, communication, problem-solving, professionalism, time management, etc. In 2023, we are hoping to organize more fundraising events and develop deeper connections with the families in our community. Stay tuned for upcoming events!

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## Altar Guild Report

In 2022 the Altar Guild (which still consists of just Florence and myself) finally returned to preparing the altar for celebration of the full Eucharist.

We had the assistance of a reliable and eager team of student volunteers recruited by Deacon Nicola Zhang. Under supervision, the volunteers prepared the altar and Sanctuary for services and cleaned and sanitized the now heavily used kitchen (since the Martha Guild is no longer operational). The team helped with the gardens (church, community and Peace) as well as the preparation and setup of the Christmas tree lot under the guidance of Ali, Malcolm, and Dave.

Thanks to Eleanor and Dick Alcock for their decades of help with the Guild, Ven. Jeff for guidance on preparing for special services and Lori for making sure that we are supplied with the materials to perform our tasks.

Florence and I extend a warm welcome to anyone interested in joining our group and we would be happy to explain what is involved.

Dawn Seto  
Altar Guild  
905-844-4092  
dsseto@cogeco.ca

## Home Group Report

The Home Group has continued to meet on the first Monday of the month using Zoom as we did through the pandemic. Before the pandemic we met in the home of one of the group's members but have found Zoom allows us to enrich our fellowship in new ways. For example, in recent months we have been watching YouTube video clips of the Gospel of John in which the only words spoken by the actors are from the Gospel. The group very much enjoyed this. This year we will be doing the same using video clips from "The Bible Continues" which covers the book of Acts.

Submitted by:  
Malcolm Little

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## Compassion & Care Team

We need to say a huge thank you to the people who care for all of you. These ministers of care, what we have come to call our Compassion and Care Team, have become a very integral part of our ministry at St Cuthbert's.

These caring and devoted people have made hundreds of phone calls to reduce isolation, share the good news, and channel concerns and prayer requests back to Jeff and our church. We are so blessed by their contributions to pastoral care ministry for all of you on behalf of Christ and our church.

The blessings of God be upon Eryl Venner, Malcolm Little, Eleanor Alcock, and Dave Hutchison. And may your prayers be with them, as they continue to hold you all in their prayers as well.

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## Music Ministry

It is wonderful to see more and more congregants returning to the church. Worship is more inspiring in numbers, indeed!

For those who cannot attend, I thank Jeff Bamford and the A/V technical crew in the church gallery for bringing us to the next level of sophisticated Livestreaming onto YouTube. They have done a great job with Lori to make the Online Service a really pleasing auditory and visual package.

Some of the fruits of the pandemic time were a sizeable library of recorded music, over 150 hymns, and almost as many psalms. Lori and Fr. Jeff put together a compilation of Advent and Christmas music by the Choir, in a nicely produced "Sounds of the Season", that can be watched anytime on our YouTube channel.

As seen in the youth concert in Dec 2022, there is a wealth of talent in our church, both in the youth and the adults & seniors. I would like to see more integration of these voices into our Sunday Services.

The Choir at the 10am Service welcomes new members. We average 8 choristers every Sunday and need more. I try to challenge them with new music repertoire and build our music base. Our Thursday night choir practices are always interesting and full of new content.

The beautiful Allen Organ is working well, as is the grand piano. Our church is a wonderful space of Worship to God. I hope to help organize some musical events for not only our own talent but other musicians also.

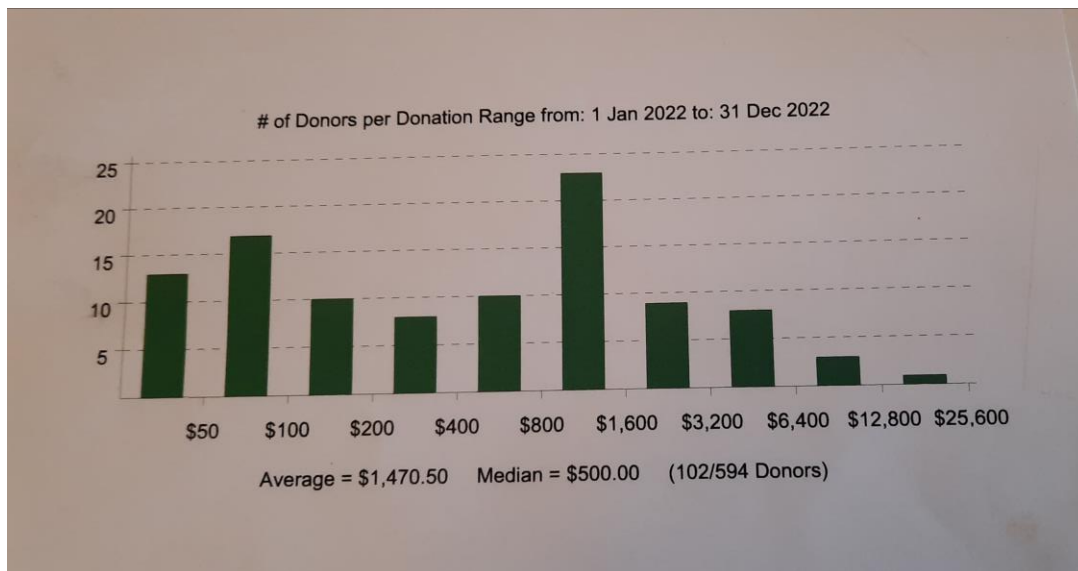
I welcome any comments and suggestions.

Dan Lee, Music Director

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## Offerings and PAG Report

Givings in 2022 amounted to \$149,991. Of this 60% came from PAG contributors (34 donors), 21% from envelope holders (24 donors), 13% from a bequest and the remaining 6% (43 donors) from other parishioners and visitors.



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## Synod Report

Jeff Bamford had the honour of representing St Cuthbert's as parish delegate for the 148<sup>th</sup> Synod of the Diocese of Niagara. The meeting was held over Zoom on the evening of Friday November 4 and in person on Saturday, November 5.

The Friday evening session opened with greetings from the Most Reverend Anne Gremond, Metropolitan of the Ecclesiastical Province of Ontario.

After some routine business, Bishop Susan Bell discussed the theme of Synod, which is based on 1 Peter 4:12 – 5:11. Which was also the theme of the recent Lambeth Conference in the summer (2022). A video was played of an interview from the Lambeth Conference between Archbishop Justin Welby of Canterbury and Archbishop Jackson Ole Sapit of Kenya. Archbishop Ole Sapit discussed having to fight a lion with his peers to become a warrior. He discussed the relevance of the passage from 1 Peter.

Synod then broke into small groups (roughly six people) to discuss the following points:

1. Who or what are the roaring lions for you in our context?

2. And in our local contexts, how are we resisting these lions?

3. In our context, how do we keep steadfast in our faith?

After a few minutes, the group was brought back together to highlight their discussions. Many of the discussion items focused on social justice.

The Friday evening concluded with evening prayer.

On Saturday morning, the day began with Eucharist which included the Bishop's charge to Synod. She highlighted the fear and anxiety that we are currently facing. She noted that while many would want her to just "fix it", such as to alleviate financial concerns, increase attendance, bring in energetic new faces to replace ones we lost, she can't. She noted that it is God who is in charge, as Peter's letter reminds us, we must embrace who we are now, not avoid it. We must come together to resist the "lions that prowl". We must move forward in faith. She noted that there is still more of the pandemic to go and we are feeling poor, smaller in numbers, and discouraged. And yet, online worship mostly remains strong and will be a permanent fixture. It is an area of growth to embrace. She said that diocesan income will be down 22% in 2023. Thanks to the diocese's rainy day funds we are able to weather this downturn.

After a break, Synod reconvened to discuss several motions – all of which passed:

- Amend Canon 1.2(9) – Synod Council
  - Allows an alternate member to be elected should a regular member not be able to attend a meeting
  - If a regular member resigns, the alternate member will serve out the balance of their term
  - Alternate members have full voting privileges.
- Amend Canon 1.9 (3) – Synod Council
  - Defines Standing Committees
  - Defines term limits
  - Unless otherwise described, the chair of each committee is appointed by the Bishop
  - Committee members are normally members of a parish vestry in our diocese
  - The Bishop and Executive Officer are ex officio members of all standing committees
- Amend Canon 1.9 (7) – Synod Council
  - Defines signing officers
- Amend Canon 2.2 – Secretary and Treasurer
  - Removes references to Controller, a position that has not been filled since 2010
- Amend Canon 3.1 (1) – Appointment of Incumbents
  - Relates to changes in members on the search committee, e.g. change of Wardens.
  - Lay members of the committee are not entitled to vote (e.g. previous Wardens who joined the committee when they were a Warden)
- Amend Canon 4.1 (4) – Vestries and Churchwardens
  - Allows Synod Council to grant an extension in extraordinary circumstances (normally Vestry must be held by March 1<sup>st</sup> each year)
- Amend Canon 4.3 (1) – Differences between Clergy & Parishioners
  - Removes the phrase, "through the inability of the Incumbent through age, infirmity or any other cause, or"

After the discussion of the amendments, the financial audit report from KPMG was received. KPMG were also appointed auditors for the fiscal year 2022.



The Anti-Racism working group reviewed their work and shared that they are making final touches on an Anti-Racism Training Curriculum. It is expected to launch in 2023. The curriculum will comprise six sections of two hours each:

- Anti Racism / Anti Oppression and Language
- Keep Calm + Check your Privileges and Microaggression
- Origin of Race and Body Trauma and Healing
- Anti-Black Racism and Anti-Indigenous Racism
- Anti-Asian Racism and Anti Immigrant + Newcomer Racism
- Facing Realities, Radical Hospitality and Racism in Church Culture

After a lunch break, Synod continued with a presentation from Climate Justice Niagara. Past Chair Sue Carson spoke about the work of the committee, which includes a new initiative to recognize parishes which have created gardens. Eight parishes have received a certificate. A climate justice prayer is being developed and is almost ready to share.

One-third of parishes have passed the 2019 single-use plastics motion. It was noted that a new federal law phasing out six common use plastics will make the transition easier.

Fourteen parishes have completed their energy audits. The goal is to reduce energy use by 10% in five years (passed at the 2021 Synod). Every parish is urged to complete the audit.

The Bishop noted that climate action is the moral issue of our time.

The Mission Action Plan committee updated Synod on their recent work, including Chinese Ministry, All Saints Mission (Hamilton), and updating MAP documents for parishes.

Next the budget for 2023 was presented. A deficit of \$41k is forecast after draws from investments. Revenue forecast is 22% less than for 2022, largely as there are no properties to be sold this year. There was some concern made by Synod delegates that investment draws are not a sustainable way to meet the budget.

In conclusion, Synod 2022 meet the theme of “taming lions”. There is hope. Although there are certainly challenges to be met (financial, environmental), the work of the Diocese is guided by God through us. The Missional Moment presentations and the Bishops’ discussion of the Lambeth Conference show that good work has been done and is continuing.

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## Property Report

During 2022 we continued to have a number of outstanding issues which have been reported in previous years, plus some new problems. As these problems accumulate the cost of repairs is becoming very high. I estimate that we now have over \$160,000 of outstanding repairs. These repairs can be categorized by priority:

High Priority – Urgently needed ASAP

Medium Priority – Needed but as we are able

Low Priority – Needed or nice to have as we are able after high priority and medium priority items

**Flat roof over the Community hall – Medium Priority**

In the spring we had two roofing companies come to inspect the roof and recommend repairs. Both companies quoted around \$90,000 to re-roof the area. The repairs that we have done ourselves have reduced the problem but the roof is still leaking and needs constant attention.

### **Dampness at the front of the church – Medium Priority**

The crawl space under the narthex at the front of the church is very damp and the floor joists are soaked with water. I suspect this is due to water leaking through the wall due to deteriorating pointing of the stone work, particularly around one of the keystones at the roof level. A stone mason came to look at the problem and agreed that areas of the front of the church need re-pointing. He will be coming back to give us a quotation, but I am expecting the cost to be significant, but probably less than having to replace the floor joists if the problem is not corrected and rot sets in.

### **HVAC Units – High Priority**

We have four HVAC units mounted on the flat roof over the Community Hall. These units provide heating and cooling to four areas of the building, Sanctuary, Offices, Parish Hall and Community Hall. The unit covering the offices is about 4 years old and has no problems, but the other 3 units are over 20 years old. Both units covering the halls do not have any cooling capability, but heating is working. The Sanctuary unit has a wiring and thermostat problem that has been temporarily repaired by the company who does our maintenance (A1).

These three units will require replacing at some point in the near future and will probably cost between \$50,000 - \$60,000 to replace. We are considering replacing with Heat Pump Technology. This will require seeking professional guidance and system design, though some grants may be available to assist.

### **Hand Rail – Medium Priority**

The handrail on the outside of the ramp (up to the doors for the office and halls) is broken away at the car park end. The rail is bent and is very difficult to push back into place and the joint to the fixing base is rusted. There is no sign of it being hit. The whole lower section of the handrail needs to be replaced. There is also an issue with one of the handrails on the steps which was hit by a vehicle a couple of years ago and is broken, but this is not hazardous.

### **Electrical Work – Low Priority**

An outside GFCI socket has been fitted on the outside wall of the church which allows the use of electrical tools in the garden area.

In 2023 we have to replace the two GFCI sockets on the outside wall of the Parish Hall. These are mainly used for Christmas Tree Sales area lighting, and were also used for grass cutting trimmers when we cut our own grass. These were identified as requiring replacement in the Decennial Inspection report.

Two sockets in the new Narthex area are not working and need to be checked. A socket in the kitchen by the sink needs to be repaired and brought back to meet code.

The sockets in the aisles of the Sanctuary probably date from 1960 when the church was built. They are now so worn that it is difficult to stop plugs falling out. These sockets need replacing and checked for ground continuity.

A trial which involves replacing the Fluorescent tubes in the corridor lighting with LED tubes will be carried out this year. This is intended to bring down our hydro bill which is very high, as these corridor lights are on every day of the week, all day, through the peak rate time.

#### **Room Dividers – Medium Priority**

The room dividers in the two halls have had a hard life with the halls being used by school user groups. One set of dividers in the Parish Hall no longer work. The others have the covering peeling off. These dividers need to be restored for when we have users back in the halls. We are investigating how this can be accomplished.

#### **Stucco – Medium Priority**

The stucco around the Parish hall continues to deteriorate.

Respectfully submitted by Malcolm Little