

Parish of Fitzroy Harbour – Parish Central Committee Meeting
St. Thomas' – January 22, 2019

Attendees: Gary Weir, Pat Weir, Tom Jones, Chris Dolan, Jim Davison, Carolyn Beeton, Mary Braun, Sherry Wiedman,
Fr. John Stopa, Darlene Weir

Regrets: Mary McNeill, Jim Wilson, Gloria Wilson, Gord Nesbitt, Stan & Bev Cowan

1. The Western Ottawa Community Resource Centre presented information on their current consultation with parents/caregivers focussing on children, youth, young adults and families to better understand the strengths of the services that exist in West Carleton and where there are opportunities to improve service delivery. People are invited to complete this consultation on-line at <https://www.wocrc.ca/events>.
2. Fr. John opened the meeting with prayer.
3. Agenda was approved and Pat Weir agreed to take minutes.
4. Minutes November 22, 2018: Correction to spelling, should read "Rodgers". Moved for approval: Tom Jones. Seconded Chris Dolan. Carried
5. Business Arising from Nov. 22 Minutes:
 - 5.1 Communications – Website: Carolyn has completed some training. More research into details of Cathy Kent's contract is required. Action: Fr. John and Carolyn Beeton.
 - 5.2 Communications – Distribution of Minutes: after discussion, Minutes will be available upon request via email and also available in paper copy. Copies to be posted on church bulletin boards and their availability to be announced in church.
 - 5.3 Christmas 2018 Services and Post Cards: all services well received. It was felt that distribution of Post Cards advertising times of services brought out new people, however revenue did not increase to match the cost of production of Post Cards. The Post Cards did increase visibility of the Parish. Discussion re Post Cards for the Easter Services, but decided to not proceed at this time. If budget can cover the costs, the printing and distribution of Post Cards should be done again for 2019 Christmas services.
 - 5.4 Archdeaconry Day, December 1, 2018, St. James', Carleton Place: Tom, Gary and Fr. John gave their reflections from the day's activities.
6. Rector's Report – Fr. John Stopa:
 - 6.1 Rev. Karen Coxon: Fr. John is delighted to welcome the Rev. Karen Coxon as the Honourary Assistant for the Parish of Fitzroy Harbour.
 - 6.2 March 10, 2019: Bishop John Chapman will visit our parish on Sunday, March 10, 2019. The service will be held at St. George's followed by a potluck. Anyone wishing to be confirmed to contact Fr. John.
 - 6.3 Synod 2019: A replacement for Jim Wilson is needed. Other attendees are Gloria Wilson and Mary McNeill.
 - 6.4 Calendar of Events for 2019: Copies distributed.

7. Wardens' Reports:

7.1 St. Thomas': Sherry has provided story time and crafts for children attending. Bethany Braun has been hired to clean at St. Thomas'.

7.2 St. George's: Bill Wilson has been hired to clean at St. George's. Chris gave update on repair of the steeple. Lease for rental of Rectory expires August 31, 2019. Current tenants could vacate earlier. Let Chris know of anyone who is interested in renting. Some discussion re selling of Rectory in future – Bishop Chapman not in favour of selling rural rectories at present.

8. Financial Reports and Budget for 2019

Mary Braun presented the financial report for 2018 (attached). Moved for approval: Mary Braun.

Seconded: Darlene Weir. Carried.

Motion to pay the invoice for housing costs for 2018. Moved for approval: Carolyn Beeton.

Seconded: Tom Jones. Carried.

Discussion items:

- Current split: St. George's 47.5% / St. Thomas' 52.5%
- Request to break out costs associated with ECOPS, Insurance, Parish Fair Share, Housing Allowance on future reports
- No advance notice given for 2018 housing allowance invoice

Budget for 2019

ECOPS/Insurance/Parish Fair Share/Housing Allowance	\$112,731
Bank Service Charges	275
Building Security – Alarm	600
Conferences & Meetings	800
Honorarium	350
Clergy Supply	700
Business Licences Music	500
Books and Teaching Materials	500
Communications	600
Miscellaneous	500
Office/Church Supplies	2000
Office Admin Support	8600
Organist	8400
Repairs & Maintenance	3000
Taxes – Rectory	2400
Telephone	2000
Office Heat & Hydro	1750
Heating - Rectory	100
Hydro - Rectory	100

Total: 145,906

Meeting adjourned at 9:30 pm

**Parish of Fitzroy Harbour
Profit & Loss**

	2018		2017		\$ Change	% Change	Budget	
							2018	2019
Income								
General Fund								
Camp Awesome	1,914.00		2,112.00	(198.00)		-9.38%		
St. George's	57,930.00		55,548.81	2,381.19		4.29%	57893	
St. Thomas'	63,987.00		62,153.68	1,833.32		2.95%	63987	
General Fund - Other	260.50		0.00	260.50		100.0%		
Total General Fund	124,091.50		119,814.49	4,277.01		3.57%	121,880.00	
Outreach Offerings								
St. George's	757.00		726.00	31.00		4.27%		
St. Thomas'	2,074.00		1,321.00	753.00		57.0%		
Total Outreach Offerings	2,831.00		2,047.00	784.00		38.3%		
Special Services Income								
St. Thomas' Rect Donation	0.00		4,508.70	(4,508.70)		-100.0%		
St. George's Rect Donation	0.00		4,079.24	(4,079.24)		-100.0%		
Total Special Services Income	0.00		8,587.94	(8,587.94)		-100.0%		
Rent for Rectory	7,500.00		0.00	7,500.00		100.0%		
Total Income	134,422.50		130,449.43	3,973.07		3.05%		
Expense								
ECOPS/Insurance/ParishFairShare	83,105.00		77,038.00	6,067.00		7.88%	83105.00	112731.00
Bank Service Charges	109.55		249.11	(139.56)		-56.02%	275.00	
Charitable Contributions	2,702.00		2,027.00	675.00		33.3%		
Building Security - Alarm	569.40		547.17	22.23		4.06%	600.00	
Conferences and Meetings								
Synod Members/Conference	565.00		286.00	279.00		97.55%		
Conferences and Meetings - Other	180.00		180.00	0.00		0.0%		
Total Conferences and Meetings	87,230.95		80,327.28	6,903.67		8.59%	600.00	
Dues and Subscriptions	50.00		0.00	50.00		100.0%		
Evangelism and Special Events								
Youth	0.00		66.50					
Honorarium	350.00		350.00					
Camp Awesome	2,297.60		2,410.00	(112.40)		-4.66%	500	
Clergy Supply	630.80		584.90	45.90		7.85%	700	
Total Evangelism and Special Events	3,328.40		3,411.40	(83.00)		-2.43%		
Ministry Expenses								

**Parish of Fitzroy Harbour
Profit & Loss**

	2018	2017	\$ Change	% Change	Budget 2018	Budget 2019
Business Licenses Music	436.00	410.28	25.72	6.27%	500	
Books and Teaching Materials	589.02	469.36	119.66	25.49%	500	
Communications	582.06	839.09	(257.03)	-30.63%	100	
Total Ministry Expenses	1,607.08	1,718.73	(111.65)	-6.5%		
Miscellaneous Expense	480.02	177.00	303.02	171.2%	300	
Office/Church Supplies						
Copies-	1,027.23	576.29	450.94	78.25%		
Contract-Photo Copier	487.14	664.87	(177.73)	-26.73%		
Postage and Delivery	654.60	124.41	530.19	426.16%		
Office/Church Supplies - Other	639.57	269.57	370.00	137.26%		
Total Office/Church Supplies	2,808.54	1,812.14	996.40	54.99%	2000	
Professional Fees						
Office Admin Support	8,113.00	8,407.00	(294.00)	-3.5%	8600	
Organist	8,400.00	8,400.00	0.00	0.0%	8400	
Total Professional Fees	16,513.00	16,807.00	(294.00)	-1.75%		
Repairs and Maintenance	846.00	8,370.00	(7,524.00)	-89.89%	3000	
Taxes - Rectory	2,341.18	1,679.31	661.87	39.41%	1900	
ToTAL RECTORY EXPENSE	3,187.18	10,049.31	(6,862.13)	-50.48%		
Telephone Expense						
Phone/web Church Office	1,223.28	1,027.40	195.88	19.07%		
Internet-House	76.45	644.32	(567.87)	-88.14%		
Internet Church Office	553.94	501.70	52.24	10.41%		
Telephone - House	60.38	487.82	(427.44)	-87.62%		
Wireless-cell	58.00	613.76	(555.76)	-90.55%		
Total Telephone Expense	1,972.05	3,275.00	(1,302.95)	-39.79%	3500	
Utilities						
Office Heat & Hydro	1,877.83	1,750.00	127.83	7.31%	1700	
Heating	1,240.18	2,724.25	(1,484.07)	-54.48%	3250	
Hydro	647.45	1,814.33	(1,166.88)	-64.32%	2000	
Total Utilities	3,765.46	6,288.58	(2,523.12)	-40.12%		
Total Expense	120,675.68	123,689.44	(3,013.76)	-2.44%		
Net Income	13,529.82	6,759.99	6,769.83	100.15%		