

ANNUAL REPORTS TO VESTRY

February 28, 2021

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Parish Statistics 2020

	2015	2016	2017	2018	2019	2020
Households	185	189	186	190	186	185
Average Sunday Attendance	82	89	76	74	77	Jan-Feb – 81 Sep – Dec – 31 Video – 118 views
Christmas	171	198	161	164	163	In-Person – 35 Video – 304 views Video – 174 viewers
Easter	146	153	126	139	171	Video – 182 views
Baptized	2	11	3	7	4	
Confirmed	0	0	0			
Marriages	2	0	0	3	1	
Deaths	13	7	7	12	6	5

Deaths

Shirley Conquer
Jane Delroy
Lorne Kelly
George May
Ray Oswald

Lay Assistants at Communion

Joy Bowerman	Gillian Morris
Les Cundell	Janis Perkin
Jeff Hall	Michael Perkin
Joan Hounsell	Sheila Pitt
Gillian Martin	Georgia Roberts
Penny Miller	Keith Wilkins
Jenny Morphew	Brenda Zanin

Rector's Report

What a Year!

In January 2020, it first appeared that the year was going to be like any other. We had started plans for the induction service and as we know from hindsight, that came to a screeching halt, due to the pandemic. Thankfully, the plans for Black History Month (BHM) that were already in motion were successful.

BHM was held for the first time in February 2020. Each week featured a guest speaker, artists, St. Mark's Choir, and the Sunday School doing items that were different. The month concluded with a celebration of food and entertainment in the Parish Hall. One collateral outcome of BHM was the visit of Stephanie McWatt along with her supervisor Canon Hilary Murray. She was so moved by the warmth of the parish, that she asked permission to do a part of her theological internship with the parish. She started her internship September 6, 2020 and will conclude at the end of April 2021. The organizing committee included, Arnold Elite, Ron Lewis, Sheila Pitt, Janis Perkin, Suzanne Bisson, Joan Hounsell and Kathryn Greer-Close and Fr. Julian. Hearty gratitude is extended to the team and all others who worked tirelessly to see the fruition of this month.

From mid-March to September in-person services were cancelled because of the pandemic. However, Joy Bowerman and Alex Dee loaned the church their technical expertise and equipment. As a result, we were able to produce YouTube Morning Prayer from March 2020 until now. These virtual services, as you should suspect, are omnipresent, with listeners in Africa, the Caribbean and Europe. This method of communication is truly evangelizing the world for the sake of Christ, in an unprecedented time. These services would not be possible without the assistance of lectors, soloists, preachers, officiants, and others who assist in any other way.

September 6, 2020, we resumed in-person services, with the limit of 50 maximum for each service. For this to be a reality, we owe a huge depth of gratitude to the Re-opening Team that worked endless hours trying its best to adhere to the nitty-gritty elements mandated by the Province and the diocese simultaneously. Also, thanks to each of you who placed your trust in the team and came out to worship. There were a few of you who ably assisted me in organizing the masses along with Ariane. The list is too long to be enumerated but included lectors, singers, side-persons, and servers. The Re-opening Team members are Michael Perkin and Georgia Roberts (co-chair), Terry Frederick, Joan Hounsell, Stephanie McWatt, Karen Roberts, Joseph Amuah and Fr. Julian. No doubt, we will still seek their learned expertise when the time arrives for the re-opening of churches again.

In terms of groups, most did not meet. However, Corporation met almost regularly while Parish Council due to its size met only a few times. The choir also met virtually and was able to produce a few pieces occasionally for the liturgies. Other outside groups did not meet during the period March-September 2020. A few met after September only to be shut down in December 2020. The committee for the Bazaar found a way to still host virtually. People placed orders online and by phone and were able to collect goodies on assigned Sundays.

On All Saints' Day 2020, we were blessed to have the episcopal presence of Bishop Shane Parker, Ottawa. He enjoyed being in our midst and promised to have another episcopal visit in 2022, but before he does that, he has already committed to return to us in February 2022 as our first preacher for BHM.

As we continue to make God's kingdom a reality in this uncertain context, I pray for God's peace among you. Let us always be mindful that we are all in this together and together we will journey through it to a better place, with God's help. I draw your attention now to Isaiah 41:10 which gives us comfort during this time, "So do not fear, for I am with you; do not be dismayed, for I am your God. I will strengthen you and help you; I will uphold you with my righteous right hand."

Warden's Report

Well, this has been an "unusual" year to say the least! As 2020 began, Rev. Julian had been with us only two months. He was just getting used to St. Marks and all of us, as well as the cold weather! The 2019 Christmas season spilled over into the New Year with Epiphany and Creche Sunday.

In January we had the first (and as it turned out, the only) Parish breakfast, and on the same day, the Ecumenical Service with Dormition of the Virgin Mary Greek Orthodox Church and Madonna della Risurrezione was held. Both these events were much enjoyed as always.

Late in February Kate and Steve Close and their helpful crew of young people, produced a wonderful Pancake Supper, raising more than usual

In January and February there were several meetings of Coffee, Company and Conversation – the Thursday morning get-togethers of between 20 and 40 people, from St. Marks and the community. This is one of the church's most missed activities due to the Pandemic.

The month of February became known as Black History Month. Rev. Julian and his committee organized guest speakers for Sunday services, musicians, including a wonderful steel band, and some Caribbean foods to supplement our Coffee Hour treats.

And then: on March 14th our church activities came to a screeching halt as Covid-19 became a Pandemic and the whole world changed. Very soon after the church closing, Rev. Julian, Joy and her son Alex, began recording weekly Morning Prayer services to be seen on YouTube. These recordings have been well-received by parishioners, as a good way to stay connected to the church during the closure. Joy has also produced a weekly newsletter online, keeping everyone informed of what is happening.

During the church closure, from March until the beginning of September, there were no activities going on in the church, and no renters. A Pandemic team was later formed, with Michael Perkin, Georgia Roberts and several others, to oversee procedures for the re-opening of the church, while keeping people safe. During this six month period, many parishioners kept in touch with others, by phone and online, just to make sure everyone was all right. Many long conversations and interesting stories were shared!

On September 6th, St. Marks held its first service since March: at the new time of 9 am, with no singing, no chatting among parishioners, no coffee hour, sitting miles apart ... but still it was good to be back ... and to see people again. The Pandemic team has done a good job of keeping us all in line. Most Sundays there were between 20 and 30 people in church. We are pleased to have several new members.

In October two of our renters returned and were very happy to do so. Unfortunately, that only lasted until the church closed again on December 24th.

What about the Bazaar? Well, it was a virtual one this year – just like everything else! Items for sale (preserves, pickles, pies, cookie dough, boxes of cookies, dishcloths, soup mixes, mince tarts, Jenny's chocolates, turkey pies, Christmas cards) were all kept in the freezer, refrigerator, or behind the

screens in Bishop Reed Hall. Parishioners could go online to see a list of what was available, fill out an order sheet and send it to Joy. Other people sorted and boxed the orders and then the customers picked them up at prearranged times, paid for it and done. Some orders were delivered. What a system! Proceeds from the bazaar were about \$5000. Anything is possible!

We had a good fall season, though we were always aware that Covid-19 was hovering around, and not going away. We had a nice Remembrance Day service, complete with recorded trumpet. We got into December and the Christmas season. The Lessons and Carol for Christmas Service was recorded to be watched by those who could not get to church on Christmas Eve. And sadly, the Diocese closed churches after that service.

During the year the Corporation met each month, and Parish Council met most months. In October those meetings became Zoom meetings – very different, but quite successful.

Property issues are a part of Bill's job as People's Warden, but that soon will change. This year, some of the things done: the flat roof which had leaked on and off for some time was repaired, and problems with the basement sump pump were fixed. All the lights in Bishop Reed Hall and the suspended light in the nave are now working. The fixtures along the sides of the nave have new bulbs to give uniform brighter lighting. Paul Greer, John Hancock, Steve Close, Russ Wilkins and Joe Tracz provide good support in keeping things working well. Special thanks to them.

Many thanks for various contributions to keeping St. Marks running so well to: Margaret Blakeney, Karen Barber, Gillian Morris, Lynn Mani, Joy, Georgia, Karen Roberts, Penny, Ariane, Laurie, Suzanne, Margaret Lodge, Kate, Jenny, Joan and all the members of Parish Council. And to all the people who attend St. Marks, and make it the nice, friendly place it is.

Respectfully submitted,
Your Wardens,
Bill Barber and Pauline Adams

Synod Report

Due to the COVID-19 pandemic and in accordance with canon law a shortened annual Synod was held during the morning of October 24, 2020, covering the basic needs required by the diocese's canons, bylaws and regulations:

- approving new members of Diocesan Council (C.3.10)
- the Director of Financial Ministry's presentation of the diocesan finances (R3.03)
- appointing, or in this case re-appointing, the diocesan's auditors (B.3.18)

The annual meeting ends one Synod Year and begins another with appointments starting and ending.

Bishop Shane Parker gave his charge to Synod speaking about Paul urging the Thessalonians not to worry but encourage and build one another up. We, members of the Diocese of Ottawa, have been doing this during the pandemic. He wants us to perceive ourselves, not primarily as members of parishes or community ministries but as a single diocesan church with two expressions of service to God and our world.

The Bishop told us the diocesan church would focus on four renewed and refreshed strategic priorities –

1. communications
2. the shape of parish ministry and buildings
3. engagement with the world
4. lifelong formation, worship and hospitality

The details of strategic priorities will be discussed and developed further during the next face-to-face Synod meeting.

Two episcopal panels have been created:

- The **Communications Panel** with a mandate to create a strategic communications plan for the diocese.
- The **Shape of Parish Ministry Consultation Team** focusing on the success of parish ministries as a whole, rather than leaving that to individual parishes to worry about.

The Bishop said that before the next in-person Synod the Governance Committee will review the diocese's structure, to make it better suited to achieving the third and fourth strategic priorities.

The motion appointing members to the Diocesan Council, the Advisory Panel on the Termination of Clerical Appointments, the Provincial Synod and Trinity College Corporation was passed.

Sanjay Grover, Director of Financial Ministry, gave the Finance Report. He stated that in reviewing the reports being sent to him, we are starting to come through the pandemic in better shape than expected, but it still needs to be monitored carefully over the next few months.

Deloitte LLP were appointed as the 2020 financial auditors for diocese.

Respectfully submitted,
Pauline Adams, Gillian Martin and Gillian Morris

Video Services

On March 13, 2020, the diocese closed all the churches, initially for a period of three weeks. While we had nothing ready for March 15, which was the Sunday, by the following Sunday, March 22, an Electronic Newsletter and a Morning Prayer video service had come into being. It couldn't be hard, right? It was only for 3 weeks. We can look back at that naiveté now and laugh.

The concept of a video service came into being because my son, Alex Dee, had studied music industry arts at Algonquin and I knew a small segment of that had been audio for video and video production. I knew we had some sound equipment at home and a decent camera. My daughter had a YouTube channel and was familiar with uploading videos. It was a place to start. From the very beginning we included music in the videos because music forms such a strong part of the traditions at St Mark's. So we set up a YouTube channel and went from there.

Over the year, as Alex went back to work, I learned how to create the titles, how to record, how to do the initial sound editing and how to assemble the video. Alex always does the final sound editing which is what gives it the crisp and well-blended sound quality we are so accustomed to. We have been very fortunate to have his expertise.

By the end of 2020, we had produced 44 videos. Although we took a two week break in the summer and did not produce a video for December 27, we produced videos for Maundy Thursday, Good Friday, Christmas Eve and Christmas Day. The St Mark's Ottawa YouTube channel has 54 subscribers.

One of the aspects about watching published video services is that they are available for watching all over the world. Although it can be a bit of a daunting prospect when you are singing every week and editing the service together, the videos of our services have been watched in far-flung places. While some people are regular viewers, I am sure there are others that watch only from time to time. From Canada, there are viewers from Quebec, Ontario, British Columbia, Alberta, and Nova Scotia. From the Caribbean: Anguilla, Antigua & Barbuda, Bahamas, Barbados, Jamaica, St Kitts & Nevis and Turks & Caicos Islands. From the United States: Florida, Hawaii, Indiana, Massachusetts, Minnesota, North Carolina, Texas, and Virginia. From the UK: North Yorkshire, Kent & Birmingham. From Europe: The Netherlands, Belgium, Greece, Italy, Germany and France. From all other places: Costa Rica, Mexico, Ghana, India & Nigeria.

YouTube will give you statistics on how your videos are performing. To be able to compare the different videos, I have used the number of times the video was watched during the first 30 days it was published. It should not be surprising that the most number of views occur during the first 7 days that it is published, however the number of views does increase very gradually after that.

From March through August, while the church was not open for in-person worship, the average number of views for the Sunday services was about 130. From September through December, the average number of views was about 94. A number of people will watch the service more than once. When you check the data on how many different viewers have watched, the average number of viewers (where the information is available) is 60.

The special services during Holy Week (Maundy Thursday & Good Friday) were watched 254 and 199 times respectively in the first 30 days they were published. The service of Lessons and Carols for Christmas Eve was watched 184 times and Christmas Day was watched 122 times.

Respectfully submitted,
Joy Bowerman, Video Producer

Return to Worship in Time of COVID

After an extended period of having only virtual church we were advised that we could return to in-person worship beginning Sept 2020. With this announcement came conditions from the Diocese that had to be met prior to the return. In response, St. Mark's Corporation asked Georgia Roberts and Michael Perkin to form a team to ensure that St. Mark's could successfully return to in-person services on Sundays and that limited access could be granted to the church facilities.

A team was established consisting of the two co-chairs, Joan Hounsell, Karen Roberts, Joseph Amuah, Terry Frederick and Fr Julian Campbell. Together we reviewed and analyzed the terms and conditions established by the diocese for all parishes to return to in-person worship. The team meet via ZOOM meetings every week leading up to opening. This was a very detailed and complex process covering hard and soft surface sanitation, social separation guidance and markings, highly visible signage for entranceways, high traffic areas and publication of requirements for personal hand washing, hand sanitizing, wearing of masks and the process for services and communion.

We launched regular in-person services on September 6 with great success, thanks mainly to the cooperation of parishioners and continued support from Corporation. The team continued to link via ZOOM on a regular basis, resulting in modifications being made to our processes and procedures, updates being provided regularly and the creation of a question and answer pamphlet

to keep the congregation informed. As a result we were able to respond to issues in a timely fashion and facilitate a safe and meaningful experience.

Regretfully we returned to a Diocesan red level and in-person services ceased on 24 December 2020. We continue monitoring the situation and look forward to returning to in-person services and granting some access to our church facilities as soon as it is deemed safe to do so..

Respectfully Submitted
Georgia Roberts & Michael Perkin

Stewardship/GIFT

Let us begin with a big thank you to all of St. Mark's parishioners. This has been a difficult and challenging year and all have been faithful and supportive. Our stewardship this year was not just about contributions, although many, many were faithful in their giving, it was about us being good stewards of our relationships, our faith community and ourselves. With the COVID environment keeping us cooped up in our homes, restricting our visits to friends and families we still found ways of reaching out to each other. A phone call, an e-mail, or a facebook post all became the the new way of maintaining our love for one another and keeping our faith intact until we could meet face to face.

Our video worship has been a gift for our spirit and uplifting for our faith. Putting together a video for a virtual Sunday service has allowed us to continue our walk with the Lord albeit in our favourite chair with a warm beverage and perhaps still in our PJs. The production of the videos does not come without a price tag however. With contributions from our GIFT funds we have been able to "Proclaim the Word in the 21st Century" via this new medium of communication. GIFT also facilitated the purchase of a new photocopier which made for improved efficiencies in producing the increased demand for production of bulletins and other documents. Who would have predicted the need before COVID.

We look forward to coming together in 2021 and renew the stewardship of our church family, our resources and our outreach.

In His Service
Michael Perkin

Rentals

When the building closed, we had to contact all our renters and ask them to put their programs on hold. Many of these groups have been with us for years so this was a sad task.

In September, when we were able to hold services again, we were able to allow some of the scouting groups to meet outside where they followed all the guidelines set out by the diocese, province and their own administrators. This worked until the weather became too cold, my understanding is that they now meet via zoom.

Whether any of our former renters will return when we are able to host them, is unknown at this time.

Penny Miller

Prayer Ministries

St Mark's E-Prayer

E-prayer is prayer sent via e-mail for people who have requested prayers.

St Mark's E-prayer celebrated 13 years of e-mail prayer in 2020. What I started in 2007 with a few requests for prayers for parishioners, evolved into 50 E-prayers being sent to 57 pray-ers in 2020.

The past year has been one of severe hardship, of fear, of facing the unknown. It was the year of COVID-19, and prayer became an even greater need. Since the initial lockdown in mid-March we have faced various levels of restrictions, but prayer has always been part of that time, and we hope it continued to uphold those who prayed and those who the prayers were for. From comments I have received over this past year, it has.

After March, I included a generic prayer within every e-prayer mailing - a prayer for understanding and support -

- ❖ *At this time we pray for all who are affected one way or another by health issues*
- ❖ *We pray especially for those who have the added fear or concern with COVID-19*
- ❖ *We pray for shut-ins who might feel alone and not understand why*
- ❖ *We give thanks, and pray for their safety and health, to all who are caring for those in need*
- ❖ *The health community – doctors, nurses, care-workers and all support staff*
- ❖ *The shop workers who are keeping us provided with essential medical needs and food*
- ❖ *Young people reaching out to shop for our seniors*
- ❖ *All who are caring for others*
- ❖ *All who are in any kind of need*

We can all add our own generic prayers, as this prayer continues in 2021.

As usual, our personalized prayer requests were not only for the church family, but for our own families and friends: some were for people many only knew by name; some were with simple information and some with a lot; some with follow-up and some with none.

The majority of our prayers were for the sick, including a few who had COVID-19. We prayed for 69 parishioners and their families, for health, surgery and recovery, and we gave thanks for six who were 'healed'. We were saddened by the loss of 18 parishioners, family or friends. We gave thanks for their life, and prayed for comfort for their families.

We also gave prayers of thanksgiving for the birth of a daughter, for special birthdays. We also gave thanks for ministry this past year, for Fr Julian, Bishop John and Bishop Shane, and all who helped us in our parish ministry.

Over the past 13 years the E-prayer circle has worked as a conduit between pray-ers and those being prayed for. It has helped provide an instant prayer link of support and comfort when it was needed. Another aspect of the E-prayer circle is that those we pray for can use it to give updates on their situation and also give their thanks.

My thanks to all who have been part of our E-prayer team these past 13 years, who have added all these people to their own personal prayers. I also thank those who have put their trust in us, by using the E-prayer for their own prayer requests.

If you want to join the E-prayer list of pray-ers, or have prayers said for you, St Mark's E-prayer can be reached via drblodge@sympatico.ca. Please join us.

As we continue through the year of 2021, may it be a year of prayer and especially hope.

Margaret Lodge E-prayer Coordinator

Prayer Cycle Calls

This group of 3 people Carol Dicks, Ann Matthews and Cynthia Greer call 5 family groups weekly, in alphabetical order, according to the names in the bulletin. They are then prayed for specifically at the Tuesday prayer group.

The purpose is to connect with our church family, but especially to ask how members are physically or mentally. We ask if they would like prayers for themselves, family members or friends. While I'm not sure that people, especially those who do not attend usually, really understand what we are about, it gives us a chance to connect with people. We are always very well received, and in this pandemic time people are delighted to receive a call.

We do not always reach those who don't attend often, but we leave a message. We do our best and the prayer group prays for them in a more general way.

While parishioners who have health or family problems are happy to speak to us, often at length, please be assured that the information does not ever go any further than us, and the priest.

We are always happy to hear from our fellow parishioners, so even if it isn't your week, but you would like prayers, please feel free to call any of the 3 of us.

God bless you all as we try to keep positive during this pandemic, and remember our purpose is to serve God, through serving you.

Respectfully submitted,
Carol, Ann and Cynthia.

Prayer Shawl Ministry

We continue to provide prayer shawls, baptismal shawls and pocket prayer shawls. Each one is knitted or crocheted with love and prayer. New shawls are blessed during the morning service.

The shawls are given to those in need of comfort and solace as well as in joy and celebration and represent the love and prayers of our church community. If you would like a shawl for yourself, family member or friend please speak to me or leave a request at the office.

I would like to thank Betty, Ada and Gail Drysdale (from Slim and Trim and City View United) for their help in making this ministry possible.

Respectfully submitted,
Gillian Morris.

Music Ministry

When the year began, St Mark's had two choirs: the regular senior choir, and the junior choir. Both choirs sang for the Sunday morning services until the church cancelled in person services on March 15, as the global coronavirus pandemic struck hard in Ottawa. Until then, we had had a "normal" year, with a senior choir anthem and a junior choir anthem sung every Sunday for the 10 o'clock service, and a choir practice for both groups on Thursday evenings, beginning with the juniors, then

going over the hymns and other special music with both groups before moving into the senior choir practice.

In 2020, the ecumenical service marking the week for Christian unity was celebrated on the afternoon of January 19 at the Greek Koimisis (Dormition of the Virgin Mary) Orthodox Church on Prince of Wales Drive. St Mark's participating choir members and parishioners were accompanied for the first time in many years by our very own newly assigned parish priest, Fr. Julian Campbell. A number of parishioners and a few singers from Madonna della Risurrezione also took part in the service. Their priest, Padre Antonio, who prepares the liturgy and order of service every year, also came to one of our earlier choir practices with the scores of the Italian songs which he taught us. Every year our Italian pronunciation improves!

We sang both the Anglican hymns and the Italian songs for the service and the Greek choir offered some beautiful pieces of their own. The service was followed by a reception with a delicious potluck meal in the Koimisis church hall.

February was special at St Mark's, as Fr. Julian led us in celebrating Black History Month. For the choir, this meant learning some new pieces important to the Black communities in North America, discovering some new hymns that were relevant to the themes of the Sunday services, and singing some old favourite anthems such as *Siyahamba* and *I want Jesus to Walk with Me*. We also heard some wonderful guest singers and musicians' contributions to the church services, and celebrated afterwards in Bishop Reed Hall, sharing excellent Caribbean food, listening to wonderful music, and even dancing to a live steel band's tunes on one Sunday morning "coffee hour".

On Ash Wednesday, February 26th, we sang for the evening service marking the beginning of Lent, unaware of the scale of societal change soon to follow. Anthems had been planned for all of Lent, but we only sang on the first two Sundays before the watershed date of March 15th. We had had a good choir practice on March 12th, going over much of the Lenten and Holy Week repertoire and preparing for Induction of Fr. Julian as parish priest scheduled for March 23, and then heard from the diocese that as of March 15, in person services were cancelled. This was anticipated to be a temporary measure. Within a few days, it was decided that recorded morning prayer services would be an interim solution and the recording sessions began. Joy Bowerman sang, and assisted, Fr. Julian determined the format, chose the readings, and delivered the sermons, and Alex Dee had been recruited as the technical expertise and in fact, took care of all the recording and editing when we started out. The music and the spoken parts of the service were recorded on different days so as to respect diocesan rules on the number of people allowed in the building at one time as well as the "time distancing". These roles shifted as restrictions loosened and Alex went back to work.

Different assistants were brought on, and a new piece of equipment allowed for three microphones to be used to record. Joy sings all of the music for these services, Alex helps when it fits his voice and his schedule, and Brenda Zanin and Janis Perkin joined in on occasion when they were servers.

Most of us thought we'd be back to singing together within a few weeks, once the number of cases of Covid decreased. How mistaken we were! By the end of April, it was clear that we were in for the long haul and we began Zoom choir gatherings on Thursday evenings, for any member who was interested. At first I tried having half singing and half socializing, but it became all too obvious that the varying rates and distances of signal transmission made it distressingly impossible to make music together. Zoom also prevents people from talking or singing at the same time, so even singing pieces without a strong rhythmic component was impossible. Gradually our Thursday night Zoom meetings became purely social gatherings, a way of connecting with each other. We end the meetings with the optional singing three or four hymns, often from the following Sunday's recorded service as

well as some evening hymns. I play them on the piano, singers turn off their microphones and sing with the piano, able to see but not hear their fellow singers. I keep hearing rumours of IT experts figuring out a way to coordinate musicians so that we can react to each other, and “play” (with) the music, but nothing has materialized.

Thursday night Zooms continued throughout the summer and are still ongoing ten months later, with 6-10 regular participants.

Recorded services were produced every week of the year, with the exception of August 2nd and 9th when Joy took holidays and December 27th, as additional services had been prepared for December 24 and 25. Morning prayer always includes a canticle at the beginning, and Fr Julian chose to use the Jubilate Deo (psalm 100) for many, many weeks. Initially Joy sang the psalms and the Canticle was said, but after a few weeks this was reversed, and Joy and I provided a different version of the Jubilate every Sunday (for 14 weeks). Fortunately, this has been a popular Canticle for many centuries, and it wasn't too difficult to find versions workable for one voice with organ accompaniment. During Creation Season, the Benedicite was sung and from Thanksgiving until Advent, the Venite was sung. During Advent the Canticles were the Magnificat, the Song of Simeon, and the Song of Zachariah and the Song of Peace.

By September 6, the pandemic situation in Ottawa had improved sufficiently to allow for in-person Sunday Eucharist services. Strict protocols were imposed as to social distancing, wearing masks, a ban on congregational singing and only one singer per service. The recorded morning prayer services continued to be produced for those who were unable to go to church.

I am very grateful to the following senior choir members who accepted the invitation to be the sole singer for several Sunday morning services, despite the requirement of singing with a facemask on and having to stay close to the microphone: Suja Mani, John Hancock, Janis Perkin and Kate Greer-Close. Rehearsals for upcoming services were at a mutually convenient time both new and familiar repertoire and focused on new and adapted familiar repertoire that wouldn't provoke members of the congregation to burst into forbidden song.

For Thanksgiving Sunday, Joy suggested making a composite recording of an old chestnut, Maurice Greene's *Thou Visitest the Earth*. It meant mastering new technological processes: using a cloud drive for downloading and uploading recordings, recording with two devices, one for listening and the other for recording, figuring out how to clap on cue and then have the score ready in time to start singing. We were able to produce a sound recording of everyone together with a mosaic of still photographs of the singers, which was played both for the recorded service and the in-person Thanksgiving Day service.

On Sunday November 8th we commemorated Remembrance Day, joined by former parishioner Scott Kirby on the trumpet for the Last Post, Rouse (the Canadian Reveille) and some of the hymns for the recorded service. His recording of Last Post and Rouse was also played at the in-person service, where soloist Kate Greer-Close sang Tilley's *In Flanders' Fields* and the Pie Jesu from Fauré's Requiem.

Joy masterminded a virtual Lessons and Carols Service for Christmas Eve, with many choir members contributing, including Madeline, Penelope and Jeremy Close, who had sung with the junior choir at the beginning of the year. Gillian Martin played the flute for several pieces. There were two virtual choir pieces and a composite video was produced to accompany the music.

We tried something new for the Christmas Eve in-person Eucharist: congregation members were asked to bring bells and ring them at appropriate parts of the service where they would normally have sung. The enthusiastic ringing was quite a surprise, as well as the improvements in judicious use as the service progressed. I had been trying to avoid familiar carols to eliminate the temptation of singing along, but Kate who was the soloist made me realize that the familiar hymns were an essential part of the Christmas Eve service. So bells were rung when signaled to be appropriate, and not for the quieter pieces of music (A Celtic Silent Night and Rutter's Nativity Carol).

On a social note, Greta Robinson hosted our winter choir party on January 24th, assisted by daughter in law Cheryl and granddaughter Jessica, as well as friend Hannah, a student who was living at Greta's house at the time. A lovely evening was had by all. Father Julian came and we had the opportunity to get to know him better.

As for choir membership, the only change has been Jeremy Close's move from the tenor to the bass section early this year as his voice deepened. He continued to help out with the junior choir.

The Junior Choir began the year with seven members: Jeremy, Madeline and Penelope Close, Patrick Findlay, Jessica Robinson when her ringette schedule permits, Anabella and James Martinez-Ball. They sang an anthem as well as the first verse of the communion hymn on their own just about every Sunday until March 15, contributing several relevant anthems for Black History Month. Since then the choir has been inactive, except for the contribution of the Close children to recordings for the one of the Advent services and to the Nine Lessons and Carols Service. Thank you to Kate Greer-Close, Carolyn Findlay and Ann Matthews whose support to the choir while it was active is greatly appreciated.

The St Mark's Requiem choir was formed at a time when many choir members were still working and unavailable for day-time services, to fill the need for singers at funeral services and other daytime functions. That is no longer the case; we still call on friends and former members occasionally but it may be time to consider retiring this appellation.

The organ is still holding up reasonably well since the major electrical circuit repairs of 2016 and the speaker repairs a few years before that. Some connections occasionally need to be jiggled and some wires on the ends of the keys adjusted when the notes don't speak because of major changes in temperature and humidity.

Many thanks to Don Marjerrison who substituted for me several times early this year. Also to Jenny Morphey, responsible for taking care of the music library and the robes; Brenda Zanin for making sure we are ready for the services in a calm and well-attired state; Kate Greer-Close, our choir president at the beginning of the year; Karen Barber who represented the choir at Parish council; Cynthia Greer, convenor and sender of cards of sympathy when needed; and Coralie Sheehan, treasurer.

Thank you to every single choir member, for your sustained presence in person early in the year and thank you for your virtual contributions since then, in the form of singing and of mutual moral support. Like all of you, I am so much looking forward to being able to meet and sing together in person again!

Thank you to Fr. Julian for your support of the musical aspects of our worship together here at St Mark's. Thank you to the Covid protocol leaders, Georgia Roberts and Michael Perkin who have made sure that we could worship safely in the church for the last four month of the year. Thank you to church office volunteers Gillian Morris, Karen Barber and Lynn Mani.

A huge thanks to Joy Bowerman, whose almost inexhaustible reserves of energy, organizational and musical skills and openness to trying new things have made it possible for music to continue to play such an important role in the life of this parish.

Respectfully submitted,
Ariane Dind

Screening in Faith

What is screening? Screening involves assessing the risks involved in a particular position or ministry; finding an appropriate match between task and volunteer (or candidate for a job); providing sensitization and training, and sometimes altering the setting and arrangement of ministry delivery to minimize risks and maximize the ministry's success.

<http://www.ottawa.anglican.ca/SIF.html>

The Screening in Faith Committee is comprised of Les Cundell, Georgia Roberts and Michael Perkin. It continues to work on the screening process and procedures at St. Mark's.

Our records show that we did not carry out any screening for the year 2020. We will carry out any updating of Police Record Check required in 2121.

The Ministries and positions designated as High-risk are:

-Rector (Diocesan responsibility) -Pastoral Care -Church School (Head and Teachers) -Rector's Wardens, Rector's Deputy Warden -Nursery (Head and Helpers) -People's Warden, People's Deputy Warden -Friendly Visitors -Instructor of Servers -Junior Choir (Leader) -Home Communion Visitors -Screening in Faith Committee (4) -Parish Administrator (not a volunteer)

Plans for 2021 include: 1) Continuing work on the Screening program – with new Police Records Checks applications/Reference Checks etc. for volunteers in High-risk ministries; 2) Notifying volunteers who need to have their records updated. 3) Updating Job Descriptions files (from 2002) 4) Contacting Heads of Groups for up-to-date lists of group members for inclusion in St. Mark's Volunteer list.

I would like to thank Michael Perkin, Georgia Roberts for their help and guidance.

Respectfully submitted, Les Cundell

St Mark's Communications

Communication is an important part of any organization, whether it is a group of two or 200 or 2000. I remember being told by the priest at the time, soon after arriving at St Mark's in the mid 70s, that Anglican's were not the best communicators! I think it has improved, but how communication is given and how it is received can be two very different things.

The year 2020 was a year where communication was more important than ever. With no in-person activities after March 15, when COVID-19 hit, there was even more need for alternate methods of staying in touch with parishioners, especially those who were isolated, and not connected by the various internet options.

- Cynthia Greer and Georgia Roberts set up a phoning contact list for volunteers to keep in touch with parishioners.
- Church services went on-line, thanks to the expertise of Alex Dee and Joy Bowerman.
- The web carried basic information and contacts, and the MTW Blog and Facebook also carried general information.
- The church office started a weekly e-mail news update.
- With nothing happening there was no need for publishing the quarterly newsletter, 'Mark This Word'.

Mark This Word – MTW

In January 1975, I was part of a team to form the first official newsletter for St Mark's – 'The Lion's Mark'. After a break, the newsletter format was resurrected with a new name 'St Mark's Matters'.

After yet another break, the present newsletter was born in 2005. The chosen name 'Mark This Word', was submitted by Brenda Zanin. In the Fall 2013, I became part of the new editorial team with Brenda as co-editors of MTW – issue #31. I was compiler/graphics and Brenda was editorial/proof reader.

This quarterly newsletter had historical, present and future components, from religious editorials to personal articles on our parishioners, and news of upcoming parish events. The format of MTW was not meant to be editor-run, but by in-put from various parts of the parish. Over the years there were articles from the church school, the treasurer, the library, seniors' programs, events, activities – you name it - including articles from the parish in general.

Until a new web page is designed and activated, you can find all MTW issues, since the first in 2005, available on the web at www.stmarksottawa.ca/annex/newsviewsindex.html

Due to COVID-19, Issue #55 was the only MTW newsletter for 2020. It was produced for Lent 2020. I hope MTW will continue, as it was YOUR newsletter.

As of Vestry 2021, I have resigned from the position of editor of MTW. It has been a very interesting, at times challenging, but always different, 7 years and 25 issues of sharing your news, views and history with others. Thank you Brenda, I have enjoyed working you, even from afar (thanks to gmail and google).

respectfully submitted

Margaret Lodge

on behalf of Brenda Zanin, MTW co-editors

St Mark's Web, Blog and Facebook

St Mark's electronic information on-line sites.

www.stmarksottawa.ca St Mark's web, and its forerunner at magma.ca, was started by the late Lorne Bowerman in 1996. It was one of the first Anglican webs in the diocese. It was the link to our parish calendar, news and history. It was dedicated in Lorne's memory in 2015.

I became assistant webmaster in 2006 by default, as I suggested augmenting the site with a changing calendar, more colour and graphics. I took over maintaining the site in 2015, following Lorne's death.

In recent years we have known that the old format doesn't work very well with today's constantly changing new technology. Change had to happen, unfortunately it has been slow, and for many reasons over the years, it has not advanced to a new working site, and technically it has reached the stage of failing.

After 13 years as St Mark's webmaster, I have resigned from this position. It is hoped that a new webmaster will be found within the parish, someone interested in helping to revamp and maintain a new site and bringing St Mark's web into the 2020 decade.

I have also resigned from two other electronic communication positions, St Mark's Facebook and Blog. I have been part of administration of these sites since 2013.

www.stmarksottawa.wordpress.com/ this is the **St Mark's blog**, where you can post church news and comments, and sign up for automatic delivery of the newsletter and more.

www.facebook.com/stmarksottawa/ **St Mark's Facebook** information page.

Communication has always been important to me, and as such I accepted being part of the parish's various ways of communicating. Having started way back with the 1975 newsletter as a newcomer, doing graphics on a Gestetner stencil, and adding various other assignments along the way, I have decided it is time to take a break from the communications portfolio, so as of Vestry 2021, I have resigned from all four positions – newsletter, web, blog and facebook. Thank you for your support along the way.

I wish the new volunteer(s) success in spreading the word of our parish to our parishioners and the extended parish in data-news-land.

respectfully submitted
Margaret Lodge – Communications

Mothers' Union

The Mothers' Union is a world-wide sisterhood within the Anglican Church, with 4 million members in 83 countries. The aims are:

- ❖ to share Christ's love and teaching by supporting and nurturing marriage and family life,
- ❖ to maintain a world-wide fellowship of Christians, united in prayer worship and service,
- ❖ to seek justice for all,
- ❖ to support individuals and families in troubled circumstances.

Our branch was re-established in 1983. We wear many hats, and provide many services, generally connected to our aims and Mandate, but also because we have always been the youngest group of women! We are now the only group of women except altar guild, which isn't in fact, only women. We are the Membership team, and also through that the Vitality team. We help with the Seniors' lunches and support the church school and nursery where possible.

As a group, and individually, we are very involved in all facets of church life. Covid 19 stopped us in our tracks, as we were preparing for Father Julian's induction, and the St Mark's Day luncheon, and the welcome to new parishioners.

2020: We presently have 12 active members and 2 supporting members, plus Bruce, Paul and Steve, who are acting auxiliary members and setter-up-ers and BBQ-ers.

Our year started normally with an Epiphany Dinner at The Mandarin in January attended by 20 members and friends. We held a meeting in early March to prepare for Lent, with simnel cakes and flowers. and then Covid -19 hit. I told everyone to save their cakes until it was over assuming a couple of months. My family was happy when I announced they could eat the simnel cake.

Bishop's Election: The last event that was held in the Diocese for many months was the election of Bishop Shane Parker on March 14, 2020. St Mark's MU members helped at this event for registration of voters. We are the go-to group as we have also done registration at Annual Synod for many years.

Outreach: Mothers' Union is not a fundraising organization, but everything that we are involved in on a social or community level, requires funds or donations in kind. We have been very fortunate at St Mark's to have the support of a very giving parish. Without this help our programs would not be as successful as they are. Some of our outreach is within the parish, with annual and even weekly events, and some reaches around the world. Unfortunately this year has been different and our funding support has been very small.

- ❖ **Bales for the North:** cancelled
- ❖ **Advent Giving Tree:** cancelled
- ❖ **Bazaar:** the normal bazaar was cancelled, but members did take part in a virtual bazaar organized by Joy Bowerman.
- ❖ **'Buck a book' table:** This was cancelled in March. Any money received in other years, was divided among several charities including Akany Famonjena, and Akany Tafita,, an orphanage and a day training centre for Teens in Madagascar. These were run until recently by Mary Sherwood who suffered a severe stroke, and can no longer help. We also sent funds to PWRDF, and the Northern Clergy Families fund. The table is a focal point on Sunday during coffee hour. Many thanks to Jenny Morphew for organizing this.
- ❖ **Card Party:** cancelled
- ❖ **Christmas Puddings:** cancelled
- ❖ **Church Calendars:** We ordered 55 calendars this year, along with several orders for local rural and smaller parishes in the Diocese to allow them to join our larger cheaper order. The costs were higher this year, along with an extra charge per order.
- ❖ **Diocesan Calendars 2020:** St Mark's MU took over the Anglican church calendar ordering and distribution project from the Diocesan ACW in 2015. This year changes were made to the system, offering direct ordering and free delivery to their own address. Therefore we decided to offer only that method, because for several of our 5 years we worried as to whether the calendars would be ready for Synod, our means of delivery to the whole diocese. When Covid-19 hit, this proved to be the only logical way, so we felt fortunate to have made that decision, although we enjoyed speaking with people throughout the diocese.
- ❖ **Mothering Sunday:** cancelled
- ❖ **Picnic & BBQ:** cancelled
- ❖ **Donations for 2020:**
 - We sent \$120 to PWRDF to the 'All Mothers and Children Count' program, \$60 from Jenny's chocolates and \$60 from calendar profits, which became \$840, when multiplied sevenfold.
 - We also sent \$40 to the Ottawa food Bank, which became a value of \$200.
 - \$50 was sent to PWRDF to be sent to the Beirut explosion.
 - Since our Canada-wide Mothers' Union conference was cancelled this summer, we sent the \$500 we had been saving for it, to the MU in England to help them. The Mothers' Union in

Britain pays most of the costs of running programs world-wide. Their members pay much higher dues than us, and like us are getting older, so their base is shrinking.

I would like to take this opportunity to thank you for all your past support. It is your generosity which enables us to be God's hands in the neighbourhood, our city and around the world.

Hopefully this coming year we will be able to take on some of the projects we had to cancel this year.

May God bless you for your caring, and keep you safe, until this pandemic is over.

Respectfully submitted,

Cynthia Greer, Mothers' Union Branch Leader.

Membership

The parish demographics are always changing. The parish was founded by returning veterans in 1949, but very few of the early families still belong to the parish. Also, less members live within the geographical parish. About 50% live within, or close to, the parish. The rest come a distance, by choice rather than just proximity.

As happens in any group situation, parish membership fluctuates. As of December 2020, we had 186 member units, ranging from singles to couples to families with children. We had 8 (family) newcomers in 2020, 7 of which live outside the parish. Two members moved, and we lost 6 parishioners through death.

We know we are an aging and aged parish, but youth has always been a very positive part of our church membership. Parishioners of all ages were very thankful for our young people, the vibrant church school and junior choir, both the youth and their leaders, and looked forward to the interaction of age and youth, but COVID-19 changed that in March. Also sadly, in the Fall our church school leader Kate Greer-Close retired. Thank you Kate for all that you did for and with our youth over the past 9 years.

The aim of the Membership committee is to work with and for the people of the parish, and to encourage participation in parish life. The present Committee was formed in 2007/8, and made up of Mothers' Union members (MU), since Cynthia Greer, the MU leader, took over the vacant position of Membership. MU agreed to be the working committee. I became Chair of Membership at Vestry 2016, and my term on Parish Council ends as of Vestry 2021.

Membership works with the church office, in relation to the official church membership list, and was instrumental in what we now have for all participating members, the smaller Church Directory. It also produced information leaflets for the pews. These have been up-dated quite a few times in the past few years.

The **Parish Vitality Working Group** was a new Membership initiative in 2014 and became very active in 2015. (*see Parish Vitality Working Group Report following on page 18*)

January 2020 was quite normal: Crèche Sunday was on January 5, with nativity scenes from around the world; the extended Advent Book Study restarted until February; the Seniors Coffee, Company and Conversation began its busy winter season planned for each Thursday; and the first parish breakfast was held on January 19.

February saw a 'month of Sundays' recognizing Black History Month, with church services and various social activities. The Shrove Tuesday Pancake Supper was another big success this year, and

Ash Wednesday started off Lent, with plans for services and study through to Holy Week and Easter.

Then the Covid-19 Pandemic closed everything on March 15.

Church Services No in-person services were allowed until September. This included special services in Lent and Easter, including Mothering Sunday and Fr Julian's Induction as our priest. On-line video of Morning Prayer replaced the in-person services, produced by Alex Dee and Joy Bowerman.

Some normalcy prevailed in September when the church was able to gradually open for Eucharist services, but this also stopped after Christmas Eve.

Parish Activities Every social event that had been planned after March 15 was cancelled: the March parish breakfast; Mothering Sunday; the April 26 St Mark's Patronal Day and Welcome Newcomers Lunch; the May Card Party; June's Seniors Eucharist and Lunch, the Big Give and the parish picnic.

All rentals were cancelled. And so it went. Every event that might have happened during a normal year was cancelled. Unfortunately, even on re-opening in September, Fall and winter events were not even planned as social-type events were not allowed. Slim and Trim was able to open with 10 members for a couple of months, and St Mark's managed to hold a successful on-line bazaar!

Thank you to those who have contributed in some way to the well being of St Mark's, especially over the very hard times since March 15. We pray that in this new year of 2021 we will be able to maintain our personal health and rebuild parish community, if only from afar, with the aim to start a renewed life within the parish in the future.

Respectfully submitted

Margaret Lodge

Membership Committee Chair 2020

Vitality Working Group

The Vitality Working Group was formed at the beginning of 2015. Its purpose *"to enhance parish life, particularly through activities and events that increase the sense of being part of the St Mark's Community"*. The group reports to Parish Council through Membership (Margaret Lodge).

In the first year, our projects were mainly for the parish with a possible invite to family and friends. In effect relatively low key, mostly in-reach but also with some out-reach, and all FUN. In 2016, the group was asked to take on an extra initiative, to help raise funds specifically for the church, while still maintaining our original mandate. We undertook this challenge with some trepidation as the goal was \$5000. Over the next three years we raised over \$16,000! The committee reverted to work with FUN-raising for the parish in 2019.

Members of the group for 2020 were Cynthia Greer (Chair), Margaret Lodge, Penny Miller, Suzanne Bisson and Pauline Adams.

Due to COVID-19 in March, everything that had been planned through the Vitality group had to be cancelled. We had a few planned projects, and others as possible events later in the year.

- St Mark's Patronal lunch and Welcome to Newcomers in April
- Card Party in May

- Annual Clean-up Day in May
- Big Give in June
- Summer High Tea in July

Even though there were no events in 2020, we do send a big THANK YOU to past and present members of the Vitality group, and all who helped us with the various events over the last 6 years. We are always looking for volunteers to help.

And a big THANK YOU to all parishioners who supported us and participated in our many church events, and helped to make St Mark's a vibrant, vital community again. We look forward to sharing this vitality with you again – albeit on a smaller scale - hopefully in 2021 or 2022.

Margaret Lodge (Membership)

on behalf of

St Mark's Vitality Working Group 2020

Cynthia, Margaret, Pauline, Penny and Suzanne

Altar Guild

Our small group has continued to serve during this "interesting year". We have gained one new member who was just beginning to learn our ways before in person services had to stop for a second time.

During the time the Church was only doing on-line services Joy handled many of the tasks of changing colours as needed and the set up for morning prayer, thank you. One of us would go in when the church was empty to do some cleaning. Once we were again allowed to have in person services, we had to learn to do things somewhat differently, masks on, carefully distancing ourselves as we worked and adjusting the set up for the Sunday service. We were happy to be able to do some decorating for Christmas, it made things seem a little closer to normal.

Thank you to all members of the altar guild for your flexibility and support.

Penny Miller

Flowers

Thanks to several donors we have been able to occasionally have flowers in the church even during the time we only had on-line services. We have used plants more often as it meant that not only could we spend less time in the building but also the plants often lasted more than one week so could be enjoyed for longer.

We continue to use \$4\$ cards to purchase the flowers at Loblaws. If you have a special occasion that you would like to have flowers placed in the church, please send your written dedication and donation to the office.

Penny Miller

Coffee, Company and Conversation

Coffee, Company and Conversation is Alive and Well. From its initiation in September 2018 to March 2020, every Thursday with the exception of holidays, this outreach brought St. Mark's into the community as a seniors' activity that provided a welcoming social and informative gathering place. From its inception, it has been self-sustaining thanks to a generous donation from a very

supportive and interested member of the church's congregation who provided "start-up" money. Then, to the delight of the four organizers of the program, it became mostly self-sustaining due to the voluntary ongoing donations from the attendees each week. The Gift Fund provided the means to purchase round tables to facilitate conversation and be useful at other church activities and the 2019 and 2020 parish budgets both included a small lump sum to augment planned purchases for events.

The group who runs the weekly morning activity has been inspired by the warmth and relaxed atmosphere that has been "CCC" (the nickname it has acquired) and knows that its return, when the church opens and holds gatherings/meetings again, is eagerly awaited by the seniors in the community. They have found a place at our church to socialize, meet new friends and most importantly, feel part of a group and alleviate their feeling of isolation. Although the Virus temporarily has forced CCC to put its activities on hold, it's very important to recognize that the communication/conversation and connection has not ceased. Since the mornings were suspended in March 2020, the organizers, through phone calls and e-mails to the regular attendees, keep in touch and check that people are safe and well and remembered. The people contacted were, at first, surprised that the contact was continued, but have made it so clear that this form of continued conversation is very much appreciated. This communication has spread from the organizers out to contacts between the people who came and made new friends. Some of the comments during these conversations by phone and e-mail have made the organizing group realize how very much this initiative has meant to a number of the community seniors who have come faithfully. For example –

"I saw the advertising poster in the community and thought maybe I'd just try it. I felt so welcomed the moment I walked in the door and began to come as often as I could because I felt that I belonged and it was so relaxed. St. Mark's has been a blessing to me. Its outreach to people like me in the community has meant more than I can say". Another comment from someone invited by a member of St. Mark's, was, "From the first moment I came in the door, I was welcomed and felt the warmth of the group and the setting. I was looking for a place to come for social activity in my community and I thank the CCC people and St. Mark's, for making me feel that I am a part of a group and a friend".

A member of St. Mark's, who attended as often as possible, said recently: "My own feeling is that a wonderful, innovative and interesting initiative, a dream, came into being. It created a welcoming environment that attracted a group of people very different from one another and not connected to the church. They became connected through a social experience and therefore became open to being a part of something that is community oriented. It was needed". There have been other expressions of appreciation for a positive experience. People have made friends and do feel a real part of a community activity.

On the 33 mornings that took place in 2018-2019, over 900 people came to enjoy the fellowship. On average that was 30 people per week. From 2019 to March 12, 2020, the same numbers continued with a slight increase. We can be proud as a church of this community outreach initiative that has come to mean so much to so many seniors.

Looking ahead, the activities, that range from musicians to speakers to games and just casual coffee and conversation, will resume and continue when the doors re-open and our vision to enhance the scope of interaction and service to community seniors will begin. The organizers are planning ahead!

Submitted by Laurie Slaughter on behalf of Georgia Roberts, Suzanne Bisson and Penny Miller and all those St. Mark's people who helped to keep it going for over a year and a half.

Outreach

In 2020, St. Mark's Outreach focus continued to be the Ottawa Food Bank/Debra Dynes Family House (DDFH). Our Ministry for community seniors, Coffee, Company and Conversation (CCC), was launched in 2018 and grew into a vibrant initiative. Participants of CCC regularly keep in touch with one another via phone calls and emails during this pandemic.

School Supplies. The church was closed in the summer, yet St. Mark's collected \$400 in monetary donations. Thanks to Joan Hounsell and Jenny Morphey in keeping me company as we sat in the outside link every Friday in August to collect donations. Several parishioners dropped off school supplies including back packs filled with pencils, pens, papers, pads, etc.

Over 150 families registered in the school supplies program at DDFH in 2020. For the Kindergarten to Grade 8 students Debra Dynes provided supplies to 100 students and Caring and Sharing served 167. Debra Dynes also provided 63 High School supplies. In total, there were 350 school supplies given out this year.

Gifts. Because of the pandemic, in 2020 DDFH were not accepting Mother/Father Day gifts nor Christmas gifts for the children to give to their parents.

Food Donations Weekly donations of food items were provided to DDFH. As well during the months of September and October, St Mark's parishioners donated money to the Ottawa Food Bank/DDFH. Every \$1 donated allowed the Food Bank/DDFH to purchase \$5 worth of food. A special thanks to everyone and to Gillian Morris for her generous food donations while the church was closed.

Baby Items. Over the summer and fall, Doreen Matweow donated three large bags of new and gently used baby items, including knitted blankets, receiving blankets, sleepers, knitted sweaters. This is my opportunity to mention Doreen's unfailing generosity, not only in 2020 but over the years. Doreen continues to keep busy knitting for DDFH and St. Mark's thanks her for her kindness.

The generosity of St Mark's parishioners is very much appreciated!

Respectfully submitted,

Suzanne Bisson,
Outreach Coordinator (2018-2020)

Lenten Outreach

Almsgiving is part of the Lenten practice of many parishioners. And, for years, St Mark's has supported this endeavour by recommending some outreach initiatives. This has allowed us to broaden our outreach in a way that our budget will not allow and to give a larger contribution to the outreach initiatives chosen. This year, the outreach initiatives proposed are St Luke's Table and the Diocesan Refugee Ministry, each of which is described briefly below. Please prayerfully consider them. There are several ways that you can make a donation:

- Special Lenten Outreach offering envelopes are included in the mailing of tax receipts and will also be available at the church when it is open. These should be used in addition to your regular offering envelopes or PAR. Unless specified otherwise, the money received in these envelopes will be directed to the recommended projects. If you wish your offering to be directed to a different registered charity, please write the name of your choice on the blank line on your Lenten offering envelope. If nothing is filled in on this line it will be assumed that the money

should be directed equally to the 2 projects. Don't forget to write your name on the envelope as well to receive tax credit for your donation! These envelopes can then be inserted into another envelope and be mailed back to the church, or be dropped off at the church if it is open.

- Mail a cheque to St Mark's with instructions of how it should be used for Lenten Outreach
- Make a Lenten outreach donation by credit card through CanadaHelps, at www.canadahelps.org/en/dn/47820 and specify how it should be directed.

Previous Projects Supported

2013 Debra-Dynes Family House, St Luke's Table
 2014 Centre 454, St Jude's Cathedral, Iqaluit
 2015 Diocese of Jerusalem (Princess Basma Centre), St Luke's Table
 2016 Cornerstone, Refugees
 2017 Ottawa Mission Hospice, Ancoura
 2018 Cornerstone Princeton Project
 2019 Centre 454, PWRDF "Water Project"
 2020 St Luke's Table, Diocesan Refugee Ministry

St Luke's Table

St Luke's Table is one of the Community Ministries of the Ottawa Diocese. It is based at St Luke's Anglican Church in Chinatown and provides services and support for homeless and those at risk of homelessness. This day program is open 6 days a week until 8 pm to provide much-needed community services including meals, counselling, crisis intervention, and practical supports such as hygiene supplies, washrooms and a community fridge.

The goals of the centre are to provide a supportive environment where visitors can maintain and improve their personal and mental health. The program takes place in a safe and secure venue which encourages the development of trust.

Refugee Ministry of the Anglican Diocese of Ottawa

Building on 40 years experience, our diocesan refugee ministry has been able to support hundreds of the world's most vulnerable people to have a new beginning in the Ottawa region. In cooperation with its Constituent Groups and Co-sponsors, the Diocese has processed the applications of, and landed, refugees from a wide variety of countries. It has then offered guidance to these groups, providing answers and support about health, education, housing, language training and crisis resolution during the time of settlement.

This year, the people of the diocese are being asked to celebrate and support the Refugee Ministry through the Thousand Doves Project (<https://www.ottawa.anglican.ca/index.php/thousand-doves-project>). In this project, people would donate to the Refugee Ministry and also make paper doves that will be hung in the nave of Christ Church Cathedral. Our Lenten outreach donation for the refugee ministry will be directed towards this project.

Pancake Supper

Shrove Tuesday fell on February 25th in 2020. It was a great, clear night. There were 55 advance tickets sold; 45 were redeemed; 76 adults paid at the door. Advance ticket sales amounted to \$456, door sales amounted to \$1062.

There were many families with children - again hard to count but at least 30 children. There was a hall-full of folk or about 120 adults plus children, for a total of about 150 attendees.

We made a profit of \$1220 for St Mark's. Last year we made \$909.

We charged \$8 per adult and children 12 and under were free - same as last year.

There was a positive hum of chatter and visiting with large family groups as well as smaller groups and singles joining together at the long tables. It was a very convivial event with many parties staying and visiting throughout the sup-per.

Kate Greer-Close & Steve Close

Parish Breakfasts

In the Fall of 2019 a group of us took over organizing the parish breakfasts because we thought it was a good chance for people to get together and enjoy company, and we didn't want it to simply end.

We were just getting into our stride this past year, when Covid 19 stopped us in our tracks.

The only breakfast we held was in January. I said all along that I would be happy to 'do' the food part, but I was not prepared to find non-local speakers.

The custom was to have what Lorne Bowerman called '10 minute speakers.' They did in fact tend to go on longer than that, which to me meant less time for people to chat to each other, especially since any choir members had to leave by 9:30. It is a short time slot, depending on when the 8 a.m. service ends.

I had a few parishioners lined up to speak, and I am happy with that. Any outside speaker comes a long way to speak for 10 minutes only so that concerned me.

We were able to have Father Julian give us more information on Black History Month which he was preparing. A month later we were closed.

Each of us has a specific task, so it is not too much work, and we have found that to work well. We are looking forward to the day when we will be able, and feel safe joining together.

The team consists of Karen and Bill Barber, Suzanne Bisson, Georgia Roberts, and Paul and Cynthia Greer.

Many thanks to those others, Mani Mani, Steve Close, Joanne Pagani and family, and others whom I never see, because Karen and I leave for choir at that point.

Keep safe, and in God's care until we can sit down and enjoy each other again.

Respectfully submitted,
Cynthia Greer

Bazaar

This year, our bazaar certainly had a different face! With the restrictions in place, the bazaar concentrated mostly on edible offerings and moved on-line. We were able to offer preserves, soup mixes, our Christmas cookie boxes, frozen cookie dough, turkey pies, mince tarts, fruit pies and carrot cakes. We did offer two items which could not be eaten: Janis Perkin's hand-made cards and knitted dishcloths which were originally made for the cancelled Card Party. One of the challenges in coordinating the efforts for this bazaar was to be able to offer enough of any one item to be able to offer it online. Usually, the bake table just takes items as they come and if there is only one plate of

date squares then that is what you sell. In order to be able to offer fresh items, we had to know when and how many items so that we coordinate the orders.

Pat Sinclair offered her fabulous fruit pies again, Gail Denton offered her amazing carrot cakes, Penny Miller baked multiple dozen mince tarts (or pies depending on where you are from) made with mincemeat from the Preserves table. Many bakers offered cookie for the Christmas cookie boxes. Sandi Branker introduced us to the joys of frozen cookie dough. Pat Sinclair and Joy worked together to offer the soup mixes and turkey pies. Pauline Adams and Cynthia Greer did the yeoman's work of coordinating packing and pick-up of orders. My deepest heartfelt thanks to all of these people.

In the spring, any money donated as a thankoffering for fabric masks sewn by Joy was also donated to the bazaar. With all of these offerings, the bazaar raised around \$5,225.

Submitted on behalf of the Bazaar staff by Joy Bowerman, Bazaar Convenor 2020

Slim and Trim

Slim and Trim started as usual in January but had to stop in the middle of March when the first lockdown came. As soon as the church reopened, as we consider ourselves a wellness group we struggled to start a small group. At the end of September with strict restrictions in place, we were able to meet with nine participants and our instructor. Attendance up until the Christmas break was almost 100%. Thank you Gail for providing us individual little carrot cakes on the last day. \$100 was donated to the church.

Once again we would like to express our thanks to Gail Denton our instructor, and to Rose who keeps the floor clean for us.

Respectfully submitted,
Jennifer M. Morphew.

Dollar for Dollar

What is the Dollar for Dollar program? You may purchase gift cards from us at face value and spend them in all participating grocery stores listed on the card. Independent and Loblaws are the ones closest to us. The balance of the card decreases as you use it. The cards come in a variety of denominations. We usually stock \$250, \$100 & \$50 cards. They're quick and easy to use and very easy to carry.

So how does that generate profit for the church? Although you give us \$100 and we give you \$100 to spend in the grocery store, we actually paid less than \$100 for the certificate. Depending on the amount we order at the time, we get usually get a discount of 4%. There was only \$190 generated in income this year because we were unable to sell the gift cards for most of the year. At the end of the year, we had \$4,800 of cards on hand.

Joy Bowerman
Dollar for Dollar Coordinator

Financial Report

Overview of 2020 Finances

The treasurer is just one member of a diverse team that all contribute to the financial management of the parish. Joy Bowerman, our office administrator and bookkeeper, has been a provider of top-notch financial material as well as a constant mentor. Les Cundell and his teams of counters made sure that the weekly income was recorded and deposited. Our envelope secretary, Karen Roberts, entered and double-checked the income data and managed PAR. Parish Council reviewed the financial statements each month and Stephen Coaker and Joanne Pagani reviewed the books at the end of the year. Thank you to all of them.

At our Vestry on February 23 2020, we passed a budget with a deficit of \$17,371. At the time, we felt that we would be safe in budgeting a level of collections income close to what we received in 2019 and in slightly reducing the amounts of income expected from organizations and our assets, from the levels received in 2019. As for budgeting expenditures for 2020, the 2 biggest costs – Salaries and Fair Share - were mainly determined by the Diocese and were higher than the 2019 budgeted amounts; other budgeted amounts were similar to the 2019 budget levels. While the budgeted deficit looked large, we trusted that, over the year, our income would be higher and/or our expenditures would be lower than budgeted, so that the year-end actual deficit would be smaller – or possibly be a surplus - as has been the case many times in the past.

But soon our world changed. Less than 3 weeks after Vestry, on March 11, the WHO declared the Covid-19 outbreak to be a pandemic and on March 17, Premier Doug Ford declared a state of emergency in Ontario. Our church was closed to in-person worship and to other uses of the facilities after the second Sunday in March until September. Also, from September to December there were severe restrictions on in-person worship and on other activities in the building. However, instead of finishing 2020 with a large deficit, as had been budgeted, our net income at the end of the year was -\$2,921. This result was mainly due to the Jubilee gift from the Diocese relieving every parish of the obligation to remit Fair Share Assessment, ECOPS (including clergy housing and travel benefits), Lay staff costs and insurance premiums for the months of April and May 2020. For St Mark's, this relief amounted to just under \$31,000.

Collection income is always a large proportion of our total income, although in recent years we have been counting more and more on other sources such as user fees (i.e., rentals), solar panels, investments, the bazaar and other parish fundraising activities. For 2020, we had budgeted to receive \$169,000 in collections (82% of budgeted Total General Income) while we ended up receiving \$160,070 (which was 88.5% of our actual Total General Income). We were fortunate to have a large number of parishioners making their donations monthly through Pre-authorized Remittance (PAR), amounting to more than \$87,000 over the year. Other parishioners used Canada Post to get their givings to the church. And several used their credit card and CanadaHelps, which was a new way of donating that was set up in April. Thank you to everyone for continuing your financial support of St Mark's, even though it had to be done from a distance for most of the year.

More Comments about 2020 Finances

The "Budget 2021" table included in the Vestry Report contains 2020 Actual and 2020 Budget figures in the first 2 columns. My comments will mainly refer to numbers that you see there.

Income

Total collections for 2020 were \$160,070, which was about \$9,000 under the budgeted amount. Most of these collections were Envelope (including PAR), although Identifiable Open made up a

larger portion than is normal. Some (about \$9500) of the envelope and identifiable open donations were received through CanadaHelps.

The bulk of the income donated from various organizations (\$6767) was from the bazaar, which was held virtually, and from the Pancake Supper, which occurred before the pandemic.

The gain from assets of \$13,883 was \$15,417 below budget. User fees were the area hardest hit since few fee-paying activities were allowed in our facilities after mid-March. Dollar for Dollar sales were very low since these sales have generally occurred during coffee hours on Sunday. Solar income was also below budget, probably due to further deterioration of our solar equipment.

Directed income totalled \$4,337 in 2020, while, as is our custom, none was budgeted. More will be said about directed income and its expenditure later in this report.

Expenditures

Expenditure of \$106,759 in the Staff Salaries category was \$22,616 lower than budgeted. This was due to the Diocesan Jubilee gift relieving us of the obligation to remit ECOPS, clergy housing costs and Lay staff costs for April and May.

Expenditure of \$31,938 on Fair Share was \$6387 lower than budgeted due to the Diocesan Jubilee gift relieving us of the obligation to remit Fair Share costs for April and May.

A new expenditure in Programs, which had not been budgeted, was \$511 spent on Opening Expenses. These were expenses incurred to prepare our church for reopening in September and included items like sanitation products and masks. Also included were some monthly fees for a Zoom account required for meetings of the pandemic team. Most other Program expenditures were small and far below budget since the programs could not operate as planned during the pandemic restrictions.

The \$7,005 spent on Repair and Upgrade of our facilities included the cost of \$5613 for repairs to the flat roof.

The expenditure of \$1,734 for water was \$634 over budget. Closer examination of the water bills revealed that our fixed costs are much higher than they used to be and that we are actually using very little water. Our supposition that our high water bill in 2019 was due to a running toilet was incorrect.

We under-budgeted for 2020 after replacing the toilet! Other expenditures in the CHURCH category were fairly close to budget.

Expenditures in the Outreach category were totally covered by Directed Income. More details will be given below.

Directed Income

In the "Actual 2020" column of the Budget table, there is a section called Directed Income, which contains a number of categories to which people directed donations, but where there may be no budget assigned to these income and corresponding expenditure categories at the time that the budget is struck. However, this money gets spent as closely as possible to how it was directed. For example, the income directed towards Debra Dynes, Lenten Outreach and the PWR fund totally covered the \$3025 of the OUTREACH expenditure. The \$22 directed towards Forward Day by Day was used to offset part of the \$92 expenditure on Forward Day by Day. Also, the \$100 In "Other directed income" was spent as the donor directed and is noted as "Other miscellaneous expenditure". The one anomaly is the \$1,090 directed towards flowers. Since only \$381 was spent

on flowers, the remaining \$709 of the directed income was used to offset a portion of the \$1537 expenditure on Service and Altar supplies.

Although not part of our 2020 budget, Reserve Account Activity in 2020 can be viewed on page 33.

2021 Budget

The budget proposed for 2021 can be seen in the third column of the same table that contains the Actual and Budgeted quantities for 2020.

With the ongoing Covid-19 pandemic making the coming few months so uncertain, it is difficult to put forward income and expenditure figures for 2021. However, various sources have been consulted to develop the numbers in the proposed budget, including the amounts of income and expenditure on various categories from recent years, some known quantities for 2021 provided by the Diocese and others, and amounts requested from a few people or organizations who contribute to or spend money for the church. The assumption is being made that our facilities will not be open for many activities other than possibly worship for most of the year.

Some comments and explanations related to 2021 budget items are provided below. As it stands, this is a deficit budget with budgeted net income at -\$39,183.

Income

Collections income is expected to be the major source of income again for 2021. Between Envelope (including PAR) and Identifiable Open, \$160,000 is being budgeted, which is \$5,000 more than what was budgeted in 2020 but only \$3,000 less than the actual 2020 amount. If parishioners are made aware that collection income must be depended on more than usual in 2021, it seems that higher collection donations are achievable. The breakdown between envelope and identifiable open amounts is slightly different than what we have usually budgeted but reflects more what we saw in 2020. Approximate 2020 amounts for open and special collections are being used as budgeted amounts for 2021.

The Gain from Assets amount overall is budgeted to be approximately \$17,000 less than the amount budgeted for 2020 and approximately \$1,800 less than what was received in 2020. The low budget figure is mainly due to the expectation that there will be little opportunity to earn user fees this year. CTF dividends (as reported by the Diocese) are expected to be slightly higher than the actual 2020 figure and investment income is being budgeted at the same amount as budgeted in 2020. The gain from Dollar for Dollar is budgeted to be \$400, which is higher than what was actually received in 2020, as it may be possible to develop new ways to make the coupons available. Solar income is budgeted to be less than what was received in 2020 since our equipment will likely continue to deteriorate until repaired.

The only organization from which income is expected in 2021 is the bazaar. Since \$5226 was earned in 2020 using various innovative approaches, it seems reasonable that \$5000 could be raised in 2021.

Expenses

Our biggest expense item for the 2021 budget, called staff salaries, is \$131,578. This amount is for 2 lay staff salaries (organist and office administrator), plus equalized cost of priestly services (ECOPS), plus clergy housing allowance less income of \$12,384 from the Rectory Trust Fund (which is taken off at source by the Diocese). This is about \$2,000 higher than the budgeted amount in 2020

It is expected that fewer service and altar supplies than usual will need to be purchased in 2021, so just \$500 is budgeted, down from the \$1200 budgeted in 2020. A “just in case” amount of \$1000 is budgeted for piano/organ repairs.

Our Parish Fair Share of diocesan expenses is \$36,220 for 2021. This is approximately \$2,000 less than what was budgeted in 2020.

Very little is budgeted for program categories that depend on use of our facilities. For other categories that can continue, more budget has been allocated.

The amounts budgeted for the various CHURCH categories take into account what was budgeted in 2020 and what was actually spent in that year. Since no upgrades are planned, just \$5,000 is budgeted for repairs and maintenance. The operating supplies figure of \$1,000 is to include expenditures on supplies required by the pandemic team. Less is budgeted for snow removal since there should not be any need to remove snow from the flat roof, now that repairs have been made. \$1,700 should be closer to the amount needed for water.

There are increases in amounts budgeted in the FINANCE category. More is budgeted for bank charges due to the fees for CanadaHelps donations. The Diocese has informed us that the higher amount of \$6409 will be charged for insurance this year since there have been 4 years with no increases.

Less is being budgeted for photocopier expenditures in 2021 since our new printer/copier (purchased from GIFT reserve funds) has lower page charges.

Georgia Roberts
Treasurer

Balance Sheet

8:18 AM 2021-02-05 Accrual Basis	St Mark's Church Balance Sheet As of 31 December 2020	<u>31 Dec 20</u>
ASSETS		
Current Assets		
Chequing/Savings TD BANK		88,240.88
Total Chequing/Savings		<u>88,240.88</u>
Other Current Assets		
Dollar for Dollar		8,553.47
HST Receivable		3,094.22
PST Receivable		7,419.53
Total Other Current Assets		<u>19,067.22</u>
Total Current Assets		<u>107,308.10</u>
Other Assets		
Investments		
Gladys O'Ray CTF 2654	14,000.00	
Judy Corbishley CTF	6,000.00	
Memorials CTF 2534	5,804.37	
Rectory Trust CTF 4053	327,787.49	
Total Investments		<u>353,591.86</u>
Total Other Assets		<u>353,591.86</u>
TOTAL ASSETS		<u><u>460,899.96</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
RESERVE ACCOUNT		
Seniors Outreach	245.00	
Funeral Receptions	133.43	
Capital Projects	7,874.75	
Choir Fund	2,282.15	
Choir Gowns	810.07	
GIFT Funds	20,639.38	
Key Deposits	373.59	
Memorials	9,364.76	
Ministry	7,247.98	
Pastoral Care Support Fund	875.00	
Rector's Discretionary	126.46	
Sunday School	556.89	
Tree Care	900.00	
Total RESERVE ACCOUNT		<u>51,429.46</u>
Total Other Current Liabilities		<u>51,429.46</u>
Total Current Liabilities		<u>51,429.46</u>
Long Term Liabilities		
Gladys O'Ray Bequest	14,000.00	
Judy Corbishley Bequest	6,000.00	
Rectory Trust	327,787.49	
Total Long Term Liabilities		<u>347,787.49</u>
Total Liabilities		<u>399,216.95</u>
Equity		
Retained Earnings	64,604.16	
Net Income	-2,921.15	
Total Equity		<u>61,683.01</u>
TOTAL LIABILITIES & EQUITY		<u><u>460,899.96</u></u>

2021 Budget

	<u>Actual 2020</u>		<u>Budget 2020</u>		<u>Budget 2021</u>	
<u>Income</u>						
GENERAL						
Collections						
Envelope	139,757	a	157,000		148,000	A
Identifiable Open	17,200	a	8,000		12,000	A
Open	436		2,000		500	
Special Collection	2,677		2,000		2,000	
Total Collections	160,070		169,000		162,500	
Gain from Assets						
CTF Dividends	903		1,000		1,169	
Dollar for Dollar	190	b	800		400	B
Investment Income	1,836		1,500		1,500	
Solar Income	7,404	c	8,000		7,000	C
User fees	3,550	b	18,000		2,000	B
Total Gain from Assets	13,883		29,300		12,069	
Organizations						
Bazaar	5,226	d	6,000		5,000	D
Breakfasts	101		300		0	
Pancake Supper	1,220	e	800		0	
Slim & Trim	100				0	
We Kicked the Habit	120		720		0	
Total Organizations	6,767		7,820		5,000	
Other General Income	200					
Total GENERAL	180,920	f	206,120		179,569	
DIRECTED						
Debra-Dynes	355					
Flowers	1,090					
Forward Day by Day	22					
Lenten Outreach						
Multi-faith Housing (MHI)	330					
PWR	70					
Not specified	890	g				
Total Lenten Outreach	1,290					
Other Directed Income	200					
Prayer Shawl						
PWR Fund	1,380					
Total DIRECTED	4,337					
Total Income	185,257		206,120		179,569	

<u>Expense</u>	<u>Actual 2020</u>	<u>Budget 2020</u>	<u>Budget 2021</u>	
SALARIES				
Clergy Fill-in	900	1,350	1,350	E
Organist Fill-in	375	600	600	
Staff	105,759	129,375	131,578	F
Total SALARIES	107,034	131,325	133,528	
WORSHIP				
Flowers	381			
Music	178	300	300	
Piano/Organ		1,000	1,000	
Service & Altar Supplies	1,537	1,200	500	
Total WORSHIP	2,096	2,500	1,800	
FAIR SHARE	31,938	38,325	36,220	
OUTREACH				
Debra-Dynes	355			
Multi-faith Housing (MHI)	775			
PWR Fund	1,895			
Total OUTREACH	3,025	0	0	
PROGRAMS				
AED	411	370	170	
Christian Education		250	250	
Church School		100	100	
Coffee, Company & Conversation	100	300	50	
Conferences & Memberships	289	900	600	G
Library	52	150	50	
Membership		150	50	
Opening Expenses	511			j
Outreach Coordination		125	50	
Prayer Shawl		50	25	
Publicity	14	200	100	
Synod		450	100	
Wellness - Seniors' Hospitality		350	50	
Total PROGRAMS	1,378	3,395	1,595	H
CHURCH				
Cleaning Service	14,751	15,200	15,200	
Electricity	3,703	5,500	5,000	
Heating	3,749	4,000	4,000	
Operating Supplies	415	1,000	1,000	I
Repair & Upgrade	7,005	8,000	5,000	J
Security	224	250	250	

Church of St Mark the Evangelist
Annual Reports to Vestry February 28, 2021

	<u>Actual 2020</u>		<u>Budget 2020</u>		<u>Budget 2021</u>
Snow Removal	3,069	i	3,638		2,750
Telephone	262		250		250
Water	1,734	m	1,100		1,700
Total CHURCH	34,913		38,938		35,150
FINANCE					
Bank Charges	739		360		700
Insurance	4,369	h	5,048		6,409
Supplies	201		150		200
Total FINANCE	5,310		5,558		7,309
MISCELLANEOUS					
Computer & Internet	755		750		750
Forward Day by Day	92				
Office Supplies	131		200		200
Other Miscellaneous	200				
Photocopier	1,011	b	1,500		1,200
Postage	296		600		600
Rector's Hospitality			200		200
Wardens' Discretionary			200		200
Total MISCELLANEOUS	2,486		3,450		3,150
Total Expense	188,178		223,491		218,752
Net Income	-2,921		-17,371		-39,183

FOOTNOTES FOR 2020 ACTUAL

a: The breakdown between Envelope and Identifiable Open collection was different than in the past. This was partly due to some people giving up using envelopes or PAR and making their identifiable donations differently.

b: Lower than budgeted due to pandemic restrictions on the use of the facilities.

c: Lower than budgeted, likely due to further deterioration of solar equipment

d: A "virtual " bazaar was able to raise nearly as much as was budgeted.

e: The pancake supper occurred before pandemic & earned more than budgeted.

f: Total General Income was \$25,000 lower than budgeted.

g: \$890 was divided equally between MHI and PWR

h: Much lower than budgeted due to Jubilee gift from the Diocese

i: Annual fee plus needed supplies

j: Cost of supplies purchased for church reopening in September

k: Includes repair of flat roof for \$5613

l: Less snow removal from the roof required than what was budgeted

m: Water usage was very low, but we budgeted too little

FOOTNOTES FOR 2021 BUDGET

A: Envelope+Identifiable Open=\$160, 000, which is down \$5,000 from 2020 budget but a little higher than 2020 actual

B: Lower than 2020 budget due to expected continuing pandemic restrictions on facility use.

C: Lower than 2020 actual since expectation of more deterioration of equipment until repaired.

D: Expect need for modified bazaar format as in 2020

E: Per diem rate for 6 days taken from the 2020 Stipendiary Scales and Allowances. Does not include a travel reimbursement.

F: This amount is 2 lay staff salaries, plus ECOPS and clergy housing allowance for a full-time priest, less earnings from the Rectory CTF

G: Includes Anglican Foundation, Multifith Housing, Council on Aging of Ottawa and RCCO

H: Amounts were lowered for most Programs since it is expected that they will have only a short opportunity to operate in 2021.

I: To include expenditures required for pandemic-related supplies

J: Expected to be sufficient for repair and maintenance expenditures, but not much for upgrades.

K: Bank charges are expected to be higher due to fees for CanadaHelps donations.

L: Page charges are lower for the new photocopier

Reserve Account Activity

	Credit	Debit	Balance
Capital Projects			\$7,874.75
Choir Fund			\$2,282.15
Funeral Receptions			\$133.43
GIFT Funds			\$28,533.01
Black History Month Expenses		682.27	\$27,850.74
Black History Month Donations	252.70		\$28,103.44
Video Expenses		3,478.96	\$24,624.48
Video Donations	691.16		\$25,315.64
New Copier		4,676.26	\$20,639.38
Key Deposits			\$412.04
New keys		38.45	\$373.59
Memorials			\$9,264.76

Memorial Donations	100.00		\$9,364.76
Ministry			\$8,633.35
Induction Expenses		45.00	\$8,588.35
Promotional Pens		340.37	\$8,247.98
Administrator Honourarium		1,000.00	\$7,247.98
Pastoral Care Support Fund			\$875.00
Priest's Purse			\$0.00
Bishop's Purse	275.00		\$275.00
Bishop's Purse		275.00	\$0.00
Rector's Discretionary			\$126.46
Seniors' Outreach			\$270.00
Donation	50.00		\$320.00
Council on Aging Membership		75.00	\$245.00
Sunday School			\$456.89
Donations	100.00		\$556.89
Tree Care			\$900.00

Statement by Financial Reviewers

February 2, 2021

To: The Parish of Saint Mark the Evangelist
Anglican Church of Canada
1606 Fisher Avenue, Ottawa, Ontario K2C 1X6

A review of the financial records of St Mark's was performed for the year ending December 31, 2020. Our review consisted primarily of enquiry, analytical procedures and discussion related to financial information supplied to us by the officer of the parish.

All transactions provided have been captured accurately on a modified cash basis but have not been prepared on a full accrual basis or presented in accordance with the current CPA standards and guidelines in accordance with the 2012 Guideline for Non-Profits issued by the Canadian Institute of Chartered Accountants and reissued by the Canadian Institute of Chartered Professional Accountants.

Reviewed by:

Stephen Coaker



Joanne Pagani



Nominations/Appointments for Parish Council

The Nominations Committee consists of Pauline Adams and Cynthia Greer . We spoke with members of the congregation. Each position has been tentatively filled by a parishioner who accepted to be nominated. Nominations may also be made from the floor by a proposer and seconder.

Positions to be filled	Nominee
Peoples Warden 2nd year	Bill Barber
Deputy People's Warden	1 year.....John Hancock
Alternate Synod Member.....	1 year.....Janis Perkin
Member at large.....	2 years Gillian Morris
Stewardship.....	2 yearsMichael Perkin
Membership.....	2 yearsCynthia Greer
Outreach.....	2 yearsJoan Hounsell.
Synod Member	2 yearsJudy Life

The following people will make up the balance of Council. Those marked with an asterisk are appointed by the priest (rector's warden) or Corporation, except the choir rep position ** which is appointed from within the choir, by the choir members.

Balance of Parish Council after Vestry February 28, 2021

Rector	Rev. E .Julian Campbell
Rector's Warden *.....	Suzanne Bisson
Outgoing Deputy Rector's Warden*.....	Pauline Adams
Treasurer*	Georgia Roberts
Synod Member 2nd of 2 years	Gillian Martin.
Member at large 2nd of 2 years.....	Terry Frederick.
Church school/Youth*	No nominee at present
Choir Representative**	Karen Barber

Those retiring from the past Council, with many thanks for your work and sharing, especially during this pandemic year.

Synod member	Gillian Morris
Alternate Synod member	Judy Life
Member at Large	Jeff Hall
Deputy People's Warden	Cynthia Greer
Membership	Margaret Lodge
Church school	Kate Greer-Close

Outreach.....Suzanne Bisson

Respectfully submitted
Pauline Adams/ Cynthia Greer

Vestry Minutes, February 23, 2020

ST. MARK THE EVANGELIST ANNUAL VESTRY FEBRUARY 23, 2020

CALL TO ORDER

Vestry was called to order at 12:15 p.m. The chairperson for the meeting was Joy Bowerman.

The meeting was opened with prayer by Rev. Julian Campbell.

APPOINTMENT OF VESTRY CLERK

Janis Perkin was appointed as vestry clerk.

APPROVAL AND ACCEPTANCE OF THE MINUTES OF THE ANNUAL VESTRY, FEBRUARY 24, 2019

The motion to accept was moved by Les Cundell, seconded by Michael Perkin. **CARRIED**

CHURCH WARDENS' REPORT

A motion of reception of the Wardens' Report was made by Jenny Morphew, seconded by Gillian Martin. **CARRIED**

2019 FINANCIAL STATEMENT & REVIEWER'S REPORT

The Reserve account was down by about \$26,000.00. The special Kitchen Renovation Project costs were \$40,842.71. A change was noted in the Financial Report, page 29 under Income in the 2nd paragraph. It should read "card party organized through the Vitality Committee" and not "by".

A motion of reception was moved by Judy Darling, seconded by John Hancock. **CARRIED**

Acceptance was moved by Joy Bowerman, seconded by Les Cundell. **CARRIED**

Approval was moved by Vaughan Barnum, seconded by Pauline Adams. **CARRIED**

THE PRESENTATION OF 2020 BUDGET

Georgia Roberts reviewed how the income projection had been set. It was noted that our Fair Share will be higher as we are no longer getting a reduction from the furnace replacement. The cost of Church repair and upgrades has increased this includes parking lot snow removal as well as the snow which is removed from the flat roof over the office. There are no capital projects in this budget. There were some projects that need consideration and these are Solar Panels, the replacement or repair of the flat roof and the replacement of the Photocopier/Printer. The proposed deficit is \$17,371.00. There are some savings that could cover the cost and it should be noted that deficit budgets have been passed in the past and we have come out above by year's end.

A motion of reception was moved by Joan Hounsell, seconded by Karen Barber. **CARRIED**

Jenny Morphew noted that the water bill was large and wondered if there were problems with the toilets. Gillian Martin asked our Fair Share would be affected by the reduced priestly services. This may be reflected down the road.

Approval was moved by Bruce Lodge, seconded by Les Cundell. **CARRIED**

NOMINATIONS COMMITTEE

There is a slight change to the slate of nominations.

Alternate Synod Member should be Judy Life and not Rev. Jeff Hall

Member at Large 2yrs. should be Rev. Jeff Hall who will be serving the 2nd year of the term and not Judy Life.

A motion to close nominations was moved by Bruce Lodge, seconded by Cynthia Greer. **CARRIED**

The Slate was acclaimed.

RECEPTION OF ALL 2020 REPORTS

A motion to receive was moved by Bruce Lodge, seconded by Jenny Morpew. **CARRIED**

The following additions and corrections were noted:

Stewardship Campaign: Bruce Lodge will be stepping down from the coordinator position for the 2021 Campaign.

They are now looking for volunteers. If you are interested please talk to the Wardens.

Newsletter- Margaret Lodge reminded vestry for the need of contributions to the newsletter.

Approval was moved by Margaret Blakeney, seconded by Wanda Bowman. **CARRIED**

LENTEN OUTREACH 2019

The charitable outreach projects chosen are:

1. Primate's World Relief & Development Fund. We are proposing Gifts of Food Security and Livestock. We hope to be able to specifically donate to "buy the whole farm".

2. Multi-Faith Housing Veterans' House: the Andy Carswell Building is Canada's first community house built for homeless veterans.

Parishioners were reminded that they can direct donations to other charities of their choice.

APPOINTMENT OF BANK

Georgia Roberts moved that St. Mark's continue using TD Canada Trust at Emerald Plaza as the financial institution of choice for the coming year. Motion was seconded by Judy Darling. **CARRIED**

APPOINTMENT OF AUDITORS/ REVIEWERS

The Reviewers for 2020 are Joanne Pagani and Steve Coaker

MOTIONS OF THANKS

Suzanne Bisson offered thanks to Helen McGill for coordinating the Coffee for the 8 a.m. service.

Cynthia Greer acknowledged the work, and offered thanks, for those who volunteered at the Perley: Carol Dicks, Helen McGill, Sheila Pitt, Paul Greer and Pauline Adams. Cynthia also thanked those who had brought food and helped set up for the 2020 Vestry meeting. Also from Cynthia, a note of thanks to all who do the opening and closing duties, the sidespersons and the counters. Cynthia offered gratitude for all who take care of the financial side of the church, Georgia Roberts, Joy Bowerman and Karen Roberts.

Georgia Roberts gave thanks for Penny Miller our Rentals Coordinator.

Pauline Adams gave thanks to Cynthia Greer for all that she does.

Margaret Lodge offered thanks to the Wardens and Joy Bowerman and all the others for "keeping the ship afloat".

Ray Davidson offered thanks to Ariane Dind for all her work as Choir Director and Organist.

Joy Bowerman thanked the Office volunteers, Karen Barber and Gillian Morris for their continuing service.

MOTION OF ADJOURNMENT

A motion of adjournment was made by Gillian Martin. **CARRIED**

Respectfully submitted by **Janis Perkin**, Vestry Clerk February 23, 2020.