

Minutes of the Annual Vestry Meeting
Sunday February 24, 2013
FOR INFORMATION ONLY – TO BE APPROVED IN FEBRUARY 2014
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 10:15a.m. Eucharist. The meeting began in prayer.

2. Appointments

The following appointments were announced: Michael Dowie as Vestry Clerk, Barbara Dransch as Rector's Warden, Emmy Verdun as Treasurer and Peggy Lister as Envelope Secretary.

3. Minutes of Previous Annual Vestry Meeting

Moved by Michael Dowie
Seconded by: Bruce Marshall

That the minutes of the Annual Meeting February, 2012 be approved as circulated.
Carried.

4. Vestry Circular

Moved By: Bea Robertson
Seconded By: Jo Cassie

That the vestry circular be received.
Carried.

5. Report of the Nominating Committee

Moved by: Monica Patten
Seconded by: Bill Broughton

That Vestry concurs with the report of the Nominating Committee on page 5 of the convening circular.
Carried.

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

6. Financial Statements

Moved By: Barbara Dransch
Seconded By: Harvie Cocks
That the 2012 Financial Statements be accepted as circulated.

Barbara Dransch outlined the 2012 Financial Statements. She reported a \$9,383 surplus for 2012. She cautioned however that the surplus is largely because there were several months with less than full staffing and as well the building committee delayed some expenditures.

At the 2012 Vestry it was moved that "That the loan from the Diocesan Extension Fund be paid back by making a transfer from our Rectory Trust Fund – \$40,250." This has not yet been completed but will be in very near future.

It was also noted that there was a \$25,000 drop in giving between 2011 and 2012; this is a concern but is hard to pinpoint the exact reason.

It was noted that the parking lot and rentals are shown as 'net' in the financial statements and 'gross' in the budget which makes comparison difficult.

The original motion **carried**.

7. 2013 Budget and Financial Matters

Moved By: Barbara Dransch

Seconded By: Tony Lovink

That the 2013 budget be adopted as circulated.

Barbara Dransch gave a presentation on the 2013 budget. Overall, the budget forecasts a small deficit of \$4,000. The budget includes \$28,750 from the GIFT campaign revenues. It also forecasts a return to higher levels of staffing in 2013 than in 2012. It also forecasts an increase in General Revenue of about \$7,000 while keeping most of the other sources of revenue constant (a conservative assumption).

A question was raised as to the cash flow related to the GIFT campaign. How much is likely to be "in hand" by the end of 2013 and how much will still be forthcoming in the way of future pledges or bequests?

A question was also raised as to how youth ministry is reflected in this budget.

The original motion **carried**.

8. Signing Authority, Line of Credit and Auditor

Moved by: Barbara Dransch

Seconded by: Peggy Lister

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: Bruce Marshall

That Parker Prins Lebano be appointed to perform a review of the 2013 financial statements.

Carried.

Thanks was expressed to Barbara Dransch for all of her work on financial matters.

9. Other business

A request was raised for further information regarding the parish hall. This information should include who rents the hall, how often and what opportunities there are for expanding the rentals.

The names of the Building Committee members were omitted from the circular. They are:

Gay Richardson
Bob Green
Glenn Calder
Glen Robinson
Bruce Marshall
Jim Cummings
John Gallienne
Jesse Lucas (Custodian)

10. Thanks

Thanks were expressed to several people:

- The outgoing Corporation
- Monica Patten who served as Rector's Warden.
- Bill Broughton—chair of Parish Council
- Gordon Johnston for his work as Director of Music
- Joseph Jacques for his work as summer Parish Administrator
- Kim Chadsey who put together annual circular.
- Jessie Lucas and the custodial staff

11. Adjournment

The meeting was adjourned on a motion by Gordon Johnston.