

PARISH COUNCIL
Meeting of
Tuesday, September 9, 2025
Bishop Reed Hall
DRAFT MINUTES

In attendance: Joy Bowerman, Reverend Canon David Clunie, Cynthia Greer, Georgia Roberts, Joan Grayer, Mike Duval, Mayowa Ojo, Gillian Morris, Gillian Martin, John Hancock, Janis Perkin, Michael Perkin, Joseph Amuah,
Regrets: Sophia Chiboka, Carolyn Findlay,

1. Opening the Meeting

a) The meeting was called to order at 7:04 pm by Joseph Amuah

b) Father David Clunie offered a prayer

c) Approval of the Agenda

Approval was moved by Joy Bowerman and seconded by Gillian Morris

CARRIED

2. Approval of the Minutes from the meeting of Jun 10, 2025

Approval was moved by Georgia Roberts and seconded by Cynthia Greer.

CARRIED

3. Business arising from previous meeting(s)

This will be covered in the Wardens' Report

Regular Reports

a) Interim Priest's Report

The summer service held at 9 a.m. was well attended, averaging 45 to 50 people per week. Since the last Parish Council meeting, Father David officiated at the funeral of Annette Lewis.

There will be a bible study on September 17th, then a break until our new minister continues it.

Reverend Doctor Mary-Cate Garden will begin October 1 as our new priest. Father David will be here until September 21, which is the day of the barbeque. There will be a fill-in minister for one Sunday and Rev. Mary-Cate Garden's first Sunday will be October 5th. Father David will provide pastoral care until Rev. Mary-Cate arrives, and he will return on November 7th for the funeral service for Carol Dicks.

b) Wardens' Report

Joseph read the letter from the Diocese regarding the selection of our new priest.

He explained that "Priest in Charge" means a priest with discernment. Mary Kate has committed to being here for one year, but, being fond of Toronto, will be deciding if she wants to stay here or go elsewhere.

c) Property Report

Attached you will find the most recent property report. I should note that this edition is a little long-winded compared to what I intend for future updates. Going forward, I will keep reports more concise. However, I felt that this first report required some additional background and education to explain the hurdles we face with each project and the reasons behind certain delays.

The overarching objective remains clear: to ensure St. Mark's is fully compliant with all local, provincial, and federal laws, as well as applicable building codes. We are making steady progress, and every step we take is aimed at ensuring that St. Mark's remains a safe, well-maintained, and compliant place for our community.

Thank you for your ongoing support as we work through these matters together.

Mike Duval
Deputy Warden

d) Treasurer's Report

We are in reasonable financial shape at the end of the summer and have paid our full remittance to the diocese. However, the collections income over the summer was extremely low - almost \$5,000 less than last year and \$20,000 less than budgeted. Since I wasn't around much this summer, I checked to see if attendance in the summer was low. In fact, our summer attendance was higher than it was last year, although this year we did not have the large service in July for Bahamian Independence. We have ground we have to make up and this will become critical when we start paying full priestly costs next month.

We did have some unexpected expenses over the summer. One surprise was the demise of the refrigerator. We have been extremely fortunate this year to have dedicated individuals who have contributed to our property expenses, including the new carpets you will see installed in the link. We do have a costly furnace repair coming shortly to replace a defective actuator valve.

Joy Bowerman

Membership Report

This is pretty early in the fall to have lists, but we have lost a few people. Annette Lewis, Ron Lewis who was in the choir's wife, before the summer, Robert Stocks who was in the past an LAC at the 8 a.m , funeral Sept 17th 1 p.m., and Carol Dicks, a long time very active member, funeral Nov 7th 1 p.m.

There are quite a few whom I've not heard from, and not been able to get hold of, if I look at the list. The prayer cycle starts up this week, so sometimes we find out that a person no longer has a land line. We will be more active in checking out changes this term.

Usually it is the same people we cannot reach, and given that voice mail often gives you a general message, you don't know even if the message is going to the correct person.

Ann Matthews, Brenda Zanin, and I are the 3 callers. we take a week each, but frequently have to make several calls, and still need to leave a message. We rarely get a call-back.

We have a few new people, Susan McGratton, Marie Rose Fenelus, and one or 2 who are simply visiting.

Next meeting i might know more.

Cynthia Greer

Choir Report

Various members of the choir sing as a choir during the summer, although they are not expected to be there. If I do come, I like to sit in the congregation.

Mark Moss is always welcomed when he plays during Elaine's absences, and thanks to Brenda for playing the piano 'cold'; one Sunday.

Practices began on Thursday, and we have one change. Michael Roy, our youngest member, has a class on Thursday evening this term, but we have the addition of Alexander Reicker, our auxiliary organist, which is great news.

Elaine will continue to have one Sunday off per month.

Cynthia Greer

g) Stewardship

The full team is meeting next week to set an agenda. An update will be given at the next Parish Council meeting.

Michael Perkin

h) Outreach Report

Two large bundles of stamps have been delivered to OXFAM's representative, Bill Woodhouse, since our last meeting.

I have made only 3 trips to Debra Dynes Family House since the last meeting. Georgia kindly made several deliveries during my absence.

Donations to Debra Dynes should increase with the return of Coffee, Company and Conversation this Thursday. I will ask Laurie to remind the attendees of the need in our community for more donations. C C & C has been generous in the past.

Joan Grayer

5. New Business

Parish Council Highlights for Newsletter:

- Monthly updates by Joy Bowerman
- Brief Updates on overall repairs by Mike Duvall

6. Next Meeting

The next meeting will be Tuesday October 14th at 7 pm.

7, Adjournment

Cynthia Greer moved to adjourn the meeting.

Carried.

The meeting adjourned at 8:40 pm with the saying of the Grace.

Respectfully submitted by Joan Grayer

St Mark's Church
Balance Sheet
 As of 30 September 2025

	30 Sep 25
ASSETS	
Current Assets	
Chequing/Savings	
TD BANK	42,306.77
Total Chequing/Savings	42,306.77
Other Current Assets	
Dollar for Dollar	3,375.50
HST Receivable	861.47
PST Receivable	1,917.38
Total Other Current Assets	6,154.35
Total Current Assets	48,461.12
Other Assets	
Investments	
Gladys O'Ray CTF 2654	25,972.07
Judy Corbishley CTF	8,729.72
Rectory Trust CTF 4053	446,567.79
Total Investments	481,269.58
Total Other Assets	481,269.58
TOTAL ASSETS	529,730.70
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
RESERVE ACCOUNT	
Seniors Outreach	245.00
Funeral Receptions	1,093.68
Capital Projects	13,670.01
Choir Fund	2,505.83
Choir Gowns	810.07
GIFT Funds	4,470.06
Key Deposits	373.59
Memorials	6,558.47
Ministry	7,212.15
Pastoral Care Support Fund	875.00
Rector's Discretionary	216.46
Sunday School	467.17
Tree Care	643.28
Total RESERVE ACCOUNT	39,140.77
Total Other Current Liabilities	39,140.77
Total Current Liabilities	39,140.77
Long Term Liabilities	
Gladys O'Ray Bequest	25,972.07
Judy Corbishley Bequest	8,729.72
Rectory Trust	446,567.79
Total Long Term Liabilities	481,269.58
Total Liabilities	520,410.35
Equity	
Accumulated Funds	2,592.98
Net Income	6,727.37
Total Equity	9,320.35
TOTAL LIABILITIES & EQUITY	529,730.70

St Mark's Church
YTD Budget Comparison
 January through September 2025

	Jan - Sep 25	Budget	\$ Over Budget
Income			
GENERAL			
Collections			
Identifiable Offering	93,520.00	116,037.00	-22,517.00
Open	697.30	650.00	47.30
Special Collection	840.00	400.00	440.00
Total Collections	95,057.30	117,087.00	-22,029.70
Gain from Assets			
Interest	9.01	0.00	9.01
Investment Income	2,124.80	1,800.00	324.80
Solar Income	6,969.64	7,250.00	-280.36
User fees	23,292.00	18,000.00	5,292.00
Total Gain from Assets	32,395.45	27,050.00	5,345.45
Organizations			
Funerals	1,275.00		
AA	825.00	600.00	225.00
Bazaar	2,661.00	2,000.00	661.00
Slim & Trim	100.00	200.00	-100.00
We Kicked the Habit	300.00	240.00	60.00
Total Organizations	5,161.00	3,040.00	2,121.00
Total GENERAL	132,613.75	147,177.00	-14,563.25
DIRECTED			
Property Maintenance	2,450.10		
Flowers	650.00		
Forward Day by Day	90.75		
Lenten Outreach			
St George's	450.00		
Belong Ottawa	325.00		
Not specified	1,285.00		
Total Lenten Outreach	2,060.00		
PWR Fund	3,205.00		
Total DIRECTED	8,455.85		
Total Income	141,069.60	147,177.00	-6,107.40
	141,069.60	147,177.00	-6,107.40
Expense			
SALARIES			
Clergy Fill-in	0.00	1,275.00	-1,275.00
Staff	62,554.46	101,626.47	-39,072.01
Total SALARIES	62,554.46	102,901.47	-40,347.01
WORSHIP			
Flowers	267.65		
Music	0.00	300.00	-300.00
Piano/Organ	613.25	1,000.00	-386.75
Service & Altar Supplies	1,298.13	400.00	898.13
Total WORSHIP	2,179.03	1,700.00	479.03
PROPORTIONAL PARISH SHARE	21,035.25	21,035.25	0.00
OUTREACH			
St George's College Jerusalem	1,092.50		
Belong Ottawa	967.50		
PWR Fund	3,205.00		
Total OUTREACH	5,265.00		

St Mark's Church
YTD Budget Comparison
 January through September 2025

	Jan - Sep 25	Budget	\$ Over Budget
PROGRAMS			
Black History Month	400.00	500.00	-100.00
AED	448.49	170.00	278.49
Christian Education	0.00	100.00	-100.00
Conferences & Memberships	0.00	500.00	-500.00
Library	0.00	50.00	-50.00
Membership	0.00	50.00	-50.00
Outreach Coordinator	0.00	50.00	-50.00
Publicity	0.00	100.00	-100.00
Total PROGRAMS	848.49	1,520.00	-671.51
CHURCH			
Cleaning Service	13,974.70	11,399.99	2,574.71
Electricity	3,946.80	4,000.00	-53.20
Heating	4,635.57	4,900.00	-264.43
Operating Supplies	725.98	800.00	-74.02
Repair & Upgrade	5,305.68	3,000.00	2,305.68
Security	236.35	250.00	-13.65
Snow Removal	2,453.00	2,667.20	-214.20
Telephone & Internet	711.56	801.00	-89.44
Water	2,158.52	2,000.00	158.52
Total CHURCH	34,148.16	29,818.19	4,329.97
FINANCE			
Bank Charges	271.36	350.00	-78.64
Insurance	7,114.50	7,114.50	0.00
Supplies	0.00	100.00	-100.00
Total FINANCE	7,385.86	7,564.50	-178.64
MISCELLANEOUS			
Forward Day by Day	45.90		
Office Supplies	0.00	100.00	-100.00
Photocopier	880.08	1,000.00	-119.92
Postage	0.00	600.00	-600.00
Rector's Hospitality	0.00	200.00	-200.00
Wardens' Hospitality	0.00	200.00	-200.00
Total MISCELLANEOUS	925.98	2,100.00	-1,174.02
Total Expense	134,342.23	166,639.41	-32,297.18
Net Income	6,727.37	-19,462.41	26,189.78