

**HOLY TRINITY ANGLICAN CHURCH, THORNHILL
WARDENS' MID-TERM REPORT – JUNE 2019**

To the congregation, we, the Wardens are pleased to present our Mid-Term Report for the period March 1 to June 30, 2019 as follows:

ADMINISTRATIVE MATTERS

- **Wardens for 2019:** Dianne Rimmer (Rector’s Warden); Jewell Coy (Peoples’ Warden); Dirk Drieberg (Deputy Warden); and Edward Carter (Deputy Warden). Our portfolios are as shown:

DIANNE RIMMER	JEWELL COY	DIRK DRIEBERG	EDWARD CARTER
1. ACW	1. Area & Synod Offices	1. Christian Education	1. Cemetery
2. Finances & Finance Committee <i>(Shared)</i>	2. Community Linkages	2. Communications	2. Children, Youth & Families
3. Greening Initiative <i>(Shared)</i>	3. Insurance/Risk Management	3. Counters	3. Finances & Finance Committee <i>(Shared)</i>
4. Personnel	4. Outreach	4. Eva Rea Committee <i>(Shared)</i>	4. Footlights
5. Property	5. Welcome/Hospitality	5. Greening Initiative <i>(Shared)</i>	5. Healing/Health & Wellness
6. Tenants/License Agreements	6. Work Plan	6. Grounds	6. Seniors’ Luncheon
7. Thornhill Nursery School & Kindergarten		7. Liturgy & Worship	

- **Treasurer:** Winston Holder was reappointed Treasurer for 2019.
- **Recording Secretary:** Cassandra Culpepper, a corporate secretary, was appointed as our Recording Secretary. We wish to thank Nicola Palframan and Pat Johnson for serving in that capacity throughout 2018 into 2019
- **Church Office:** Initially, we considered purchasing filing cabinets to store old financial records. We are now exploring the feasibility of digitizing our financial and other records. In compliance with CRA rules, we keep the most recent seven years of financial records. Records from earlier years will be destroyed.
- **Diocesan Workshop:** A Parish Leadership workshop was held in April at St. John’s Church, East Orangeville, for continuing and new leadership in parishes. This includes Churchwardens, Deputy Churchwardens, Treasurers, Parish Administrators and any others who may be thinking of taking on a leadership role in the future. Those in attendance were Cassandra Culpepper, Jewell Coy, Edward Carter and Canon Stephen.

FINANCES

- At the end of May, our income totaled \$194,274 while our disbursements were \$219,945 for a net deficit of \$25,671. We anticipated a budget deficit for the period of \$32,270 on revenues of \$185,374 and disbursements of \$217,644. The envelope receipts were \$119,866 which exceeded the budgeted amount of 116,667.

- **Endowment Fund Request for Grant:** We have requested a grant of \$15,000 for ongoing church property maintenance from the HTC Endowment Fund.
- **50K in 50 Days** - On Easter Day, our capital campaign to replenish our Capital Reserve Fund (CRF) was launched. The official end of this campaign was on the Feast of Pentecost. Pledges will still be accepted until the end of the month. To date, pledges received total \$58,420.34 of which \$48,620.34 have been received. In addition, we have received \$2,500 before the campaign was launched, \$1,000 from the ACW, and \$500 from the employer of one of our members. Total deposited is \$52,120.34. The campaign has been a success and we thank members of our parish, the ACW, and parish friends for their generosity in providing funds to ensure the continued upkeep of our church property.

PERSONNEL

- **Leave for Custodian:** In January 2019, Jesús Arango Cruz requested and was granted a three-month leave of absence. During which time we hired a cleaning company to provide janitorial services.
- **Leave for Lay Pastor:** Our Lay Pastor, Christine Ivy, requested and was granted personal leave from June 1 to August 13, 2019.
- **Parish Nurse:** In light of her other professional commitment and to allow for participation in an ongoing accountability group which is beneficial for her personal spiritual growth, and in the life of her own church community, the Parish Nurse, Maureen McNeish, has requested an adjustment in her hours and a change in one of her work days. Beginning in September, she will be in the office on Mondays and Thursdays.
- **Archivist Needed:** Up to the time of her illness and subsequent death, Judy Fleming served as the archivist for our church. There has been no successor in this ministry. We are seeking a volunteer to fill this role. If there is no interest in this work, a decision will be taken to move our archives to the Diocesan Archives department for storage and safekeeping.
- **Staff Annual Reviews:** Staff reviews will be conducted in the fall.

PROPERTY

- **Cemetery: *Conversion to Land Titles:*** This matter is now completed. *The Incumbent and Churchwardens of the Church of the Holy Trinity, Thornhill* is now the registered owner of the parcels of land that make up our cemetery. To do this, title to the cemetery property was first consolidated in the name of the Church, then converted to the Land Titles system and, finally, set out in the parcel register.

The spring cleanup was completed successfully on April 23, 2019 and monthly landscape work of the cemetery grounds continues. The fall cleanup is scheduled for Saturday, September 21, 2019 (rain date is October 5).

- **Thornhill Nursery School & Kindergarten (“TNSK”):** A study was undertaken to compare the rental fees paid by other daycares in the Thornhill area with the fees paid to HTC by Thornhill Nursery School & Kindergarten. Fee adjustments will be discussed with TNSK prior to the end-date of their license agreement in June 2021.

We are in the process of reviewing all of our long-term and short-term license agreements to ensure that they are in line with rental fees charged by other churches in the Thornhill Area and in compliance with diocesan policies.

- **TNSK** closes its regular school and kindergarten programs during the summer months and returns to full-time hours in September. As in the past, the nursery school will be holding their annual summer camp and we will offer other areas of the building on rainy days only to the Field of Dreams summer baseball camp.
- **Audio/Visual Equipment in Auditorium:** It has been suggested that we should offer this equipment for rent to tenants for a rental fee, such amount to be decided. Women of our parish have been trained to use the equipment so that it can be utilized when needed for an ACW event.
- **Green Team Initiative/Climate Control:** The Green Team continues to search out various programs to improve the greening projects for our parish. Following a request regarding the use of compostable materials in the kitchen, Steven Law, a member of the Green Team, submitted a draft of a “proposed list of HTC Green Kitchen Best Practices” for our consideration. These are under review and will be shared with the Advisory Board and brought to Vestry 2020 for approval. He also attended an evening hosted by Climate Wise in May at which Holy Trinity School was presented with an award for their efforts in ongoing greening projects to assist in climate control within York Region.
- **Property Items to Be Completed In 2019 – Estimated Costs \$23,425.00:** Our Property Committee headed by Ron Tolhurst continues to ensure that our church buildings remain in excellent condition. We have a very large property which takes a small army to maintain. We all owe a debt of gratitude not only to Ron but also to the amazing members of the Property Committee. Below is list of the projects, completed, outstanding or deferred.

Completed

1. Replace exterior door from Vestry – completed January 11, 2019 (\$2,226.00)
2. Repair warming oven; reconnect wire to element - completed April 5, 2019
3. Replace lock on purpose cupboard in kitchen: completed (\$7.50)
4. Replace kitchen tap – internal leak - completed by Ron - April 10, 2019 (\$176.28)
5. Grab bar on wall by Lectern –Completed - Les Jempson (\$50)
6. Repair front step railing anchor in cement – completed May 2019 Property Committee (\$100)

Outstanding

7. Auditorium: heat tracing to prevent ice buildup on west roof & eaves -contractor – (\$8,000)
8. Install stair treads on back stairs leading to auditorium (\$2,000)
9. Repaint south door (\$100)
10. Elevator Maintenance – hydraulic hose – contractor \$4,000
11. Parge concrete on north & west on exterior of church basement – Contractor \$2,000
12. Caulk cornice by front door of church – committee \$100
13. Power floor cleaner–new equipment – Ron -demo to be done on nursery tile floor (\$3,000)
14. Extend lawn sprinkler system to urn on the walkway - contractor - \$500
15. Repaint parking lot lines – Property Committee \$200

Deferred

16. The replacement of the sanctuary A/C units (\$15,000)

- **Snow Removal:** We will undertake an **RFP** to include the current provider to ensure we are getting the optimal value.

MINISTRY

OUTREACH

- **Vestry Motion:** Our Advisory Board has been addressing the motion “Standing in Solidarity with The Poor” which was passed at Vestry. The motioned endorsed our commitment to stand in solidarity with the poor through prayer, outreach and advocacy, and joined the rest of our church in calling on all levels of government to fulfill their responsibilities to all our citizens.
- **Outreach Committee:** Noting that the task of the current Outreach Committee is to identify charities for receipt of funding from our outreach budget, the board agreed to the establishment of an outreach committee to oversee our broader outreach ministry.
- **Presentation: MOSAIC/Out Of The Cold:** Rehana Sumar, the Executive Director for MOSAIC in York Region, was invited by the board to make a presentation about their work and suggest ways in which we may become more involved.
- **Emergency Shelter:** A request was made to use the Auditorium from November to December on Sunday nights to provide dinner, overnight stay and breakfast. The initial plan was to bring the request to a Special Vestry in May. However, a decision was taken to cancel the proposed and engage in a more detailed conversation about the issue. In the fall, there will be a town hall meeting to address issues relating of hosting the emergency shelter. Vestry will be invited to discuss the matter at its 2020 annual meeting.
- **Refugee Settlement Committee (RSC):** Linda Gould and Hilary Irving Brown continue to keep us updated on the three ongoing refugee sponsorships in which we are currently engaged under the auspices of **AURA** (Anglican United Refugee Alliance). The committee was invited by AURA to consider acting as Church of Record in sponsoring a fourth person. We approved the request.

In May, Danny Schild of **Canadians Helping Asylum Seekers in Israel (CHAI)**, an organization of individuals, rabbis and leaders and a few congregations in the Jewish community in Toronto, one of our partners, addressed the congregation about their work.

Thornhill United Church (TUC) has requested our **RSC** to assist them with the sponsorship of a Palestinian family, now resident in Libya. Their family has committed \$70,000 to meet the 12 month settlement costs of the refugee family but have been advised that Immigration Refugee Citizenship Canada (IRCC) requires a further \$40,000, given the number and ages of the persons in the family. TUC has reached out to other churches for support to fund the extra amount required.

We desire to support our committee as they assist a member of our ministerial. We were reminded of the fact that even though we are involved in three pending sponsorships, we have no financial investment in them. We have decided that we will:

1. *support the request of Thornhill United Church to support them in the sponsorship of a*

refugee family, by granting the amount of \$2,000, to be advanced from the Ministry Fund, and to be reimbursed through fundraising events to be organised by the refugee committee,

- 2. make available any excess funds, realized from these events, to be added to the funds granted, and*
 - 3. explore, with the treasurer, if there is any flexibility in the current budget to fund any short that may occur in the fundraising efforts.*
- **Funding our Outreach Budget:** Our Lenten Offerings which members set aside as part of their Lenten exercise realized a total of \$807. In Lieu of the Footlights Spring presentation, there was an evening of Jazz and other music genres in May featuring “**KaLaBASH**”, a Jazz band in Toronto. Proceeds from this event totaled \$2,202.

HEALING & WELLNESS

- **Lunch and Learn:** In May, the parish nurse organized a Spring Lunch and Learn, “Supporting the Caregiver” with a guest speaker, Virginia Bidwell of Evergreen in Markham. She spoke on coping strategies for the caregiver.
- **CPR/First Aid:** Later in the month, she organized a CPR/AED and First Aid certification seminar. 21 persons participated.
- Our **Health and Wellness Committee** is proposing to purchase containers to be given to members to be filled with homemade soups or cookies/muffins, to will be frozen and made available for our clergy and lay visitors to take to our housebound members, as needed.

We were concerned about our liability in this thoughtful initiative and sought advice from our insurance company and the York Region Health Department. The insurance company has informed us that as long as the volunteers are from the church and are acting on behalf of the church, our insurance will cover. The health department has informed us that for this initiative to be acceptable, the soup must be prepared and frozen in the Church Kitchen and not in the homes of parishioners. This would require that our kitchen be inspected and meet the health services standards. The York Region Health Department is not concerned about the baked goods.

- **Seniors’ Luncheons** were held on April 24 and June 5, following a celebration of the Eucharist.

EVA REA BURSARY REPORT

- **Bursaries:** The Eva Rea Committee reviewed and approved 14 applications for the 2019 bursaries. As was the case last year, we made this opportunity available to schools in our community. (one school submitted 2 applications, one was selected). The recipients are:

Affiliated with HTC:

1. Egheghe Ade-Akhani
2. Bailee Cagney (granddaughter of Barb Howe)
3. Chase Drieberg
4. Jacqueline Getfield
5. Raban Nun Mustapha (daughter of a Sudanese refugee sponsored by the Thornhill Ministerial Refugee Resettlement Committee)
6. Danielle Terbenche

Thornhill Community schools:

- | | |
|-----------------------------------|----------------------|
| 1. Holy Trinity School | Sophie Priddle |
| 2. Vaughan Secondary School | Dina Gohary |
| 3. Thornlea Secondary School | Carmen Zeng |
| 4. Thornhill High School | Nathan Michael Bosco |
| 5. St. Elizabeth Seton | Breanna Petrone |
| 6. St. Robert Catholic Highschool | Tara Behtashi |
| 7. Westmount Collegiate Institute | Namaya Barrelli |

This year a framed bursary certificate is being given to all recipients. Committee members will participate in various Graduation Ceremonies to present bursary certificates to recipients.

THE ACW

- The ACW continues to be a source of strength and support in our ministry. In addition to their donation to the **50K's in 50 Days** campaign, they organized their annual Spring Rummage Sale (\$4,700) and a fashion show (\$530 - free-will offering). Planned events for the rest of 2019.
 - October 1 Fall ACW Potluck Dinner at 6:30 p.m. in our Auditorium
 - October 26 Winter Warmth – a sale offering warm clothing & linens, etc. hosted by the Alpha and Naomi Groups
 - November 2 Saturday Breakfast
 - November 23 Festival of Christmas

THANKS

- We are thankful to all who continue to support our ministry at HTC, to volunteers and the staff, Jesús, Maureen, Rachel, Christine, Judith, and Swan who are all incredible resources on our team.