

## 2019 VESTRY MINUTES

### Annual Vestry Meeting held on February 24, 2019

1. Meeting was called to order with prayer at 12:18 p.m.
2. With the concurrence of those present, Chris Cooper was appointed Vestry Clerk.
3. Presentation of the Vestry Minutes of 2018. See page 4 of circular.

**It was moved by Steve McNeil and seconded by Carol McCrone that the minutes of 2018 be accepted as printed. Adopted and Carried.**

No business arising.

4. Incumbent's Report: pages 12 and 13 of the circular.

Richard highlighted the following:

Attendance is declining here at St Dunstan's and in the Diocese. There are fewer people wanting Church.

Big Challenges:

Economics: making ends meet. Thanked the Wardens for their hard work in keeping expenses down and being able to make ends meet. The Wardens depend on our donations (envelope giving's) in order for this to happen. Trying to make the building a multi-purpose and user-friendly space. This will hopefully bring in more people and with that more use. With the more use the maintenance costs go up and therefore it is our largest expense. Did receive a grant for the sound system. One of the reasons for the upgrades like the sound system is to try and attract more rentals. A few weeks ago, we had the woodwind section of the Scarborough Philharmonic Orchestra, playing in our worship space. They were very impressed with the building, its space and the sound system. They may be looking for a new home and Richard hopes they will make St Dunstan's their home.

This year is Richard's 23<sup>rd</sup> year here at St Dunstan's and retirement is on the horizon but is still a few years away, he hopes to make St Dunstan relevant to the Diocese and a

leader in programs that other Churches in the Diocese look to emulate. On this note Richard is looking at an extensive leadership program. He is still in the process of combing through it but hopes to tap several people on the shoulder to take the yearlong program to become a strong leader in the Church.

Fell short on budget and a major reason is that 2 major givers changed their giving's do to life changes.

The Stewardship Relay is paying off but still has a long way to go. This is the first year in many that we fell short in giving's over the summer and we forced to borrow from the savings account to met payroll

Instead of looking at the past we need to be looking into the future – the great cathedrals were not built for the present but for the future. We have to do the same.

Questions? None

**6. Deacon's Report: page 15 of the circular.**

Earl Campbell added that it was a busy year and that we are the only Church in the Diocese that has two (2) deacons. Teena had nothing to add.

Questions? None

**7. Warden's Report: page 14 of the circular.**

Lana Johnson – Thanked everyone for their support during her time as Warden. Summarized key points which included the many meetings and negotiations with the Diocese. Had the hard task of paying for major maintenance this year and the work associated with those projects including the hall walls and the sound system. Looking forward to what we can accomplish in the future and at future projects.

The congregation thanked the Wardens for all their hard work.

Questions? None

**8. Adoption of Financial Statements for 2018: pages 19 – 22 of the circular**

The financial statements are in the process of being audited and will be available when

done by being posted to the website.

Lana Johnston

Lana highlighted the following: Envelopes are below budget from last year. See page 23 for comparison of years. Rentals are just below budget but are not a concern.

On the Income side we are pretty good except for envelopes.

Had to pay \$20 000.00 for the furnace replacement.

We took out a \$164 000.00 loan from the housing account.

Landscaping donations went into the Special Donations category.

How much did the landscaping cost?

\$8 000.00 to \$9 000.00

Paying recommendations for staff increases.

Maintenance included Fire Panel replacement, Security System replacement and Safety Items including buying new Fire Extinguishers.

Changing over to Fibe got us a discount on our internet.

Hydro looks below budget but is false because of charge back every quarter to Rogers (for tower). We were making up for missed pay backs the year before.

Fundraising: netted out which looks like below budget. This is due to the funds for landscaping skewing the numbers.

Going forward we are going to pay back our loan and to pay back ourselves.

Questions?

Linda – How did we go from \$12 000.00 to \$20 000.00?

Extra stuff and cost overruns that included the Hall walls and the Sound System which upped the budget.

Steve McNeil – There are no information for the Green Triangles in the spreadsheet?

Green Triangles are formulas that are hiding empty cells.

Chris Torres – Capital expenditures are not shown?

Will be shown in the audited statements. They can be shown at Vestry going forward.

Sandy Cowley – Will we have another meeting?

No.

Linda Is the \$23 500.00 toward the furnace?

Yes.

Is that coming out of the Capital Fund?

No. It is coming out of the maintenance fund.

**It was moved by Warden's and seconded by Mel Particka that the 2018 Financial Statements be accepted as presented. Carried.**

9. Presentation and Adoption of 2019 Budget: pages 18-25 in the circular.

George highlighted the following:

Bell gave a reduction in cost for Fibe Internet package.

The cost of Rock Salt has sky rocketed.

Staff Levels

2.2% is Diocese recommendation

0.8% is added for merit

This is a total of 3% raise for all staff.

Expense Summary

Clergy	161 476
Salaries	83 134
Property	66 300

Assessment 56 382

### Income Highlights

Our HST rebate is expected to be big.

### Income Summary

Collections	310 042
Other Income	35 800
Rentals	48 000
Special Activities	27 750

Presented balanced budget at \$421 592.00  
We are at the Diocesan Benchmarks.

**It was moved by the Wardens and seconded by Parish Council that the budget for 2019 be accepted as printed. Carried.**

### **10.** Envelope Secretary's Report: page 26 of the circular

Average contributions went up by \$39.00 a year.

52% is giving less than \$50.00 a month

27% is giving between \$1 000.00 and \$2 000.00

5% is giving between \$4 000.00 and up

### **11.** Elections and Appointments: page 27 of the circular

Thank you to Lana for her time as Warden. Election of People's Warden – Ian Andrews stands as People's Warden. No other nominations.

**It was moved by the Kerry McCauley and seconded by Doug Porter that the nominations for People's Warden be closed. Carried.**

**Ian Andrews acclaimed as People's Warden**

**George Greig is appointed as Rector's Warden**

**Claire Munroe is appointed as Deputy Warden.**

**It was moved by the Brenda Armashow and seconded by Steve McNeil that the remaining nominations be closed. Carried.\_\_\_\_\_**

Remaining Parish Council positions were acclaimed.

**12. Adoption of Reports from Parochial Organizations: page 28 – 39 of the circular**

Questions?

None.

**It was moved by Carol McCrone and seconded by Hilary Stevens that the Parochial Organizations reports be accepted as printed. Carried.**

**13. New Business:**

Catherine Wright – Our loan of \$23,500.00 would be paid off if 200 people each gave \$150.00.

Thinking of a new project for Lent – Window replacement in the Hall and Lounge. Would be similar to the landscaping project held last Lent.

**14. Motion for adjournment was made by Benda Armashow at 01:05 p.m. Carried.** Vestry closed with the Grace.

Respectfully submitted,

Chris Cooper