

**Welcome to the Annual Vestry Meeting,  
Parish of St. Mark the Evangelist,  
Anglican Diocese of Ottawa  
Sunday, March 12, 2023**

**Agenda**

Opening Prayer

Appointment of Vestry Clerk

Minutes of Annual Vestry, 27 February 2022

Rector's Report and Churchwardens' Report

2022 Financial Statement and Financial Reviewers' Report

2023 Budget

Nominations Committee Report and Elections

All other 2022 Reports

Lenten Outreach

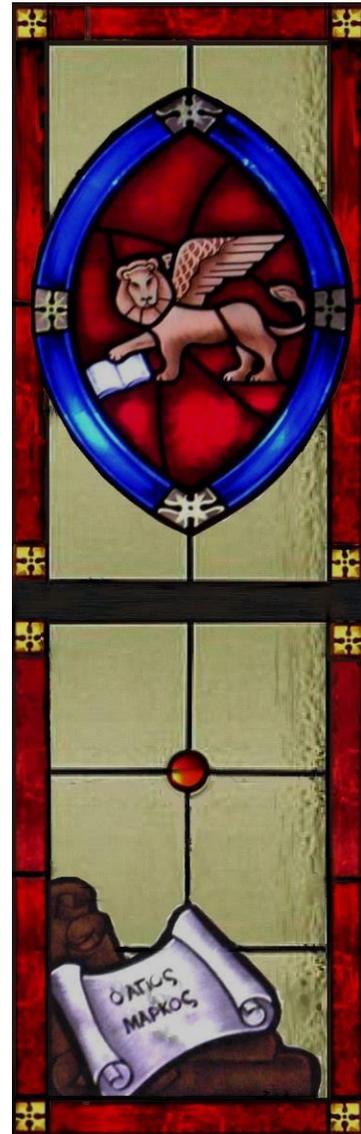
Motions (not tied to changes in the proposed budget)

1. Bank for 2023
2. Financial Reviewers for 2023

Other Business

Motions of Thanks

Adjournment



# ANNUAL REPORTS TO VESTRY

March 12, 2023

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## Parish Statistics 2022

	2017	2018	2019	2020	2021	2023
Households	186	190	186	185	157*	155
Average Sunday Attendance	76	74	77	Jan-Feb – 81 Sep – Dec – 31 Video – 118 views	Sep – Dec – 50 Video – 96 Livestream - 54	Jan – 14 Feb-Dec – 45 Livestream - 66
Christmas	161	164	163	In-Person – 35 Video – 304 views	In-Person - 11 Livestream - 52	In-Person – 61 Livestream - 157
Easter	126	139	171	Video – 182 views	Video – 141 views	In-Person – 62 Livestream - 71
Baptized	3	7	4		5	
Confirmed	0					
Marriages	0	3	1			
Deaths	7	12	6	5	9	5

\*- a comprehensive review of the parish list removed a number of people with whom we had lost contact

### Deaths

Phil Conquer  
Dorothy Mary Ellacott  
Edna Harwood  
Irene Parboosingh  
Jack Penney

### Lay Assistants at Communion

Joy Bowerman	Bev Muma
Les Cundell	Janis Perkin
Joan Hounsell	Georgia Roberts
Gillian Martin	Sharon Walter
Penny Miller	Keith Wilkins
Jenny Morphew	Brenda Zanin
Gillian Morris	

## Rector's Report

### Services

**Sunday Eucharists:** In January 2022, the pandemic was still impacting the way services were held. At this juncture, the threat of the Omicron variant held sway over the ordering of services. As a consequence, there was only the 10 am Eucharist, with a prescribed limit of attendees. We were grateful for livestreaming that ensured that those who wished to have a spiritual experience were still able to participate via technology.

**Black History Month (BHM):** During the course of the year, there was the usual BHM services during the month of February. However, due to the presence of COVID-related protocols it was toned down with no special Afro-Caribbean/African treats after the services. Nonetheless, we were honoured to have the following people speak during the month under the theme: **Building Alliances, Walking Together.** In chronological order the speakers were: Bishop Shane Parker, Anglican Diocese of Ottawa; Camille Isaacs-Morell, an always enthusiastic supporter and artist; Councillor Rawlson King, who unselfishly accepted the challenge despite his commitments elsewhere and Fr Julian.

**Indigenous Sunday:** This Sunday was celebrated on 19<sup>th</sup> June 2022. The service began with the recitation of the Land Acknowledgement which is not usually done each Sunday. Hymns that spoke directly to the theme of the day were also sung. Seeing that we also observed Corpus Christi on the same day, the organist provided us with 2 special anthems for each celebration. This year there was no special guest preacher. As a result, Fr. Julian preached the sermon.

### Bible Study

The pandemic did not bring Bible Study to an end. We continued to conduct Bible Study via Zoom beginning January 26<sup>th</sup> at 7pm each week. Some sessions we reached a number of 20 plus. The sessions were always interactive. The advantage of having Zoom was the ability to reach parishioners who in previous "normal" times were unable to attend an in-person meeting. What an excellent way to still forge community!

We were unable to have the same study during Fall. At that time Fr. Julian was engaged in reconstructing the Pastoral Care Team and made a commitment to reschedule study in Winter of 2023.

### Pastoral Care

In summer of 2022, Fr. Julian started consultation with Canon Rhondda MacKay, Canon Hilary Murray, from the Ottawa Counselling Centre and Deacon Elizabeth December-Lovell, Julian of Norwich, on ways in which a pastoral care team could be reconstructed at St Mark's Church. Shortly thereafter, several members volunteered to be part of this ministry. The team was encouraged to do a police check, enrolled in the Ottawa Pastoral Care Team and attend team building sessions. Today, the team is active by way of friendly visits, phone calls, and taking communion to those who so desire. The team consists of the following: Fr. Julian, Cynthia Greer and Bev Muma (co-chairs), Joan Hounsell, Georgia Roberts, Pauline Adams, Shelly Crowley and Keith Wilkins.

**The following is an addendum from the Pastoral Team:** It was decided we would go in pairs to visit and/or take the consecrated elements for Communion. We also had to renew our Police safety check, only on-line. That was easier said than done.

Most parishioners are very happy to be called by phone, but very few, still concerned about COVID, want a visit at this time.

We are working on the thinking that in the warmer weather we might be able to visit outside. Until then, more phone calls are planned.

The team remains open to anyone who feels the call to minister in this particular way. Additionally, If you would like a call or a visit, please let Bev Muma, Cynthia Greer or the office know at 613-224-7431

### **Ukrainian Outreach**

In May 2022, the Campus Ministry at Algonquin College let St. Mark's know that they would be hosting English lessons for displaced Ukrainians on Tuesday and Thursday afternoons from May 10 to August 18. As well as providing English as a second language (ESL), the Campus also provided emotional and spiritual support. At that time, there were 50 Ukrainians enrolled in the ESL program and by August there were 400 enrolments, with the majority taking lessons online, as the Campus Ministry did not have sufficient space for in-class teaching.

Therefore, The Rev Yuriy Derkach, Campus Minister reached out to Fr. Julian Campbell, and he readily accepted the offer to establish a relationship. Additionally, several parishioners consistently sent over baked goods. Fortunately, some parishioners were teachers and used their teaching skills each Tuesday to help the refugees practice their English Language skills. Parishioners also provided monetary donations and food vouchers were purchased for the refugees. This relationship blossomed to the extent where we invited Rev. Yury's assistant, Yolande Parsons to be one of the guest speakers for BHM, 2023. The campus minister along with the refugees expressed their gratitude regularly and organized a special reception at the end of the outreach.

### **24 Hr On-Call**

The Ottawa Hospital in conjunction with the Diocese of Ottawa and more particularly the Ottawa West Deanery, have engaged priests at various times to be on call. Each of us is given particular times to offer a wide-range of pastoral care to those persons hospitalized.

Peace,

Fr. Julian

### **New Director of Music**

In June 2022, our beloved organist and choir director, Ariane Dind, retired after more than 2 decades of ministering. That meant that we needed to start the hiring process for a new organist. A team was assembled for this task and the members were: Fr. Julian, Suzanne Bisson (Rector's Warden), John Hancock (People's Warden), Joy Bowerman (Parish Administrator), Cynthia Greer (Choir President), Gillian Martin (choir) and Penny Miller (congregation).

Advertisements were done through The Royal Canadian of College Organists (RCCO), Indeed and by word-of-mouth. After yielding a few aspirants the interviewing team winnowed the field down to two. Carl Bear emerged as the preferred choice. The mandate discussed with him was to aim for diversity in the music.

Carl officially began on September 26, 2022 with his first Sunday being October 2, 2022. We wish him well in this new role and pray that our music program will flourish.

## **Warden's Report**

In 2022, Corporation was comprised of Father Julian and the two wardens: Suzanne Bisson and John Hancock. With Deputy Wardens, Bill Barber and Laurie Slaughter and treasurer Georgia Roberts, they met regularly to address operational concerns and other issues.

Some Covid restrictions implemented in December 2021 were removed on February 6, 2022. This allowed us to reopen under a modified protocol, that included the wearing of masks, no congregational singing or social time. At the end of March, more restrictions were lifted and in the months that followed, we were once again in the green stage of the diocesan's pandemic plan.

### **St. Mark's New Outdoor Sign.**

In May, Parish Council had a discussed the different types of signs that would replace our current one. The current sign, although quite adequate in the past, was showing its age as the top portion of the sign was rotting. Our current sign and an attachment to the sign were both located on city property and we were advised by the city that no repair would be allowed to the old sign. A motion was approved to obtain two quotes for a new sign. In June, two options were presented to Parish Council and a motion was made that Corporation proceed with the acquisition of a new sign with the financing being provided from the Memorials Fund and the GIFT Fund. The vote at Parish Council was 11 in favour, one against and one abstention. In October our new sign was erected on Church property in accordance with City ordinance. We received many positive messages from the congregation and the community via emails and Facebook. There is now adequate space for all parish notices in one location.

### **Displaced Ukrainians**

At the end of May, the Campus Ministry at Algonquin College contacted Fr. Julian for assistance to help displaced Ukrainians taking English lessons. St. Mark's was asked to provide beverages and home-made baked goods. Corporation sent an email request to the St. Mark's bakers and every Tuesday the church kitchen was overflowing with cookies, loaves, squares, cheese and crackers, ground coffee, tea bags, etc. St Mark's provided baked goods, and also donated food vouchers, and monetary donations as well as their time to assist with teaching English. We thank everyone who helped Algonquin College in providing support to the displaced Ukrainians. Additional information on this ministry is mentioned in the Rector's Report and in Outreach.

### **Donation**

A piano was donated to St. Mark's in memory of long-time parishioners Keith and Winnie Sully by their family. An engraving to commemorate this gift was placed on the piano, which resides in the Bishop Reed Hall. Our seniors outreach activity, Coffee Company and Conversation (CCC) financed the tuning of the piano and the engraving. The piano is used for musicals at CCC and other church events.

### **Shape of Parish Ministry**

For the past few years, St. Mark's has been engaged in the Shape of Parish Ministry Consultations. The final three proposals were approved by Diocesan Council in September. Proposals one and two are concrete and action-oriented. They were brought to Synod 2022 for adoption, with actions to begin in 2022 and 2023. (See the Synod Report which follows).

Proposal One seeks to clarify our understanding of different models of parishes and how they came into being; to consolidate activities wherever possible to strengthen our overall parish ministry; and to promote collaboration and use of our collective resources in ways that support and enable parishes.

Proposal Two focuses on building our capacity to equip ourselves for ministry by establishing a program of modules for parish advancement; providing guides and regular training for people in parish leadership positions; and establishing resource pods of people with interest and expertise in various areas who will share information with our diocese as a whole.

Proposal Three was brought to Synod 2022 for confirmation of our commitment to develop it further in 2023. This proposal concerns engaging with the world by establishing new worshipping communities tailored to include people we are not currently reaching (e.g., young adults, global Christians, seekers) and by doing contextual mission (learning how to share the love of God in ways that are aware of the cultures and situations of people in the wider community. More information can be found at <https://www.ottawa.anglican.ca/shape-of-parish-ministry>

### **Our Building**

In October, 67 Carleton University undergraduate architecture students visited our church. Their professor had attended a previous Sunday service and arranged a visit with Fr. Julian. Bill Barber, who worked in the forest industry was able to provide information to the students on the type of wood beams, etc. used in the construction. St. Mark's was designed by a founding professor of the School of Architecture James Strut at Carleton University, and the students were learning about wood construction. A very interesting morning and it was lovely to see our pews filled.

### **Keeping Parishioners Informed**

The parish newsletter published weekly by Joy Bowerman has been a source of news and events happening in the parish, the diocese and the community. Parishioners frequently submit items for inclusion in the newsletter, such as recipes, photos, birthdays, and other special occurrences in their lives.

### **Information Letter to Parishioners**

In October, Corporation sent a letter by Canada Post to all members of St. Mark's to update everyone on the various activities and plans that will occur in the fall, including pastoral care, support to the food bank by donations of produce on Thanksgiving, the parish luncheon on October 16th, Synod, the fall bazaar, introduction of our new Director of Music, Stewardship and financial information.

### **Honourable Mention to Doreen Matweow**

Over the years, including 2022 cancelled stamps donated to St. Mark's are given to Doreen who soaks and trims them. When she has processed sufficient stamps to fill a shoe box, the stamps are mailed to Effect Hope. The stamps are sold to collectors and the proceeds are donated to assist in the aid of leprosy and other diseases. As well, every year Doreen knits scarves and toques for the Debra Dynes Family House and other charitable donations. We thank Doreen for her many contributions to these worthy causes.

Respectfully submitted

Suzanne Bisson

Rector's Warden

## Property Report

Discussions with Atlantic Basements early in the year led to approval by Corporation and acceptance by Parish Council of their proposal to install a draining channel along the bottom of the east basement wall and part of the north wall to direct water seepage into the sump pump in the electrical room. The work was completed in March. However, the pump was having difficulty to empty the water from the sump to the drain line that is six feet above the floor. The technician from Atlantic Basements kindly donated and installed a stronger pump which solved that problem. Meadowlands Roofing was called in to solve the flat roof leaking problem in the sacristy and front of the church and to date there have been no more leaks.

The motion sensing lights at the exterior entrance to the choir room and the office were fitted with new LED bulbs. Thanks to Russell Wilkins who assisted with the project. Also the outside light near the Link entrance was adjusted and upgraded with a LED bulb.

Steve Close obtained quotes from two companies to improve the lighting for the choir area and in the nave. The cost of the lighting is substantial, so it is to be reviewed in 2023. Steve also obtained and replaced bulbs in three of the choir spot lights. Thanks to Russell who replaced the special LED bulb in one of the higher spot lights in the church.

A new vanity cabinet, sink and tap was installed in the basement washroom to replace the old stained sink. A few doors in the link entrance and Bishop Reed Hall were adjusted to close properly without sticking.

In October when the new church sign was installed by Ottawa Signs, the old sign along with several tree branches were left behind. It was necessary to cut the pieces of old sign and the branches into smaller pieces to place at the curb for garbage collection. Many thanks to Joe Tracz for helping with this task which used up most of an afternoon.

John Hancock, Peoples' Warden.

## Synod Report

Fr. Julian and St. Mark's lay representatives Suzanne Bisson, Judy Life and Robert Mellon attended the 142nd session of Synod, which was held at St. Elias Antiochian Orthodox Cathedral on October 21st and 22nd, 2022. Synod began on October 20th with an Eucharistic Service in the evening at Christ Church Cathedral.

This synod was both usual and the unusual. On the customary side were routine amendments to the Canons, By-laws and Regulations of the Diocese, adoption of the 2023 budget, several other presentations and a major update on diocesan communications.

On the unusual side was Synod's primary focus on the adoption of the three proposals coming out of SPMC (The Shape of Parish Ministry Consultation). Discussion on the significance of these motions was highlighted by comments from the Primate, the Most Reverend Linda Nicholls who offered her reflections and insights throughout the proceedings. Due to the widespread and consultative nature of the discernment process used in the development of these proposals, synod delegates were both informed and aware of their nature and focus and were unanimously adopted.

Synod members were very much seized by Bishop Shane's comments which said, in part, "We must break free from structures which hold us to a time that has passed and be visionary and courageous as we face the future. We are called to address urgent questions that face us and to creatively use our collective resources to give new shape to our parish ministries so they can thrive."

I would commend your reading of The Shape of Parish Ministry Consultation – Final Proposals to gain greater insight into the nature of these initiatives. Complete details on Synod can be found on the Diocesan website <https://ottawa.anglican.ca/synod>

Rob Mellon

St. Mark's Synod Representative

## Video Services

Throughout 2022, the 10 am Sunday services (9 am services during the summer) were livestreamed every week. As well, Ash Wednesday, extra services during Holy Week and Christmas were also streamed. There were 5 occasions when the complete service was not streamed. On May 21, the day after the derecho, there was no power in the church and the service could not be streamed. On the following week, there was power but there was no internet. On this occasion, we tried to record the service and upload it later but as part of the learning curve, discovered the recording media was full. There two services were missed completely. During the fall, the switcher appeared to stop working in the middle of the service and the rest of the service was missed. There were two occasions where the streaming computer failed to boot properly after updates and the service was recorded and uploaded by noon. All in all, a pretty reliable track record.

The average views on the Sunday livestream videos during 2022 was 66. This includes people who watched the livestream and those who view it later. Of course, there are people who “attend” the service several times by coming in-person and then watching later at home. Our record number of views this year occurred for the service on June 26 which was Ariane's last Sunday. This service had a whopping 485 views.

While the routine is becoming more comfortable, there is still trouble shooting which has to be done every so often. I would like to thank the brave souls who run the livestream equipment. They are Joan Grayer, Joan Hounsell, & Penny Miller.

Respectfully submitted,  
Joy Bowerman, Video Producer

## COVID Pandemic Team

In 2022, the pandemic team continued monitoring procedures and practices updated from the Diocese. We endeavoured to implement them as was best for St. Mark's and our parishioners. Over the year we gradually moved from on-line worship to socially distanced to full in-person worship with availability of social distancing and return to a full choir. Masking and good air circulation were strongly recommended. We are glad to report that the majority of our users and our parishioners follow the guidelines “religiously”. The Pandemic team will continue to monitor updates and advise St. Mark's Corporation.

Pandemic Team Georgia Roberts, Joan Hounsell, Joseph Amuah, Terry Frederick, Karen Roberts, Michael Perkin

## Stewardship



STEWARDSHIP  
*A way of life*

We have had a great year; we are gradually opening up after two years of COVID restrictions and now celebrate in-person worship. Hallelujah! However, the year has also been a challenging one for all of us, coming out of the pandemic and attempting to return to a more normal way of life was intense to say the least.

Over the year we have had several Stewardship thoughts and meditations produced via our electronic newsletter (thanks to Joy Bowerman for her dedication in producing it weekly). Regretfully because of COVID and all the issues associated with coming out of the pandemic we were not able to do a full Stewardship campaign in the fall. Instead, as an alternative we produced a weekly Stewardship reflection (5) prior to Advent:

Oct 30 **Generosity** John 6: 2-13 ‘There is a boy here who has five barley loaves and two fish. But what are they among so many people?’

Nov 06 **Talents & Time** Matthew 6:19-21 ‘Do not store up for yourselves treasures on earth, where moth and rust consume and where thieves break in and steal; 20 but store up for yourselves treasures in heaven, where neither moth nor rust consumes and where thieves do not break in and steal. 21 For where your treasure is, there your heart will be also.’

Nov 13 **What if we don’t.../Sending our focus outward** Romans 8:28-30 We know that all things work together for good[u] for those who love God, who are called according to his purpose. 2 For those whom he foreknew he also predestined to be conformed to the image of his Son, in order that he might be the firstborn within a large family.[v] 3And those whom he predestined he also called; and those whom he called he also justified; and those whom he justified he also glorified.’

Nov 20 **Our Legacy** Matthew 5:13 ‘You are the salt of the earth; but if salt has lost its taste, how can its saltiness be restored? It is no longer good for anything, but is thrown out and trampled underfoot.’

Nov 27 **Gratitude/Giving** Matthew 5:13 Luke 6:38 (New International Version) *“Give, and it will be given to you. A good measure, pressed down, shaken together and running over, will be poured into your lap. For with the measure you use, it will be measured to you.”*

These were produced to stimulate prayer and contemplation about all aspects of Stewardship. The final Sunday the sermon was focused on Stewardship by Canon Rhondda McKay (also known as the Sermon on the Amount). Although well received, the response in the way of increased contributions fell short of alleviating our financial needs for 2022. If you are interested the full text of the reflections can be found on St. Mark’s website <https://stmarksottawa.ca/archives/parish-newsletters/> Oct 28 thru Nov 25.

We will be conducting a more robust Stewardship campaign in 2023.

Michael Perkin St. Mark’s Stewardship Officer

## Rentals

Rentals have increased this year, most of our regular renters have returned or continued with us and several new groups are now either using the hall or the church on a regular basis.

There have been some enquiries and bookings for single use events, parties or other celebrations. When we have these, the renters have to clear up themselves, sometimes not quite putting things back where they should be and Rose our cleaner is contacted to clean up. After late evening rentals Carolyn and Peter **Findlay** now come down to close up and secure the building, this has been a real plus, thank you for offering your service.

Last summer Carleton Memorial again ran a summer camp in the hall during July and August. A new group, **Pedalheads**, used the back parking lot over the same months to teach young children

bike skills. **Both** camps appeared to be successful. There were a few instances of miscommunication about setting the alarm between the two groups, an issue which was sorted out fairly quickly, thank you to the members of the congregation who respond to these calls from the alarm company.

I think that the increase of regular rentals have provided a consistent boost for the church finances.

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 15 years of e-mail prayer in 2022. What I started in 2007 with a few requests for prayers for parishioners, evolved into 39 E-prayers being sent to 57 pray-ers in 2022.

This was the third year of Covid, and prayer continued to be a great need. Since the initial lockdown in March 2020, prayer has always been a constant that can be shared together, even when apart, and we hope it continues to uphold those who prayed and those we prayed for.

As in previous years, prayer requests were not only for the parish family, but for our own families and friends and the greater community. The majority were for the sick. We prayed for 68 parishioners and their families, for health, surgery and recovery, and we gave thanks for 7 who were 'healed'. We prayed for those facing disasters. We were saddened by the loss of 6 parishioners and former parishioners, and 10 from our family, friends or the greater community. In prayer we also celebrated, including the 70th Jubilee, and sadly the death a few months later, of Queen Elizabeth, and also for our new King, Charles.

Since its inception in 2007, 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 15 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](mailto:drblodge@sympatico.ca) ... or just let me know. Please join us.

As we continue through the year of 2023, may it continue to be a year of prayer and hope.

Margaret Lodge  
E-prayer Coordinator

### Prayer Cycle Calls

Three of us make up the prayer cycle.

Each week you will find the names of 5 family groups or individuals in alphabetical order in the bulletin. We gradually go through the parish list.

When we call, we introduce ourselves and explain that we are calling to see how you are, and if you have prayer concerns of any kind for yourself, family or friends. These are given to the prayer group which is Ann Matthews and Carol Dicks. What you tell us, stays confidential between us, Father Julian and God.

This is a great opportunity to connect with our parishioners, and we often have long conversations. It also helps us find out where people might have moved to.

If you would like extra prayers at other times, please let Carol Dicks or Ann Matthews know.

Respectfully submitted ,

Cynthia Greer, Ann Matthews and Carol Dicks.

## Prayer Shawl Ministry

We continue to provide prayer shawls and pocket prayer shawls as well as baptismal shawls. Each shawl is knitted or crocheted with love and prayer and blessed before given out.

The shawls represent the love and prayers of our church community and have many uses, for example comfort or celebration. Full size shawls are available upon request.

Pocket prayer shawls are easily carried in a pocket, purse or tucked into a helmet. These shawls and a copy of the prayer can be obtained from the basket at the back of the church.

I would like to thank everyone for their support of this ministry.

Respectfully submitted,

GillianMorris

## Music Ministry

St Mark's choir has always played an active part in our church services, leading and supporting the singing by the congregation.

Having read an article recently in the Anglican Journal written by our Primate, Linda Nicholls, and her love of liturgical music, I realise that church choirs feel that singing allows the Holy Spirit to speak to our souls and hopefully to yours, as we offer you anthems from the rich repertoire of choral music from our great composers, old and new, to enhance our liturgy.

2022 was no different. We worked hard to figure out the best way, even though the numbers changed over the months due to Covid. We had 22 members of the senior choir in January, and added one in the fall, and lost 4 in December.

We are very happy to welcome a Tenor, Alan Reed. Tenors, being in short supply, are especially welcome. It's good to have you with us Alan.

Kate Greer-Close and Jeremy, Maddy and Poppy Close left us in December '22. They will be sadly missed, one from each voice part. Kate as well as singing the high soprano notes, also sang tenor for the last few years, since, as remarked earlier, tenors are always needed. Kate had been a chorister since before 1980, for over 40 years, joining as a 9 year old under the direction of John Phair.

Margaret Lodge, our choir historian, keeps all this information hidden until you need it, and it is all neatly documented. She is an invaluable source of church information.

Kate worked with Ariane every week, teaching the Juniors, whom she also knew as their church school teacher, and prepared many songs to accompany the Christmas pageants every year. We do not presently have a junior choir, as Covid stopped that, and the juniors grew and the Close children became adult singers.

For the rest of the 2022 report I'll begin by stepping back slightly. As 2021 reached its final month, we really thought that we could see light at the end of the tunnel, and we as a choir and church would be back to normal, albeit post Covid normal.

Our hopes were shattered when on Christmas Eve we unexpectedly went back into Red Covid protocol.

For the whole of January 2022 we stayed in Red. The church was closed, but we, as a choir were allowed, with up to 10 of us to sing to an empty nave, and a live-streaming congregation.

On February 6th we were allowed back, again slowly, and our hopes were raised. The choir was well spread out, but there was nervousness, because we had lost confidence in being safe anywhere. In time, we were allowed to increase our numbers, sing with masks, and then without them for a short period, process and recess, and most of the choir returned, glad to be together.

During the Spring, our organist and choir director, Ariane Dind decided to retire from her position, after almost 23 years. For some members Ariane was the only organist they knew at St. Mark's, so it was a big shock. Thankfully she stayed until the end of June, and enabled us to give her a hearty farewell, and wish her God's blessing for her future, by singing an 'Ode to Ariane' written by Brenda Zanin.

Thank you for your work and service to, and with us, for so long, Ariane.

We now had the dilemma of preparing a Search Committee for a new Organist/Choir Director, when many things were slowing down or closing over the summer.

For Ariane's last few weeks we also had the worry that the organ was not working, and couldn't be persuaded. There was the worry of what we would do if it couldn't be repaired, since it was 40 years old. Could we afford a new organ? Would we get an organist who didn't have an organ to play?

During Ariane's last week she contacted Arie, our usual organ specialist in Toronto, and he and his brother came and worked patiently and painstakingly to bring the organ back to life. Thankfully Arie had been involved in the building of our organ many years ago, and became our 'organ whisperer' par excellence.

During the summer, we have shorter services with less music, and we were able to hire Roxanne McGahey to play the piano. For 2 of those services she was unable to play, and Brenda Zanin and Joy Bowerman, with very little notice, became our supply pianists. Thank you so much to both of you, for accepting.

We were very fortunate that for the 3 weeks in September Deirdre Piper was available to 'get us back into voice' after Covid, preparing us as a full choir with anthems. The choir was almost 100% returned.

The choir was invited to be part of a massed diocesan choir in September at Christ Church Cathedral to sing Evensong. Ariane began to prepare us before she left, and this continued in September, very much encouraged by Deidre Piper, who sang with us. Seven of us took part, and very much enjoyed the opportunity to sing with a large number of choristers.

Our search for an Organist/Choir Director was fruitful, and Carl Bear became our new organist at the beginning of October. He was given a sung welcome written by Brenda.

I will close by thanking the choir for their flexibility in all things and all times. They are always willing to be of support, as they were for a friend's funeral. We had almost 100% attendance for someone only one of us knew.

We are family to each other. For that I am truly grateful.

Carl will detail the rest of the year.

Respectfully submitted,  
Cynthia Greer,  
Choir President.

## 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.

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 8 applications were made for a Police Records Check (PRC) for the year 2022. Five have been completed and 3 remain outstanding. We will have to carry out some Police Records Checks and renewals in 2023.

We confirmed with the Ottawa Police Service that the requirement for a Police Records Check is for "each volunteer applicant to take his/her own completed application, in person, to the police station at 2760 Queensview Dr. and they will need to take 2 valid pieces of identification (one of which must be a photo ID) and a letter from the Church confirming his/her Volunteer status to have a Records Check done free of charge. Also it is possible to do on line. Right now the service is slow as there is a back log of applications. As this could present some difficulties to some volunteers, members of the Screening in Faith committee will be happy to provide assistance to volunteers applying for Police Records Checks or renewals.

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 -Parish Administrator (not a volunteer) -

Plans for 2023 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) Contacting Heads of Groups for up-to-date lists of group members for inclusion in St. Mark's Volunteer list.

Respectfully submitted, Les Cundell

## St Mark's Web and Facebook

St Mark's electronic information on-line sites.

The new website continues to be used extensively. Every week, the latest newsletter is posted to the website and the newsletter archive updated. The latest video is automatically updated. Any news is also put on the website as it comes. Special events such as Black History Month, Christmas, Easter are all highlighted in the rotating slides at the top of the webpage. The archives of Mark This Word, Parish Newsletters, Parish Council Minutes and Vestry reports are all available on the website as well as links to our YouTube channel.

There are now three people maintaining our facebook page. Suzanne Bisson and Joan Hounsell handle the bulk of this work, making sure that special events are highlighted and posting pictures when appropriate. Joy occasionally posts material that comes from the office.

respectfully submitted  
Joy Bowerman

## **Mothers' Union**

The Mothers' Union is a world-wide fellowship, almost totally of women, within the Anglican Church, with 4 million members in 83 countries. Most of those live in Africa, or in Britain, with various enclaves throughout the world. British women are the largest contributors to the finances needed to send workers to help women learn numeracy, to read and write, to become independent financially, and also help them serve their families better.

The branch at St Mark's started in 1983, with the youngest group of women. Thus 2023 will be our 40th anniversary. We wear many hats, and have in the past provided many services connected to our aims of helping all who need support in their present circumstances.

We have tried to do this as we reopened to a hopefully post-Covid normal during this past year. We have not held actual meetings, partly because our members are already involved in so many different positions at church, and of course elsewhere. All of us are present on Sundays, and in activities.

Jenny has been faithfully putting books out each week for our "buck a book table", and any money we receive from there goes to outreach. In fact any funds raised must go to outreach. We have been very fortunate to be supported in our endeavours by our faithful parishioners.

On Mothering Sunday, the 4th Sunday in Lent, we were able to provide our usual simnel cake albeit in plastic baggies to those at church, and a carnation for all the women.

In June, all British and Commonwealth Members M.U.s were invited to celebrate the 70th Jubilee of the reign of H.M. Queen Elizabeth II. We were really glad, in retrospect that we decided to, since Her Majesty sadly passed away in September.

Our organist of 23 years Ariane Dind retired at the end of June. We were fortunate to be able to celebrate her time with us, and her farewell at the church picnic, which M.U. organizes, since things were just reopening. This also brought a larger congregation, thankful at last to be able to gather and renew our friendships

Our next event was in October when we welcomed our new Music Director Carl Bear. This was a lunch not the M.U.'s usual BBQ. In spite of having to be very careful to follow the Diocesan rules, we were able to offer times of re-connection and enjoyment to the parish, although not a St Mark's lunch in April this year.

I ordered 50 Anglican church calendars this year assuming that our congregation numbers would grow close to pre-pandemic numbers. My calculations were out, so I'll order 35 next year. We also made 2 batches of puddings, all of which sold.

When we took over puddings and calendars from the A.C.W. they then came under Mothers Union, so that money could only go to outreach. This year we made them as St Mark's women, so that any profits were added to the Bazaar funds.

Our Advent Giving tree was on a much smaller scale than usual, since we were concerned that those who had chosen to attend church in person were going to be asked to support projects without the help of a wider congregation. We collected our usual items and delivered them to the Mission, the Well and St Luke's table. Because of a recent devastating fire, the latter had to make a new temporary home in the Bronson Centre, without showers, laundry facilities, and the normal meal and other services. The church school helped us by beautifully decorating cookies and these were sent to the above 3 locations. Three of our teenagers sent 40 Christmas cards to our older parishioners. The church school also sent \$100.00 to PWRDF.

Although M.U. is a specific group, we also are part of the Membership team, and were part of the Vitality Team, and are called on whenever kitchen or other help is needed. Hopefully in the coming year there will be more occasions to offer a meal, since we did not hold a lunch after the Christmas Carol Service this year.

Once more thank you to all our parishioners who in some way have contributed so that we can be the hands of Jesus in our neighbourhood, our city and the world.

Respectfully submitted,

Cynthia Greer, Branch Leader M.U.

## **Membership**

Once more, this year has been a very sparse year for connecting. The first month was not hopeful, because we went back in the Red protocol.

February thankfully improved as we opened up. During the year some groups were able to restart, and one of the earliest ones was CCC with a very eager group of people both from within St Mark's and from outside. Well done Laurie for keeping things moving.

I was expecting that each week would bring a few more people to the actual services. Although I feel somewhat disappointed, I know full well that we did not get 3 years younger staying in and taking all precautions possible. The 2 lunches that we held, one to say goodbye to Ariane in June, and the other to say hello to Carl in October were better attended. St Mark's people always respond well to food and fellowship.

It took time to be allowed coffee hour, and when we did there seemed to be all sorts of protocols from masks to distancing, to using disposable everything, not touching anything, cookies in individual bags, and others already forgotten.

We are pretty resilient, but sometimes constant reminders of the dangers of getting together can be overwhelming. We have gradually increased in numbers, and are now enjoying being together, mainly duly masked.

We have lost a few members to the Lord, and a few to retirement homes or long term care residences. These are really difficult to keep up with because of privacy concerns. Deaths are noted in the front of this Vestry Report.

I try to send out cards to parishioners when needed, so please make sure the office is informed of illness, deaths, happy events, and any other occasion worthy of a card.

When I took over membership a few years ago, Mothers' Union agreed to help me. This group was for many years, 'the younger women'. Now it still is because the older ones have passed on, and the younger ones in the main are busy with fulltime careers, and all the after-school activities which abound these days for their children.

When Covid began in 2020, we were preparing for a luncheon. This never took place, so I am hoping that before the next Vestry report it will have happened, perhaps for St. Mark's Day 2023, but who can tell?

We try to keep in contact with all our parishioners. However if you have ideas of other ways we could try, please let the office know, and it will be passed on to Membership.

Also if you change your address, phone or email, please let us know.

Cynthia Greer  
Membership Committee Chair 2021

## **Altar Guild**

We continue with three groups who rotate to ready up and clear the church for all services. This year two of our members have retired and another has become more involved, we thank them for their support and involvement in a vital service to the church.

During major festivals we try to have two teams on to provide us with an increase in numbers of people to tackle the increase in work and or number of services.

For many of the members of your altar guild this is a rewarding service to the church community so if anyone has an interest in joining us we would welcome you.

Penny Miller

## **Flowers**

It is always a welcome sight to have flowers in the church. You may have noticed that we now place flowers closer to the altar this means that we usually have two smaller arrangements. This set up has been useful for the livestreaming and brings the flowers into increased focus for the people who have requested them.

Flowers can be ordered by contacting the office stating the date, occasion and dedication for which they are requested. Donations for the cost of the flowers can be submitted by an e-transfer to the office, mail a cheque or place it in the offering plate, clearly marked flowers.

Penny Miller

## **Outreach**

In 2022 St Mark's principal Outreach continued to focus on DDFH (Debra Dynes Family House) and DDFB (Debra Dynes Food Bank). Along with food from the blue bin, we delivered knitted items bought by parishioners at the bazaar and donated to DDFH. Food, egg cartons, plastic

containers, cash and cheques were delivered semi-monthly throughout the year. My neighbour donated 6 bags of nearly new women's clothes in the Fall.

Although the traditional Mothers' Day gift exchange was cancelled due to Covid, we still donated several bags of 'Motherly' items for the children to give to their moms on Mothers' Day.

'Back to School' collection in August was in-person this year after two Covid summers in the parking lot. The donations of cash, cheques and school supplies were amazing. Our generous contributions helped to fill 525 backpacks for children and youth.

Doreen Matweow made a large donation at Christmas to DDFH. Items included knitted scarves and toques, gently used clothing, food and stuffed animals for children.

From May to August, St Mark's partnered with the Campus Ministry at Algonquin College. We donated baked goods, cheese and crackers and beverages every Tuesday for displaced Ukrainians who were learning English as a Second Language (ESL.) Some parishioners volunteered in the classes helping refugees to practise their English skills. Other parishioners provided monetary donations and food vouchers. This worthwhile program enabled St Mark's to establish a relationship with the ecumenical campus minister, Yuriy Derkach and his administrator, Yolande Parsons.

Doreen Matweow received a letter from The Leprosy Mission of Canada to thank her for the stamps that she sends to them. Her labour of love has helped contribute to the Mission's goal of \$6000.00 in 2022. Thank you to parishioners who donate stamps, to Suzanne who delivers them to Doreen and to Doreen who prepares the stamps for delivery to The Leprosy Mission.

There were several ongoing Christmas Outreach projects. Cynthia and Jenny set up "The Giving Tree" to encourage donations of personal care items for men. These were delivered to The Mission, The Well and St Luke's Table.

The "Gift Bags for Nelson House campaign" encouraged donations of personal care items, gloves, hats, scarves and a sweet treat for women in crisis. I was able to deliver 10 well-filled bags to Nelson House.

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

Joan Hounsell,  
Outreach Coordinator

## 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 Matthew House and PWRDF Turkey/Syria Earthquake Relief, 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 available at the church. 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 put on the collection plate.

- Make an e-transfer to [stmarks@stmarksottawa.ca](mailto:stmarks@stmarksottawa.ca) and send an email to the office giving the answer to the security question and specifying that it is for Lenten Outreach
- 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](http://www.canadahelps.org/en/dn/47820) and specify how it should be directed.

### Previous Projects Supported

- 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 MHI Veteran's House,
- 2021 St Luke's Table, Diocesan Refugee Ministry
- 2022 The Well/La Source, Lytton Fire Response
- 2023 Matthew House, PWRDF Turkey/Syria Earthquake Response

### Matthew House Ottawa

Matthew House Ottawa is a non-profit organization that provides shelter, furnishings and community to refugees and those transitioning to permanent housing. It is a faith-based, volunteer-driven, registered charitable organization that helps Ottawa's marginalized population to establish connected, safe, healthy, and dignified homes within our community. There are two programs within Matthew House:

**Refugee Services.** They provide shelter, food and refugee settlement assistance, including volunteer opportunities, in a family atmosphere to refugee claimants so that they may begin their journey to independence as members in Canadian society. <https://www.matthewhouseottawa.org/refugee-services>

**Furniture Bank.** They distribute quality used furniture and household goods to Ottawa's marginalized population.

### The Primate's World Relief and Development Fund (PWRDF) - Turkey and Syria Earthquake Relief

The PWRDF is currently accepting donations for the ACT Alliance which is already working on the ground to help in Turkey and Syria. PWRDF has made an immediate donation of \$35,000 to ACT Alliance.. ACT has been working on the ground in Syria since day one of the quake, doing the hands-on assessment of the needs that can be best carried out by Christian resources.

ACT member the Greek Orthodox Patriarchate of Antioch and All the East-Department of Ecumenical Relations and Development (GOPA-DERD) is providing food, blankets, mattresses and medical aid in affected communities in Aleppo, Hama and Latakia.

ACT member the Middle East Council of Churches states "all the Churches in the Middle East have put their resources at the disposal of the affected and displaced people due to the earthquake, since the first moments of the disaster... The Churches in the Middle East, which always supports their people, will spare no effort in doing all they can to relieve their pain and lead them towards prosperity and progress." Plans are underway from other ACT members to supply winterization materials, ambulances, and other needed supplies as the extent of the need is known.

## Bazaar

Last year, under the auspices of the bazaar, two separate events took place. The Spring Market ran virtually and after church services for four consecutive Sundays ending with Palm Sunday. The Fall Bazaar ran both in-person on November 5 and virtually and after church for the Sundays until December 18. In total, these ventures raised \$10,234 – an unprecedented amount for St Mark's.

The Spring Market offered a variety of items, mostly those you would not find at the bazaar. There were cards, including Easter cards, table runners, muffins, Simnel cake, cupcakes, Eccles cakes, hot cross buns, lemon loaves, tarts and marmalades, strawberry jam and lemon curd.

On November 5, we welcomed people to our building for an in-person bazaar for the first time in two years. It was scaled down so that the basement was not used. However, there was a café, preserves, soup mixes, baking, handcrafts, cards, plants, books and a large selection of puzzles. The Mother's Union sold puddings and calendars and generously donated the profits from the puddings to the bazaar. The following Sundays offered a variety of tasty treats including carrot cakes, mince tarts, shortbread, fruit pies, turkey pies, frozen cookie dough, Eccles cakes, and our Christmas cookie boxes.

So many people have supported this fundraising by offering generously of their skill and time. I would like particularly to mention Pat Sinclair, Janis Perkin, Penny Miller and Shelley Crowley. All of these people contributed substantially in both the spring and the fall. Both in the spring and the fall 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 and especially to Cynthia & Pauline for their patience with me.

Submitted on behalf of the Bazaar staff by Joy Bowerman, Bazaar Convenor 2022

## Slim and Trim

The last year has been difficult. Numbers due to many different circumstances have been slowly declining. However, those who still attend find it very enjoyable and a benefit to their general health.

Many thanks to Gail our instructor and to Rose who makes sure the floor is clean for us.

We contributed \$ 600 to general church funds.

Yours respectfully,  
Jennifer M. Morphew.

## Financial Report

### Overview of 2022 Finances

At our Vestry on February 27, 2022, we passed a budget for 2022 with a deficit of \$36,698. The COVID-19 pandemic had been ongoing for nearly 2 years and still had the possibility of impacting in-person worship and other uses of our facilities in the coming months. In fact, we had just opened for a 10 am service on February 6, after being closed since Christmas. The financial committee thus consulted a variety of sources in developing what they felt were reasonable income and expenditure numbers contained in the budget that was passed. One assumption that they made was that our facilities would be open a little more than in 2021, both for worship and for activities in other parts of the building. We then hoped 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.

In fact, at the end of the year, our expenditures exceeded our income by \$22,630, which was \$14,068 better than budgeted. More details are given below as to how this came about.

### *Income*

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 fundraising activities. For 2022, we budgeted to receive \$160,000, which was very similar to the actual collection amounts received in both 2020 (\$160,070) and 2021 (\$159,340). However, we received just \$150,012, which was \$9988 below budget and the smallest actual total collection income of the past 5 years.

Our “Gain from Assets” income category brought in \$4,391 more than budgeted, mainly due to much higher-than-expected user fees. Many of our previous renters returned to use our facilities as we opened up and several new renters were able to be accommodated. It is also interesting to note that our actual solar income was at the higher level budgeted for 2022 after repairs done in 2021. Dividends and investment income also contributed to our “gain from assets”.

Income from organizations exceeded the amount budgeted by \$4,999. This can be mainly attributed to the higher-than-budgeted income from the bazaar (which included both the spring market and fall bazaar). Slim and Trim also exceeded their budgeted amount by \$500. AA is a new organization to be meeting at St Mark’s and contributed its budgeted amount in 2022.

When directed income of \$3199 (which was not budgeted) was added to the 3 categories above, and \$150 of other general income, actual Total Income amounted to \$190,351 which exceeded budgeted Total income of \$187,600 by \$2,751.

### *Expenditures*

Expenditure of \$122,880 in the SALARIES category was \$10,979 lower than budgeted. This was mainly due to 2 factors:

- (i) a COVID assistance package from the Diocese giving each parish one month’s relief from the ECOPS portion of its monthly Diocesan assessment. This package was announced at the end of March, well after Vestry.
- (ii) less than budgeted for a music director due to the retirement of Ariane Dind at the end of June and replacement by fill-in organists/pianists until the hiring of a new music director

Expenditure in the WORSHIP category was \$159 below budget. It may be noted that the “just-in-case” \$1,000 put into the budget each year for possible piano/organ repairs had to be spent in 2022.

FAIR SHARE expenditure was on budget in 2022.

OUTREACH expenditures totalled \$2,201. All these expenditures were covered by Directed income, which is not budgeted.

A large number of programs were assigned funding in the 2022 budget, but several of them did not make any expenditures since their activities had been interrupted by the COVID pandemic. Thus, overall, actual expenditure on PROGRAMS (of \$806) was \$764 less than budgeted.

Expenditures in the CHURCH categories totalled \$40,008, which was \$1152 less than what was budgeted. It may be noted that the \$8036 spent on Repair and Upgrade included the payment for a solution to the occasional flooding in the church basement. Most of the CHURCH categories were about equal to or below budget.

Expenditures in the FINANCE categories were, in total, very close to budget. In MISCELLANEOUS, actual expenditure was \$491 below budget.

Actual total expenditure in 2022 was \$212,981, which was \$11,317 less than budgeted total expenditure of \$224,298.

### *“Bottom line”*

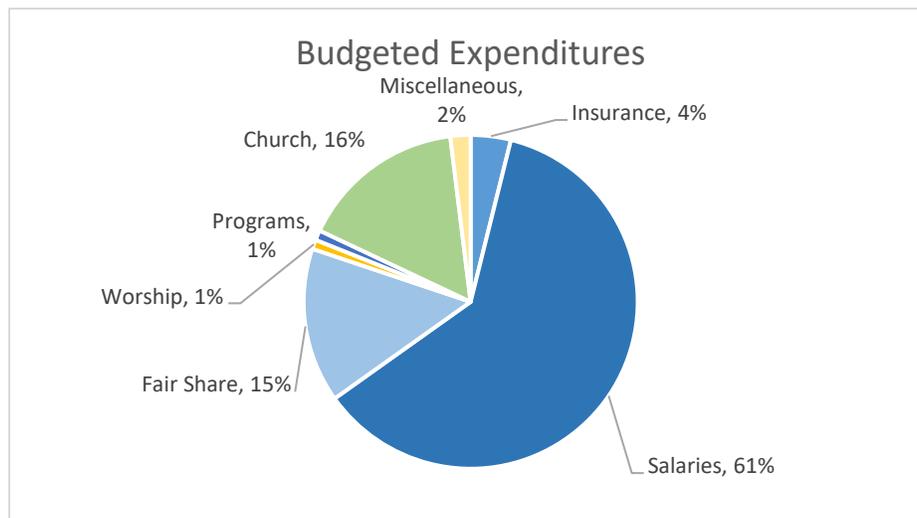
In 2022 Total Expenditures (of \$212,981) exceeded Total Income (of \$190,351) by \$22,630. This deficit was covered by our savings.

### 2023 Budget

The budget proposed for 2023 can be seen in the third column of the same table that contains the Actual and Budgeted quantities for 2022. As it stands, **this is a deficit budget with budgeted net income at -\$20,656.**

### *Income*

The collections income is budgeted to be the same amount as last year, hoping that post-pandemic life will see an increase in attendance and giving. The CTF dividends are significantly higher. While preparing the budget, it was discovered that one of the CTFs was not disbursing its dividends at the end of the year. That has now been changed and we will receive the accumulated amount this year only. User Fees are significantly higher since we will hopefully be allowed to rent for the whole year this year and we have seen several new groups starting to use the church. Predicting the future is always a risky business. It has been particularly difficult the last few years when faced with uncertainties imposed by a pandemic. There has been some hot debate as to whether the collections income is overestimated. On the other hand, maybe some of the other income sources such as User Fees and the Bazaar have been underestimated. Only time will tell.



### *Expenses*

Almost 80% of our expenses are remitted to the diocese. These include all staff salaries, Fair Share and Insurance. While the Corporation has some leeway in setting the salaries of the lay staff and the housing allowance for the priest, guidelines on appropriate amounts allow minimal flexibility. Our staff salaries in total make up around 60% of our budgeted expenses.

The staff salaries line also includes an amount for priestly services. It is an amount given to us by the diocese called the Equalized Cost of Priestly Services (ECOPS). This means that all parishes in the diocese contribute to a salary “pool” from which the priests are paid. The amount that we are given is based on our financial statements for the last three years. Our Fair Share is calculated in a similar way. It is designed to distribute expenses between the parishes evenly based on the ability to pay. Unfortunately, because it is based on the last three years income, parishes with decreasing income find that it only adds to their struggles. However, it is better than dividing everything evenly. The insurance, arranged through the diocese went up by a staggering 25% in 2023.

You will also note from the above graph that the next largest budgeted expense is care of the church building, both cleaning, utilities and regular maintenance. The telephone and internet are being switched to Bell in the near future. This is resulting in significant savings in both of those areas which is reflected in the budget and on the above graph.

In summary, salaries, fair share, insurance and building maintenance account for 96% of our budgeted expenses. These numbers by themselves exceed our budgeted income by about \$12,000. It is interesting to note that our projected income from Income from Assets (larger solar panels and user fees) and Groups is enough to fund the building maintenance.

Black History Month has been added in to the program expenditures but it is expected that the majority of the expenses will be covered by donations.

### ***General Overview***

The 2023 budget is projected to have our expenses exceed our income by ~\$20,000 . If this happens, it will reduce our Accumulated Funds to almost nothing. There is nothing in our expenditures that we can reduce to balance the budget unless we start to look at staffing. We must be very careful spending the funds we do have. The reserve accounts should be touched as little as possible so that there will be money in the bank to pay the bills.

The pandemic has not been kind to us, nor indeed to many of the Anglican churches. We have seen the closure of several of the churches in Ottawa and anecdotal evidence suggests that all are struggling. We have been in a better situation since we had a large amount of accumulated funds from paying half-time clergy while Rev. Jessica was recovering from her heart attack. We also had substantial GIFT funds remaining which allowed us to fund our internet presence and other projects. Those cushions are almost gone. It is time to start looking at our long-term plans and examining viability to see if we can find a way forward.

The job of treasurer is a demanding and stressful job. The person must be comfortable with numbers, have an eye for detail, and constantly look to the best interests of the parish. That position has been admirably filled by Georgia Roberts for the last 5 years. In early 2023, Georgia made the decision to retire although she is still willing to lend a financial hand. She has agreed to sit on the financial advisory committee, wrote the summary of 2022 for this report and will fill in the diocesan and government reports related to 2022. My heartfelt thanks and the thanks of the parish are extended to her for her labour of love.

The treasurer is just one member of a diverse team that all contribute to the financial management of the parish. 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. Corporation and Parish Council reviewed the financial statements

each month and Wes Adams and Joanne Pagani reviewed the books at the end of the year. Thank you to all of them.

Joy Bowerman  
Acting Treasurer

## Balance Sheet

2:24 PM  
2023-01-28  
Accrual Basis

**St Mark's Church  
Balance Sheet  
As of 31 December 2022**

	<u>31 Dec 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Chequing/Savings	
TD BANK	39,280.07
<b>Total Chequing/Savings</b>	<u>39,280.07</u>
<b>Other Current Assets</b>	
Dollar for Dollar	7,334.47
HST Receivable	548.31
PST Receivable	1,376.13
<b>Total Other Current Assets</b>	<u>9,258.91</u>
<b>Total Current Assets</b>	<u>48,538.98</u>
<b>Other Assets</b>	
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
<b>Total Investments</b>	<u>353,591.86</u>
<b>Total Other Assets</b>	<u>353,591.86</u>
<b>TOTAL ASSETS</b>	<u><u>402,130.84</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
RESERVE ACCOUNT	
Seniors Outreach	245.00
Funeral Receptions	133.43
Capital Projects	8,605.86
Choir Fund	2,282.15
Choir Gowns	810.07
GIFT Funds	4,470.06
Key Deposits	373.59
Memorials	4,114.26
Ministry	7,204.36
Pastoral Care Support Fund	875.00
Rector's Discretionary	226.46
Sunday School	556.89
Tree Care	900.00
<b>Total RESERVE ACCOUNT</b>	<u>30,797.13</u>
<b>Total Other Current Liabilities</b>	<u>30,797.13</u>
<b>Total Current Liabilities</b>	<u>30,797.13</u>
<b>Long Term Liabilities</b>	
Gladys O'Ray Bequest	14,000.00
Judy Corbishley Bequest	6,000.00
Rectory Trust	327,787.49
<b>Total Long Term Liabilities</b>	<u>347,787.49</u>
<b>Total Liabilities</b>	<u>378,584.62</u>
<b>Equity</b>	
Accumulated Funds	46,174.57
Net Income	-22,628.35
<b>Total Equity</b>	<u>23,546.22</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>402,130.84</u></u>

## 2023 Budget

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Budget 2023</u>
<b><u>Income</u></b>			
<b>GENERAL</b>			
<b>Collections</b>			
Envelope	134,417	145,000	142,000
Identifiable Open	14,099	12,000	15,000
Open	596	500	500
Special Collection	900	2,500	2,500
<b>Total Collections</b>	<b>150,012</b>	<b>160,000</b>	<b>160,000</b>
<b>Gain from Assets</b>			
CTF Dividends	1126	1,400	3,500
Dollar for Dollar	0	0	0
Investment Income	2,303	1,800	2,240
Solar Income	10,347	10,500 a	10,500
User fees	11,315	7,000 b	15,000
<b>Total Gain from Assets</b>	<b>25,091</b>	<b>20,700</b>	<b>31,240</b>
<b>Organizations</b>			
Bazaar	10,234	6,000	7,000
Slim & Trim	600	100	200
We kicked the Habit	240		240
AA	825	800	900
<b>Total Organizations</b>	<b>11,899</b>	<b>6,900</b>	<b>8,340</b>
<b>Other General Income</b>	<b>150</b>		
<b>Total GENERAL</b>	<b>187,152</b>	<b>187,600</b>	<b>199,580</b>
<b>DIRECTED</b>			
St Luke's Table	50		
Debra-Dynes	20		
Flowers	925		
Forward Day by Day	74		
<b>Lenten Outreach</b>			
<b>MHI</b>			
<b>St Luke's</b>			
Not specified	745		
<b>Total Lenten Outreach</b>	<b>745</b>		
<b>Other Directed Income</b>	<b>240</b>		
<b>PWR Fund</b>	<b>1,145</b>		
<b>Total DIRECTED</b>	<b>3,199</b>		
<b>INCOME FROM RESERVES</b>			
<b>Capital Projects</b>			
<b>Total INCOME FROM RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Budget 2023</u>
<b>Total Income</b>	<b>190,351</b>	<b>187,600</b>	<b>199,580</b>
<b><u>Expense</u></b>			
<b>SALARIES</b>			
Clergy Fill-in	1,170	1,404	1,470
Organist Fill-in	2,185	600	600
Staff	119,525	131,855	132,878
<b>Total SALARIES</b>	<b>122,880</b>	<b>133,859</b>	<b>134,948</b>
<b>WORSHIP</b>			
Flowers	115		
Music		300	500
Piano/Organ	1,004	1,000	1,000
Service & Altar Supplies	522	500	500
<b>Total WORSHIP</b>	<b>1,641</b>	<b>1,800</b>	<b>2,000</b>
<b>FAIR SHARE</b>	<b>34,325</b>	<b>34,325</b>	<b>33,022</b>
<b>OUTREACH</b>			
Debra-Dynes	20		
The Well	373		
Refugee Fund	240		
St Luke's Table	50		
PWR Fund	1,518		
<b>Total OUTREACH</b>	<b>2,200</b>	<b>0</b>	<b>0</b>
<b>PROGRAMS</b>			
AED	156	170	170
Black History Month			500
Christian Education		250	250
Church School		100	
Coffee, Company & Conversation		50	
Conferences & Memberships	315	600	600
Library		50	50
Membership Cttee		50	50
Outreach Coordination		50	50
Publicity		100	100
Synod	335	100	350
Wellness - Seniors' Hospitality		50	
<b>Total PROGRAMS</b>	<b>806</b>	<b>1,570</b>	<b>2,120</b>
<b>CHURCH</b>			
Cleaning Service	15,219	15,200	15,200
Electricity	4,002	4,500	4,500
Heating	5,417	4,500	5,500

Church of St Mark the Evangelist  
Annual Reports to Vestry March 12, 2023

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Budget 2023</u>
Operating Supplies	814	800	800
Repair & Upgrade	8,036	10,000	3,000
Security	224	250	250
Snow Removal	2,673	2,750	2,800
Special Projects			
Telephone	659	660	250
Water	2,964	2,500	3,000
<b>Total CHURCH</b>	<b>40,009</b>	<b>41,160</b>	<b>35,300</b>
<b>FINANCE</b>			
Bank Charges	764	700	700
Insurance	6,729	6,729	8,546
Supplies	163	200	500
<b>Total FINANCE</b>	<b>7,655</b>	<b>7,629</b>	<b>9,746</b>
<b>MISCELLANEOUS</b>			
Computer & Internet	1,854	2,055	1,000
Forward Day by Day	46		
Office Supplies	157	100	100
Photocopier	1,129	800	1,000
Postage	256	600	600
Rector's Hospitality	22	200	200
Wardens' Discretionary		200	200
<b>Total MISCELLANEOUS</b>	<b>3,463</b>	<b>3,955</b>	<b>3,100</b>
<b>Total Expense</b>	<b>212,979</b>	<b>224,298</b>	<b>220,236</b>
<b>Net Income</b>	<b>-22,628</b>	<b>-36,698</b>	<b>-20,656</b>

### Reserve Account Activity

	Credit	Debit	Balance
<b>Capital Projects</b>			\$7,874.75
Donation for Piano Humidifier	731.11		\$8,605.86
<b>Choir Fund</b>			\$2,282.15
<b>Choir Gowns</b>			\$810.07
<b>Funeral Receptions</b>			\$133.43
<b>GIFT Funds</b>			\$11,122.37
New Sign		6,652.31	\$4,470.06

<b>Key Deposits</b>			\$373.59
<b>Memorials</b>			\$10,489.76
Memorial Donations	700.00		\$11,189.76
Piano Moving		226.00	\$10,989.76
New Sign		6,849.50	\$4,114.26
<b>Ministry</b>			\$7,247.98
Pastoral Care Expenses		293.62	\$6954.36
Donation for BHM 2023	250.00		\$7204.36
<b>Pastoral Care Support Fund</b>			\$875.00
<b>Priest's Purse</b>			\$0.00
Donations for Ariane	775.00		\$775.00
Gift to Ariane		775.00	\$0.00
<b>Rector's Discretionary</b>			\$226.46
<b>Seniors' Outreach</b>			\$245.00
<b>Sunday School</b>			\$556.89
<b>Tree Care</b>			\$900.00

## Nominations/Appointments for Parish Council

The Committee consisted of Suzanne Bisson, John Hancock and Georgia Roberts. We spoke with members of the congregation, and each position has been tentatively filled by a parishioner who accepted the nomination. Nominations may also be made from the floor at the Vestry meeting, by a proposer and a seconder.

Positions to be filled		Nominee
People's Warden	1 year	John Hancock
Deputy People's Warden	1 year	Janis Perkin
*Property Coordinator	2 years	Bill Barber
Synod Member	2 years	Michael Perkin
Alternate Synod Member	1 year	Pauline Adams
*Member at large (special events)	2 years	Bev Muma
Membership	2 years	Cynthia Greer
Outreach	2 years	Joan Hounsell.
Stewardship	2 years	Michael Perkin
Member	2 years	Gillian Morris

\* - donates new position approved by corporation.

### Appointed by Priest

Rector's Warden	Suzanne Bisson
Deputy Rector's Warden	Laurie Slaughter
Acting Treasurer	Joy Bowerman
Youth Representative	Carolyn Findlay

### Appointed by choir

Choir Representative	Cynthia Greer
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### Balance of Parish Council after Vestry March 12, 2023

Rector	Rev. E. Julian Campbell
Member at large 2 <sup>nd</sup> of 2 years	Joan Grayer

We thank the members who have retired from this Parish Council and are not standing again. Their contribution of time and input is greatly appreciated.

Synod member ..... Rob Mellon  
 Synod member ..... Judy Life  
 Treasurer ..... Georgia Roberts

Respectfully submitted  
 Suzanne Bisson, John Hancock, Georgia Roberts

## Vestry Minutes, February 27, 2022

**ST. MARK THE EVANGELIST  
ANNUAL VESTRY  
SUNDAY, FEBRUARY 27, 2022  
Via ZOOM**

We welcomed Karen Roberts as our Zoom coordinator, and she gave an outline of the voting rules and the method to be used for voting.

### **CALL TO ORDER**

Vestry was called to order at 1:09 p.m.

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

*Land Acknowledgement:* We gather today on the traditional and unceded territory of the Algonquin Anishnabe Nation. May we dwell on this land with respect and peace.

### **APPOINTMENT OF VESTRY CLERK**

Janis Perkin was appointed as vestry clerk.

### **RECEPTION AND APPROVAL OF THE MINUTES OF THE ANNUAL VESTRY, FEBRUARY 28, 2021**

The motion to receive the minutes was moved by Gillian Morris, seconded by Georgia Roberts.

***CARRIED***

The motion to approve the minutes was moved by Joy Bowerman, seconded by Michael Perkin.

***CARRIED with 1 abstention***

### **RECTOR'S REPORT**

Father Julian had covered most points in his report but added the following: a thanks was expressed to those who led Compline during summer months. Father Julian offered thanks to Sarah Dee for her presentation given on National Aboriginal Sunday.

Reception of the report was moved by Father Julian and seconded by Suzanne Bisson. ***CARRIED***

### **CHURCH WARDENS' REPORT**

Suzanne Bisson spoke to her report mentioning that a lot had been accomplished even with the closures due to the COVID pandemic.

A motion of reception of the Wardens' Report was made by Suzanne Bisson, seconded by Bill Barber. **CARRIED**

### **2021 FINANCIAL STATEMENT & REVIEWER'S REPORT**

A motion of reception was moved by Georgia Roberts, seconded by Joy Bowerman. **CARRIED**

Georgia Roberts gave a recap of the 2021 finances found on pages 17 to 25.

Acceptance was moved by Georgia Roberts, seconded by Pauline Adams. **CARRIED**

### **THE PRESENTATION OF 2022 BUDGET**

A motion of reception was moved by Suzanne Bisson, seconded by Bill Barber. **CARRIED**

Following reception Georgia Roberts gave some background on how the 2022 budget was arrived at. Collections would remain similar to 2020 and 2021 due to the effects of the Pandemic. Some increases in the budgeted amounts were Solar, User/Rental fees, investment and dividend income and the Bazaar. Some traditional sources would be a zero dollar amount such as the Pancake Supper, Parish Breakfasts and Dollar for Dollar. Staff salaries are set by the Diocese and \$331.00 higher for 2022. This does not include lay staff. Parish Fair Share for 2022 is \$34,325.00. The church operating expenses leave little wiggle room as the costs for repair and upgrade increase.

Ray Davidson asked if there could be savings by reducing cleaning costs during the pandemic. St. Marks is paying the full salary as set out in the diocesan guidelines during COVID. There is an anticipation of renters returning and COVID cleaning is more in-depth as we follow the provincial or diocesan guidelines.

Legacy giving will be looked at in 2022. The diocese offers resources to help the parishes navigate through the process. It will probably be contained within the 2022 Stewardship Campaign where preparation has already started.

It was suggested that marketing our space as a rental opportunity needs to be explored further.

Approval was moved by Pauline Adams, seconded by Jenny Morphew.

**CARRIED** (93% in favour and 7 abstentions)

### **NOMINATIONS COMMITTEE**

Pauline Adams presented the 2022 slate.

A motion to accept the slate was made by Cynthia Greer, seconded by Pauline Adams. **CARRIED**

A motion to close nominations was moved by Pauline Adams, seconded by Ray Davidson.

**CARRIED**

The Slate was acclaimed.

### **RECEPTION OF ALL 2021 REPORTS**

A motion to receive was moved by Georgia Roberts, seconded by Suzanne Bisson. **CARRIED**

Ariane Dind asked that the following be added to her Music Report “Thank you to Penelope Close who brought her violin and played two different versions of It Came Upon a Midnight Clear which made the service even more special.”

Margaret Lodge pointed out that the newsletter, Mark this Word can’t be found on the website. Joy Bowerman will fix the link which appears to be broken.

Ray Davidson asked if the administrator of the Facebook page could check out posting problems with the page.

### **LENTEN OUTREACH 2022**

This year, the outreach initiatives proposed are The Well and the Lytton Fire Rescue.

Approval was moved by Joy Bowerman, seconded by Bob Temple. **CARRIED**

### **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 Joy Bowerman. **CARRIED**

### **APPOINTMENT OF AUDITORS/ REVIEWERS**

The Reviewers for 2022 are Joanne Pagani and Wes Adams.

### **MOTIONS OF THANKS**

The following thanks are from the slide presentation:

#### **Thanks to**

Kate Greer-Close who was such a wonderful leader for our youth with church school, and also in assisting the junior choir.

Cynthia Greer for having survived five very interesting years of leadership on Parish Corporation and Council, in her capacity of Deputy and Peoples' Warden.

Ariane Dind for trying to organize on-line blended choral pieces, during this past year of choristers not being able to sing together in person, and for keeping the choir members connected via weekly ZOOM meetings during the lockdown.

To everyone who kept St Mark's going - from Margaret Lodge

Margaret Blakeney who kept our gardens looking good, all around the church, even for the months that we could not be there – from Georgia Roberts

Thank you to the video team who have worked so hard and enabled us to stay connected to St. Mark's during the pandemic -from Brian Harrison

Thank you to the office volunteers, Karen Barber, Gillian Morris and Lynn Mani, who in spite of a crazy year, have always been willing to lend a hand, either at church or at home. -from Joy Bowerman

Thanks to Karen Roberts for coordinating our Zoom account- and hosting this meeting and for keeping meticulous records of contributions as envelope secretary.

Thanks that were given during the Zoom Meeting:

Thanks to choir members providing the music during livestreaming. -from Ray Davidson

Thanks to the Pandemic Team for their work, also thanks to Georgia Roberts and Michael Perkin who helped make decision making move quickly after receiving directives from the diocese.

Thanks to all parish council members who have finished their terms.

Thanks to Joy Bowerman for her assistance in keeping me organized.

Thanks to Ariane Dind for her service producing music and guidance in musical choices etc.

Thanks to the choir for their faithful service. -from Father Julian Campbell

Thanks to all who took over the Communication jobs for St. Mark's. – from Margaret Lodge

### **MOTION OF ADJOURNMENT**

A motion of adjournment was made at 2:27 p.m. by Joy Bowerman. **CARRIED**

Respectfully submitted by **Janis Perkin**, Vestry Clerk February 27, 2022.

## Addendum

### Statement by Financial Reviewers

March 5, 2023

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, 2022. 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:



Wes Adams



Joanne Pagani

**Choir Report (continued)**

I am grateful to have joined St. Mark's this Fall as Director of Music. This has been a time of transitions as we transition back to in-person worship with full choir and as I take over direction of the music ministry after Ariane's twenty-three years of ministry. As with any transition, there are bound to be challenges, but I am grateful to the staff, congregation, and choir of St. Mark's for their patience as we navigated these transitions together.

During my first few months at St. Mark's, I have endeavoured to maintain and build on many of the traditions and familiar songs of years past. We marked many important days in the life of the church musically, including St. Francis, Thanksgiving, All Saints, Remembrance Day, the season of Advent, Advent and Christmas Lessons & Carols, and Christmas Eve & Day. At the same time, having a new person in this role means that things will inevitably be different, and I have endeavoured to begin expanding the congregation's repertoire of music, drawing particularly from the new hymnal supplement of the Anglican Church of Canada, *Sing a New Creation*.

I am grateful for the very warm welcome I have received at St. Mark's, and especially for the numerous positive comments and words of encouragement. The choir in particular has welcomed me into their midst, starting from my very first Sunday with a welcome song written by Brenda. Cynthia as choir president has helped me get my footing, and Jenny has oriented me to the music library. I am also grateful to Joy, Brenda, Gillian, and Coralie for their work in digitizing the music library records. Finally, I am especially grateful to the other St. Mark's staff members for their welcome – for Fr. Julian with whom it is a pleasure to work, and for Joy for all of her assistance as I learn about the parish and get settled in.

Carl Bear  
Director of Music