

**Parish of Fitzroy Harbour
Parish Central Committee
Minutes
January 15, 2020**

Attendance/Regrets

Attendees: Fr. John Stopa; Chris Dolan; Mary McNeill; Sherry Wiedman; Carolyn Beeton; Mary Braun; Gloria Wilson; Tom Jones

1. The meeting opened at 7:05 p.m. Fr. John opened with prayer.
2. Carolyn Beeton agreed to take minutes.
3. Approval of agenda
Motion for acceptance: Gloria Wilson moved; seconded by Sherry Wiedman. Carried.
4. Approval of minutes from previous meeting
Motion for acceptance: Mary McNeill moved; seconded by Tom Jones. Carried.
5. Business arising from previous minutes
 1. Stairlift: to be listed in Kijiji and bulletin to be given away or junked "as is".
 2. Cemetery Motion: fundraising has been good but don't know exact number. We should proceed with what has been collected so far so that work can proceed.
 3. Area Parish: Fr. John is now responsible for Pastoral Care Oversight for the Antrim Church (part of the Pakenham parish). Cathy McCaig has oversight for Pakenham and Waba. Lay readers from our churches are to be identified and trained. This will take about six months; then a schedule could be drawn up to serve the churches of the three parishes (five regular plus some summer services). The expectation is that there would be a trial period and any arrangement would be confirmed at Vestry meetings.
6. Rector's report
 - Christmas services went well. Attendance was down slightly at both churches. Mailings were appreciated but there is a concern that the cost is too high for the benefit. To be considered next year.
7. Wardens' reports
St. George's:
 - The steeple has been capped.
 - One of the three rectory tenants has moved out; \$550 of rent is still outstanding. The remaining tenants are doing well on their own. The lease goes up to Sept 1.
 - The dryer in the rectory has been replaced.
 - A discussion took place about how to communicate in the case of a service cancellation. The conclusion was that Fr. John would make his own decision, and

send email and notify wardens; the individual churches can then decide whether to proceed with a prayer service. Note that the website will be updated with the notice. Fr. John to draft a notice for the bulletin that if the weather is questionable, check email and/or the website to see if there is a cancellation.

St. Thomas':

- Two new cruets have been obtained.
- Carolyn will attempt to claim the CanadaHelps and WayBase listings for our churches, using the parish email address. This will allow a Donate button to be added to our website.
- Carolyn will work with Cathy to check the office computer's readiness for Windows 10. If we can't do the upgrade, we will contact Ben Conn to assist.

8. Financial Statements 2019 and Budget 2020

Mary Braun presented the 2019 financial report.

- Both congregations are behind in payments to the Central Treasurer. St. Thomas' has paid 96% and St. George's 80% of the budgeted amount.
- Carolyn Beeton moved to pay the Diocese the overdue amount of \$9000, which will leave a bank balance of about \$11000; seconded by Tom Jones. Carried.
- Mary Braun moved to accept the report; seconded by Carolyn Beeton. Carried.
- Budget 2020: We have been using an allocation of 47.5% St. George's / 52.5% St. Thomas'. Mary Braun to do a calculation based on the last 3 years of regular offerings to see if this is still appropriate.
- Mary Braun will investigate Line 27 of the 2018 Statistical Return, which indicates income of \$159710, which seems higher than the combined offerings from the two churches.
- The budget for 2020 reflects an increase in expenses of about 1.8%. Note that both churches fell behind in contributions to the Parish in 2019, and that there are no bank balances remaining to buffer shortfalls in 2020.
- Mary Braun moved to accept the budget; seconded by Sherry Wiedman. Carried.

9. New Business

Vestries:

Feb 16 St. George's, 10am

Feb 23 St. Thomas', 10am

10. Chris Dolan moved to adjourn the meeting at 8:46pm and it was concluded with the Grace.

**Parish of Fitzroy Harbour
Profit & Loss**

| | | | | | | Budget | Budget | |
|--------------------------------------|--|-------------------|-------------------|--------------------|---------------|---------------|------------------|--------------------------|
| | | 2018 | 2019 | \$ Change | % Change | 2020 | 2019 | NOTES |
| Income | | | | | | | | |
| General Fund | | | | | | | | |
| | Camp Awesome | 1,914.00 | 0.00 | (1,914.00) | 100.0% | | | DELTA FROM BUDGET |
| | St. George's | 57,930.00 | 48,577.00 | (9,353.00) | -16.2% | | 60755.35 | 12178.35 |
| | St. Thomas' | 63,987.00 | 64,352.73 | 365.73 | 0.6% | | 67150.65 | 2797.92 |
| | General Fund - Other | 260.50 | 0.00 | (260.50) | -100.0% | | | |
| | Total General Fund | 124,091.50 | 112,929.73 | (11,161.77) | -9.0% | | | |
| Outreach Offerings | | | | | | | | |
| | St. George's | 757.00 | 1,225.25 | 468.25 | 61.9% | | | |
| | St. Thomas' | 2,074.00 | 2,116.21 | 42.21 | 2.0% | | | |
| | Total Outreach Offerings | 2,831.00 | 3,341.46 | 510.46 | 18.0% | | | |
| Special Services Income | | | | | | | | |
| | Advertising Donation | | 220.00 | | | | | |
| | Special Services Income Other | 0.00 | 1,149.05 | (1,149.05) | -100.0% | | | |
| | Rent for Rectory | 7,500.00 | 17,450.00 | 9,950.00 | 132.7% | 18000.00 | 18000.00 | |
| | Total Income | 134,422.50 | 135,090.24 | 667.74 | 0.5% | | 145906.00 | |
| Expense | | | | | | | | |
| | Parish Fair Share | 17,027.00 | 22,865.00 | | | 23236.00 | 22865.00 | |
| | Ecops | 61,401.00 | 65,003.00 | 19,626.00 | 21.1% | 68008.00 | 65003.00 | |
| | Insurance | 4,677.00 | 4,677.00 | | | 4858.00 | 4677.00 | |
| | Housing Allowance | 10,000.00 | 20,186.00 | | | 20677.00 | 20186.00 | |
| | Bank Service Charges | 117.80 | 285.27 | 167.47 | 142.2% | 275.00 | 275.00 | |
| | Charitable Contributions | 2,702.00 | 2,778.81 | 56.81 | 2.1% | | | |
| | Building Security - Alarm | 569.40 | 597.84 | 28.44 | 5.0% | 600.00 | 600.00 | |
| Conferences and Meetings | | | | | | | | |
| | Synod Members/Conference | 565.00 | 320.00 | (245.00) | -43.4% | | | |
| | Conferences and Meetings - Other | 180.00 | 190.00 | 10.00 | 5.6% | | | |
| | Total Conferences and Meetings | 97,230.95 | 107,902.92 | 10,671.97 | 9.89% | 600.00 | 800.00 | |
| | Dues and Subscriptions | 50.00 | 127.98 | 77.98 | 156.0% | | | |
| Evangelism and Special Events | | | | | | | | |
| | Rectors Discretionary | 0.00 | 348.75 | 348.75 | 100.0% | 300.00 | 0 | |
| | Honorarium | 350.00 | 350.00 | | | 350.00 | 350.00 | |
| | Camp Awesome | 2,297.60 | | (2,297.60) | -100.0% | | 0 | |
| | Clergy Supply | 630.80 | 628.00 | (2.80) | -0.4% | 700.00 | 700.00 | |
| | Total Evangelism and Special Events | 3,328.40 | 1,374.73 | (1,953.67) | -58.7% | | | |
| Ministry Expenses | | | | | | | | |
| | Business Licenses Music | 436.00 | 453.50 | 17.50 | 4.0% | 500.00 | 500.00 | |
| | Books and Teaching Materials | 589.02 | 473.34 | (115.68) | -19.6% | 500.00 | 500.00 | |
| | Communications & Advertising | 582.06 | 536.74 | (45.32) | -7.8% | 500.00 | 600.00 | |
| | Total Ministry Expenses | 1,607.08 | 1,463.58 | (143.50) | -8.9% | | | |
| Office/Church Supplies | | | | | | | | |
| | Printing and Reproduction | | 133.99 | 133.99 | 100.0% | | | |
| | Miscellaneous Expense | 480.02 | 1,086.62 | 606.60 | 126.4% | | | |
| | Copies- | 1,027.23 | 680.08 | (347.15) | -33.8% | | | |
| | Contract-Photo Copier | 487.14 | 588.00 | 100.86 | 20.7% | | | |
| | Postage and Delivery | 654.60 | 874.24 | 219.64 | 33.6% | | | |

**Parish of Fitzroy Harbour
Profit & Loss**

| | 2018 | 2019 | \$ Change | % Change | Budget 2020 | Budget 2019 | NOTES |
|-------------------------------------|-------------------|--------------------|--------------------|----------------|------------------|------------------|-------|
| Office/Church Supplies - Other | 639.57 | 491.50 | (148.07) | -23.2% | | | |
| Total Office/Church Supplies | 3,288.56 | 3,854.43 | 565.87 | 17.2% | 2500.00 | 2000.00 | |
| Professional Fees | | | | | | | |
| Office Admin Support | 8,113.00 | 6,629.00 | (1,484.00) | -18.3% | 8750.00 | 8600.00 | |
| Organist | 8,400.00 | 8,400.00 | 0.00 | 0.0% | 8580.00 | 8400.00 | |
| Total Professional Fees | 16,513.00 | 15,029.00 | (1,484.00) | -9.0% | | | |
| Repairs and Maintenance | 846.00 | 855.00 | 9.00 | 1.1% | 1500.00 | 3000.00 | |
| Taxes - Rectory | 2,341.18 | 2,325.01 | (16.17) | -0.7% | 2400.00 | 2400.00 | |
| ToTAL RECTORY EXPENSE | 3,187.18 | 3,180.01 | (7.17) | -0.2% | | | |
| Telephone Expense | | | | | | | |
| Phone/web Church Office | 1,223.28 | 1,277.65 | (54.37) | -4.26% | | | |
| Internet-House | 76.45 | 0.00 | (76.45) | 100.0% | | | |
| Internet Church Office | 553.94 | 614.90 | 60.96 | 11.0% | | | |
| Telephone - House | 60.38 | 0.00 | (60.38) | 100.0% | | | |
| Wireless-cell | 58.00 | 0.00 | (58.00) | 100.0% | | | |
| Total Telephone Expense | 1,972.05 | 1,892.55 | 79.50 | 4.2% | 2000.00 | 2000.00 | |
| Utilities | | | | | | | |
| Office Heat & Hydro | 1,750.00 | 1,750.00 | 0.00 | 0.0% | 1750.00 | 1750.00 | |
| Heating | 1,240.18 | 49.00 | (1,191.18) | -96.1% | | 100.00 | |
| Hydro | 578.23 | 0.00 | 578.23 | -100.0% | | 100.00 | |
| Total Utilities | 3,568.41 | 1,799.00 | 1,769.41 | -49.6% | | | |
| Total Expense | 130,625.75 | 145,576.22 | 14,950.47 | 11.5% | | | |
| Net Income | 3,795.57 | (10,485.98) | (14,282.73) | -376.2% | 148584.00 | 145406.00 | |