

Holy Trinity Church Advisory Board Meeting

June 20, 2023 – 7:00pm AGENDA

Meet here: <https://us02web.zoom.us/j/83101082174?pwd=RTVrbkhwZjdzNjA3QmJTTmxvNWRLdz09>

Meeting ID: 831 0108 2174 Passcode: 1830 Phone in: +16475580588

Board Package: <http://www.holytrinity-thornhill.ca/advisory-board/>

We are a vibrant, welcoming Christian community flourishing in God's love through fellowship, outreach, worship and spiritual growth, in an atmosphere of compassion and mutual respect.
Good things are happening here.

	Issue/Action
7:00 Opening	<i>(a) Welcome, Call to Order</i> <i>(b) Appoint a Secretary</i> <i>(c) Opening Prayer & Devotional – Robin Parravano</i> <ul style="list-style-type: none">• <i>Identify leader of Devotional for next meeting</i> <i>(c) Agenda Approval</i>
7:10 For Consent	Minutes – May 8, 2023 <ul style="list-style-type: none">• Approval• Matters arising
7:20	Deputations & Correspondence
7:45 Items for Discussion	<ul style="list-style-type: none">• Social Justice Mailing<ul style="list-style-type: none">○ Draft letter to Premier and Ministry, with MPP copied is attached for approval)• Vestry Minutes Approval<ul style="list-style-type: none">○ Attached)• Fund Raising Suggestion<ul style="list-style-type: none">○ Booklet or calendar showing photos of church's windows
8:15	<i>(a) Churchwardens' Report</i> <i>(b) Incumbent's Report</i> <i>(c) Committees & Ministry Areas</i> <ul style="list-style-type: none">• <i>The ACW</i> <i>(d) Other</i>
Other Business	
8:30 Closing	Adjournment & Closing Prayer

Protocol

- No surprises for leaders at the Board meeting.
- Don't contradict or criticize others to the parish.
- When differences arise, commit to pray, interact and find resolution in healthy ways, and to keep such discussions confidential as much as possible.
- Take time to share your respective visions for the church's ministry, with freedom to disagree and interact in love, without feeling defensive.
- When an offense, either real or perceived, is experienced, deal with it immediately, one to one.
- Have 1 conversation at a time – when meeting virtually stay on unmute
- Actively listen, rather than waiting to speak.
- Once you've spoken wait to be recognized until everyone has had the opportunity to speak before speaking again.

Meeting Dates:

September 19, 2023

October 17, 2023

January 16, 2023

November 21, 2023

December 19, 2023

Holy Trinity Church Advisory Board Meeting Minutes

May 16, 2023 - 7:00pm

We are a vibrant, welcoming Christian community flourishing in God's love through fellowship, outreach, worship, and spiritual growth, in an atmosphere of compassion and mutual respect. Good things are happening here.

PRESENT: Leanda Kirwan (Co-Chair), Robin Parravano; Hazel Ogilvie; Marlee Tolhurst; Pat Burton; Princewill Uzoukwu; Malcolm Shiner; Canon Barbara Hammond
Brother Reginald Crenshaw; Linda Robertson, Osaro Aigbed;e Rebecca Jones (Secretary)

REGRETS: Susan Hogeboom; Bonnie Kennedy; Nancy Cutler; Cassandra Culpepper; Jacquie Getfield

1. OPENING: Meeting called to order at 7:04 p.m.

a) Opened with a devotional by Malcolm; Robin will do the devotional for June.

2. FOR CONSENT

a) April Minutes. moved by Barb seconded by Marlee to confirm the minutes. Approved.

3. DEPUTATIONS & CORRESPONDENCE
None

4. ITEMS FOR DISCUSSION

Parish Picnic: Sunday June 4, 2023 - after 9:00am service

- Wardens approved \$300 for budget.
- Bari-Lynne Butters is chairing the committee
- Neda will be taking photos; Leanda is organizing the games.
- Peter Paterson, Dom Parravano will do the barbequing; Moe & Enid Corbett have offered a BBQ.
- Committee members are asked to do cleanup.
- Parishioners are asked to bring their chairs (and cutlery and plates?)

5. REPORTS & DISCUSSION

Warden's Report: Princewill

- a. Concerns regarding the financials are being dealt with; there have been unexpected costs for the boilers.
1. **Financial Report:** We have a gain of \$10K on income of \$115K and expenses of \$105K. Envelope receipts are \$3K lower than budget (we have lost 4PAG in last

year) but Open Receipts are \$2K higher due to designated gifts from the United Way. We had some discussion about options for improving our financial flow given what we knew would be expenses coming during the coming year – some of which were discussed later in the meeting. We will review different approaches in the coming months.

2. **Interim's Report:** Canon Barb spoke about her excitement concerning the plans for the Parish picnic and the work that Brother Reg is doing with the Youth. She also noted that she and Brother Reg would be taking leave over the summer and encouraged the Wardens to do the same. Canon Barb asked Nancy to arrange a meeting to discuss the Prayer Shawl Ministry from several perspectives for later in the month.
 3. **Portfolios:** More than 16 applications have been received for the Eva Rea bursary; the landscape agreement is in the process of being signed; Cemetery clean-up has happened, Senior's luncheon is still being explored and ACW are picking dates for events planned for the coming year. Princewill noted that our WiFi and phones seem to have been rectified for the moment with no apparent problems with the Shelter on Friday evening.
 4. **HTC Telephone/Internet Project:** Princewill will lead this project that will begin with getting a real sense of HTC requirements in this area. We have received one estimate for determining our requirements and will seek another two or three before beginning the work. The parish and Advisory will be informed and engaged as appropriate and on an on-going basis. There will be costs to this project, but still at the rough stage so not included here.
 5. **Rector's Award for Youth:** This award is being revived; plaque at the back of the church shows previous recipients.
 6. **New Refugee Sponsorship:** The Corporation has approved the sponsorship of the Uncle of Tesfazgi Tekle Asegom, who recently completed his sponsorship. He now has a job as a refugee settlement worker helping newcomers to Canada. He may attend the May 28 service.
- 7. Food Bank Partnership with Glynnwood** is to gather food for the Food Bank each month, driven by the Food Bank's needs.

Interim's Report: Canon Barb

- There's an outreach plan underway with the Foodbank and Glynnwood; Barb will be announcing this on Sunday.
- Hazel, Delores, and Rush Staples help Canon Barb at the Glynnwood service; the participants have increased from 4 or 5 people to 16 people today.
- Brother Reg spoke of the reshaping of Sunday School into the Children's Ministry Formation Group (Leanda, Cassandra, Hazel, Rebecca).

- The group will be attending the virtual conference on this Ministry in June, and will prepare to launch the Ministry at HTC in autumn 2023.
- Hazel spoke of the issue of lack of consistency in student attendance, and their reliance on parents to bring them; Brother Reg suggested that we need to talk directly with the parents.

Committees & Ministry Areas: ACW: Marlee

- ACW Diocesan Fun and Fellowship Day was a huge success with >60 people attending.
- Saturday November 25 is the Festival of Christmas; all rooms are booked beginning November 20th for set up.
- Festival will include a light lunch, raffle, Country Store (crystal, china, etc.), Christmas Past Room; Jewelry Room; Bake Sale

6. OTHER BUSINESS

Virtual Chapel: Rebecca and Princewill have joined the Diocese Technology group; it's very beneficial.

- The Bishop will be attending the June meeting of the group; the diocese is working with clergy in all parishes to integrate the virtual worship into the liturgy and full worship.
- A minister from the Anglican Church of Kenya has been attending our virtual services and attending the SOAR morning devotional.

Liturgy: Princewill asked that the clergy consider allowing people to pray their own prayers during the Prayers of The People; Barb asked that we have more silent pauses for people to pray.

- Malcolm asked that this be put on the agenda for the June meeting for people to consider, bring up some ideas and be prepared to discuss.
- Barb asked that the Board look at the Intercessory prayers in the BAS

Appreciation: Malcolm thanked all for their cards, emails, and calls of support during his recent surgery.

7. CLOSING

Moved by Reg, seconded by Barb to adjourn the meeting at 8:25pm. Meeting was closed with the Doxology and the Grace.

Put on Holy Trinity Letterhead

June 21, 2023

The Hon. Doug Ford, Premier of Ontario

The Hon. Michael Parsa, Minister of Children, Community and Social Services

Mr. Ford and Mr. Parsa,

On behalf of Holy Trinity Church Thornhill, we look to you, our elected officials, to raise Ontario's social assistance rates. Let us explain why.

Located in "the heart" of Thornhill (2 blocks east of Yonge St. and just north of Steeles Ave.) Holy Trinity has served our community since 1830. Our parish has worked tirelessly to serve and bring hope to those who are disenfranchised, living in poverty, without homes, and just struggling to survive. Our thanks to our MPP Laura Smith for visiting and getting to know us.

We've been a part of the Out of the Cold shelter system for 30+ years. Friday nights, we welcome guests with a warm dinner, a cot and blanket for the night, and breakfast the following day before they head back to the street at 7:30am. What was to be a stopgap 30 years ago is now a part of our social fabric.

This year we saw a dramatic difference in those coming to the church auditorium for the night. For the first time, we welcomed families. We say welcomed, but Mr. Ford and Mr. Parsa, but during the welcome, we were blinking back tears so as not to embarrass our guests. We also welcomed more women of all ages, new immigrants and employed individuals. *Employed*, you may ask? Yes, these individuals may have jobs, but the pay does not cover rent, food, disability treatments/medication and all the costs of life. The profile of our shelter guests is significantly different from those using the shelter 5 years ago.

And more people are using the shelter than ever before. We can only accommodate 26 people, and we turned people away every night this winter/spring. Never, in the 30 years of operating the shelter, did we ever before post the sign "Full". Full.

We call on the government of the Province of Ontario:

“to double social assistance rates for both Ontario Works(OW) and the Ontario Disability Support Program (ODSP), and after that to index these rates to inflation, to provide a safety net that enables people to meet their most basic needs.”

We appreciate that your government has taken the first step by raising ODSP rate by 5% and indexing them to inflation. That is an essential step in preventing ODSP recipients from falling further behind. Thank you.

However, despite this rate increase, ODSP recipients still live in deep poverty, with incomes only 60% of the official poverty line for Toronto and the area. Given that **the poverty line does not consider the extra costs associated with disability**, the actual situation for ODSP recipients is even worse.

Ontario Works (OW) rates have been frozen since September 2018. The income of OW recipients is only 40% of the official poverty line, and without indexation, they fall further and further behind. It is increasingly difficult for them to lift themselves out of poverty. Nowhere in Ontario does the \$733/month received by a single person on OW cover the cost of food, shelter, and clothing, much less pay for internet and transportation needed to pursue employment opportunities or communicate with government services.

As people of faith, we cannot stand idly by while our neighbours are in need. We join with faith-based and community organizations across Ontario in calling for a doubling of social assistance rates so that no Ontarian lives in deep poverty. We know from first-hand experience that local charities cannot address these issues.

We also know this involves significant costs. Given the reduced spending of your Ministry during the pandemic and the overall provincial government surplus, the government has the funds to act. Allocating funds to low-income Ontarians benefits both those receiving the funds and:

1. **The local economy**, as the recipients of the social assistance increase use the funds to purchase much-needed food, clothing, and shelter.
2. **The healthcare and emergency support systems**, because as people have quality food, housing, medicine, and work opportunities, their health issues and reliance on emergency healthcare lessen. The 2019 Feed Ontario Cost of Poverty Report estimated that those living in the lowest quintile account for 50% of public health usage, or **\$32B**. No doubt the dollar figure is higher today.

We cannot afford NOT to act.

Reducing poverty contributes to economic benefits for everyone in our great province.

We, and the thousands of people involved in faith-based and community organizations striving to provide food, shelter, clothing and hope to those in poverty and despair, are happy to meet with you to discuss this further. We know you love this province and see its potential as much as we do.

Thank you for reading this letter. You have many demands from many groups. We look forward to your response and, more importantly, your action to double social assistance rates.

Yours truly,

Cc: MPP Laura Smith

MINUTES OF ANNUAL VESTRY, FEBRUARY 26, 2023

The meeting was held in-person and using ZOOM. There were 41 in-person present and 19 on Zoom. A total of 60 parishioners.

1. Opening Prayer: Canon Barbara Hammond

The meeting opened at 10:45.

Approval of Agenda: Motion by Linda Robertson and seconded by Dianne Rimmer.

All in favour. CARRIED.

2. Appointment of Vestry Clerk

On a motion by Nancy Cutler and seconded by Marg Shriner. Sharon McNelles was appointed as Vestry Clerk. All in favour. CARRIED.

3. Testing the Electronic Voting.

Rebecca Jones did a quick test of the Electronic Voting for the parishioners using Zoom and it was working correctly.

4. Adoption of Minutes

4.1 Annual Vestry

The following motion was omitted from last year's Vestry meeting.

“That the Eva Rea Millennium Fund Committee with the approval of the current Interim Incumbent and Wardens, be allowed to access capital from the Fund up to a maximum of \$10,000 per fiscal year for such charitable purposes as stated in the Eva Rea Millennium Fund. By-laws withing the need for the holding of a Special Vestry Meeting. A detailed report of the amount, the timing and the distribution of the monies with supporting documentation is to be presented at the following Annual Vestry Meeting in each year.”

Motion by Pat Burton and seconded by Bonnie Kennedy. All in favour. CARRIED

4.2 Special Vestry Envelope Secretary Minutes. Motion by Ron Tolhurst and seconded by Linda Robertson. All in favour. CARRIED

4.3 Special Vestry Endowment Fund Minutes of November 13, 2022 be approved. Motion by Bonnie Kennedy and seconded by Kim Gordon. All in favour. CARRIED.

4.4 Special Vestry: Endowment Fund Minutes of December 14, 2022 be approved.
Motion by Ed Carter and seconded by Kim Gordon. All in favour. CARRIED

5. Presentation & Reception of Reports

A.

Motion by Malcolm Shriner and seconded by Miriam Irving. All in favour. CARRIED

B. 1.

Ed Carter presented the Draft Financial Statements. The parish is still waiting for the final audit from the auditors. It will be sent to the congregation when received. The question was asked regarding the Daycare financial arrangements. This last year the Daycare signed a 5 year lease agreement with the church, which includes annual increases for each of the five years. Dianne Rimmer noted that she had done an extensive survey a few years ago and found that the Daycare was then paying a very low amount. The recent agreement begins to address this disparity.

However, it was noted that this schedule will need to be reviewed in light of the changes the provincial government has made to the Not-for-profit act (ONCA).

Ray Burton asked regarding operating expenses. Improvements were needed at the nursery school, a sump pump was installed. When Jesus was on his holidays, the church needed to hire another person to do his job for the few weeks.

B. 2. That the accounting firm of Walsh and Company Professional Corporation be appointed as the auditors of Holy Trinity Church, Thornhill, the Endowment Fund and the Margaret Harding Memorial Garden Fund for the year 2023.

Motion by Nancy Cutler and seconded by Robin Parravano. All in favour. CARRIED

Jackie Getfield asked what the criteria was for choosing an auditor:

- Have we checked to see that their rates are compatible with other auditors.
- Have we compared prices, etc.

Ed replied that we have used this company for 5 years now, and it is something we could look into for next year.

6. Looking to the future

6.1 Presentation of Budgets 2023

a) That Vestry approves the 2023 Operating Budget as recommended by the Wardens

for Holy Trinity Church's ministry.

b) That Vestry approves the 2023 Capital Budget as recommended by the Wardens for Holy Trinity Church's ministry. Pending completion of the audit Draft copy

Motion by Ron Tolhurst and seconded by Hillary Brown. All in favour. CARRIED

6.2 Motions/Matters for Discussion

*** Social Justice: Raise the rates**

Rebecca Jones spoke regarding the Diocesan Motion”

We, the parish of Holy Trinity Anglican Church, Thornhill, call on the Province of Ontario to double social assistance rates for both Ontario Works and the Ontario Disability Support Program, and thereafter to index these rates to inflation, so as to provide a safety net that enables people to meet their most basic needs.

Dianne Rimmer asked Rebecca if the MPP for our area could be invited to our church to speak on this matter. Many parishioners were strongly in support of this suggestion.

Motion by Linda Robertson and seconded by Marilyn Olivares. All in favour. CARRIED.

7. Elections and appointments

7.1 Appointment of Signing Officers:

a) That the Wardens, Deputy Wardens, Dave Bezant, Ed Carter, and Ron Tolhurst be appointed as signing officers for 2023.

Motion by Kathy Walker-Pilgrim and seconded by Marlee Tolhurst. All in favour. CARRIED.

b) Nominating Committee Report: That the recommendations of the Nominating Committee be accepted. The Envelope Secretary will be Kathy Walker-Pilgrim.

Motion by Nancy Cutler and seconded by Gloria Downey. All in favour. CARRIED.

Parochial Tribunal. Ed and Cathy Baumann – elected.

Motion by Nancy Cutler and seconded by Ed Carter. All in favour. CARRIED.

Archivist: Linda Robertson

Motion by Ed Carter and seconded by Hillary Brown

c) Eva Rea Committee: That Pat Burton, Gloria Downey and Dianne Rimmer be appointed to serve with the Wardens as members of the Eva Rea Committee for 2023.

Motion: Kim Gordon and seconded by Grace Gould. All in favour. CARRIED.

8. Other Business

Gloria Downey asked if it is possible to receive the financial reports earlier as the parishioners did not have much time to study what was sent. Ed Carter explained that the Auditors only receive all the paperwork from the church in mid-January and they have only about 4 weeks to prepare. Bonnie Kennedy asked if we could delay Vestry by another month, but it needs to be completed by the end of February as the church must send to the Diocese by mid-March.

9. Appreciations and Acknowledgements:

Nancy Cutler – Warden spoke regarding how 2022 an interesting year and she was glad to see it end. The church has collectively accomplished many things with all the groups within the church, and all our reports show what can be done. It is not possible to name everyone who worked within the church, but just know that your contribution was recognized. She especially thanked Canon Barb and Ed Carter who helped hold everything together and to keep it moving smoothly. She especially thanked Edward Carter who is stepping down from his 4-year commitment as Warden, and thanked Dirk Drieberg who has already stepped down last year. The 3 Wardens had a good working relationship and accomplished several projects especially including “Reimaging HTC”. Ed will stay on as treasurer.

Canon Barb thanked Ed for all his dedication and she presented Ed with his Warden's pin.

10. Closing Prayers

On a motion by Hillary Brown and seconded by Linda Robertson, the meeting was adjourned. The grace was said and the meeting ended at 12:25 p.m.

**MINUTES OF THE MEETING OF THE CORPORATION
VIA ZOOM
June 2023**

PRESENT: Nancy Cutler (Chair), Canon Barbara Hammond, Cassandra Culpepper, Princewill Uzoukwu, Cathy Walker-Pilgrim (Secretary), Ed Carter (Guest), Robin Parravano

- a) Up-coming Financial Challenges (Jesus' pension, Communication/internet project, PSC digital ads, ERMF Special vestry)
- b) Meeting with the Bishop & his visit
- c) States of various awards – Peter P, Youth, Seniors
- d) Plan for Princewill's departure
- e) Other: summer leave, return to the Altar rail, Vestry Minutes, Pride Flag
- f) Advisory Board Agenda
 - a. Social Justice Mailing
 - b. Vestry Minutes Approval
 - c. Fund Raising Suggestion – booklet or calendar showing photos of church's windows
- g) Sexual Harassment & Police Checks - status
- 1. Other Business
- 2. Closing

Technology @HTC: Overview & Recommendations

June 2023

To: Wardens, Canon Barb and Brother Reg

From: Ed Carter, Princewill Uzoukwu, Rebecca Jones

This is a draft overview of HTC's technology-related situation and recommendations to address myriad technology-related situations.

The recommendations were drafted in May 2023. Since then, there have been two significant developments:

1. Princewill is leaving the parish as he moves to a new home in Brantford. He is integral to operating the chapel and directing the technology.
2. Bishop Andrew addressed the Diocese Technology group last week at which he stressed:
 - the critical role technology plays in bringing the services and parish community to those not within the physical walls of churches
 - how he and the diocese are and will be working with clergy to integrate technology and the virtual ministries into their parishes.

Recommendations:

There are three recommendations:

- I. is near-term, focusing on addressing multiple technology issues.
- II. is also near-term, regarding operation of the Virtual Chapel through July – November 2023.
- III. is medium to long-term focusing on the need for people to manage the technology components; this recommendation will need to be fine-tuned after the first recommendation has been executed.

Recommendation I. Technology Audit/Assessment and Costed Recommendations

Recommend that the Corporations contract with a technology firm to assess HTC's current technology and provide a set of costed recommendations. The recommendations from the firm should identify the priority for implementing specific technology changes:

- Immediately (August - September)
- Mid-term (September – January 2024)
- During 2024 (February – December)

Recommendation II. Virtual Chapel Operation

Recommend that HTC hire 2-4 people to work part-time operating the virtual chapel during Sunday service, funerals or other services or events occurring in the nave and chancel. There is an urgency to hire at least two people to begin operating the virtual chapel in July.

We recommend offering these positions to Gabriel Aigbede and Achebe Culpepper as soon as possible.

Rebecca will work with them to agree to a schedule for July through to September; for most Sunday services only one of them will be required to work, but there are weekends in the summer and September when Rebecca is not available when both individuals will be asked to work.

At a minimum, one part-time employee will operate the virtual chapel for the 9:00am service. Rebecca will continue to volunteer to support the virtual chapel operation for most services. The work hours will be from 8:30am – 10:30am, at \$16/hour for a total of \$32/service.

For those services when Rebecca is not available and both Gabriel and Achebe are working, the fee will be \$64/service.

Recommendation II. Technology Management Role

Pending the outcome of the technology audit/assessment and costed recommendations, HTC needs to develop and staff a Technology Management Role. The firm's report will help determine the role's specific responsibilities. HTC will need to budget for this role for 2024.

It may be possible to share this role with another parish in the vicinity. The other parish does not need to be Anglican.

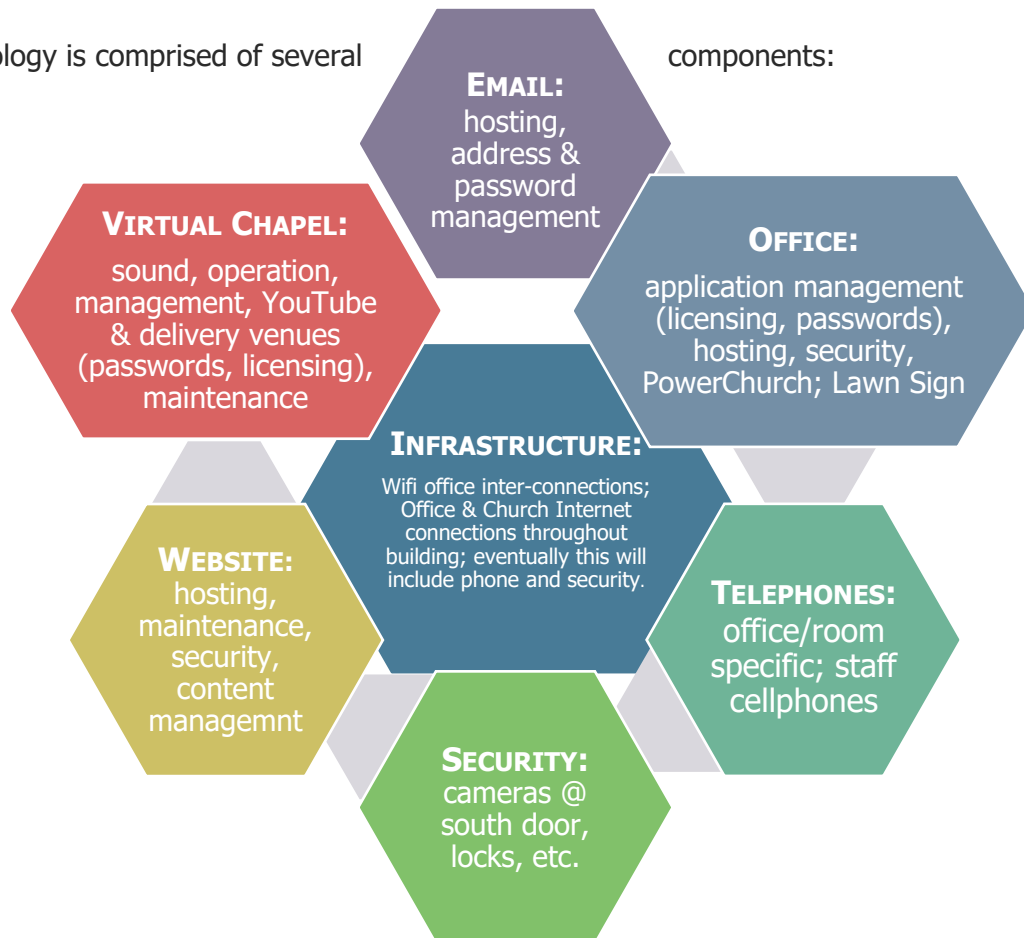
At the very least, this role may be responsible for managing the suppliers, contracts, subscriptions, licensing, applications, accounts, payments and passwords for each component of HTC's technology. All contracts and payments should be organized and readily accessed by the Wardens, Incumbent-in-

charge and, as required, Office Administrator and selected Volunteers. The Office Administrator may be able to coordinate the many licenses, inventories and passwords, but the wardens and current administrator will be in a much better position to comment on that after the assessment.

Overview

HTC's technology is comprised of several

components:



There are issues with each of these elements and all elements are interconnected.

A. Infrastructure:

The infrastructure is the backbone for all the connectivity throughout the building. All the components that follow rely on the infrastructure working properly. Right now we have different contracts for different areas of the building, and we do not have a coordinated approach for managing, maintaining or planning the infrastructure.

This includes:

- the connectivity throughout the building, including the nursery school, offices, meeting rooms, church, etc.
- Internet bandwidth for uploading and downloading for office usage, guests and for live-streaming
- Eventually this will include phones and security

B. Email:

There are several email platforms being used by volunteers and staff, with no coordination, management or security for the email addresses, passwords or communication protocols. At the very least we need a secure hosting for the office email, and we need a way to effectively manage the platforms, email addresses & passwords, and how people communicate with outside agencies and suppliers. For example, we are using 3 different emails for the Virtual Chapel.

C. Office:

I'm including in Office the many devices and applications used to create, distribute, and manage the multiple documents and information objects (videos, images, etc.) in the life-cycle of the church. This includes worship (services, funerals, etc.), (Corporation (employment, finances, insurance, etc.) and so on.

- The devices used: laptops, monitors, cabling, printers, copiers, etc. The purchase invoices, warranties, sign-in passwords and locations (who actually currently has the device in their possession?) need to be centralized.
- The applications need to be managed (licensing, passwords) and hosted, preferably virtual and not in a physical server. There is often overlap between applications, so someone needs to look at what staff and volunteers are purchasing/licensing and reduce or at least minimize the duplication.
 - Office - Word; Excel, etc.
 - Security – the digital files
 - Specific applications for design (e.g. Canva); worship; PDF's; images, etc.
 - PowerChurch
 - Lawn Sign

D. Virtual Chapel:

We need to have an inventory of the equipment used for the sound, projection and streaming of the virtual chapel services. There are licenses, warranties, operating instructions and maintenance requirements to be organized and maintained.

We also need management of the operating instructions, YouTube and delivery venues (passwords, licensing), and trouble-shooting guidance.

E. Telephones:

Right now we think of the telephones as those used in the offices and specific rooms (kitchen, vestry, etc). We seem to have lost the publicly available phones (near the mailbox). We also need to consider staff cellphones as we manage the contracts, devices and payments for HTC telephones.

F. Website:

The HTC needs to be hosted, maintained, secured, and the content needs to be updated weekly and regularly managed.

G. Security:

Currently the only room covered by security is the office. We need to investigate if this is sufficient, and how we ensure the workplace safety of staff and volunteers in the building. Cameras at the south door? At all outside doors? At the back of the building? Should the keylocks be replaced by carded or coded locks, especially on the office and counter-room doors?

MAY 2023	ACTUAL	BUDGET	Variance	ACTUAL Y-T-D	BUDGET Y-T-D	Variance Y-T-D	2022 ACTUAL Y-T-D	Variance Y-O-Y
INCOME								
	18,076	17,500	576	88,311	90,800	- 2,489	96,427	- 8,116
Envelopes Receipts_PAG	11,276	12,000	- 724	56,963	60,000	- 3,037	67,455	- 10,492
Envelopes Receipts_Envelopes	6,800	5,500	1,300	31,348	30,800	548	28,972	2,376
Open Receipts	7,729	5,000	2,729	11,793	7,300	4,493	8,363	3,430
Property	6,100	3,750	2,350	21,600	19,000	2,600	17,890	3,710
Housing Income (Rectory Fund)		-	-	12,088	12,085	3	11,971	116
M_ & M - OFOH (Local)	2,167	2,167	0	10,834	10,833	1	10,417	417
M_ & M - Outreach Income	-	-	-	395	-	395	982	- 587
M_ & M - Other	-	-	-	625	2,000	- 1,375	3,405	- 2,780
Organizations - ACW		-	-	-	-	-	-	-
Organizations - Footlights & Fundraiser			-	-	4,000	- 4,000	-	-
Organizations - Eva Rea			-	-	-	-	-	-
Bequests	-		-	-	5,000	- 5,000	17,500	- 17,500
Endowment Fund	10,925		10,925	10,925	10,000	925	-	10,925
HST Refund		-	-	-	-	-	-	-
Other - Interest	-	-	-	3,088	3,085	3	3,058	30
Other - Diocese Jubilee Credit		-	-	-	-	-	4,773	- 4,773
Other - CEWS		-	-	-	-	-	-	-
Other - Stole Fees	775	-	775	775	-	775		775
TOTAL INCOME	45,772	28,417	17,356	160,433	164,103	- 3,670	174,786	- 14,353
EXPENSES								
Administration - Bank Charges	71	75	4	355	375	20	365	10
Administration- Insurance	2,166	1,949	- 217	10,002	11,246	1,244	7,887	- 2,116
Administration - Office	2,349	1,800	- 549	12,714	7,400	- 5,314	7,800	- 4,914
Building - Gas	3,262	500	- 2,762	11,334	8,000	- 3,334	6,990	- 4,345
Building - Hydro	1,323	700	- 623	3,176	3,700	524	3,364	189
Building - Maintenance	3,573	2,000	- 1,573	15,736	13,000	- 2,736	15,598	- 137
Building - Major Repairs		-	-	-	-	-	-	-
Building - Telephone	696	170	- 526	1,097	850	- 247	530	- 567
Diocesan Allotment	4,651	4,851	200	24,054	24,254	200	23,865	- 189
Programs - Christian Ed/Discipleship	2,167	2,167	0	10,833	10,833	- 0	10,417	417
Programs - Children's Ministry	107	-	- 107	107	-	- 107	-	- 107
Programs - Communications	232	-	- 232	232	1,200	968	2,240	2,008
Programs - Music	-	-	-	1,034	650	- 384	96	- 939
Programs - Sunday Worship	73	500	427	679	2,500	1,821	2,504	1,825
Programs - Outreach	300	-	- 300	300	-	- 300	500	200
Programs - Other	1,788	-	- 1,788	5,123	2,000	- 3,123	1,109	- 4,014
Programs - Health Ministry	-	-	-	579	250	- 329	78	- 502
Programs - Seniors' Ministry	-	-	-	-	-	-	-	-
Programs - General Ministry	750	-	- 750	903	500	- 403	233	- 670
Staff - Salaries & Stipends	13,913	13,000	- 913	34,883	65,000	30,117	76,057	41,174
Staff - Housing Allowance	-	-	-	-	-	-	-	-
Staff - Salaries (Other)	2,070	2,500	430	9,515	12,500	2,985	2,009	- 7,505
Staff - Travel Allowance	230	444	214	1,407	2,220	813	2,450	1,043
TOTAL EXPENSES	39,721	30,656	- 9,066	144,066	166,479	22,413	164,092	20,026
Income over Expense	6,051	- 2,239	8,290	16,368	- 2,375	18,743	10,695	5,673
Amortization	2,397			11,985				

In May, we had a Net Operating surplus of \$6K on Income of \$46K and Expenses of \$40K. The budgeted deficit was \$2K on income of \$28K and expenses of \$30K
Year to date, we have a gain of \$16K on income of \$160K and expenses of \$144K. The budgeted deficit was \$2K on income of \$164K and expenses of \$166K

Items of Interest:

Envelope Receipts (YTD) are \$2K lower than budget; We need to monitor future deposits as we have lost 4 PAG so far this year.

Open Receipts are \$4K higher than budget due to designated gifts from United Way and the generous donation from a family of our parish

Received the distribution from the Endowment Fund which was approved at Vestry

Insurance - Direct Deposit has commenced for insurance premiums until October

Office Income - YTD amount is adjusted due to the \$6K accrual in the 2022 financial statement

Salaries & Stipends -YTD amount is adjusted by the \$37K accrual in the 2022 financial statement

Other

Received letter from the Pension Office stating the missed premium amount will be \$55K split evenly between Jesus and HTC to cover the contributions missed 2012 - 2021