THE ANGLICAN PARISH OF ST PETER AND ST PAUL ANNUAL REPORT 2018





The Anglican Parish of St Peter and St Paul Annual General Meeting (Vestry) Sunday, February 24th, 2019 Agenda

The Rev Doug Friesen, Chair

- Opening Prayer including prayer in memory of those who died in in the past year: In memory of Betty Margaret King, Thomas Hanna, Mervin Sneddon and Rod McGeachie,
- 2. Appointment of Secretary
- 3. Review of Agenda

Note: Any motion with financial implications needs a funding plan and/or will be directed to the new Parish Council to study and make decisions.

- 4. Minutes of the Annual General Meeting, February 2018
- 5. Reports motion to receive reports. Discussion will be under New Business.
- 6. Appointments
 - a) Treasurer
- 7. Report of Financial Reviewer
- 8. Financial Report Lynn Schumacher
- 9. Parish Budget for 2019 Lynn Schumacher
- 10. Elections: Report of the Nominating Committee
 - a) Peoples Warden
 - b) Parish Council including Synod Representation
- 11. Any other Business
- 12. Date for 2020 AGM
- 13. Appreciations and Closing Prayer
- 14. Blessing and Sending Hymn



Report and Letter to the Parish family of St. Peter and St. Paul for our Annual General Meeting: February 24, 2019:

I started work as Interim Priest on Thanksgiving Sunday, 7 October 2018. The Bishop initially asked me to serve until Christmas, but it became apparent that a new Incumbent would not be ready by then. I have since agreed to stay on until August 2019 if necessary.

My overall impression is that a highly dedicated corps of parishioners is holding together a parish in transition. The priest, music director, and Administrative Assistant all left in 2018. These key positions are currently being filled by part-time, interim staff. A transition team is in place to oversee the selection of a new Rector.

At the same time, a major building project involving the replacement of the church hall with a new facility, which will include offices and affordable housing, is in process. This process has been complicated by the heritage status of the church building.

Throughout all of these changes, the congregation of St Peter and Paul has continued to offer faithful worship, loving service, and steadfast hope. The Holy Spirit is breathing new life into the church and 2019 promises to be a year of Resurrection.

It has been wonderful to get to know the people of St Peter and Paul over these past few months and I look forward to the opportunity to continue this journey for a while yet. My prayers are with you as you search for a new Incumbent.

Respectfully Submitted, The Rev. Doug Friesen – Interim Priest



Wardens' Report

It has been a very busy year in the life of our parish this year.

The wardens along with our parishioners and our larger community have celebrated and supported many different events throughout the year.

A new parish council was voted in at the last Vestry that quickly brought their time and talents to running the business side of our parish. They have worked together to accomplish the work God is calling the church to do.

Our Good Friday Community Walk around our community was joined in with others in our community for this uplifting walk. A special Good Friday service was held in the church at the same time to accommodate those unable to join in the community walk. March saw our Rev. Paul Schumacher Ordained, as a priest, many from the parish went to Christ Church Cathedral to witness this wonderful event.

In the coming months the parish and community gathered together for fellowship and successful fund raising events. To name a few, our Pancake Dinner, Spaghetti Supper, the Buccaneer Day Bake Sale, Garage sale, Corn Boil and Holly Bazaar.

Early June we heard that our incumbent the Archdeacon Lon Towstego and his wife Marian were called to the Parishes of St Stephen and St Mary's in Central Saanich. They would be leaving the last Sunday in August. The whole parish was very sad to see them go as Lon had been working tirelessly to bring the 5 parishes together that has made up the parish of St Peter and St Paul. We had worked and joined together moving forward to being an active and vibrant parish.

The wardens met with the Bishop in June and discussed the way forward to finding a new incumbent, once Lon and Marian had left our Parish. The next couple of months flew by as we celebrated Lon and Marian.

We had a community Salad Supper late August to say thank you to them for their leadership, friendship and pastoral support during our years together. There were lots of hugs and tears but we wished them well on the next part of their life's journey in the church.

The Parish took on a summer student, with the encouragement of the diocese and funding from the government of Canada's student work project. He worked with the wardens and treasure through the summer, each week helping to go through the hall divesting us of years of (we need to keep this just in case) stuff. This helped us get ready for planning for the demolition of our parish hall. Making way for the building of our new ministry centre and seniors affordable housing complex.

September saw the parish give a warm welcome to, The Rev. John Housel Drover, who become our temporary interim priest for September and then, The Rev. Doug Friesen joined our parish as the interim priest in October and is with us as we search for a new incumbent.

We were just finding our way forward with The Rev. Doug Friesen, when the sad news that our amazing organist and choirmaster had to leave our parish quite quickly and go back to Ontario to look after his ailing father. The wardens were fortunate in finding a substitute organist who loves playing our organ and will gladly stay with us until the new incumbent arrives or until a new organist is hired.

In September the wardens and parishioners followed the process at the Township of Esquimalt in their monthly council meetings discuss and determine that with some consultation the planning of our new building for a new parish hall and seniors affordable housing complex passed the necessary steps to allow the building to proceed. The proviso being a working Heritage Committee to be stuck to guide the plans forward to a satisfactory conclusion protecting our, 152 year old Heritage Church. Today the Heritage Committee was unanimous in the re- working of plans for our new parish hall.

Respectfully submitted, Sharon Wickware, Rector's Warden John Ducker, People's Warden

2018 Deacon's Report to Annual General Meeting



Parish Ministry

The deacon is oriented to service ministry in the community. In liturgy, the deacon reads the Gospel, sets the Eucharist table, gives the dismissal, and sometimes gives sermon. Deacons also bring the Eucharist to care homes. I do some pastoral care, but that is primarily a ministry of laity and the priest.

I acted as deacon in both Sunday services. Once SuSan Gurd Jensen joined us, I took the 8:30 Sunday service and often attend the 10:30 service. I am a member of Parish Council, and try to assist parish requests, when asked.

The church does not pay a salary for my ministry, but one of my ministries pays for my work, so in that sense I receive compensation as a Deacon.

Ministries within the Diocese

Mentoring Chaplains

Mentoring chaplains walk together with people discerning their call to ministry until they confirm their lay ministry, or are ordained. I have a relationship with three people, one a postulant as a vocational deacon, and two whom the Diocese assessed in early December.

Pilgrimage

After the Camino in March 2018, I worked with the Rev. Jim Holland and others to support pilgrimage experiences in a number of parishes. St. Mary of the Incarnation [Metchosin] agreed to offer a pilgrimage to all on March 30th 2019. Work is underway. We explored a St. Peter/Paul pilgrimage, but given uncertainty about the hall and other stresses, we have that concept on hold until later in 2019.

Creation Matters

Creation Matters is now working within Engaging God's World, as established at Synod 2018. The Committee is concerned about how better to engage the members of the church in environmental issues. I am the ordained co-chair; we meet monthly.

Chapter of Deacons

In the diocese, all deacons are members of the Chapter. The Rev. Nancy Ford is Director. We gathered several times during the year, and I attended all.

Ministries within the catholic Church

Diakonia of the Americas and Caribbean [DOTAC]

Most members of DOTAC are deacons in the Lutheran, Anglican/Episcopal, United, Methodist, and Presbyterian churches in the United States, Canada and Brazil. Every four years, DOTAC has a conference – in August 2019 it is in Vancouver. I am on the program committee, and will give 2 workshops on the Great Bear Rainforest.

Centre for Christian Studies

CCS is a small theological school in Winnipeg that serves the United and Anglican Churches of Canada. Its main focus is diaconal ministry. I am on the Finance Committee, which meets monthly by video call.

Ministries in the Community

Umbrella

Umbrella provides support to individuals, and their loved ones, struggling with substance use issues. There were major problems with management succession, which were gradually resolved over 15 months. In July, with a new Strategic Plan and Governance Policies in place, I stepped down as Chair of the Board of Directors. Although I am no longer involved with the organization, I am delighted that they are stable, and well serve the people of the Capital Regional District.

Coast Funds

Coast Funds has an endowment of approximately \$100 million, and distributes \$5 to \$9 million annually to First Nations along the coast from Campbell River to Alaska. I am also a member of the Investment, Finance and Audit Committee, and Project Committee. In 2018 I was asked and agreed to continue for another 4 years as a Director, and on December 1, I became the Nanwakolas Director in Coast Funds. Coast Funds pays per diem fees to Directors.

Contract work for First Nations

I did no contract work for First Nations in Nanwakolas. Before 2014, I did this from 3 to 5 days per week, but others now do that work – which is good!

Innovative Communities Organization

ICO started and spread from Victoria. It "collaboratively, innovatively and transparently... focuses on the alleviation of poverty and the promotion of education". Look at their website at <u>www.innovativecommunities.org</u>. Its values are deeply Christian without being part of any church. The founder, animator and President, John Mitchell, and I renewed our commitment as Directors in 2018. We will step down in summer 2019 as part of generational change.

Other

My wife and I travelled to South Africa, the Camino pilgrimage in Spain, the Yukon and Costa Rica this year. Our schedule for 2018 was 9 weeks holiday, and 4 weeks religious experience like the Camino.





Chancel Guild Report

The Chancel Guild provides all the floral memorials at the altar each week as well as the decorative arrangements in the church for the main festivals of the year: Easter, Thanksgiving and Christmas.

This is an important and creative ministry which not only beautifies our worship space but also enhances our experience of the sacred Presence of God among us.

We are a group of dedicated women who work in pairs and love the opportunity to work with flowers. Each team of 2 has a designated week each month for which they are responsible to pick up the flowers, arrange them and do clean-up. The exception to this is during the season of Lent when there are no flowers in the church.

Sometimes well-intentioned parishioners have dropped off vases, pots and other containers they think we might be able to use. However, please do not continue that practice. Our space is very limited and not all containers are practical for our needs. Instead, we invite you to help with the decorations for the main festivals of the year by placing a cash donation in a clearly marked envelope on the collection plate. It would be most appreciated.

Respectfully submitted, Margaret Anderson, co-ordinator.



Outreach Committee Report

This will be the last outreach annual report.

Proceeds from the second Blueberry Tea enabled us to send \$300 to PWRDF for the famine relief in the Sudan. We were also able to purchase and donate 157 pairs of socks for those at Our Place and at the Dandelion Society.

The committee promoted the St. John's food bank by informing what was needed and tracking the progress.

Cala lilies were sold at coffee hour in May.

In June it was decided to close the Outreach Committee as we did not have any new members. We lost through varied reasons Dian Hanna, Val Casperson, Ann Easton, Sylvia Bachop, and Merle Wall. The remaining three members felt they could no longer carry on.

We did continue the healthly snacks for Esquimalt Neighbourhood House to the end of 2018. We also set up the Tree of Giving for the buying of gift cards to be given at Christmas. We thank everyone for supporting our projects.

Respectfully Submitted,

Betty Ann Townsend. Sue Williams. Myrna Bennett



<u>Website and Social Media Report</u> <u>to parish Annual General Meeting, Feb 11th, 2019</u>



In September 2018 I was fortunate to take over as Parish Administrator. I am in the office Monday – Thursday from 9am to 12pm.

One of my first objectives as parish administrator was to tidy up the layout of our website, <u>www.stpeterandstpaul.ca</u> and Facebook page

https://www.facebook.com/AnglicanParishOfStPeterAndStPaulVictoriaBcCanada/

bringing all news, ministries and events up to date. I initially focused on the addition of new promotions and events that were happening in our parish. My strategy is to create a unique identity for each ministry, and news articles consistently branding them across our online platforms by adding associated images with succinct information to generate more views. For people prospectively looking to become part of a new parish an active social media presence and up to date website is of vital importance. People on the outside want to see things happening within the parish.

The secondary function of our online presence is to connect those in the parish who may not be able to attend church but still want to be connected in some way. In November 2018, with the help of Rev. Wally Eamer we started recording and uploading our weekly Sermons on both our website and Facebook page. This has been met with positive feedback and most notably gives people who may have moved away from the area the feeling that they are still a part of the St Peter and St Paul family. Whilst researching how other parishes communicate I quickly discovered we are one of the only parishes recording video of our sermons in this diocese which gives us a unique selling point.

Another feature that has been my focus has been to bring systems such as the Altar Flowers Sign-Up and the community noticeboard online. The automation of such examples brings together content in one location that is easy to find, and creates efficiency in doing day to day administrative tasks.

In January, 2019 I led a successful Ascend platform workshop with Wally Eamer and Rick Lawson. The purpose of this workshop was to educate and brainstorm with members of the community on how to get more information available on the website.

Moving forward we are looking to further extend our presence online. If you would like to contribute images to any of our online platforms please get in touch with us.

We are sensitive to the fact that not everyone uses electronic media. If you prefer written communications and or phone calls please let us know and we will look for ways to continue to be in touch with you.

Respectfully Submitted,

Andrew Lloyd



		Actual 2017		Actual 2018		Budget 2019 Proposed	
In	come						
	3010 Collection envelopes & ECP	92,343.51		90,400.00		88,500.00	
	3015 Altar Guild	0.00		2,701.00		2,500.00	
	3020.1 Coffee Cup				3,614.00		4,000.00
	3020 Open Collection				4,941.00		5,000.00
	3020 Open Collection Total	7,819.69		8,555.00		9,000.00	
	3021 Special Offering	9,550.73		4,921.00		5,000.00	
	3028 Major Improvements	8,010.00		0		0.00	
	3030 Interest (consolidated Trust Fund)	9,292.23		8,262.00		8,300.00	
	3037 Community Outreach Events	3,743.11		1,754.00		1,800.00	
	3039 Music			101.00		0.00	
	3040 Rentals - hall and church	3,511.80		3,475.00		1,000.00	
	3050 Fee for service	6,465.00		6,614.00		6,000.00	
	3065 Holly Bazaar		8,601.95		5,449.00		3,000.00
	3060 Fund Raising - Other		7,490.79		6,429.00		5,000.00
	3060Fund Raising Total	16,092.74		11,878.00		8,000.00	
	3080 St Paul Housing Society	7,800.00		7,800.00		7,800.00	
	3090 non budget revenue	10,000.00		12,000.00		10,000.00	
To	tal Income	174,628.81		158,461.00		147,900.00	
Ex	pense						
	4015 Synod Interest (Bank Overdraft)	362.97		1,173.00		1,000.00	
	4017 Diocesan Loan Interest	655.54		805.00		724.00	
	4020 Bldg Supplies & Maint	5,271.73		4,788.00		8,000.00	
	4021 Insurance	4,811.83		6,120.00		6,220.00	
	4022 Fuel - Oil	6,455.05		6,407.00		3,000.00	
	4023 Fuel - gas	3,690.34		3,099.00		3,378.00	
	4024 Utilities - water	459.76		373.00		300.00	
	4025 Cleaning Contract	4,252.50		1,871.00		0.00	
	4026 Hydro Church	854.00		1,640.00		1,800.00	
	4027 Hydro Parish Hall	2,701.47		2,269.00		1,500.00	
		2,701.47		2,209.00		1,500.00	

Defici	t		(22,371.07)		-2,593.00		-12,769.00	
r	otal Expense	\square	196,999.88		161,054.00		160,669.00	
	4330 non budget expense		50.00					
	4220 office - website	\square	176.40		44.00		525.00	
	4215 Office photocopier	\square	5,145.20		3,167.00		3,000.00	
	4210 office Telephone /Internet	\square	2,004.98		2,122.00		2,200.00	
	4200 Office - Supplies		1,172.71		426.00		500.00	
	4100 Diocesan Assessment		25,281.96		24,283.00		25,058.00	
	4097 Honorium Special Music		150.00		150.00		0.00	
	4096 Honorarium Organist	\square	679.13		1,575.00		700.00	
	4095 Honorarium Pulpit		600.00		1,650.00		700.00	
	4084 Summer Student				185.00		0.00	
	4083 Cleaner's salary		218.36		1,009.00		3,024.00	
	4082 Organist		13,650.00		12,032.00		12,200.00	
	4081 Parish Admin Asst		11,763.86		3,814.00		11,500.00	
	4080 Rector's Salary		89,002.85		74,459.00		67,915.00	
	4080.4 Gov't Deduct - Employer					4,394.00		
	4080.3 Benefits					11,453.00		
	4080.2 Accurals					2,800.00		
	4080.1 Salary and housing					55,812.00		
	4072 Continuing Ed Staff		0				0.00	
	4070 Profess'l support		1,468.44		325.00		325.00	
	4060 Fundraising Expenses		3,126.36		72.00		75.00	
	4050 Fee for Service	\square	910.00		917.00		1,000.00	
	Total 4035 Church Ministries & Progr		4,507.40		6,279.00		6,025.00	
	4035 Church Ministries & Progr - Other					74.00		0.00
	4046 Leadership Development			54.22		0		0.00
	4044 Call to Action			250.00		0		0.00
	4043 Altar Guild			694.00		3,343.00		3,400.00
	4040 Hospitality			676.53		165.00		75.00
	4039 Music			287.00		332.00		250.00
	4037 Community outreach events			2,059.51		2,073.00		2,000.00
	4036 Worship Supplies			486.14		292.00		300.00

2019 NARRATIVE BUDGET FOR THE ANGLICAN PARISH OF ST PETER & ST PAUL

We acknowledge that we worship, work and play on the traditional lands of the Esquimalt, Songhees and other Nations of the Salish and Coast Salish peoples, and we thank them for their hospitality.

The people of St Peter and St Paul are living a Vision. The pillars of the Vision are Renewed Hearts, Renewed Spirits, Renewed People. Our Vision Team has ably assisted us in keeping to our Vision.

As part of this report, we will approve a budget for 2019 which will help us to continue living out our Vision in the community of Esquimalt and beyond.

The Budget at a Glance Revenue \$147,862.00 Expenses \$160,669.00 Net - \$12,769





Our main source of income is from parishioners in our weekly and monthly donations through envelope and Electronic Collection Plate (ECP). As you can see on the financial statements, these givings have steadily decreased over the past few years. This is a trend which needs to be addressed if we wish to remain a witness in this community.

As well, in our Open Offering, we have money given to our parish by visitors and from envelope and ECP donors giving extra donations through the Coffee Cup envelopes. In 2018, contributions to the Coffee Cup fund brought in \$3,614 which almost covered the cost of our Diocesan Loan. We expect to have this trend continue.

At Christmas, Easter and Thanksgiving we give extra through Special Offering envelopes to help with our parish's ministry. The Executive Team must make a concerted effort this year to ensure that these special offering envelopes and accompanying letter are available to parishioners in a timely manner to allow time for us to budget our personal finances allowing us to make a generous donation of thanks at these festival times.

We worship together to learn more about God's Word, to have fellowship with fellow believers, and to welcome newcomers to our Parish. All of this prepares us to be a witness in our day to day life. Our gratitude to God for the things he has given to us and the portion of it which we give to our parish enables us to do the work God calls us to do in our community.



The church year calendar gives us special times of celebration, reflection and meditation.



We appreciate the work the Altar Guild does each week to prepare the Lord's Table for Holy Communion and Eucharist. The Flower Guild, using flowers, adds beauty to the sanctuary. Both of these Guilds use money provided through your donations to purchase the supplies needed to do their work.

Our Community Outreach donations and a Diocesan grant have allowed us to minister to our community through Christmas Hampers, dinners for the Military Family Resource Centre, and lunches for our 55+ neighbours as well as other outreach ministries. Some of our regular ministries may not be possible through the period when we are without a Parish Hall but others can continue. In addition, our Parish Council will ensure that these and new Community Outreach and Fellowship times are an integral part of our church family life. We will need volunteers to continue in these ministries.



Military Family Resource Centre BBQ

We also reach out in to the community by offering Eucharist services at Selkirk Place, Gorge Hospital and Sunset Lodge. Deacon Wally and Karen Hogg, with assistance from Lynn Scott, minister monthly on our behalf. We thank them for volunteering their time again this year for this important ministry.



In 2018 we had a clergy team teaching, offering comfort and guidance, doing hospital and home visits, as well as conducting our weekly worship services. We were able to employ a full time Incumbent, The Rev. Lon Towstego, until the end of August and welcome our part-time Interim Priest, The Rev. Doug Friesen, in October. We also thank God for the ministry of our Deacon, The Rev. Wally Eamer; retired clergy, The Rev. Howard Jacques and The Rev. Claude Mury; and Postulant, SuSan Gurd Jensen. This year we have set our budget to reflect the cost of an Interim Priest from January to the end of June; and a full-time Incumbent, with five years' experience, for the balance of the year. We also budgeted for replacement clergy to cover illness and vacation times. We are fortunate to have retired priests who are willing to help as needed with services.

We worship in a beautiful, 150+ year old building. We sing weekly to the music of an historic organ. We are able to maintain our buildings and grounds through weekly givings, fundraisers, rentals of our facilities, the thoughtfulness of those who have gone before and left endowments, as well as the gift of a Diocesan grant.



In the fall of 2018 we secured the services of Lawrence Surges before the Christmas season as an interim organist until a permanent organist is hired. In the near future, we will post an ad for a permanent, part-time organist for our parish.

Also, in the fall, we welcomed Andrew Lloyd as a part-time temporary Parish Administrative Assistant. Andrew will continue in this position until a new Incumbent is hired and settled into our Parish. We will then advertise for a permanent part-time Parish Administrative Assistant. This is an area where volunteer help will be considered to enable us to limit the number of paid hours.

Lynda Weller was hired in the fall to clean our church and parish hall as we ended our contract with a cleaning company as a cost cutting measure. She will continue in this position with reduced hours once the Parish Hall is demolished.

Thanks go to all of the parishioners and friends of the parish who collect Country Grocer receipts for us. In this past year we have received over \$2,500 worth of gift cards which we use for kitchen, bathroom and cleaning supplies as well as our weekly coffee hour supplies, our monthly celebration cakes, and portions of our parish meals. Please keep up the good effort in 2019!

We have a wonderful time together as we celebrate special occasions, have times of fellowship around a meal and catch up with each other over coffee. We thank all of the volunteers who have made those times possible and for the wonderful food which has been shared by all of us.



We are excited about all the possibilities our new facility will provide for us in the foreseeable future. As we continue in this year, we will need to work together and support each other as changes happen on the road to fulfilling our ministry together. We will welcome a new Incumbent who will offer guidance and support as we grow together as a worshipping community. We thank God for all the good things which He has done for us!



View from Esquimalt Road

View from rear of church

Respectfully submitted, Lynn Schumacher, Treasurer