

**HOLY TRINITY CHURCH
WARDENS' MID YEAR REPORT – JUNE 2018**

ADMINISTRATIVE MATTERS

- **Wardens for 2018:** Robin Parravano (Rector's Warden), Dianne Rimmer (People's Warden), Jewell Coy (Deputy Warden) and Dirk Dreiberg (Deputy Warden).
- **Treasurer:** Winston Holder was reappointed to the office of Treasurer. Nicola Palframan and Pat Johnson continued to provide secretarial support (recording) to the wardens.
- **Church Office:** Darryl Thompson, our former Church Treasurer, has organized the past several years of financial documents which will be stored in the soon to be purchased new filing cabinets in the church office. It is anticipated that the reorganization project of the current office photocopy and storage room, will be commenced in the fall of 2018.

FINANCES

- **Financial Update:** As at May 31, 2018 our income totalled \$186,045 while disbursements were \$210, 626. The budget for the period anticipated revenues of \$183K and disbursements of \$204K. Envelope Receipts were \$119,767, compared with a budget provision of \$115K.
- **Our Faith Our Hope Grant Application:** Synod Council approved a grant of \$94,300 over five years to support our Discipleship initiative. The grant will be released in the following stages: \$24,300* for 2018, \$25,000 for 2019, \$20,000 for 2020, \$15,000 for 2021, and \$10,000 for 2022. * Funds in the amount of \$24,300 for 2018, currently held by us, represent a re-allocation from a previous grant initiative. We are expected to use these funds and no cash disbursements will be made for 2018.
- **Funds held in Local Our Faith Our Hope Account:** Of the \$92,848 in our OFOH fund, it was agreed that \$60,000 was already designated to Discipleship, \$26,000 would be transferred to the Green Initiative and the balance would be transferred to the capital reserve fund.

PERSONNEL

- **Parish Nurse:** Our beloved Parish Nurse, Susan Rodgers, will retire at the end of June. She came to us in 2011. We thank God for her ministry and thank her for touching the lives of many parishioners during her time with us. The Health and Wellness committee prepared a retirement lunch to say goodbye to her on June 13th. She was honoured on June 17th with a parish reception.

Following an excellent and informative exit interview with her, and on her recommendation, we have decided to increase the working hours from two to three days a week for the new parish nurse. The process has begun to identify Susan's successor who, it is hoped, will assume the position in the Fall. The Interview Team comprises Canon Stephen, Jane Winstanley (Health and Wellness Committee & Retired Nurse), Marilyn Olivares (Retired Nurse) and Robin Parravano.

- **Time off for Office Administrator** Swan Li was granted six weeks to support her sister after surgery in Europe. Arrangements were made with Jessie Barbour, a former warden at the former St. Gabriel's Church and a current member of Emmanuel Anglican Church to provide office support during her time away. We express thanks to Jessie for her support.
- **Administrator's Monthly Report.** It was decided that the Office Administrator should attend the wardens' monthly meetings to provide updates and other relevant information. Her first presentation was in June.
- **Staff Reviews:** We continue to keep up to date with staff performance interviews. This year's

process will soon be completed.

PROPERTY & GROUNDS

We are very fortunate at Holy Trinity that we have a very hard working and talented group of men on our property committee headed up by Ron Tolhurst. These talented men have been able to save the church an immeasurable amount of funds over the years and we thank them all for their dedication.

- **Church Cemetery:** The Spring cleanup was done in April.

It was reported that following the repaving of the parking lot, there is an 8-inch drop between the pavement and the driveway. The paving company has agreed to fix the problem with a sloped grade at the gate.

- **Land Titles:** The finalization of cemetery lands being registered in the Land Titles system is ongoing and in the hands of lawyers. We hope to have this issue resolved this year.
- **Thornhill Nursery School & Kindergarten:** In the first six-months of 2018, there have been few matters requiring detailed attention with the staff of Thornhill Nursery School & Kindergarten. There are ongoing items which will be resolved in the second half of 2018 and will be reported to the congregation. As in the past, the nursery school will be holding their annual camp this summer and Holy Trinity will offer other areas of the church on rainy days to the Field of Dreams summer baseball camp.
- **Church Sign:** After a long and complicated application process with the City of Vaughan, a Building Permit was issued for the erection of our new sign. Our beautiful sign, which complements our church's façade, and was designed and constructed by Ken Van Winkle Sign & Display, was erected on our front lawn in April, 2018. It includes an LED digital message board. Cost of the sign was \$19,000 plus tax.
- **Fire Drill 2018 and Demonstration of Emergency Evacuation Chair:** Our fire drill will be held later in the year, at which time we would also demonstrate the Evacuscape evacuation chair to the congregation. The fire drill Marshalls in our parish will be identifiable by wearing brightly coloured safety vests and during the fire drill, the Evacuscape chair purchased in June, 2017, will be demonstrated. The new Fire Safety Program manual was approved by the Fire Marshall's office in the spring of 2018 and a copy is in the church office.
- **Audio/Visual for Auditorium and TV in Room A** – In 2017, the audio/visual upgrades in the auditorium and Room A were made at cost of \$18,252.40. Les Jempson, a member of the Property Committee, built a cabinet to enclose the TV in Room A. In order to facilitate upcoming ACW meetings and presentations, it is anticipated that many ladies from the parish will be fully trained to use the equipment.
- **Churchwardens' Wand:** In May, Les Jempson repaired one of the Wardens' wands used in Sunday's church services that was broken.
- **Property Items to be completed in 2018:** The following items will be completed or have been completed in 2018. The approximate cost of items requiring the hiring of a contractor is listed beside each item:
 1. South entrance apron – level paving stones where necessary – completed by Ray Burton
 2. South entrance door – scrap loose paint, prime with metal primer and paint -Jesus completed
 3. Handicap driveway – replace top pavers – Justin Brown to complete
 4. Junior toilet between Rooms A & B – toilet was replaced in April 2018 by Griffith Plumbing
 5. Auditorium west roof edge/eavestrough – trace roof and eavestrough to prevent ice buildup –contractor

6. Trees at front of auditorium near the street -trim lower branches to make sign visible – Eric Preston completed on April 9, 2018
7. Wall in lower level (paint is peeling) to be sanded and painted – Ray & Eric scraped
8. Handicap sign base cracked – Les Jempson is making a new cement form
9. Install stair treads on back stairs to auditorium - \$2000 (contractor)
10. Minor repairs to church carpet - \$5,000 (contractor)
11. Parge concrete on North and West on exterior of church basement - \$2,000
12. Extend lawn irrigation to urn on walkway - \$500 (contractor)
13. Lift maintenance-hydraulic hose & phone \$4,000 (contractor)
14. Install sewer backup valve in boiler room \$5,000 (contractor)
15. Replace six security lights with LED - in parking lot area
16. Fire Alarm Panel installed in May, 2018 at a cost of \$5,000
17. New freezer in church kitchen purchased at a cost of \$1,000
18. Relocation of pull-station in Thornhill Nursery School – cost paid by Nursery School
19. All LED lighting completed with exception of sanctuary chandeliers. Photocell installing of the two ground lights at front of church has been completed. Cost of exterior lights \$3,433 – rebate of \$350 from Alectra
20. Cornice around front door is opening – caulk edge
21. Mulch in south parking lot – moved to where needed north property line
22. Insulate water pipes (in boiler room) to ladies washroom sinks – buy insulation -to be done

OUTREACH & COMMUNITY LINKAGES.

- ***Eva Rea Bursaries:*** Application forms were sent to five community schools and Holy Trinity School. We have received applications from three schools and four students connected to the parish.

Diane Maines resigned as chair of the committee, in light of her relocation. The current members of the committee are Robin Parravano (warden) Dianne Rimmer(warden), John Carrington, Kim Gordon, and Gloria Downey. Dirk Dreiberg has been supporting the committee and has offered to be chair in 2019.

- ***Syrian Family:*** Linda Gould reported that the Aslan family was ready to graduate from the refugee program at the end of June. The son has a full time job and his wife is still in ESL classes three times a week. Their son is completing his first year of junior kindergarten and doing much better. The grandparents may qualify for some social assistance. It turned out that there was a financial surplus of \$2,700 and so HTC did not need to send the full commitment of \$7,200. There was just an amount of \$400 to be sent. As this project was complete the committee would be disbanded.
- ***Eritrean Family – The Tesfai Family:*** The application for the sister, **Zawuda Woldu Tesfay**, who is currently living in Israel, is ready to be submitted. However, the application for the brother and three daughters was not going ahead because it was likely to be turned down. Other options were being investigated. The living costs for the sister will be covered by the brother in the United States. Funds have been received and were put in an internally restricted fund (Refugee Resettlement Fund (RRF)).
- ***Two Eritrean Refugees in Israel:*** AURA (Anglican United Refugee Alliance), invited our committee to support two separate Jewish groups committed to sponsoring Eritrean Refugees in Israel. They are not affiliated with any specific synagogue but have each formed, through their connection to Israel. Both groups have pledges for the amount of money required for the sponsorship and the people-power to undertake their sponsorship related responsibilities. They were seeking a partner

church to support their applications. We have agreed to partner with them. Both groups have secured their funding which will be placed in the **RRF**.

Holy Trinity Church has no financial obligation in either scenario. A MOU (memorandum of understanding) between the parish and the sponsor groups will be signed once the funds have been received. Any residual funds will go to AURA as the donations will have been receipted and cannot be returned to the donors.

- **The Pikangikum Water Project:** We continue to hold our “Hotdog Sundays” to support this project.
- **Thornhill Festival:** The plan this year is stage this year’s festival in the park, north of the Thornhill Swimming Pool, in the valley. Holy Trinity has been asked to see if “our ladies”, who dressed up in period costume, were prepared to do it again. The Festival Committee had also asked if they could make use of our parking lot. The Festival Committee would have to add the HTC parking lot to their insurance because the church did not want to be responsible for any claims relating to the Festival. Discussions about our parish’s involvement continue.

OTHER ISSUES

- **Choir Robes:** The new choir robes were blessed and worn for the first time on Easter Sunday.
- **Summer Camp:** Church school summer camp will be held from July 23 -27, 2018.
- **Recycling Rewards: A request was made by** Recycling Rewards for permission to install a donation bin on the church property. The church would be paid \$1,000 per annum, paid quarterly, for the bin to be on the property. The bins are made of metal and could be made to our specifications e.g. logo, colour, size etc. The donations of clothing, books, toys etc. would be collected by the company on a regular basis. If anything was left in the bin that didn't qualify the company would dispose of it. The company would get any permits that were required for the bins and they are covered by a comprehensive liability insurance. They are in partnership with the Children's Wish Foundation and the clothing is resold through the Talize Thrift Stores. It is a one-year agreement with a 30-day cancellation option. In addition to the bin program the company can organize a clothing drive and the church would be paid according to the weight of the clothing donated.

We have invited and received feedback from our membership and have considered both the challenges and benefits of this proposal. We have decided to give permission for the installation. We will monitor the situation on a basis and, if we are unsatisfied at any point, permission will be withdrawn.

- **Special Events Committee:** We agreed that we should explore reconstituting a Special Events Committee with a view to planning future fundraisers.

CLIMATE CHANGE PROJECT

Since Vestry 2017 we have done the following:

- **Package #1 -** Replace 236 inside fluorescent and incandescent lights throughout the building with LED's of equivalent brightness. Most fluorescent fixtures require changing the ballast to electronic. This was done at a cost of \$15,476. We received a grant of \$4,711 from Alectra.
- **Package #2 -** Replace the 6 exterior security lighting (one is already LED) and the lights for the main altar stained glass windows at a cost of \$3,325. (Grant of \$350 from Alectra.
- The proposal to replace the parking lot sentinel double light in the south parking lot (package #3) had no incentive from Alectra and was beyond our budget. It was deferred until the light needs replacing in the future. These lights were maintained by Hydro until 2017 but now they are our

responsibility. HTC gets billed \$60 per month (\$30 power consumption and \$30 delivery charge) for the electricity. The cost is \$3,200 + \$125 net HST less zero grant = \$3,325 net cost.

- In June (2017) we gave a presentation to Lucy Cummings (Executive Director of Greening Sacred Spaces) to review our work done to date.
- In September, we participated in a multi-faith public discussion on climate change at the Jaffari Community Centre. The event featured Dr. Dianne Saxe, the Environmental Commissioner of Ontario, who provided the latest information on Ontario’s climate vulnerabilities and how the province is responding to these impacts. The event featured local examples of faith-based climate action around sustainable waste management (Jaffari), energy efficiency (HTC) and community-supported agriculture (Shoresh).
- In December we were featured in a full page write-up on page 7 in The Anglican, describing our projects!

PAGE 2
Program revives lay leaders

PAGE 7
Church reduces carbon footprint

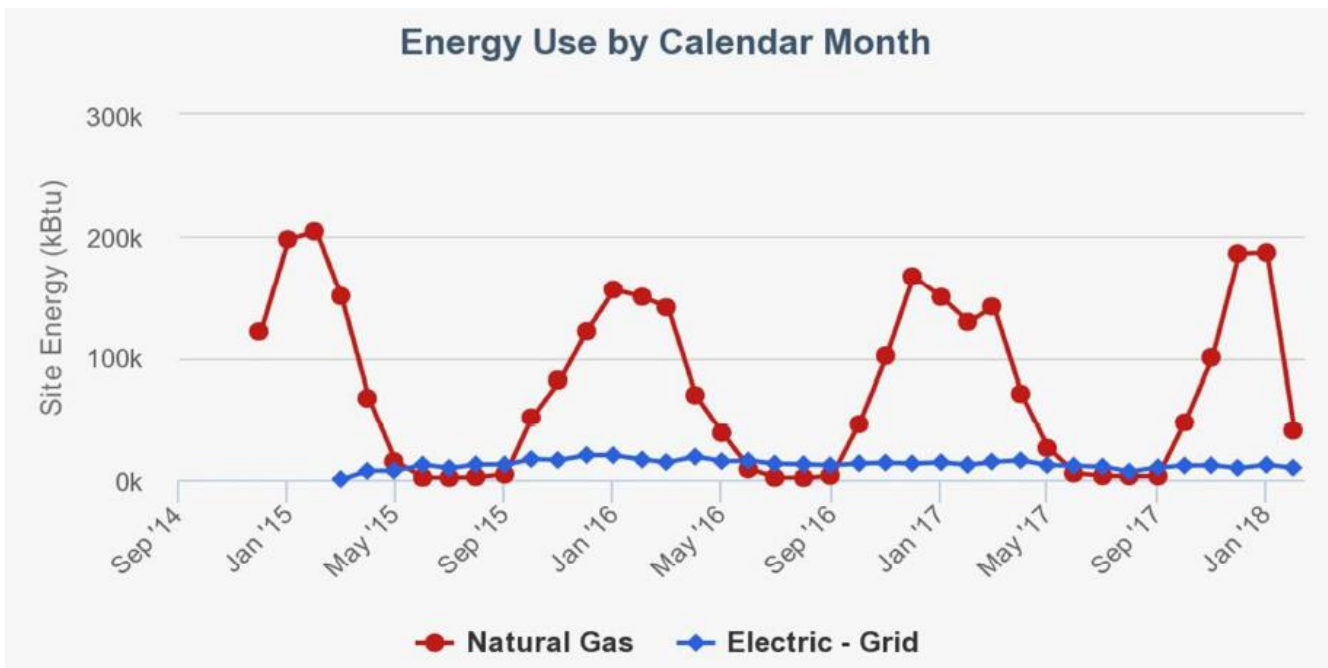


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Group supports church secretaries

The Anglican

THE NEWSPAPER OF THE DIOCESE OF TORONTO A SECTION OF THE ANGLICAN JOURNAL www.toronto.anglican.ca DECEMBER 2017

- In January 2018 the Green Team joined HTC to the Faith Building Energy Benchmarking Program.
- Our first report was received in April 2018 and showed us the building’s weather normalized EUI (energy use intensity).
- The EUI expresses a building’s energy use as a function of its size.
- It’s calculated by dividing the total energy consumed in one year by the total gross floor area of the building



Baseline Performance Report

Year Ending 2017

Faith Community: Holy Trinity Anglican Church

Address: 140 Brooke Street, Vaughan, Ontario, L4J 1Y9

Occupancy: 20%

Square Footage: 21700 ft²

Year Built: 1830

Annualized Comparisons	2016 (Baseline Year)	2017	% Change 2017 vs. Baseline
Weather Normalized Site EUI (kBtu/ft ²)	53.8	49.8	-8%
Total Electricity (kWh)	52,021.6	40,890.4	-27%
Total Natural Gas (m ³)	24,789	24,236.7	-2%
Total Direct GHG Emissions (tonnes CO ₂ e)	48.2	46.8	-3%
Total Energy Cost (\$)	17,303.33	14,853.76	-16%

Comparison: Your Weather Normalized Site EUI 2016-2017

And now we're into the 2018 award season!



- **What are we planning for 2018?**
 - 1) Replace lighting rheostat with electric devices
 - 2) Install low flow aerators on water faucets
 - 3) Check/fix AC coolant pipes wrapped with insulation
 - 4) Install timers or motion sensors for some lights
 - 5) Insulate areas where outside air is infiltrating
 - 6) Add blue bins to areas where recycling occurs
 - 7) Re-route/extend downspouts away from foundation
- On Sunday, September 16, 2018 from 2 - 4 p.m. the Green Team is planning to host an event for other interested faith groups. They are expecting 20 -30 inter-faith participants. Steven Law will make a presentation.