

# The Church of St John the Evangelist 2012 Annual Report



154 Somerset Street West, Ottawa, Ontario, Canada K2P 0H8  
Telephone (613) 232-4500 Fax (613) 232-4553

[www.stjohnsottawa.ca](http://www.stjohnsottawa.ca)

## Table of Contents

Report of the Priest in Charge .....	3
Warden's Report .....	3
Report of the Nominating Committee .....	5
<i>Faith and Ministry</i> .....	7
Altar Guild .....	7
Christian Education.....	7
Choir .....	8
Communion Administration .....	8
Handbell Ensemble .....	9
Music.....	9
Prayer Chain.....	9
Servers.....	9
Sunday Ministries .....	10
Sunday Morning Bible Study .....	10
Worship Committee .....	10
2012 Parish Register.....	11
<i>Ministry and Mission</i> .....	12
Affordable Housing Committee .....	12
AIDS Ministry .....	13
Bridgehead.....	13
The Centretown Churches Social Action Committee .....	13
Circles of Support and Accountability (CoSA) .....	14
Community Shop .....	15
Foot Care Clinic.....	15
Pastoral Care Committee.....	15
Primate's World Relief and Development Fund .....	16
Refugee Assistance Group .....	16
The Well/La Source .....	17
<i>Membership</i> .....	18
Bridge Group .....	18
Newcomers/Hospitality .....	18
Terrific Tuesdays.....	18
Thursday Fellowship .....	19
<i>Governance</i> .....	20
Building Committee .....	20
Gardening Committee.....	20
Counters .....	20
Property Rentals .....	21
Envelope Secretary .....	21
Parish Council.....	21
Stewardship Committee .....	22
GIFT Campaign.....	22
Website .....	23
2012 Financial Statements and Notes .....	24
2013 Draft Budget.....	29
Minutes of the Annual Vestry Meeting, Sunday February 26, 2012.....	31

## ***Report of the Priest in Charge***

The Reverend Canon Robert Heard

At our last annual vestry meeting I expressed my enthusiasm in becoming part of your faith journey in March of 2011. I still consider it to be both a blessing and a privilege. During this past year our parish family has continued to explore and to embody creative ways to be a gospel people. The reports in this circular attest to the faithful and generous efforts so many of you have offered in service to parish life here and beyond. To all of you I extend my personal thanks. We know that there is much to accomplish in the time ahead of us and I know that you have both the will and the energy to engage in this work.

Recently, our bishop redefined the terms of my ministry at St John's as your "Priest in Charge." I have been asked to assume a new dimension of responsibility and authority to move forward with initiatives for our parish life. This shift in definition grew out of a conversation between the bishop and the parish search committee, and I am pleased to support you in this new capacity. Exciting possibilities for our future, which we have collectively identified over the past year and a half no longer need to be delayed.

As we continue our journey in faith together there are a few areas of parish life to which I will be giving particular attention. I will encourage and support enhanced communications amongst our rich variety of ministry groups. Ministries directly related to our worship life will be further developed, and I will work with our Parish Council, our parish leaders, and indeed all church members to foster a greater appreciation and understanding of the opportunities for ministry and outreach in our surrounding neighbourhood community.

Our bishop continues to work with us as we search for a new incumbent. I am confident that we will accomplish a great deal together towards the building of a creative and life affirming faith community. You will invite a new incumbent to join your journey in due time, and when that occurs, you will continue in partnership with them as God's faithful people in this place.

Until that time, I remain yours in Christ's love and service,

God bless,  
Rob Heard

## ***Wardens' Report***

Monica Patten, Rector's Warden ~ Barbara Dransch, People's Warden  
Glenn Calder and Mary Frances Marshall, Deputy Wardens

A year of re-grouping and returning to stability, 2012 had moments of optimism and disappointment that have asked us all to call on our faith as we anticipate our future with a new incumbent. We have ended the year on a note of optimism as we celebrate Rob Heard as our Priest-in-Charge and look forward to an appointment by the Bishop of a part-time priest to help us take further action on our Moving Forward priorities identified in 2011.

In June we held a follow-up session to our successful November 2011 Moving Forward forum. At this session we came together in small groups to identify priorities for our future. Parish Council took on the challenge of prioritizing and beginning work on some

of these areas. Some important work on welcoming newcomers has begun that will see the introduction of a Newcomers' Brochure and bookmark in 2013 as well as developing a roster of Sunday morning greeters.

Parish Council also began an in-depth look at the ministries St John's offers and the volunteer efforts needed to sustain them. Under the leadership of Patti Barratta, ministry leaders have been encouraged to look at the work they do and consider priorities for moving forward and plans to reach their goals.

2012 has also been a year of celebrating generosity. In September, St John's launched its participation in the Diocesan wide Growing in Faith Together Campaign (GIFT) designed to support the important outreach

carried out by the Diocese and to support new initiatives here at St John's. Again, drawing on the work of the Moving Forward sessions, a financial case was built to fund support for our ministries, developing new programming and looking after our physical infrastructure. Response to the Campaign has been inspiring with St John's having reached over to 75% of its goal to date. All parishioners are encouraged to participate in whatever way they can as we work to build our community. We have learned much about each other in our visits and we hope we can continue to grow in these relationships.

Continuing the work begun in 2011, the Parish Committee (the two wardens and the four members of Synod charged with the responsibility of working with the Bishop to find a new incumbent for St John's) met with two potential candidates for the position; one in March and one in December. We were disappointed that neither of these candidates was able to accept our offer. Early in January of 2013 the Committee met with Bishop John. This meeting led to two important steps for St John's. First the Bishop has appointed Rob Heard to be Priest-in-Charge, dropping the Interim portion of his title, until such time as a new incumbent is selected. This recognizes that the relationship Rob has with St John's has changed and that the parish is ready to move past an interim stage and begin to work on new initiatives. We are grateful to Rob for his continued commitment to us. Secondly at a January 2013 meeting with Bishop John the Committee suggested that a part-time priest to work with Rob on new initiatives would be a great asset to St John's and would provide some leadership continuity when a new incumbent has been appointed. This is an exciting development made possible by funding from our GIFT campaign.

Financially, 2012 was a year of stability. The challenging financial decisions made in the preparation of the 2012 budget, together with unpaid summer

leave taken by Rob Heard, and better than budgeted revenues from rentals and the parking lot have left us with a small surplus. We are in a good financial position as we move into 2013 and look to hiring a part-time priest.

We have seen a number of changes in staff over the year. In June we said good-bye to Caitlin Beck, our Director of Children and Youth, who left to pursue a position as Children and Youth worker in Vancouver. We thank her for all that she contributed to the life of St John's and we wish her well in her new position.

We also said good-bye to our Administrator, Tasmin Rajotte and our Custodian Karen Grant both of whom moved on to new challenges.

We welcome with gratitude our two new staff members; Jesse Lucas as Custodian and Kim Chadsey as Administrator. Both have settled into their positions well and bring with them great competence for their work. We also offer appreciation for our Organist and Choirmaster, Gordon Johnston and to Joe Jacques who filled in over the summer in the office, for their exemplary work on your behalf.

In addition to our paid staff there are many people who continue to make St John's what it is: a place of welcome and nurture; of faithfulness; of passion and love; of excitement about learning; and of an ever growing commitment to living the Gospel day in and day out. Volunteers played a role in every aspect of our life, from counting the Sunday offering to staffing the Community Shop to answering the phone and to making wonderful music. Their names are found throughout this Annual Report and to all of them we extend our very warmest admiration and thanks.

It has been an honour to serve as your wardens and we thank you for the privilege. We are all truly blessed to be part of St John's. Thanks be to God.

## *Report of the Nominating Committee*

Monica Patten, Bill Broughton, Ann Chaplin

As approved by Parish Council, the Nominating Committee was charged with filling available positions on Parish Council. A number of qualified individuals were proposed or nominated by parishioners to the Nominating Committee. The selection of the final slate is recommended by the Nominating Committee following certain criteria and guidelines. Nominees must be at least sixteen years of age and be contributing members of the parish. The Nominating Committee sought diversity in gender and in age. In response to the consensus at the Moving Forward Symposium, emphasis was given on including younger candidates. The Committee also sought a mixture of those newer to the parish and those of longer membership. The Committee believes that each of the proposed candidates on the slate has the potential to make a strong contribution to Parish Council and to provide effective governance for the parish of St John's.

Corporation has decided to have one Deputy Warden this year although there may be two as was approved by Vestry in 2010.

### **Parish Council 2013-2014\***

<b>Rector's Warden:</b>	Barbara Dransch
<b>People's Warden:</b>	Brian Cameron
<b>Deputy Wardens:</b>	Patti Baratta
<b>Duty Wardens:</b>	Vicki Milnes* Mitzi Campbell Jane Maxwell Douglas Warnock
<b>Lay Members of Synod:</b>	Iain Wallace* Gloria Fox Reed Smith Monica Patten**
<b>Members at Large:</b>	Talia Johnson* Joan Dolphin* Colleen Burns Margaret Kazurak Michelle Smulders Barbara Dorrell

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\* second year of a two-year term.

\*\* one-year term only

**Terms:** Rector's Warden, People's Warden and Deputy Wardens are one-year terms; other positions are two year terms (except \*\*). Clergy and the Parish Treasurer are ex-officio members of Parish Council.

## **Biographies of Nominees**

### ***Brian Cameron***

Brian Cameron is a writer and editor, and has been a member of St John's since 1973. Over the years, he has been a Sunday School teacher, Intercessor, Altar Guild member, chair of the Stewardship Committee and Warden (2000-2002). He is currently Co-Chair of the GIFT Campaign.

### ***Patricia Baratta***

Patricia (Patti) has become a regular member of St John's over the past 5 years. First involved solely in the Sunday ministries as a sidesperson, Patti would go on to assist both the Sunday School and the Terrific Tuesday ministry. This past year, she has sat on Parish Council as a Duty Warden, assisted with the GIFT campaign, and has become heavily involved in the welcoming and volunteer management initiatives identified during Moving Forward. Though her educational background is in Psychology and Human Resources, Patti currently works in the not-for-profit sector as an administrator.

### ***Mitzi Campbell***

Mitzi first came to St John's about five years ago. She is retired after working for both the Department of National Defence and the Royal Canadian Mint as an administrator. In 2007, she lost her partner, Susan. Mitzi previously belonged to St. Margaret's Church in Vanier where she belonged to the Altar Guild, and also served as a church warden.

### ***Jane Maxwell***

Jane has been a member of St John the Evangelist for the past seven years, having moved to Ottawa from Toronto for work purposes. She has worked in the field of international development for many years, including 10 years with PWRDF's national office. More recently she has been a fundraiser with a number of non-profit organizations. Jane currently coordinates the work of the Primate's World Relief & Development Fund at St John's, is a member of the PWRDF Ottawa diocesan committee, was on the GIFT Committee, was on Parish Council last year as a Member at Large, and is also a member of St John's Stewardship Committee.

### ***Douglas Warnock***

I am originally from Grand Falls N. B. I was raised in a pious Baptist family and have been active in church life from an early age. The military brought me to Ottawa in 1973. My first church home was McPhail Memorial Baptist Church where three of my cousins were members. Many years later I moved on to First Baptist. For over two decades I served on many boards and committees. In the

mid nineties I noticed in the Saturday Citizen an ad for a Service for People Concerned About AIDS at Saint John's. After a few years attending these monthly services I became a regular on Sunday morning. Now I spend about twenty hours a week on the premises. And I'm not any holier.

### ***Gloria Fox***

Gloria first dropped in to St John the Evangelist when looking for a downtown church 24 years ago. Having grown up in the Baptist church in Kingston she was attracted by the differences in the worship structure and at the same time by the concern for the social justice issues and the opportunities for spiritual growth common to both. As a professional musician she is an appreciative fan of the wonderful music here in our services. Gloria has been a Duty Warden for the past two years.

### ***Monica Patten***

Monica is a long time member of St John's and has served in almost all the key roles in the parish. This past year she has been the Rector's Warden. Recently retired from her position as CEO of Community Foundations of Canada, Monica remains active in the field of philanthropy, including chair of our National Church's Philanthropy Committee and Chair of the Ottawa Diocese's GIFT campaign. She serves on the Diocesan Postulancy Committee and a number of national and international Boards of Directors.

### ***Reed Smith***

Reed Smith has been attending St John's for approximately ten years. This is his first appointment to Parish Council, although he has experience as a warden at his former church in London, ON. Reed has recently served on committees for the 'Moving Forward' parish survey and for the 'Growing in Faith Together' campaign. Following the death of his wife Mary in 2010, Reed rejoined the choir and appreciates the spiritually uplifting experience of music at St John's. Reed has two sons: Duncan in Toronto, and Eric in Christchurch, New Zealand with his wife Ruth and Reed's two grandsons – Casper and Willem.

### ***Colleen Burns***

Colleen is a radical homemaker, Waldorf homeschooler, and sourdough enthusiast who aims to live simply and frugally with her family in Centretown. Her journey in faith began two years ago here at St John's, and since then she has been looking for ways to give back to the community. She looks forward to serving the parish through her work with the council.

### ***Barbara Dorrell***

I have been a member of St John the Evangelist for 25 years and a choir member for that length of time. I am a member of the flower team for preparing memorial flowers and coordinate the monthly Bridgehead sales. Over the years I have been involved in various activities and have served on Parish Council and as Duty Warden. Being retired from Algonquin College happily allows me time to take Art History courses at Carleton, volunteer at a nursing home, attend yoga and Y fitness classes, and babysit my great nephews.

### ***Margaret Kazurak***

I have been a member of St John's Parish since 1981 and have taught Sunday School to the youngest group for about 15 years. I was previously a member of Parish Council many years ago. I am now retired from the Ottawa Carleton District School Board where I was a Special Education Teacher and then a Vice Principal. I live in Orleans with my husband Peter and youngest son David.

### ***Michelle Smulders***

Having come from a globetrotting Dutch family, I chose to study international development only to apply my career mostly at home in immigrant settlement and community development serving low income families in Ottawa. However, as my university friend and now my husband, Ian stuck to the international part of his training, I got to enjoy living in Nicaragua and Ghana where, in the first case, I became a mother to our two wonderful sons, Jamie and Paul, and then worked and volunteered part-time, on gender issues, health and education. I previously served on St John's Parish Council in 1993-94.

## *Ministries at St John's Faith and Ministry*

### *Altar Guild*

Beverlee Bewley

**Number of Members/Participants:** 7

**Group Leader:** Bev Bewley

**Regular Meeting Time/Place:** When needed in the Sacristy

This has been a busy year for The Altar Guild as usual!

Myra Clowes has returned to the Altar Guild after a sabbatical. We are very pleased to have her back. We are also delighted to welcome Alain Lanoix who has recently joined our group. His interests and ability have added greatly to the varied tasks that must be done to have everything prepared for the many Services that take place at St John's every week.

We wish to thank our faithful flower arrangers who have done a wonderful job: Barbara Dorrell, Barbara Brown, Gayle Jennings, Vicki Robinson, Melodie Conlon, Vicki Milnes and Bev Bewley.

### **Why not consider celebrating special occasions in your life with flowers?**

You can take home the flowers you donated after they have beautified the Church. There can be more than one lot of flowers on the same date. Some dates are kept on a regular basis for people who have donated flowers on those dates for many years. Contact Vicki Milnes at (613) 741-4624 if you have any questions.

The Thanksgiving Fruits and Vegetables were beautifully arranged this year by Vicki Robinson and her friend Margot Gowing. The money for the produce is donated by the Congregation and it is given to The Union Mission after it beautifies the Church.

Vicki Milnes and her "wonderful crew" did a great job of decorating the Church for Christmas. A special thanks to Rob for his expertise with the Doves.

Our traditional Easter Flower Cross was decorated this year by Margot, Brian and Anna Cameron. It was magnificent!

We would welcome new members to the Altar Guild. If you are interested in joining us, please call Bev Bewley at (613) 721-4502.

### *Christian Education*

#### *Sunday School*

**Number of Members/Participants:** 7 leaders, 17 children

**Group Leader:** Mary Ann Varley

**Other Positions of Responsibility:** Karen Berg, Occasional Shepherd

**Regular Meeting Time/Place:** Sunday morning

Sunday School consists of two groups. Godly Play is for the 2 ½ to 6 year old group. This program follows a quiet and gentle routine which mirrors the liturgy. Bible stories are told with simple items to illustrate the events. Children then choose an activity such as retelling a previous story, play dough or painting.

The integrated Sunday School Group is roughly from Grade 2 -7. They meet with a leader to study the biblical passages and to do a follow up activity-sometimes arts and crafts, poetry writing, dialogues etc. They follow the Seasons Online curriculum. The group met with the priest to help co-ordinate the Christmas eve service for 4:00pm. The attendance is sparse some Sundays but generally there are participants each Sunday.

#### *Adult Education Committee*

**Number of Members/Participants:** 7

**Group Leader:** Vicki Robinson, Contact Person

**Regular Meeting Time/Place:** Quarterly, St John's

The Adult Christian Education Committee, comprised of Rob Heard, Monica Patten, Mary Frances Marshall, Sally Andrews, Talia Johnson, Tony Lovink, and Vicki Robinson, meets every quarter, or as necessary, to plan a Christian Education program for the coming term. It is our objective to provide opportunities for learning and growth which cover a range of topics on a continuum of 'spiritual/religious' content, which are offered in a variety of time slots, duration and group size, which appeal to the wide range of interests and age groups within the parish, which fit into the broader schedule of parish activities and which utilize the many resources and talents available within our parish community.

A cornerstone of the program offered in 2012 was the bible study sessions during the Lenten, Easter, fall and

Advent seasons led by the Reverend Canon Robert Heard. Other events included SafeTalk workshops providing practical insights into identifying and responding to individuals who are living with thoughts of suicide; a two day Suicide Intervention program; a four-week program of embracing change through creativity, poetry, drawing and collage; a workshop on African Christianity in Canada, and one on the realities of being transgendered/transsexual in a Christian context; and a presentation about the Episcopal Diocese of Jerusalem. There were two Faith on Film evenings followed by a potluck meal and discussion, and the committee publicized the very popular St John's Women's Retreat which took place at Galilee Centre, Arnprior in October.

### *Choir*

*Gordon Johnston*

St John's Choir is a group of 45 singers who are dedicated to creating Christian community through music. We rehearse every Thursday evening from Labour Day to Pentecost. We sing every Sunday morning as well as for special services. As well, we present two concerts with orchestra every year. Many members of the choir are also active in other areas of parish life, which helps connect the choral experience with the broader experience of our common life as Johnians, and helps avoid the attitude of "worship the choir".

We continue to be blessed by the presence of so many talented people in the choir. Our choral scholar this year was soprano Ashley Cross, a third-year voice student at the University of Ottawa. Cara Gilbertson is our Artist-in-Residence. She works with individual choir members on vocal production and technique, and frequently sings solos with the choir. We are also supported by instrumental musicians from within the choir, such as flutists Wendy Williamson-Scrim and Aura Giles, and pianist Nick Rodgeron.

In 2012 the music budget was cut in half, and this required adjustment and creative thinking. We lost one of our choral scholars, and in June we said goodbye to our assistant organist, Barb Hallam-Price, whom we miss a great deal. Because we no longer have an assistant organist, the choir must be seated around the organ console so that the organist can conduct the choir while playing the organ. Over the fall months we experimented with various seating

formations, trying to find a configuration with good sight-lines and where choristers can hear each other. The reduced music budget has also meant curtailing our music outreach to young people.

We look forward to continuing to grow and change, to be creative and loving, to participate in the positive energy and great musical tradition of St John's Church.

### *Communion Administrators*

Wendy McCutcheon

**Number of Members/Participants:** 17

**Group Leader:** Wendy McCutcheon, Coordinator

**Regular Meeting Time/Place:** There are no regular meetings

When the church offers the principal celebrations of the Holy Eucharist at the weekly services, special services, weddings and funerals, the clergy relies on the help of lay communion assistants with the distribution of the wine. Lay assistants are invited by the Rector, approved by Parish Council and licensed by the Bishop.

The Communion Administrators worked well this past year with no problems or concerns with the Nave Altar, or with any last minute changes.

Celebrating Christmas Eve at the Chancel Altar was a special occasion in which we used the four administrators, two on either side of the Chapel and Chancel.

We extend a Thank You to Patricia Fisher who left during the summer.

The team of administrators for 2012 was: Peter Anderson, Rosemary Anderson, Karen Berg, Patricia Fisher, Margaret Capelazo, Kitty Cocks, Melodie Conlon, Joan Dolphin, Detlef Dransch, Alain Lanoix, Peggy Lister, Wendy McCutcheon, Don McGibbon, Monica Patton, Glen Robinson, Marietta Stenman and Wayne Teal,(for the summer months).

## *Handbell Ensemble*

Gordon Johnston

**Number of Members/Participants:** 7

**Group Leader:** Peggy Lister & Gordon Johnston

**Regular Meeting Time/Place:** Monday mornings in the Nave

St John's is fortunate to own a three-octave set of English handbells cast by the Schulmerich Bell Company of Sellersville, Pennsylvania – one of the world's oldest and most respected bell foundries. The memorial bell at the back of the church is engraved with the names of the people in whose memory the bells were donated. We use handbells in worship to accompany psalms and other sung portions of the liturgy, as well as in solo performance. Our handbell ensemble meets each week on Monday morning to rehearse and plan music for the coming weeks. In 2012 our handbell ringers were Maura Beecher, Peggy Lister, Barbara Brown, Joan Dolphin, Marietta Stenman, Daphne Strange and Jo Cassie.

## *Music*

Gordon Johnston

During 2012, much beautiful music has been heard at St John's. Vocal and choral music as well as handbells and other instrumental music create an atmosphere of creativity and learning, where we tune our spiritual senses through the harmonies of music.

St John's is well known in the community for the varied, interesting music that happens here – not only on Sundays, but throughout the week. Our church is home to several community choirs and music groups who rehearse and perform here. Every night of the week there is a choir rehearsing in the choir room; these include the St Cecilia Singers, the Ottawa Bach Choir, Tone Cluster: Quite a Queer Choir, In Harmony women's chorus, and the Ottawa Gay Men's Chorus. In the summer, we are one of the main locations for concerts presented during the Ottawa International Chamber Music Festival.

We are especially fortunate to have a fine orchestra, the Strings of St John's, which makes its home at our church. The Strings present five concerts each season, two of them in collaboration with our choir. They bring creative energy and exciting music to St John's.

We are truly blessed to be surrounded by beautiful music!

## *Prayer Chain*

Karen Berg

**Number of Members/Participants:** 18

**Group Leader:** Karen Berg, Prayer Captain

**Other Positions of Responsibility in the Group:**

Marietta Stenman, Prayer Captain

Ben Roswell, Prayer Captain

**Regular Meeting Time/Place:** Every three months, after the 10:15 am service in the Well.

2012 for the Prayer Chain saw many changes. We celebrated the addition of two new members while saying good-bye to two veteran members who moved to new parish communities.

Our last meeting was held in October, a wonderful time together with 12 of our 17 members present. There was a lot of sharing of our prayer experience and ideas on how we might find ways to edify and encourage one another in our prayer lives, through a day retreat or a workshop.. We reviewed the many praise reports over the year and were thankful for the answered prayers for so many.

## *Servers*

Wendy McCutcheon

**Number of Participants:** 13

**Group Leader:** Wendy McCutcheon, Head Server

**Regular Meeting Time/Place:** There are none as a group; the Head Server is a member of the Worship Committee.

The role of Server is very specific and important to any church service. The Servers lead the Priest(s) and choir into and out-of the Nave, lead the Gospel and Offertory, and help the Priest in the preparation for the Eucharist. This assistance is required at the regular services as well as at special services, festivals, weddings and funerals.

The Guild's membership has remained consistent over the past few years with thirteen members rotating through the schedule as either crucifer, server or acolyte.

We welcome back Amit Darjee who was off for a year due to illness, and we congratulate Marcela Gaxiola who was a new member a few years ago (an experienced lay leader from her church in Mexico) and has completed her training for crucifer.

We extend a Thank You in farewell to Connie Snelgrove who left after Christmas.

The servers for this past year are; Sherrie Dagg, Laxmi Darjee, Laximam Darjee, Kailash Darjee, Sunita Darjee, Susmita Darjee, Marcel Gaxiola, Wendy McCutcheon, Connie Snelgrove, Erinn Stenman-Fahey, Charlotte Williamson-Scrim, Declan Williamson-Scrim and John Veenstra.

### *Sunday Ministries*

Jo Cassie

**Number of Members/Participants:** approx. 70

**Group Leader:** Jo Cassie, Roster Coordinator

**Regular Meeting Time/Place:** None

Sunday ministries provide an opportunity for parishioners to participate more fully in the Sunday morning services as well as in special services such as those around Christmas and Easter. Volunteers who participate in Sunday ministries are vital to ensuring that the service runs smoothly. There are opportunities for volunteers in the following activities:

- *Altar Guild* – takes care of the altar, its furnishings, the communion vessels and the flowers.
- *Servers* – assist the clergy during communion.
- *Readers* – read the appointed texts from the old and new testaments during the service
- *Intercessors* – lead the congregation in prayer during the Prayers of the People.
- *Communion Assistants* – assist clergy to distribute the bread and wine during the Eucharist.
- *Sidespersons* – assist the Duty Warden in welcoming people to the service, distributing pew bulletins, collect the offering and participate in the procession carrying the bread and wine, the offerings and the Food Bank donations to the altar. Sidespersons also ensure the orderly flow of people to the communion table during the Eucharist.
- *Tower Bell Ringers* – ring the tower bell prior to and concluding worship services sending out the message that St John's is open and welcome to all.
- *Refreshments* – provide coffee, tea, juice and cookies for fellowship in the Parish Hall following the service.
- In 2012 there were 76 volunteers (Rosterians) on the list to perform these various tasks. A roster (hence the term "Rosterians") is drawn up every quarter (three months) so that each

Sunday 18 Rosterians plus a Duty Warden are assigned to these duties. The church office reminds Rosterians a week in advance when they are scheduled on the roster. Given that each quarter has 12 or 13 Sundays, approximately 225 positions need to be filled each quarter. A number of Rosterians volunteer in 2, 3, or 4 of these activities in order to fill the schedule so parishioners who would be interested in participating in any of the Sunday ministries would be most welcome.

### *Sunday Morning Bible Study*

Karen Berg

**Number of Members/Participants:** 6

**Group Leader:** Karen Berg

**Regular Meeting Time/Place:** Sunday mornings between 9 - 10 a.m., Classroom #1

Every Sunday morning, we gather together to read the scriptures for the service and, through discussion, seek to understand what God might be saying to us individually and as a community.

### *Worship Committee*

Rob Heard

**Number of Members/Participants:**

**Group Leader:** Rev. Canon Robert Heard

**Regular Meeting Time/Place:** Monthly in Rob Heard's office

Our members meet each month, in their role as an advisory body and a discussion group with the priest, regarding liturgical matters and worship at St John's. We also attend to the logistical requirements needed when preparing for our feast days and major fasts in the church year.

In our conversations, we have shared a number of ideas and relate them to the possible development of our parish worship experience with due regard to ministries which evolve at St John's and the demographic shifts among our members. We now subscribe to a publication called *Liturgy Canada* to use as a starting point for our discussions.

No new initiatives were undertaken in 2012 but we will have much to consider this coming year. Training

opportunities for worship-related ministries will continue to be developed and offered in 2013. I intend to approach parish members personally in order to invite them to offer their service for some of these ministries, including membership in this committee.

At present, our committee is comprised of active and faithful parishioners, including representation from our Altar Guild, Servers Guild, and the director of our music ministry, Gordon Johnston. By name these are: Beverlee Bewley, Melodie Coulon, Vicki Milnes, Joan Dolphin, Heather Mallett, Wendy McCutcheon, Gordon and myself. They have served this parish in 2012 with great energy and creative enthusiasm and I personally thank them for their commitment.

## *2012 Parish Register*

### *Baptisms*

Regan Jane Graham-Dubowski  
Maya Helen Beeching

### *Deaths*

J. Allan Lanoue  
Robert Cameron  
Harry Carter  
Lynne Green

### *Marriages*

Pierre Mathieu Brulé & Patricia Karla Kmiec  
Leverne Crawford Jr. & Tracy Baxter

For just  
as the  
BODY  
without the  
SPIRIT  
is dead,  
so  
FAITH  
without  
works is  
also dead.

James 2:26



## *Ministry and Mission*

### *Affordable Housing Committee*

Gay Richardson

**Number of Members/Participants:** 10

**Group Leader:** Monica Patten, Chair

**Other Positions of Responsibility:**

Gay Richardson, Secretary

**Regular Meeting Time/Place:**

### *Support for the Multifaith Housing Initiative (MHI)*

The affordable housing fund is replenished each year through the Loblaws Gift Card Program and some individual donations. Since the establishment of the committee in 2003, St John's has joined MHI as a faith community member, providing a donation of \$500 per year to MHI's operating budget. In 2007, the committee donated \$12,000 to assist with the purchase of the ten MHI units in Somerset Gardens and in 2008, provided \$2,700 to MHI's Bricks for Blake, a fund raising effort to assist with MHI's purchase of a 27-unit apartment building on Blake Blvd in Vanier.

In 2012, the AH committee supported MHI's annual fund raising walk, the Tulipathon, by raising over \$3,700 from parishioners and friends for the St John's team. St John's won the top fund raising prize of all participating faith community teams.

St John's also has a significant volunteer involvement with MHI. Patti Baratta is a member of the Human Resources Committee, Bruce Marshall is a member of the MHI Board and MHI's Development Committee, Gay Richardson is President of the Board and member of the Development Committee and both Gay and Andrea Spraakman are members of the Membership and Multifaith Committee.

### *Support for Somerset Gardens*

In 2009, St John's provided rent subsidies to three households living at Somerset Gardens. In the fall of 2009, monthly subsidies were provided to two households and as of November 2010, to one household. A one-time annual subsidy is provided to one household. Each year the Affordable Housing Committee assesses the need and its ability to sustain support before agreeing on rent subsidies for the following year.

Peggy Lister is a member of the Board of Somerset Gardens.

### *Support for Cornerstone Housing for Women*

In 2011, St John's provided \$5,500 to Cornerstone in order to furnish one room in Cornerstone's new 42 units of supportive housing for women. This exciting development at 314 Booth Street opened in June 2011. Peggy Lister chairs the Cornerstone Housing for Women Foundation and is a member of the Cornerstone Management Board.

### *Loblaws Gift Card Program*

Since 2003, the Affordable Housing Committee has been selling Loblaws Gift Cards at St John's. This program provides a sustainable revenue source which allows the committee to plan its subsidies, grants and donations over a period of time. About \$30,000 has been raised in donations and through Gift Cards over the years allowing St John's, through Multifaith Housing Initiative (MHI) and Cornerstone, to make a difference in a tangible way to provide affordable housing in the city of Ottawa. In 2012, the program raised \$.2,550.

How does the Loblaws program work? For many years Loblaws has offered a Gift Card Program as a fund raising source for community organizations. For each Gift Card purchased under the program, Loblaws gives a percentage of the value to the organization.

When we order more than \$5,000 we receive a 3% discount. If we can purchase over \$10,000 we receive a 4% discount. The cards are used like a debit card for grocery purchases at any of: Loblaws, Your Independent Grocer, Valu-Mart, The Great Canadian Superstore, No Frills, Provigo, Zehrs and Fortinos. The Gift Cards are available in denominations of \$250, \$100, \$50, \$25 and \$10.

The Loblaws Gift Card program is run by Peggy Lister with help from Kathleen Arsenault and Gloria Fox and other occasional volunteers. If you want to know more, or if you want to purchase cards, visit the Loblaws table during coffee hour.

In 2012, members of the Affordable Housing Committee were: Peter Anderson, Jo Cassie, Barb Dransch, Gloria Fox, Claudette Kohut, Peggy Lister, Bruce Marshall, Mary Frances Marshall, Monica Patten (chairperson) and Gay Richardson (secretary). Thanks to committee members and to all who continue to support this important work.

If you are interested in becoming more involved with affordable housing, either at St John's or with MHI, please contact:

Peggy Lister - Loblaw's Gift Card coordinator  
peggylist@rogers.com; 613-746-2633  
Gay Richardson, Interim Chair of St John's AH  
Committee and President of MHI  
gay@sympatico.ca; 613-730-4404

### *AIDS Ministry*

Douglas G. Warnock

**Number of Members/Participants:** 4

**Group Leader:** Douglas Warnock, Chair

**Other Positions of Responsibility:**

Larry Kempffer, Recording Secretary

**Regular Meeting Time/Place:** Every two months at St Johns

The big HIV story in Canada in 2012 was in our courts, the result being people with HIV are moving back into the closet, where it is more difficult to help them. Their health; physical, emotional and spiritual, is compromised.

Each year we participate in several community events. Taste for Life in April, Snowy Owl Camp in July, AIDS Walk in September and World AIDS Day on 1 December.

We try with our limited resources to respond by learning and educating, assessing and supporting. Our small group of usually six, have known each other for many years and look forward to the monthly Service of Prayer and Meditation for Those Concerned with AIDS, which happens in the Chapel the last Sunday evening of each month. After a short service of readings, hymns and prayer we move to classroom #1 for refreshments and conversation. These evenings recharge our batteries and you all are invited to join us to learn, to pray, to praise, and for friendship.

### *Bridgehead*

Barbara Dorrell

**Number of Members/Participants:** 3

**Group Leader:** Barbara Dorrell

**Regular Meeting Time/Place:** None

Bridgehead sales are held monthly (except summer) at St John's. We are members of a local 10-church network selling fair trade products which are grown by

small scale farmers in Asia, Africa, & Central & South America. By buying Bridgehead coffee, tea, granola & cocoa products you are supporting these farmers, giving them a fair wage for their products and encouraging & supporting their organic shade growing methods.

You may be interested to know that this ministry at St John's were started by Isabel Cameron & Valerie Mansfield in 1997. Paula MacPherson co-ordinated the sales from 2000 – 2002. And I have been selling these products since 2002.

During 2012 our sales totalled \$1,642.05. This was a 10% increase in revenue from the previous year. The profit from the sales (purchase to sale price) for the network was \$1,000.00. This money has been sent by our network coordinator to Oxfam Canada to support their work in food security in East and Southern Africa.

Thank you to those parishioners who support this ministry. And my thanks also to Pete Torunski & my husband Robin, who have helped me this past year at the sales.

### *The Centretown Churches Social Action Committee (CCSAC)*

Margo Cameron

**Number of Members/Participants:** 23 Churches

**Group Leader:** Paul Dole, Chair

**Other Positions of Responsibility:**

Joan Fletcher (Centretown United), Secretary

Sylvie Legros (Blessed Sacrament), Treasurer

**Regular Meeting Time/Place:** First Monday of the month at Centretown United Church

The Centretown Churches Social Action Committee (CCSAC) is currently comprised of 23 churches. Founded in 1967 to respond to social needs in the Centretown area, CCSAC has undertaken many initiatives on behalf of the poor and isolated in the community. CCSAC's mission states that it exists to unite member churches in social action and in prayer.

The largest single activity of CCSAC in 2010 was the Centretown Emergency Food Centre. The Centre's mandate is to provide food security for low-income residents of Centretown area. It is open four days a week, and provides clients with a 3-4 day supply of nourishing food according to family size, as well as referrals to other social services. The Centre's clients are people of all ages, from many diverse cultures. Many of them are on social assistance, but a significant

number are working poor and new Canadians. In 2011, the Food Centre served 803 children and 8057 adults, for a total of 8860. In 2012, the Food Centre served 1091 children and 8638 adults, for a total of 9729. CCSAC provides major support for the Food Centre. This year its member churches contributed \$59,700.00 and enough food to reduce the average cost of the food basket from \$10.11 to \$9.97. St John's contributed \$3,600.

### *Circles of Support and Accountability (CoSA)*

Susan Love

**Number of Members/Participants:** Approx. 45

**Group Leader:** Susan Love, Program Coordinator

**Other Positions of Responsibility:**

Adina Ilea, Data Coordinator

Emmy Verdun, Steering Committee Chair

**Regular Meeting Time/Place:** Circle meetings are held in the church Classrooms and Youth Lounge; training (offered in the spring and fall) is held in the Parish Hall or the Well.

*Circles of Support and Accountability* (CoSA) is a community-based reintegration program that assists people, who have been incarcerated for committing sexual offences, and voluntarily seek help in their effort to re-enter society. It has operated out of St John's Church for almost 15 years however 2012 marked its 10<sup>th</sup> anniversary as a funded program.

In a nutshell, a Circle typically consists of four volunteers and one core member (how we refer to the people we work with). They meet weekly as a group and each volunteer meets regularly 1on1 with the core member. Over time, trust develops between them; the Circle often becoming a surrogate family to the core member. The Circle volunteers help their core member to live safely in the community, from basic needs such as a place live, to ensuring they are attending counseling or support groups, and modeling healthy relationships.

Volunteer training program is offered each year (typically in the spring and/or fall) in attempt to recruit a diverse group of individuals from the community. At our last training in the spring of 2012, a record number of 19 people were recruited, bringing the numbers up to 40 Circle volunteers who support nine Core Members. We welcome St John's parishioners as volunteers and invite anyone interested to check out our spring 2013 training schedule at [www.cosa-ottawa.ca/training/](http://www.cosa-ottawa.ca/training/).

A vital element in retaining both volunteers and core members is to offer our opportunities for personal growth and to get together as a CoSA 'community'. Some of activities we engaged in last year are:

- Discussion series (facilitated): Disclosing One's Criminal History; The Good Life Model; Distress Centre speaker; Reflective Listening; Emotions
- Activities: National Gallery tour; Thanksgiving and Christmas dinners
- Professional development: SafeTALK and ASIST (suicide awareness and intervention, respectively) with Rob Heard; Motivational Interviewing

Our program is governed by a 'dream team' of a Steering Committee, chaired by St John's own Emmy Verdun. We have been very fortunate to recruit individuals from key community sectors, including the Ottawa Police; the parole office; a defense lawyer; Janet McInnes, the director of The Well – all who hold us accountable for the integrity of how we operate. The committee is currently focusing on registering CoSA-Ottawa as an independent charity (ideally by the summer of 2013). We hope to continue our great relationship with St John's after we 'break our apron strings'!

CoSA's goal and guiding principle is "no more victims"- the accountability aspect of the program is vital to its success. Preliminary research indicates that sexual offending rates for people who participate in CoSA are 80% lower than for those who don't. An evaluation of CoSA in Canada is currently underway, funded by the National Crime Prevention Centre, which will further demonstrate CoSA's success. We are proud, in Ottawa, to be part of this vital movement! Thank you St John's for making it possible for us to flourish!

### **Financial Report**

**Balance as of January 1, 2012** **\$ 36,822**

#### **Income**

CSC \$12,000

NCPC \$83,726

Donations \$ 9,281

**Total Income** **\$105,007**

#### **Expenses**

Personnel \$84,134

Program Expenses \$ 3,642

Rent & Utilities \$ 5,736

Liability Insurance \$ 2,214

Incorporation/legal \$ 6,245

**Total Expenses** **\$101,971**

**Balance as of December 31, 2012** **\$ 15,620**

### *Community Shop*

Diana Lize

**Number of Members/Participants:** 19

**Group Leader:** Diana Lize, Co-coordinator

**Other Positions of Responsibility:**

Melodie Conlon, Co-coordinator

**Regular Meeting Time/Place:** The Shop is open Monday to Thursday, noon - 4pm, Friday/Saturday, noon - 3:45 p.m.

2012 turned out to be another successful year for the Community Shop. The number of agencies issuing our vouchers has swelled – no doubt in response to the economic slowdown. We continue to serve the community with low pricing on the essential items. We also try to increase our revenue with our boutique articles most of which bring in a good income.

Unfortunately we have had serious problems with donations this year. Some of them have obviously been dumped on us as a way to get rid of garbage! This creates a lot of unnecessary (hard) work for the volunteers. Each bag/box has to be examined and then sent to the garbage room. This, in turn, results in a full dumpster with no more money to fill a second. Disposal is definitely an ongoing problem.

On a happier note, the volunteers continue to give above and beyond – and St John's is always grateful for their dedicated commitment to the Shop. As usual my thanks and gratitude go to Melodie Conlon for her unfailing contribution to the running of our community shop.

### *Foot Care Clinic*

Jo Cassie

**Number of Members/Participants:** 3

**Group Leaders:** Jo Cassie, Peggy Lister, Marietta Stenman

**Regular Meeting Time/Place:** The Foot Care Clinic is held on the second Thursday of the month from 8:00 a.m. to 12:00 p.m.

The Foot Care Clinic at St John's was established in October 1989 in response to a perceived need for affordable foot care. Registered Practical Nurses (RPNs), from Carefor, a community health service organization, provide the foot care. The volunteers from St John's look after everything else. This includes making appointments, setting up prior to each clinic and cleaning up afterwards, bookkeeping, paying Carefor for the RPNs' time, ensuring the necessary

supplies are on hand and collecting fees. The fee for a 20-minute appointment is \$20 with the first appointment for a new client being scheduled for a 40-minute session at a charge of \$40.

Twelve clinics were held in 2012 for a total of 245 client appointments. In 2012 there were 52 clients who attended the clinic on a regular basis. The clinic is open to all – senior and non-senior, parishioner and non-parishioner alike and could easily accommodate additional clients on a regular basis

### **Financial Report**

**Balance as of January 1, 2012** **\$1,014.15**

#### **Income**

Interest \$ 0.54

Clinic Fees \$5,013.00

**Total Income** **\$5,013.54**

#### **Expenses**

Nursing Charges \$4,598.36

**Total Expenses** **\$4,598.36**

**Balance as of December 31, 2012** **\$1,429.33**

### *Pastoral Care Committee*

John Zegers

**Number of Members/Participants:** 8

**Regular Meeting Time/Place:** In Rob Heard's office as needed.

The Pastoral Care Committee is a small group of parishioners who, in partnership with the parish priest, act as providers, facilitators and mediators of pastoral care. Committee members liaise with a number of parish committees and groups, such as Newcomers, Hospitality, Prayer Chain, Thursday Fellowship Program and Foot Clinic in order to identify people who may need pastoral attention. Our priest in charge spends much of his time visiting the sick and shut-ins and bringing them communion. He counts on our members to inform him of people we know who may require or appreciate a visit by him.

Committee members also visit or phone the sick and shut-ins themselves or arrange for other parishioners to do so. At our monthly meetings we share our knowledge concerning people in need of pastoral attention and establish who will follow up in each case, through telephone calls or visits by one of us, another parishioner or the priest.

One morning each week, some of the members, on behalf of the Ottawa Diocese, make pastoral care visits

to the Anglican patients at the Civic Campus of the Ottawa Hospital.

The Committee also organizes workshops that offer parishioners and our own members opportunities to expand their awareness and skills in areas related to pastoral care. For example, this year we offered two half-day workshops on Suicide Awareness and hosted, for the Diocese, a two-day workshop on Applied Suicide Intervention Skills Training.

Many parishioners, as well as members of the Pastoral Care Committee, participate in providing pastoral care such as driving people to church and to appointments and assisting with shopping. Flowers used in the church at Christmas and Easter are taken to shut-ins which provides a good opportunity to visit.

Members of the Pastoral Care Committee in 2012 were the following: the Rev. Rob Heard, Kitty Cocks, Pat Fisher, Mary Ellen Herbert, Marietta Stenman, Daphne Strange, Judy Threinen and John Zegers.

#### *Primate's World Relief and Development Fund*

Jane Maxwell

**Number of Members/Participants:** 4

**Group Leader:** Jane Maxwell, PWRDF Coordinator

**Regular Meeting Time/Place:** None

PWRDF St John's primary activity is the Ash Wednesday Poverty Supper and a Sunday service where work of PWRDF is highlighted. The committee does not meet on a regular basis.

**The Primate's World Relief & Development Fund** is the Anglican Church of Canada's agency for sustainable development, relief, refugees, and global justice. With the support of Anglican parishes across Canada, PWRDF works to support partners' initiatives and to promote actions of solidarity at home and around the world.

The primary activity of St John's PWRDF is the **Annual Ash Wednesday Parish Poverty Supper**. Parishioners contribute home-made soups, bread and butter and the committee makes their appeal for financial support to PWRDF. In 2012 the Poverty Supper took place on February 22nd and featured **Julia Thompson** as our guest speaker reflecting on her experience growing up and working in South Africa. Julia's presentation was preceded by a short video on the work of one of our South African partners - The John Wesley Centre. **Julia Thompson** is the daughter of John Thompson, an Anglican priest and former ACC church-worker in East and Southern

Africa for 21 years. Julia spoke about her life growing up in Africa, dealing with apartheid as a mixed race family and finally returning to South Africa after her education to work for 12 years in the field of international development. A lively Q and A followed Julia's presentation.

St John's also participates in the diocesan PWRDF Committee which holds an annual Workshop for PWRDF Parish Representatives and organizes speaker events on international development issues.

The St John's PWRDF Committee would like to extend its grateful thanks to all the parishioners at St John's who support the life-giving work of PWRDF year after year. The St John's PWRDF Committee is comprised of Gay Richardson, Joan Fulthorp Jubb, Jane Maxwell (PWRDF Coordinator) and Don Smith. New members are most welcome.

#### *Refugee Assistance Group*

Peter Anderson

**Number of Members/Participants:** 20 +

**Group Leader:** Peter Anderson, Chair

**Other Positions of Responsibility:**

Don Smith, Secretary

**Regular Meeting Time/Place:** Classroom 2, 2nd Monday of the Month.

2012 was another busy and rewarding year.

The formal sponsorship of Samir Taj ended in December, but we expect to continue assisting the Taj family, especially to identify long term care options for their handicapped son.

RAG played a major role in the diocesan sponsorship of the Asmah family, Palestinians from Iraq. The settlement responsibilities ended in November and the family are now quite independent. Financial support for this family of eight was met through wonderful support from faith groups across the city with over \$32,000 raised. In addition to the original partnership of the Diocese, St John's and Mackay United Church, contributions came from six CCSAC parishes, three Muslim groups and two ecumenical refugee sponsorship groups (representing another ten parishes).

Several refugees making their refugee claim here in Canada have made themselves known to St John's and occasional assistance has been provided. We continue to be blessed that several newcomer families have made St John's their spiritual home.

It has become clear that support to newcomers continues well beyond the formal one year sponsorship, and new dimensions, especially an advocacy role for health issues have become most important. For those newcomers who have become parishioners we need to investigate ways to broaden that support within the parish.

In the coming year RAG intends to investigate options for a new parish sponsorship and will conduct training programs for new members (always welcomed). We intend to continue involvement in a follow on sponsorship of a related Palestinian family by the Diocese.

**Financial Report**

**Balance as of January 1, 2012** **\$11,820**

**Income**

Asmah Family Sponsorship	\$11,355
Taj Family Special Donation	\$ 5,000
Individual Donations	\$ 3,320
Palestinian Olive Oil	\$ 90
<b>Total Income</b>	<b>\$19,765</b>

**Expenses**

Asmah Family Sponsorship	\$20,567
Samir Taj Sponsorship	\$ 2,081
<b>Total Expenses</b>	<b>\$22,648</b>

**Balance as of December 31, 2012** **\$ 8,937**



*The Well/La Source*

Barbara Dransch

The Well/La Source is a spiritual and justice based gathering place for women and women with children. They provide a safe, supportive, inclusive environment where women come together to empower each other while nourishing the whole person. St John’s is their host and landlord. The St John’s – Well Liaison Committee provides a vehicle for open communication between The Well’s management and administrative staff and St John’s clergy, administration and parishioners.

Among the highlights for 2012 was the successful Open House, held in November after church, at which the staff, volunteers and women of The Well welcomed the St John’s congregation to their premises for refreshments, great entertainment by The Well’s Singing Angels.

During 2012 The Well/La Source engaged in a comprehensive study looking into the creation of a Wellness Centre. Some very good ground work was laid for this important project which will bring various health professionals together on sight to serve the women of The Well.

In the spring The Well/La Source said good-bye to Pat Connolly who retired from the position of Director. Pat has been associated with The Well for over 20 years. Thanks to very good succession planning Janet McInnes stepped into the role full-time after 3 years of job sharing. The members of the Liaison Committee include Wilma Di Gaetano representing The Well’s Management Board, Jan Calder (St John’s), Kim Chadsey (St John’s Administrator) Barbara Dransch, (St John’s) Adèle Finlayson (St John’s), Kirstie Gray (The Well) and Janet McInnes (The Well).

## *Membership*

### *Bridge Group*

Alain Lanoix

**Number of Members/Participants:** +/- 20

**Group Leader:** Alain Lanoix

**Regular Meeting Time/Place:** Twice per year at various members' homes

The parish Bridge club has 8-10 teams made up of 16-20 members of our parish. We have fun playing Bridge in each others' homes twice a year. The cost to play such a challenging game and to get to know fellow parishioners is \$15 per year. New individual members or couples who want to play are invited to contact Alain Lanoix, 613-724-1193, lanoix.alain@gmail.com.

### *Newcomers/Hospitality*

Lannie Mitchell & Bea Robertson

**Number of Members/Participants:** 3

**Group Leader:** Lannie Mitchell & Bea Robertson

**Regular Meeting Time/Place:** None

St John's is known as the Church with the open door. Many who come through our doors catch the spirit of the parish, and decide to make it their spiritual home. ALL are welcome to participate in our various ministries, and to become part of our family.

The process of being recognized as a newcomer is to fill out a visitor's card, this is then given to the Rector. After the Rector has reviewed it and made contact it is given to the Newcomers Coordinator so that a committee member can make contact with the person with a phone call and or a visit. Once each year, the new members who have joined in that calendar year are invited to a lunch to meet each other and some parish leaders in an informal way. This year, the lunch was held on January 13<sup>th</sup>.

We also enjoy many opportunities to socialize and to celebrate special events during the year. St Johnians are wonderful bakers and cooks, and are always ready to respond to the need for food! These are great occasions for community-building and we thank everyone who generously contributes to such events. We have also compiled a list of caterers who can be called upon, if required. This list is available in the Church office.

This year, the Newcomers Committee has also worked with the Welcoming Committee as they set up a formalized roster of greeters as well as other welcoming strategies.

Special thanks to everyone in the congregation for passing on the "Good News" of St John's, for making newcomers welcome and for providing delicious goodies when asked!

*Lannie Mitchell*    *lmitchell@chs.ca*

*Bea Robertson*    *broberston@gmail.com*

*Patti Baratta*    *gossamer.webs@gmail.com*

### *Terrific Tuesdays*

Maura Beecher

**Number of Members/Participants:** Approx 20

**Group Leaders:** Maura Beecher & Daphne Strange

**Regular Meeting Time/Place:** Every Tuesday evening in the Parish Hall

Creating warm camaraderie is uppermost in the purposes of Terrific Tuesday. Each Tuesday at 5:30 p.m. from September to June some eight to twenty people gather in the Parish Hall for a light supper, a short liturgy, and a lot of sharing. Few have family members nearby, so they create among themselves a familial sort of mutual caring.

For each meal St John's parishioners sign up on a schedule posted in the hall and generously provide a hearty soup, to which St John's adds cheeses and breads and a light dessert.

Most appreciated are the times when our priest Rob Heard can be with us. Coordinators for Terrific Tuesday currently are Daphne Strange and Maura Beecher.

### *Thursday Fellowship*

Catherine (Cathy) Hannah

**Number of Members/Participants:** approx 47

**Group Leader:** Catherine Hannah

**Other Positions of Responsibility:** Dorothy Berg and Arline Bellinger, Co-coordinators

**Regular Meeting Time/Place:** 3rd Thursday of the month at St John's

The Fellowship group consisting of men and women (usually 20 to 30 in number, some of whom are not able to attend other church services) who join in on a celebration of the Holy Eucharist on the 3rd Thursday of each month at 2 p.m., except during the Summer. After the service the group retires to the parish hall to share valuable fellowship time and also partake in yummy refreshments provided by eager volunteers, who take on the task of cleaning crew, driving people to and from their individual residences and last but not least, maintaining vital telephone links with these parishioners.

This group has been an active ministry for well 30 years and welcomes newcomers as our parish motto states "The Church with the Open Door". To this end it is a real pleasure to have the seniors from Saint Theresa's, Knox Presbyterian, and Somerset Gardens join us during this special time. During the year we highlight various themes, such as Thanksgiving, Christmas, Saint Valentine's Day and Saint Patrick's Day, during which our church organist, Gorgon Johnston, exhibits his fine talent on the harp, as part of that month's theme. A Happy time is shared by all.

I would like to express my sincere appreciation for all who assist, the clergy and staff, Dorothy Berg and Arline Bellinger, who help me co-ordinate this event and the following active volunteers: Phil & Shirley Conquer; Kitty Cocks; Ron Hannah; Virginia Hill; John Nesbitt; Bev Bewley; Melodie Conlon; Marietta Stenman; Connie Snelgrove; Wendy McCutcheon; Vicki Milnes; Gloria Gifford, and Claire. God bless you one and all!



## *Governance*

### *Building Committee*

Hans Stenman

**Number of Members/Participants:** 9

**Group Leader:** Hans Stenman, Chairman

**Regular Meeting Time/Place:** First Thursday of the month at 4:00 at the Church (except June - August)

Due to the need for continuing financial restraint, the work of the committee was primarily limited this year to attending to urgent repair items which occurred on a non predictable basis.

The hot water circulating pumps and a boiler pump required replacement of seals and in some cases also the bearings. This repair work has improved the efficiency of the pumps and reduced service calls

A major accomplishment was the completion of the Fire Safety Plan for the church. The plan, prepared by consultants, was approved by the Ottawa fire department in mid January 2013 and is in the process of being implemented.

Further inspection of the west window gives some hope that the repair work can be phased over a period of time. The south and north windows in the nave were also inspected and several windows have been identified as needing immediate work.

A flooring contractor was retained in December to re-finish the wood floor in the parish hall during the first week of 2013

Other significant work completed during the year and charged to the capital expenses account are:

- Replacement of the ceiling and lights in the 2<sup>nd</sup> floor choir room
- Converting the clothes closet in the administrator's office to a greatly enlarged office supplies and equipment storage area.
- Installing up-lights in the chancel area
- Preparation of an electrical circuit inventory.

It is important to recognize that there are still major areas of roofing which will have to be replaced in the near future. The tower roof area, the flat roofs over the office and 2nd floor areas and the sloping shingle roof over the parish hall have all reached the end of their service life. A schedule for replacement must be determined.

Many thanks to all committee members and especially to Gay Richardson and her Gardening Angels group for their faithful attention to the church's gardens.

Thanks also to Jessie Lucas, our Custodian, for diligently attending to all the small repairs arising on a daily basis.

### *Gardening Committee*

Gay Richardson

**Number of Members/Participants:** 4

**Group Leader:** Gay Richardson

**Regular Meeting Time/Place:** None

The Gardening Committee reports through the Building Committee and so decisions regarding any changes to the grounds of the church are first discussed and agreed to there. In 2012, we added a few more perennials and planted the usual annuals. On the north side, the wood bench was re-stained (thanks to John Gallienne).

Alice Doell and Gay Richardson are the weekly gardeners. My special thanks to Alice for her dedication. Thanks also to other gardeners, Jan Calder and Peter Graham, for helping with special tasks during the year. If you have some time, either regularly (weeding, deadheading, etc.) or on occasion (planting annuals or special clean ups), we would be delighted to have your help. It is a wonderful ministry since we get to chat with many passers-by. People in the neighbourhood are grateful for our garden oasis, stopping to admire, ask questions and occasionally buying coffee for us.

### *Counters*

Virginia Hill

**Number of Members/Participants:** 4

**Group Leader:** Virginia Hill

**Regular Meeting Time/Place:** Mondays at 9:00 a.m. in Classroom #1

Our dedicated little band consisting of Alice Doell, Gloria Gifford, John Nesbitt and myself managed the counting every week throughout 2012. A thank-you to Barbara Brown and Douglas Warnock for coming in a few times to get the hang of things in case someone else is needed!

We meet Monday mornings at 9:00 a.m. for 1 - 1 1/2 hours. We list envelopes and additional givings for PAR users and count the loose collection and givings from the Community Shop. we record rent cheques and concert revenue and Loblaws Gift Certificates, etc.

We welcome new members - if you are interested in what we do please speak to me or call me at 613-236-3586.

### *Property Rentals*

Carl Schriver

**Number of Members/Participants:** 5

**Group Leader:** Carl Schriver

**Regular Meeting Time/Place:** Tuesday mornings in the parish office with staff

Rentals for Fiscal 2012 for non-music-related groups was \$57,336.00 and we forecast the same income for Fiscal 2013. Space available during the week for church-sponsored groups and rental groups is almost at capacity in the evening. Requests to use our facilities during the weekday is minimal and usually through charity groups unable to pay our posted rental rates. Depending on the situation we will negotiate a lower rate to utilize our facilities. We have a new group call Nia Class on Friday mornings offering a exercise dance class. Our Parish Hall is an excellent facility for daytime exercise groups, and I recommend that we advertise to promote new opportunities.

We continue to have a good working relationship with our Friday Night Salsa group drawing large crowds for their nonalcoholic dance generating over \$10,000.00 rental income per year. Our second largest renter is the 8th Fire who offers weekend and week night spiritual healing courses. 8th Fire has paid our church approximately \$5,000.00 in 2012 and will continue this year.

Our rentals come from a wide range of groups from self help, AA and NA who meet weekly in The Well, to condo corporations for board meetings and annual meetings. Bruce House and Pink Triangle Services and MDS conflict resolution continue to use our facilities on a yearly basis.

I would like to personally thank Kim Chadsey, Douglas Warnock, Jesse Lucas and Magellan Luanda for all their hard work in making rental clients feel welcome at St John's Church.

### *Envelope Secretary*

Peggy Lister

**Number of Members/Participants:** 1

**Group Leader:** Peggy Lister

**Regular Meeting Time/Place:** None

The role of the Envelope Secretary is to keep track of individual donations and issue charitable tax receipts each year. A database program specifically designed for church organizations makes this job much easier. Each week the donations are entered; the program adds everything up and is formatted to print quarterly statements and tax receipts.

The Envelope Secretary acts as a support to the Stewardship Committee by providing information on overall donations and analyzing giving trends.

Please contact me if you would like to receive weekly offering envelopes or to enroll in the monthly PAR (Pre Authorized Remittance) Program to assist you in supporting St John's Church on a regular basis.

### *Parish Council*

Bill Broughton

**Number of Members/Participants:** 22

**Group Leader:** Bill Broughton, Chair

**Other Positions of Responsibility:**

Mary Ellen Herbert, Secretary

**Regular Meeting Time/Place:** Third Thursday of the month, 7 - 9 p.m. (except July/August) Parish Hall

In addition to its regular monthly meetings from September to June on the third Tuesday of the month, a special meeting was held on the August 28<sup>th</sup> to review and accept the participation of St John's in the diocesan GIFT campaign.

We were extremely well served, with thanks, by Mary Ellen Herbert as our PC Secretary.

The main focus of the Council in 2012 was the Moving Forward initiatives that came out of the November 2011 Symposium. In June, the eight pillars identified in the Symposium (i.e. Living the Word, Going Inside, Leadership, Going Outside, All Kinds of People, Community and Neighbourhood Involvement, Sanctuary, and Greening/Revitalizing Sacred Spaces) were recast into seven action statements. These statements fell under the headings: Pastoral Care and Support, Welcoming and Membership, Volunteer Management, Worship, Social Justice, Christian Education, and Financial Stability.

Since June two more action topics have been added that cut across all of the first seven; namely, Web Site and Communications, and Researching Future Moving Forward Opportunities.

Briefly, the progress in 2012 on these nine topics may be summarized as follows;

- Pastoral Care and Support – ongoing
- Welcoming and Membership – a new welcoming procedure is in place and greeter training is planned in early 2013
- Volunteer Management – a review of all our ministries and the development of their coordination is well underway
- Worship – ongoing, noting the change in doing celebrations at the service
- Social Justice – ongoing, noting inter alia our refugee and PWRDF support
- Christian Education – ongoing under volunteers
- Financial Stability – a coordinated GIFT and Stewardship, every member visitation was conducted
- Web Site and Communications – the web site was revamped and further development is planned for 2013
- Researching Future Moving Forward Opportunities – a draft action document is now before PC members

Another important task that was undertaken was a review of the St John's Inclusion Statement. It was confirmed without change.

Lastly, our sincere thanks to those members who will be ending their terms as of the 2013 Annual Vestry: Monica Patten, Rector's Warden; Glenn Calder and Mary Francis Marshall, Deputy Wardens; Alex Bisett and Gloria Fox, Duty Wardens; Tony Lovink and Peter Oliver, Lay Members of Synod; Jo Cassie, Joseph Jacques and Bea Robertson, Members at Large; and Bill Broughton, Priest-in Charge Appointment.

### *Stewardship Committee*

Bill Broughton

**Number of Members/Participants:** 6

**Group Leader:** Bill Broughton, Chair

**Regular Meeting Time/Place:** 2nd Tuesday of the month at 7 p.m., Sept - June, Rector's Office

*"We are committed to consolidating our long-term financial stability"*

The above action statement from the St John's Moving Forward program was the theme for the annual financial stewardship information to parishioners. In 2012 an every member visitation was conducted in conjunction with the diocesan GIFT campaign. While very much welcoming that opportunity to benefit from a personal contact with all parishioners, there was some concern as to how support given to GIFT might influence pledges to our regular operating budget. The results, although not fully complete at time of this writing, are most encouraging. Of the total of 120 pledges, 23 specify an increase, five a decrease, 77 no change, and there are 14 new pledges. On the other hand we had hoped that more of our regular envelope users might have also made a pledge.

The other major activity in 2012 was the development of e Newcomers' Brochure. It is in its final iteration and will be ready for use in early 2013.

It has been several years since the committee has examined its mandate, especially in terms of stewardship education. Such a review is planned for 2013.

The committee would welcome anyone who would be interested in joining the current members the second Tuesday evening of the month: Bill Broughton, Barbara Dransch, John Gallienne, Bob Green, Jane Maxwell and Rob Heard.

### *GIFT Campaign*

Brian and Margo Cameron

**Number of Participants:** 40

**Group Leaders:** Brian and Margo Cameron, Co-Chairs

**Other Positions of Responsibility:** Leadership Team - Glenn Calder, Barbara Dransch, Jane Maxwell, Gay Richardson, Reed Smith

**Regular Meeting Time/Place:** Weekly during the campaign at St Johns

The GIFT (Growing in Faith Together) campaign is a \$12-million, five-year fundraising initiative involving all parishes in the Diocese of Ottawa. St John's goal is to raise \$400,000, of which half will return to the parish. Early on, it was decided to integrate the annual stewardship campaign with GIFT's all-member visitation. In preparation, the parish list was reviewed and updated to accurately reflect current membership.

At the same time, the GIFT team developed a case that built on the momentum of Moving Forward.

Parish Council approved proposed initiatives that would be facilitated with the money raised by the GIFT campaign. Parishioners were asked to provide their input on the relative importance of each of the initiatives. Over 75% of the respondents rated all proposals as important. These results suggested that the GIFT funding proposals accurately reflected the parish priorities.

To carry out the visits, six recruiters enlisted a total of 35 ambassadors, who were trained at two sessions. Campaign materials were prepared that described the parish and Diocesan cases for GIFT, as well as the stewardship campaign. The campaign was launched on October 14, and over 160 visits took place by December. As of January 30, we are at about 75% of our GIFT goal. The number of stewardship pledges has already exceeded last year's total. Follow-up will continue until the formal close of the first GIFT phase on February 24.

The GIFT and stewardship campaigns have taken place in challenging circumstances—reduced membership, the loss of some significant donors, economic uncertainty, and concern about our lack of a permanent Incumbent. Nevertheless, the GIFT team has been heartened and inspired by the willingness of so many people to contribute and to reach out to

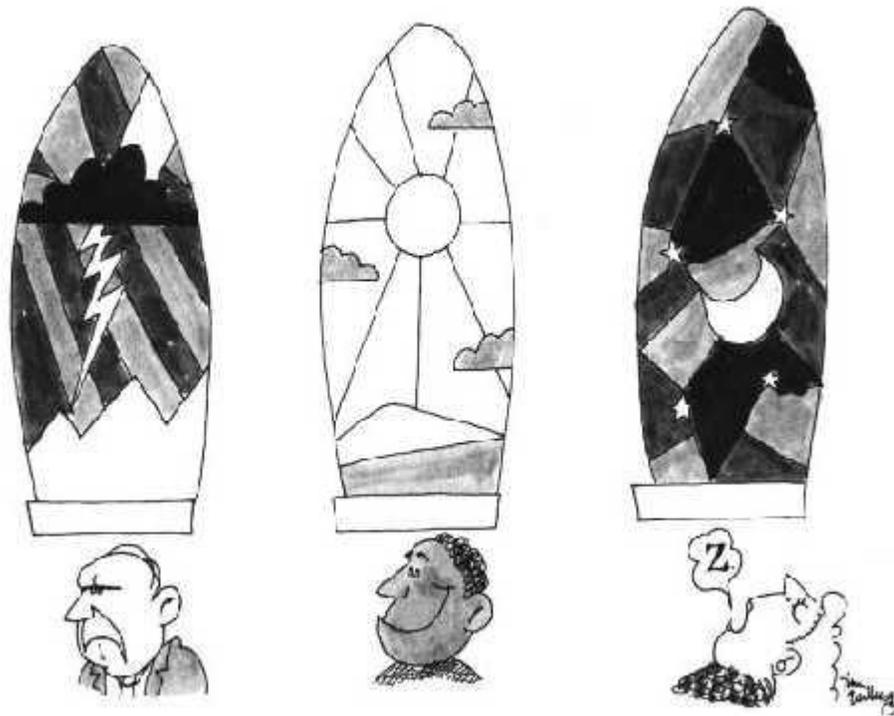
fellow parishioners. These campaigns have helped to build up the community we love.

### Website

Gordon Johnston

St John's maintains a web presence at [www.stjohnsottawa.ca](http://www.stjohnsottawa.ca). People access the website for several reasons; some are looking for specific information, others just want to find out who we are and what we do. Each week the Sunday bulletin and the announcements ("This Week at St John's") are posted to the website, and are accessible from quick links on the home page. A page entitled "Parish Life Documents" contains information like Parish Council minutes, the current Christian Education brochure, and other similar documents. Descriptions of the various parish ministries are available through the annual vestry reports which are posted under "Ministries". Another quick link on the home page opens the online facilities schedule which displays a chart of the various rooms at the church and indicates what activities are scheduled to occur there and when. Every effort is made to keep the website up-to-date and user-friendly. Suggestions for improvement and new content are always welcome.

[gordon@stjohnsottawa.ca](mailto:gordon@stjohnsottawa.ca) / 613-232-4500



THE NEW STAINED GLASS WINDOWS DID PECULIAR THINGS TO THE PEOPLE WHO SAT UNDER THEM.

*2012 Financial Statements and Notes*

**Church of St John the Evangelist  
Balance Sheet and Statement of Parish Investment  
As at December 31, 2012  
(Unaudited)**

<b>Assets</b>	<b>2011</b>	<b>2011</b>
<b>Current Assets</b>		
Cash (note 2)	(\$39,972)	(\$53,853)
Accounts Receivable	9,349	13,402
Prepaid Expenses	1,117	924
<b>Total Current Assets</b>	<b>(29,506)</b>	<b>(39,527)</b>
<b>Fixed Assets</b>		
Church Land	16,575	16,575
Church Building and Contents	323,366	323,366
Parking Spaces	600,000	600,000
<b>Total Fixed Assets</b>	<b>939,941</b>	<b>939,941</b>
<b>Investments</b>		
Rectory Investment	207,000	207,000
Current portion of Parochial Assets (note 3)	69,355	67,994
Long-term Parochial Assets (note 3)	167,898	167,898
<b>Total Investments</b>	<b>444,253</b>	<b>442,892</b>
<b>Total Assets</b>	<b>\$1,354,688</b>	<b>\$1,343,306</b>
<b>Liabilities and Parish Investment</b>		
<b>Current Liabilities</b>		
Accounts Payable	\$2,554	\$1,916
Mortgage from Diocesan Extension Fund (note 4)	40,250	40,250
Loan from Rectory Fund for Roof (note 5)	0	43,000
<b>Total Current Liabilities</b>	<b>42,804</b>	<b>85,166</b>
<b>Parish Investment</b>		
Rectory Fund (note 5)	207,000	207,000
Parochial Funds (note 3)	237,253	235,892
Operating Fund Accumulated Surplus	867,631	815,248
<b>Total Parish Investment</b>	<b>1,311,884</b>	<b>1,258,140</b>
<b>Total Liabilities and Parish Investment</b>	<b>\$1,354,688</b>	<b>\$1,343,306</b>

Approved on behalf of the Corporation: Rob Heard, Priest-in-Charge; Monica Patten, Rector's Warden; Barbara Dransch, People's Warden; and Emmy Verdun, Treasurer

**Church of St John the Evangelist**  
**Operating Fund Accumulated Surplus**  
**As at December 31, 2012**  
**(Unaudited)**

	<b>2012</b>	<b>2011</b>
<b>Balance at the Beginning of the Year</b>	\$815,248	\$806,182
Excess of Receipts over Disbursements/ (Disbursements over Receipts)	9,383	(35,548)
Transfer from the Rectory Trust Fund (note 5)	43,000	
Transfer from St John's Fund		44,614
<b>Balance at the End of the Year</b>	<b>\$867,631</b>	<b>\$815,248</b>

**Church of St John the Evangelist**  
**Operating Fund Statement of Receipts and Disbursements**  
**For the Year Ending December 31, 2012**  
**(Unaudited)**

<b>Receipts</b>	<b>2012 Actual</b>	<b>2012 Budget</b>	<b>2011 Actual</b>
General Givings	\$354,741	\$384,000	\$379,143
Rentals (net)	53,594	45,000	44,442
Community Shop	51,262	50,000	51,159
Parking Lot (net)	40,442	25,000	25,189
Consolidated Trust Fund Interest (note 5)	5,782	5,300	6,860
Other Income	1,714	1,000	1,767
<b>Total Receipts</b>	<b>507,535</b>	<b>510,300</b>	<b>508,560</b>
<b>Disbursements</b>			
<b>Cost of Priestly Services</b>	<b>106,152</b>	<b>117,223</b>	<b>100,293</b>
<b>Diocesan Support and Outreach</b>	<b>118,385</b>	<b>118,385</b>	<b>118,450</b>
<b>Programs</b>			
Christian Education	13,133	25,291	29,710
Pastoral Care Support	0	0	23,850
Music	67,925	65,361	70,389
Communications	11,765	14,670	18,017
Leadership Training	906	1,650	1,226
<b>Total Programs</b>	<b>93,729</b>	<b>106,972</b>	<b>143,192</b>
<b>Operating, Maintenance and Repair</b>			
Maintenance	112,870	118,039	118,326
Supplies and Services	26,372	37,250	36,784
Capital Expenditures	24,997	38,000	30,490
<b>Total Operating, Maintenance and Repair</b>	<b>164,239</b>	<b>193,289</b>	<b>185,600</b>
<b>Centretown Churches Social Action Committee</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b>Other Expenses</b>	<b>12,147</b>	<b>9,000</b>	<b>6,573</b>
<b>Total Disbursements</b>	<b>498,152</b>	<b>548,369</b>	<b>557,608</b>
<b>Excess of Receipts over Disbursements</b>			
<b>(Disbursements over Receipts) before transfers</b>	<b>9,383</b>	<b>-38,069</b>	<b>-49,048</b>
Transfer from Rector's Discretionary Fund			3,500
Transfer from Apportionment Fund		10,000	10,000
<b>Excess of Receipts over Disbursements</b>			
<b>(Disbursements over Receipts) after transfers</b>	<b>\$9,383</b>	<b>(\$28,069)</b>	<b>(\$35,548)</b>

**Church of St John the Evangelist**  
**Notes to the Financial Statements**  
**For the Year Ending December 31, 2012**  
**(Unaudited)**

**1. Accounting Policies**

These Financial Statements have been prepared using the accrual basis of accounting, however no unfulfilled pledge amounts have been included. Fixed assets are recorded at their historical cost and no provision is made for depreciation. The Church receives substantial donated services from a number of volunteers. No amounts have been included in these financial statements representing such services.

**2. Cash includes:**

	<u>2012</u>	<u>2011</u>
Chequing Account - Operating Fund	\$29,183	\$13,941
Savings account	0	0
Petty Cash	200	200
Borrowed from the Parochial Funds	-69,355	-67,994
	<u>(\$39,972)</u>	<u>(\$53,853)</u>

**3. Parochial Funds**

**Current Parochial Funds**

	<b>Balance Dec. 31, 2011</b>	<b>Receipts</b>	<b>Disbursements and Transfers</b>	<b>Balance Dec. 31, 2012</b>
AIDS Support Program	\$1,543	\$60	\$161	\$1,442
Altar Guild	246	15	40	221
Affordable Housing	2,683	4,335	3,195	3,823
Apportionment Fund	23,452			23,452
GIFT	0	1,300		1,300
Integrity Fund	2,658		100	2,558
Music Fund	4,459	2,385	2,439	4,405
Pastoral Care Fund	1,452		46	1,406
Rector's Discretionary Fund	7,936	1,000	1,656	7,280
Refugee Support	11,821	19,765	22,649	8,937
Speaker Fund	805			805
West Window Fund	2,553	200		2,753
Women's Retreat	569	4,087	3,767	889
Youth Development Fund	257	1,652		1,909
Miscellaneous Funds	60	205	60	205
St John's Fund (restricted):				
Gurney Estate	2,430			2,430
St John's Fund (unrestricted):				
Other	5,070	470		5,540
	<u>\$67,994</u>	<u>\$35,474</u>	<u>\$34,113</u>	<u>\$69,355</u>

**Notes to the Financial Statements, page 2**

**3. Parochial Funds (continued)**

<b>Long-term Parochial Funds</b>	<b>Balance Dec. 31, 2011</b>	<b>Balance Dec. 31, 2012</b>
St John's Fund:		
Unrestricted Funds		
Rectory Sale Fund	\$123,198	123,198
Gifts of Investments	11,000	11,000
Restricted Funds		
Pepper Estate (capital)	30,000	30,000
Bayley Estate (operating)	3,000	3,000
Endowment (operating)	700	700
	<u>\$167,898</u>	<u>\$167,898</u>

Long-term parochial fund assets are invested in the Consolidated Trust Fund of the Diocese. Income on the unrestricted funds is reinvested in the Funds. The income from the restricted funds is transferred to the operating fund.

**4. Mortgage from the Diocesan Extension Fund**

The Church has a mortgage from the Diocesan Extension Fund used to finance the renovations to the basement of the Church. The mortgage is amortized over 25 years, has a 1 year term and the interest rate is 4% per annum. Interest in the amount of \$1,610 (2010 \$1,548) was accrued during the year and charged operations.

**5. Rectory Fund**

The Rectory Fund was established when the Rectory was sold. It is held in the Consolidated Trust Fund (CTF) of the Diocese. It is available to the Parish to assist in funding major capital expenditures. The interest earned on this fund, \$5,782 (2011 \$6,680) is used to offset the Rector's housing and travel allowance. At a Special Vestry meeting in October, 2010, approval was received to transfer \$63,000 as a loan to the parish to finance the replacement of the roof on the Church building. At the 2012 Annual Vestry Meeting, the Parish agreed to the balance of this loan would not be repaid to the CTF.

**6. Line of Credit**

The Church has a \$50,000 line of credit with the bank which is used for cash flow purposes. Interest is charged at prime plus 1% per annum. There was no balance outstanding at year end.

**7. Extra Parochial Funds**

During the year the Church received directed donations for which receipts were issued. The funds were forwarded to the intended recipients.

	<b>2012</b>	<b>2011</b>
Primate's World Relief and Development Fund	\$8,019	\$11,011
Emergency Food Centre	1,800	890
Cornerstone	1,200	1,700
The Well	260	70
Centre 454		100
	<u>\$11,279</u>	<u>\$13,771</u>

**Church of St John the Evangelist  
2013 Draft Budget**

	<b>2012 Budget</b>	<b>December 2012</b>	<b>Draft 2013 Budget</b>
Expenses			
Priestly services			
ECOPS including housing	\$116,473	\$104,187	\$122,663
Half time clergy for 9 months			27,750
Honoraria	750	1,965	750
	<u>117,223</u>	<u>106,152</u>	<u>151,163</u>
Fair Share Assessment	<u>118,385</u>	<u>118,385</u>	<u>122,080</u>
Centretown Churches Social Action Committee	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Programs			
Christian Education			
Children and youth	2,000	1,178	2,000
Adult	1,000	78	1,000
Salary and benefits	22,291	11,877	0
	<u>25,291</u>	<u>13,133</u>	<u>3,000</u>
Music Program			
Music Program	7,000	7,686	7,000
Salary and Benefits	58,361	60,239	59,439
	<u>65,361</u>	<u>67,925</u>	<u>66,439</u>
Communications			
Ads/Signs	500	161	500
Events	800	386	800
Telephone	2,620	2,666	2,700
Postage	2,250	1,480	1,550
Copier/Printing	8,500	7,072	7,500
	<u>14,670</u>	<u>11,765</u>	<u>13,050</u>
Leadership Training			
Parish Council Weekend	200	196	200
Synod	750	561	650
Books	200	92	200
Training	500	57	500
	<u>1,650</u>	<u>906</u>	<u>1,550</u>
Supplies and Services			
Office Supplies	5,000	2,341	3,000
Equipment	750	246	750
Financial Review	3,500	3,075	3,500
Liturgical	2,000	1,142	1,500
Administrator	26,000	19,568	26,181
	<u>37,250</u>	<u>26,372</u>	<u>34,931</u>

	<b>2012 Budget</b>	<b>December 2012</b>	<b>Draft 2013 Budget</b>
Maintenance			
Inspections/Repairs/Security	14,000	10,753	11,000
Snow Removal	2,500	3,320	3,500
Insurance	11,910	11,968	12,148
Utilities	37,129	34,640	37,065
Custodial Services	42,800	43,991	44,349
Custodial Supplies	3,700	2,156	3,000
Garbage Collection	6,000	6,042	6,000
	<u>118,039</u>	<u>112,870</u>	<u>117,062</u>
Rental Expense	<u>16,800</u>	<u>18,082</u>	<u>18,000</u>
Parking Expense	<u>13,420</u>	<u>15,566</u>	<u>16,500</u>
Other Expenses			
Bank Charges and Interest	2,000	3,393	1,800
GST/HST paid on purchases	5,000	4,564	4,500
Miscellaneous	2,000	4,190	2,000
	<u>9,000</u>	<u>12,147</u>	<u>8,300</u>
Capital Expenditures	<u>38,000</u>	<u>24,997</u>	<u>38,000</u>
<b>Total Expenditures</b>	<b><u>578,589</u></b>	<b><u>531,800</u></b>	<b><u>593,575</u></b>
Revenue			
General Operating	364,000	340,779	347,600
Festivals	15,000	7,665	8,500
Loose	5,000	6,297	5,000
2013 GIFT Revenue (Portion not for capital)			28,750
Rental Revenue	61,800	71,676	72,500
Parking Lot Revenue	38,420	56,008	50,000
Community Shop	50,000	51,262	51,000
CTF Interest	5,300	5,782	4,848
Miscellaneous Income	1,000	1,714	1,000
Tranfers - Apportionment Fund	10,000		20,000
	<u>550,520</u>	<u>541,183</u>	<u>589,198</u>
<b>Total Revenue</b>	<b><u>550,520</u></b>	<b><u>541,183</u></b>	<b><u>589,198</u></b>
<b>Revenue over Expenditures/(Deficit)</b>	<b><u>\$ (28,069)</u></b>	<b><u>\$ 9,383</u></b>	<b><u>\$ (4,377)</u></b>

# Minutes of the Annual Vestry Meeting Sunday February 26, 2012

The Church of St John the Evangelist  
Ottawa, Ontario  
The Reverend Canon Robert Heard, Priest-in-Charge

## 1. Opening Prayer

The Priest-in-Charge chaired the meeting. The Vestry Meeting followed the 10:15 a.m. Eucharist. The meeting began in prayer.

## 2. Appointments

The Chair appointed Michael Dowie as Vestry Clerk. Monica Patten has agreed to serve as Rector's Warden. Corporation appointed Emmy Verdun as Treasurer and Peggy Lister as Envelope Secretary. Bill Broughton was appointed to Parish Council by the Priest-in-Charge.

## 3. Minutes of Previous Annual Vestry Meeting

**Moved by:** Bruce Marshall, **Seconded by:** Diana Lizé

That the minutes of the Annual Meeting February, 2011 be approved as circulated.

**Carried.**

It was noted that Carl Schriver should have been referred to as the Rental Manager.

## 4. Report of the Nominating Committee

**Moved by:** Bill Broughton, **Seconded by:** Jo Cassie

That Vestry concurs with the report of the Nominating Committee on page 7 of the convening circular.

**Carried.**

Thanks were expressed to all of the outgoing members of Parish Council.

## 5. Financial Statements

Barbara Dransch outlined the 2011 Financial Statements.

**Moved by:** Barbara Dransch, **Seconded by:** Talia Johnson

That the 2011 Financial Statements be accepted as circulated.

**Carried.**

## 6. 2012 Budget and Financial Matters

Barbara Dransch gave a presentation on the budget and financial matters and made the following motion:

**Moved by:** Barbara Dransch, **Seconded by:** Emmy Verdun

- That funds be transferred to the Operating Fund from the Long-Term Unrestricted St John's Fund, invested in the Diocesan Consolidated Trust Fund, to cover the 2011 deficit – \$35,500.
- That the loan from the Diocesan Extension Fund be paid back by making a transfer from our Rectory Trust Fund – \$40,250.
- That the pay back schedule of 9 years for the loan from the Rectory Trust Fund (used to finance our new roof) be terminated and that the outstanding balance be deemed as a transfer in 2012.

**Carried.**

**Moved by:** Barbara Dransch, **Seconded by:** Mary Ellen Herbert

That the 2012 budget be approved.

In the discussion, several people highlighted the need to increase the revenue of St John's. Among the topics for discussion was the possibility of trying to increase the rental income at St John's and to use our downtown location to an advantage. Others noted that in order to be sustainable St John's has to look at ways that it can increase the its pool of identified givers.

**Amendment Moved by:** Gillian Wallace, **Seconded by:** Iain Wallace

That the position of Coordinator of Children and Youth Ministries be increased to 20 hours per week at a cost of approximately \$5,000 per year.

**Defeated.**

The original motion then **carried.**

Thanks were expressed to Barbara Dransch and Emmy Verdun for the work on financial matters.

**Moved by:** Barbara Dransch, **Seconded by:** Pat Fisher

That Corporation and the Treasurer be vested with signing authority, and be authorized to seek a line of credit of up to \$50,000.

**Carried.**

**Moved by:** Barbara Dransch, **Seconded by:** Talia Johnson

That Corporation be given the authority to appoint the 2012 auditor.

**Carried.**

## 7. Vestry Reports

**Moved by:** Peggy Lister, **Seconded by:** Tony Lovink

That the Vestry Reports be received.

**Carried.**

Thanks were expressed to Tasmin Rajotte for her work in preparing the Vestry Reports.

Thanks were expressed to several other people:

- To Bill Broughton for his time as Deputy Warden
- To Robert Heard for his tremendous leadership
- To those who have contributed to Moving Forward
- To the Cleaning Staff

## 8. Adjournment

The meeting was adjourned on a motion by Talia Johnson.