

ST. MATTHEW'S

The Anglican Church in the Glebe



ANNUAL VESTRY MEETING

February 26, 2023

We invite parishioners to attend
the Annual Vestry Meeting of St. Matthew's Anglican Church,
either in person at 12 noon in the Nave, or via Zoom.
To vote, a parishioner must be at least 16 years of age, support the parish,
be a regular worshipper and not vote at any other Vestry meeting.

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VISION

St. Matthew's is a vibrant Christian community that welcomes everyone, embraces inspiring worship and learning and is committed to hospitality and loving service.

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Acknowledgements

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Pulse of the Parish and service videos.

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Mary Glen, Leonard Surges, Joan Lawrence, Judy Maxwell and Peggy Nankivell

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St. Matthew's Anglican Church 2022 Report to Vestry, February 26, 2023



St. Matthew's Anglican Church 2022 Report to Vestry, February 26, 2023

Statistics

Marriages

Agnes Ashaaba and Dickson Rotimi

So they are no longer two, but the one flesh. Matthew 19:6

Baptisms

Fintan Robert Mottiar Grant

*Go therefore and make disciples of all nations, baptizing them in the name of the Father
and of the Son and of the Holy Spirit. Matthew 28:19*

Funerals

Janice McRae
Pat Tomlinson

*For the trumpet shall sound, and the dead will be raised imperishable, and we shall be changed.
1 Corinthians 15: 51*



Annual Reports

Rector's Report

In 2023 I will be focusing on four key priorities as we journey through this year. First and foremost is the health and vitality of our community life together. This remains complicated post-pandemic. During the worst of the pandemic years we succeeded in knitting ourselves together through the use of technology when we could not safely do so in person. Into 2023 we continue to have meetings, study groups and worship services online that are rewarding.

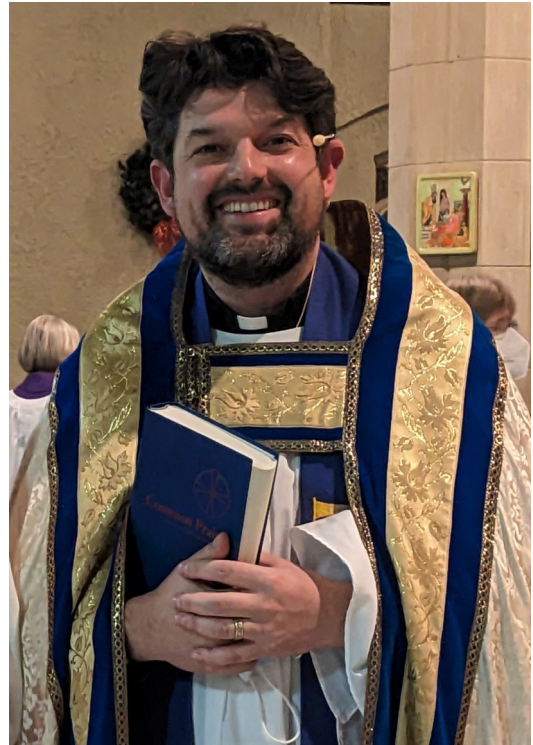
The feedback I receive about our online worship is very positive and also for other online activities such as the amazing *Conversations* series. Thank you, Bishop Barry Curtis, Canon Kevin Flynn and Canon Jim Beall, for your great work on this in 2022. "Please don't take these away" is a frequent refrain. Access to livestreaming has become an essential part of the worship experience for so many and will be maintained.

However, we also continue to rebuild our in-person parish life, especially now that people from all over the city and beyond can join us safely from home. There is something deeply special about meeting face-to-face and the Holy Eucharist (along with every sacrament) is an incarnate experience at its core. We eat the bread and drink the blood. We are washed in the waters of baptism.

The physical world is where God entered through Jesus Christ and it is in the physical world that we experience sacrament as well as enjoy wonderful community events such as our Souper Sundays. Both online and in-person experiences of St. Matthew's have become essential to our life together and are needed to ensure our faith community is healthy and continues to grow.

A second priority is ensuring that the incredible music program we treasure at St. Matthew's continues to thrive, especially as we now enjoy a larger choir with many members returning. Our Nine Lessons and Carols service this past Christmas was the first time I heard the full sound our choir could make and I was very moved.

The Reverend Geoffrey Chapman



Many thanks to Kirkland Adsett, who was Director of Music and Organist for 11 years, for his commitment and dedication to the Anglican Choral tradition and to our choir and community.

I am also thankful for our Interim Director of Music Dr. Robert Hall, who joined us at the end of this year and led us through a wonderful Advent and Christmas season. Bob has been a warm and gregarious presence and brought a wealth of experience in choral conducting, organ and piano performance, as well as composing new works for our parish --and somehow also keeping our piano in tune!

My third priority involves stewardship. We are coming out of a stressful time, unsure how many of our social and cultural institutions would survive the pandemic. We cancelled in-person Christmas services two years in a row - an unimaginable decision until 2020. Could the church survive such a challenge? The answer of course is 'yes'.

But we enter this new era with many hopes and dreams. We want to ensure our historic building is in good shape, our pipe organ functioning, our children have the support and teaching they need, and our community can gather for marvelous events and activities -- as well as ensuring that our obligations to the ministry of the Diocese are honoured.

All this requires a solid foundation of financial support. There are several ways we can strengthen this. These include updating how we can give - ensuring it is as easy, intuitive and safe as possible - and ensuring we have an annual stewardship campaign that is vibrant, effective and as short as possible. If we want to dream big as a parish, we must make sure it is as easy as possible to support initiatives we might create together.

Finally, we must rebuild our children's and youth ministries. We have a history of being a great parish church for children and young families. We host remarkable events, we have fun but are serious about the right things. We are an ideal place for children to begin their faith journey. The pandemic forced us to close most of these initiatives, save for some work online and the dedication of many parents in bringing their kids to church to sit in the pews. We are now re-opening every aspect of our children's ministry, from our Sunday School to Family services, and to parish events that include those of all ages.

As we begin this new year, I am so thankful for this loving community of faith. On behalf of my wife Sarah, our son Theo, and the child we are expecting in March, I thank you for all your prayerful support as your priest.

Yours in Christ,

- Rev. Geoff+

Wardens' Report

While the effects of the Covid-19 pandemic still influence how we gather and worship, 2022 was also the year where, thanks to good practices, vaccinations and more effective treatments, we were able to start our return to normal. Our live in-person activities included worship services with the shared Eucharist and a choir, children's

programs, and community gatherings with a shared meal. Concurrently, we continued our Zoom meetings, remote learning and broadcast services.

This hopeful return to normal has seen Sunday church service attendance grow from 40 to over 100. While still short of the pre-Covid-19 average this is remarkable in the circumstances.

Corporation has typically consisted of four Wardens and the Rector. The turnover of Wardens in 2022 was due to health issues and personal commitments. Rick Trites was replaced by Jim Lynes as Rector's Warden. People's Warden Tom Barnes was replaced by Denis Martel. Val Needham, one of our Deputy Wardens, was replaced by Debra Fleming. Only our other Deputy Warden, Sancho Angula, has been there from the beginning of the year and continues to serve. We thank those retired Wardens for their service.

St. Matthew's is blessed with dozens and dozens of parishioners who take on key roles in the life of the parish. Some serve some as chairs of key committees, others as leaders of specific activities that ensure the smooth operation of worship services. Others raise funds for ongoing operations, outreach and capital projects, and provide education, music and fellowship activities. Some of these leaders have been active in their role year after year -- some for decades. Some are more visible. Some prefer to work quietly behind the scenes. The breadth of their activity is summarized in this vestry report. Without their participation, parish life would be greatly diminished. We owe them all a great debt of gratitude.

Despite the dedication of so many, there are some key roles and positions which are regularly difficult to fill and others where the incumbents need a well-deserved break. Despite the generosity of all those who contribute to covering the costs of the parish, there always seem to be deficit budgets and year-end deficits requiring urgent appeals, and an inability to fund new programs and much needed building repairs. Meeting these two challenges will require careful attention in 2023. We hope and pray that steps to be taken will lay the foundation for continued parish renewal at St. Matthew's.

- Jim Lynes, Rector's Warden



From L to R: Jim Lynes, Rector's Warden, Denis Martel, People's Warden, Sancho Angulo and Debora Fleming, Deputy Wardens

Shape of Parish Ministry Team

The Shape of Parish Ministry (SPM) Team, led by Rick Trites with the Rev. Geoff Chapman, Randi Goddard, Tom Barnes, Charles Nixon and Val Needham, met over two years and disbanded when this Diocesan initiative was concluded at Synod 2022.

During Phase I of this project, the team canvassed parishioners through *Conversations* and Parish Council via Zoom and with an online survey using questions provided by the Diocese. Along with statistical and financial data, those responses were collated in the Parish Profile of St. Matthew's. The profiles of parishes in the Diocese were then collected into a compendium and circulated to parish leadership to provide a basis for discussion among parishes.

In Phase II, we received a toolkit with questions that had been tailored for each parish to guide discussion. Team members, plus some additional parishioners, responded to these questions and we submitted our response to the Diocese at the end of March.

During Phase III, the Diocese sought external expertise to work with the material that had been collected from every parish and to draft proposals. Focus groups were held online and in-person at the end of June to provide feedback around these draft proposals.

Out of these deliberations, three final proposals were introduced at Synod and discussed energetically during most of the Friday and Saturday sessions.

Accepted unanimously, the proposals are:

1. Shape of parish ministry: strengthening for the future.
2. Lifelong formation: nurturing parish ministry.
3. Engagement with the world -- new worshipping communities and contextual mission.

Although there will be a great deal of hard work to further refine, plan, cost and implement these proposals, the Bishop has stated that he would like to see concrete progress in implementing them over the next 12-18 months, using a number of pilot projects that will be tried, assessed and reported on at Synod 2023.

The Shape of Parish Ministry Team would like to thank the many parishioners who participated in the early phases of this endeavour. Their input added greatly to the depth of our Parish Profile and our responses to questions in Phase II. The inclusive process by which we engaged in this project was noted and complimented in feedback from a diocesan team member.

We expect that there will be more work to do when the Diocese communicates the way forward on each of the three Synod directions.

- Rick Trites, Lead



St. Matthew's Anglican Church 2022 Report to Vestry, February 26, 2023

Spiritual Core

Worship Committee

Worship continued to develop at St. Matthew's in 2022, both online and in-person. It is hard to believe, but in January 2022 our services were back to online-only due to the onset of the Omicron Covid-19 variant. We continued to find ways of optimizing our YouTube stream and ensured another Holy Week was successful online.

Eventually, we were able to welcome back our choir, begin a choral scholar program and journey toward Advent by having a full choir for the Nine Lessons and Carols service and then a children's choir for the Christmas Family service.

It has been a journey this year in finding ways of worshipping together through every device and medium available. We have been safe, we have worshipped together with intention, and we are hoping to again enjoy in-person worship as we have for generations while offering online services to those who are unable to be with us in person.

We said goodbye to Kirkland Adsett as our Director of Music and welcomed Dr. Robert Hall as Interim Director of Music. This parish has always been blessed with talented and creative music directors and we are thankful to both Kirk and Bob for their contributions in 2022.

A big thanks to our amazing choir, servers, greeters, sidespersons, our honorary clergy, Tom Barnes (who is ever vigilant over the livestream), our coffee hosts, and everyone who works so hard to ensure we can worship together in joy, peace, and safety.

Yours in Christ,

- Rev. Geoff+

Ministry of Music

Having arrived in November, I feel hardly able to comment upon the year's activities but will summarize what happened in the final two months of the year which was significant because of our gradual reopening after the pandemic.

We continued with the small choir established under Covid-19 restrictions. We were also able to present two Evensongs on the first Sundays of November and December. The re-establishment of the full choir for the Festival of Nine Lessons and Carols on Dec. 18 allowed us to test safety measures, including distancing and masking. This makes us confident to bring back the full choir in the new year. The Nine Lessons and Carols service was received warmly by both choristers and congregation and has already had over 500 viewings on YouTube.

The children's choir, after a short hiatus, restarted in early November with just two members, but with the enthusiastic recruiting of several parents has blossomed to about 14 members. Most of them sang at the Family Service on Christmas Eve. Sincere appreciation is extended to those parents and to all the parents who have gone out of their way to adapt the busy schedules of their children. On the Tuesday before Christmas the group also went carolling in the Glebe neighbourhood. This was a new experience for the young singers but great fun for all, including several parishioners in the vicinity whom we were able to visit.



The organ continues to be a challenge and a list of about 80 pipes that are not working has been drafted. Issues with other elements of the console also need to be addressed. We have been in consultation with the organ technician and are developing a plan to have these addressed on an ongoing basis.

The appreciation of music in the congregation is a greatly-valued source of encouragement for both me and the choir members as we continue to enjoy the wonderful acoustics of St. Matthew's.

- Dr. Robert Hall, Interim Director of Music

Altar Guild

In 2020 before the Covid-19 pandemic was declared, St Matthew's Altar Guild consisted of four teams with four or five members on each team. During the lockdowns members worked in groups of two but once services resumed in person in February we were able to return to our regular team schedule. Some members came back to active duty while others withdrew from teams but remained available as spares when needed. In the fall the Altar Guild was consolidated into three teams due to the changes in membership.

There were two retirements from the Altar guild in 2022: Marolynne Capstick and Mavis Hill. We give thanks for their support of and dedication to the Altar Guild over many years. One new member, Darina Griffin, joined this year and we have been grateful for her energy and support.

In August long-time retired member Betty McCord died and in November we were all saddened and surprised to learn of the death of Ann McCormack. Ann had been an active member of Altar Guild until shortly before her death.

Repairs to the church and chapel bibles, the vestry book (where numbers of the congregation are recorded for all services) and the church missal book were expertly completed this year by a small local company Ubbink Book and Paper Conservation. After much research we chose a Canadian supplier to oversee the replacement of the rapidly aging white fair linens which cover the altar.



The repaired Missal Book

Many thanks to all the members of the Altar Guild for their dedicated attention to the preparation of the church for our weekly services: Frances Montgomery, Ann McCormack, Jan Robar, Mavis Hill, Debbie Mallalieu, Jane Oulton, Wendy Pullan, Cathy Simons, Janice Sonnen, Dale McKenzie, Ruth Frayne, Cynthia McBride, Susan Morland, Darina Griffin, Judy Billingsley, Elizabeth MacMillan, and Robina Bulleid.

- Elizabeth MacMillan and Robina Bulleid, Co-Chairs

Servers' Guild

Because of the ongoing Covid-19 pandemic, this was a year of changes in the community-at-large and in the parish, with lockdowns, closures, and restrictions on gatherings constantly altering. We started the year with no in-person services but quickly resumed them as well as continuing the live streaming of the 10:30am Sunday service which was welcomed. The shape of the in-person worship service has adapted to changing health restrictions to keep people safe. The servers adjusted to changes which permitted two servers for the Sunday 10:30am service.

Our active servers include Leslie Jones, Rick Trites, Patrick Martin, Rebecca Laffin, Tyler Laffin, Isabelle Martel, Howard Banks and Bruce Miller. Servers on leave include Sophie Watkinson, Becky McCoy, Noah Hofstatter, Megan Hofstatter and Silvia Logan. During the summer of 2022, long-time server Denis Cole stepped down in order to join his family in worshipping together. We thank him for many years of continued support and dedication and we wish him well in the future.

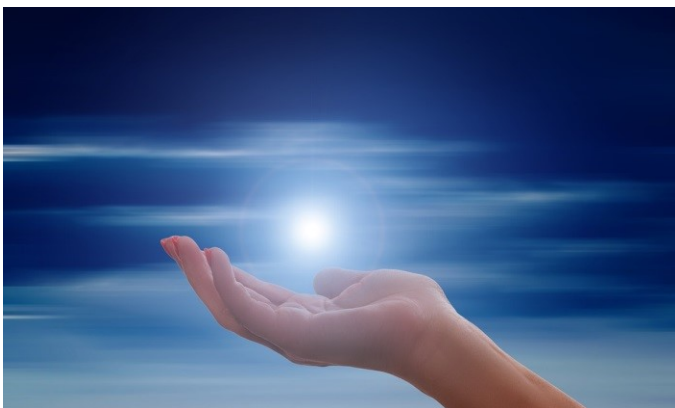


Looking ahead to 2023, we can only wait and see how things will evolve. The Servers' Guild will see how we can continue to support and enhance our worship as things continue to change. We are active at all regular services, including 8am and 10:30am on Sunday mornings, one Evensong a month (eight months a year usually), Thursday mornings at 10am, plus seasonal services at Christmas, during Lent and Holy Week, and Easter.

A sincere thank you to our clergy for their ongoing support of the Servers' Guild. And huge thanks to all members of the Servers Guild for their continued dedication and support.

We are always open to welcoming new members. There are many ways one can participate and the schedule is quite flexible. Feel free to catch me after a service in person, contact me at 613-237-7652 or leave a message with our office if you want more information.

- Cathy Simons, Head Server



Prayer Ministries

*But they that wait upon the Lord shall renew their strength;
they shall mount up with wings as Eagles;
They shall run, and not be weary;
and they shall walk and not faint. Isaiah 40:31*

Our combined Prayer Chain and Prayer Support Team ministry continues to support the Parish's corporate and individual needs through prayer. Thankful for the trust each prayer request represents, our mission is to join with each other in prayer, creating new bonds, peace, strength, hope and comfort.

Prayer Chain

Members of the Prayer Chain offer daily prayers requested by individuals, the community in general and the parish leadership. In 2022 the prayer list held constant at about 40 petitions on a regular basis. A special section continues to support the needs of approximately 60 persons and their families with long-term and/or chronic needs. New requests are shared when received and in 2022 because of Covid, closer and more regular contact was maintained with the requesters.

Complete confidentiality and discretion govern this ministry. Prayer petitions are accepted by the rector, members of the team and its Ministry Coordinator, or the Parish Administrator.

If you are interested in learning more about this ministry, please connect with The Rev. Geoff Chapman.

Members: Angelina Cacciato, Catherine Thurlow, Cathy Simons, Elizabeth Kent, Judith Sabourin, The Rev. Katie Tait, Marjorie Lay, Mollie Stokes, and Wendy Pullan.

We are grateful for Rev. Geoff, Rev. Katie Tait and Rev. Dana Rodgers, who guide this ministry.

- Janice Sonnen, Coordinator (janice.sonnen@bell.net / 613-709-1209)

Prayer Support Team

The prayer support team has not been able to provide face-to-face prayer support during the 10:30am service because of Covid. Beginning in January 2023, during the 10:30 Eucharist two members of the team will again be available in the west transept to pray for the needs of those in the congregation who have special prayer requests for themselves or others. Some may want to have someone join them in prayers of thanksgiving, petitions for health, or for any reason an individual wants to pray. This is a completely confidential ministry.

The prayer team met in December 2022 and discussed what this ministry means to the parish and how we can best serve God and one another. We plan to meet more frequently as a team to learn more about prayer and serving God in this capacity.

The team will also provide printed prayer resources that can be found at the back of the church.

Team members are Debora Fleming, Ed O'Meara, Cathy Simons, the Rev Katie Tait, Rick Trites, Lois Rumsey, Mary Glen, Judy Maxwell and Catherine Thurlow.

- Catherine Thurlow, Coordinator

(catherinethurlow@gmail.com / 613-824-6800)

Pastoral Care

For almost three years, the work of the pastoral-care team has been affected by the Covid-19 pandemic and latterly by the various respiratory viruses. These continue to curtail our activities, particularly in-person visits. In recent months, the relaxation of restrictions has allowed some personal visits and the offering of Communion.

Despite this, our team endeavors to keep in touch with people by phone calls, flowers and cards. Mavis Hill mailed 40 cards during the past year for both happy and sad occasions. In June, red begonia plants were delivered to many shut-ins. From the notes we received, we know that they brightened many rooms.

One great blessing that has come about as a result of the pandemic is the live-streaming of our church services. This continues to give much pleasure to so many people

and does much to make them feel part of the congregation. Thanks goes to Tom Barnes and all the other volunteers who make this possible.

It was so good that this Christmas the young people of St. Matthew's were creative in making cards which were mailed to bring greetings to people of the parish who are no longer able to be in church in person. Likewise, the 'bakers' of the parish filled tins with delicious home-made cookies which we delivered to shut-ins. (See photos below.)

This past year we were very glad to welcome the Rev. Dana Rodgers to the team. Dana moved to Ottawa during the past year and is a great addition. We were sorry that, for various reasons, Marolynne Capstick, Dennis Cole and Barb Murphy resigned from the team.

Supported by The Rev. Geoff Chapman, our members Mary Bodfish, Mavis Hill, Elizabeth Kent, Virginia Lindsay, Judy Maxwell, Dana Rodgers and Mollie Stokes continue to offer pastoral care as and when it is needed.

- Mollie Stokes, Coordinator



Meditation Group

The Wednesday 11am meditation group continued to meet in 2022 via Zoom because of Covid-19 restrictions. In September we introduced a hybrid model on the last Wednesday of each month with some of us meeting in the church transept while others joined in on Zoom. This worked remarkably well and will continue indefinitely.

Our group is affiliated with the World Community for Christian Meditation (wccm.org) and meets weekly to encourage and deepen this ancient practice. We gather and chat for a few minutes and then listen to a short talk and some music. We then sit in silence for 20 minutes, silently repeating a prayer word or phrase. The meeting begins and ends with a short prayer.

- Sue Rayner, Coordinator

Welcoming Team

St. Matthew's Welcoming Team is a dedicated group of volunteers consisting of greeters, sidespersons, Welcome Table volunteers and our hospitality network. As the "front line" at St. Matthew's, this group has a key role in ensuring a warm and welcoming environment for all newcomers and visitors who enter our church.

The past year saw fewer newcomers and visitors than pre-Covid times, however we're delighted to have welcomed some new families and young people. Since the start of Family Services in the fall, the back of the church is more family friendly with colourful tables and chairs that allow children to gather and do crafts.

A loyal group of parishioners continues to worship weekly online. Special thanks to those who greet worshippers virtually via YouTube's live chat.

A highlight in 2022 was "Welcoming Sunday" on June 5. New parishioners who had joined St. Matthew's during the previous two years were recognized and formally welcomed into our church family (see photo). Cake was served after the service and all new parishioners were presented with a flowering plant.

The Welcome Table, a welcoming centre where newcomers and visitors can go for information and chat with a

friendly volunteer, remained closed through 2022 for Covid safety reasons. We look forward to reopening it in 2023.

Since March 2020 the pandemic has had a profound impact on our society and St. Matthew's. There are encouraging signs we will slowly emerge from it in 2023, presenting us with an opportunity for strengthening our church. Attracting and retaining new parishioners, particularly young families, is a critical issue. We urge *all parishioners* to consider themselves "welcomers" with a view to growing our beloved parish.

Sincere thanks to all members of our team: Edith Assigbe, the Rev. Canon Jim Beall, John Bernard and son Everett, Anita Biguzs, Judy Billingsley, Mary Bodfish, Marianne and David Bournes, Judith Caron-Sabourin, Margaret and John Coleman, Gwyn and Bill Cornfield, Simon Creasy and son Rupert, Walt Draper, Daphne Ducharme and Raymond LeBlanc, Brian Effer, Lenore Fahrig and Bill Nuttle, Peter Frayne, Ruth Frayne, Mary and Ian Glen, Michael Goddard, Matt and Bronya Gregg and son Tavian, Ian Guthrie, Ava Hammond, Susan Harris, Mavis Hill, Karen Junke, Heather and Norm Lewis, Virginia Lindsay, Amy Lockwood, Pam Mackenzie, Elizabeth MacMillan, Judy and Tony Maxwell, Cynthia and John McBride, Jean and Jim McCarthy, Dianne McCauley, Carolyn McMaster, Elizabeth McMillan, Frances Montgomery, Peggy and Neville Nankivell, Deirdre Nicholds and Bill Megill, Jane Oulton, Kathi Racine, Susan Rayner, Jane and Peter Rider, Heather Sheehy and Denis Martel, Claire Schofield, Cathy Simons, Janice Sonnen, Leonard Surges, Margaret Terrett, Rick Trites and Sandy Waddell.

Please consider joining our team! You can reach me at: randi@thegoddards.ca

- Randi Goddard, Newcomers Coordinator



Christian Education: Adults

The adult Christian Education program supports St. Matthew's Strategic Plan on "Learning and Formation", in particular the objective to "Build the Body of Christ through lifelong formation and discipleship".

Although Covid-19 continued to disrupt normal parish activities, several regular adult education series adapted successfully to the Zoom platform and have continued. Both leaders and participants continued to use Zoom and as pandemic restrictions continued it has proven an excellent way to help us maintain a sense of community and grow in faith.

The following education series were held in 2022:

Lenten Book Study: Jointly with Canon Kevin Flynn and his new parish of Chelsea Lascelles Wakefield, we read the Franciscan priest Richard Rohr's latest book, *The Wisdom Pattern: Order - Disorder - Reorder (2020)*. The study sessions were held on Tuesday evenings via Zoom. Over five weeks we read and discussed the entire book. The sessions were well attended and the book was challenging. The study was a good follow-on to the Diocesan-wide Lenten Study the previous year which discussed Richard Rohr's book *The Universal Christ*.

Conversations with Archbishop Barry Curtis and Canon Jim Beall: This long running, popular program takes place at 9:00am on Sunday mornings and again ran via Zoom. We were fortunate to have Canon Jim Beall lead *Conversations* at the beginning of the year through to early April. After Easter, Archbishop Barry Curtis led *Conversations* through to Pentecost.

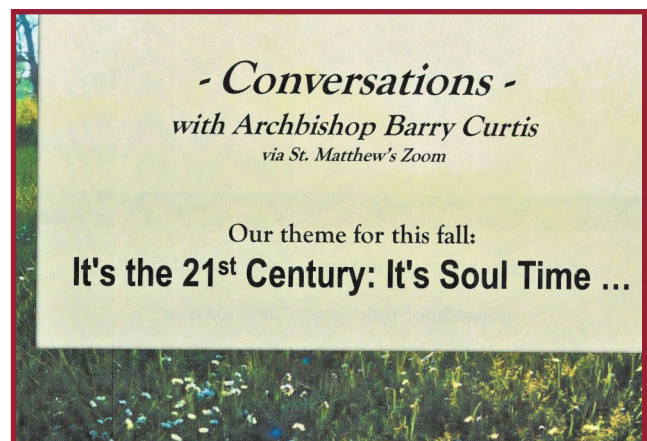
We were fortunate to also have an autumn session led by Archbishop Curtis, which started Oct. 30 and continued to the end of November. The theme for the autumn session was *It's the Twenty-first Century ... It's Soul Time!* Using biblical texts, poems and the free exchange of ideas and perceptions, *Conversations* participants seek to reflect on our journey as followers of Jesus in our contemporary world.

In addition to Canon Beall and Archbishop Curtis, *Conversations* was supported by Mary Glen and Brian Effer, who acted as Zoom hosts to ensure the sessions ran smoothly, and also Janice Sonnen, who provided administrative support.

Wednesday Bible Study with Rev. Geoff Chapman and Canon Kevin Flynn: The Wednesday noon-hour scripture study session successfully initiated in 2020 jointly with St. Matthew's and St. Aidan's parishioners continued through 2022 with the addition of parishioners from the parish of Chelsea-Lascelles-Wakefield.

We look forward to continuing opportunities for adult learning at St. Matthew's in 2023.

- Helen Griffin, Chair



Children and Youth Ministry

Resuming activities for children and youth has been particularly daunting. Sunday School and other children's activities have been interrupted due to a number of factors, including the challenges of engaging children through Zoom meetings, Aïcha Ducharme-LeBlanc's resignation to take up other opportunities, and the delay in allowing children entry into the church after first restrictions were lifted.

During the Spring and Summer of 2022, in response to these challenges, the Rector and a small number of parents explored a variety of options to re-ignite our children's Christian education (in consultation with parents and interested others).

After some experimentation in the Fall, the model being used is a monthly Intergenerational Family Service in the sanctuary during our 10:30 am Sunday Service and more traditional Sunday School offerings in the Chapel and the Sunday School room on the other Sundays of the month.

Early feedback on this has been positive. The model will be refined as needed after being tested on a longer time period.

Another way to engage children, youth, their parents and other parishioners was a Spaghetti Friday dinner and game night on Oct. 29. This was the first time the Parish Hall had been used in two and a half years! (the dishwasher worked – yeah, but a faucet broke, generously splashing a volunteer).

Highlights for the Children's and Youth Ministry in 2022:

- Resumption of the Sunday School led by a small number of volunteer parents.
- Participation of between 2 to 10 children during Sunday School.
- Engaging children directly in the liturgy during the new Intergenerational Family Services.
- Spaghetti Friday Dinner and Game night attended by 40 people (see the December *Pulse of the Parish* for a review).
- Resumption of Souper Sunday lunch after an Intergenerational Family Service.
- Engaging children and youth during Advent (Bible

stories, advent wreath craft, preparation for the Christmas Pageant).

- Nativity Play led by St. Matthew's children with the participation of a number of children who "walked in" for the 4:00pm Christmas Eve Service.

Priorities for 2023:

- Fill the vacant position of the Sunday School Coordinator.
- Expand the base of volunteer parents.
- Offer consistencies in the programming – having either a Family Service or Sunday School every Sunday.
- Bring back children and their parents who have yet to return to St. Matthew's.
- Recruit new children and families to join St. Matthew's.
- Offer activities to create and nurture friendship and bond with the church.

Denis Martel, People's Warden

ST. MATTHEW'S
The Anglican Church in the Glebe

Children, Youth and Families Nativity Pageant 4pm on Christmas Eve

We have prepared our hearts during Advent and will gather together for the Christmas pageant on December 24th (entrance at 130 Glebe Avenue).

We look forward to friendship during the whole year.

Family services are once per month. Sunday school three other Sundays of the month. Our next Family service will be on January 27, 2023.





Community Activities

Community Committee



Souper Sunday returns

The Community Committee's goal is to strengthen personal relationships within our parish family. However, the Covid-19 crisis continued to limit our opportunities to come together in 2022.

In May, though, multitudes volunteered to sort, organize and sell donations that came in for our participation in the resumed Great Glebe Garage Sale. The results were one of our best ever. Thanks to Mollie Stokes and her refreshment team which kept drinks and goodies flowing to sustain our busy volunteers that day. The St. Matthew's spirit was very evident at the event.

On September 18 parishioners enjoyed a variety of delicious, home-baked, iced cupcakes at the reception following the annual Patronal Festival service.

We offered sherry receptions after some Evensong services which gave people an opportunity to meet and chat.

Denis Martel and his family hosted a hugely successful games night featuring a spaghetti dinner and our first ever crokinole championship. Teamed with Raymond LaBlanc, Daphne Ducharme made a spectacular shot to take the title. Fellowship was the main winner of the night.

In November we held a very successful Souper Sunday. Thanks to Denis Martel and his family again for making that event happen and to those who offered homemade soup to warm the bodies and souls of those attending.

We continued our 'Cookie Ministry' by preparing home-baked cookies for those on our Pastoral Care list and also for the many regulars who had attended our monthly Wednesday lunches before the Covid-19 outbreak. Many thanks to our bakers: Virginia Lindsay, Jane Rider, Claudia San Martin, Kathi Racine, Ava Hammond, Loretta MacDonald and Marg Terrett for the ample supply. We took 24 tins of cookies to parishioners (please see Pastoral Committee Report on page 12) and leftovers were enjoyed at the coffee hour following the Dec. 18 service.

We look forward to getting together with our community again this year by offering opportunities for everyone to gather safely as members of a large and loving Christian family.

Committee members are Kathi Racine, Virginia Lindsay, Jane Rider and Margaret Terrett, with cameo performances by many others.

- Margaret Terrett, Chair

Coffee Hour



The custom of gathering after the 10:30am Sunday service to socialize and enjoy a cup of coffee or tea with a cookie is a cherished aspect of life at St. Matthew's. It is a significant part of our efforts to be "a welcoming Christian community" and an opportunity for many in the congregation to catch up on the events of the week, meet newcomers and exchange greetings.

Of course, Covid-19 has played havoc with coffee hour and for a variety of reasons in the wake of the shutdowns

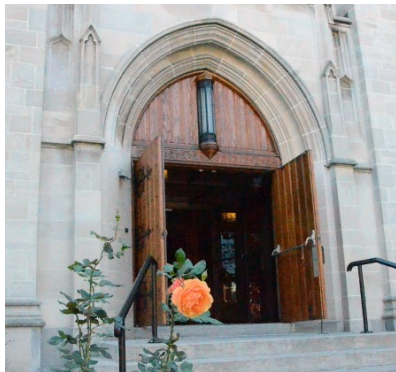
about half of our pre-pandemic volunteers were unable to continue to help. Fortunately, some new volunteers stepped forward. Others who wish to join in would be most welcome.

As with most activities at St. Matthew's, coffee hour would be impossible without the co-operation and support of volunteers. They arrive early to set things up, maintain the flow of refreshments while people are gathered, and stay late to tidy up.

Volunteers in 2022 were Sarah Birkett-Martin, Gwyn & Bill Cornfield, Daphne Ducharme, Lenore Fahrig, Karen Junke, Kathy & Brian Laffin, Raymond Leblanc, Denis Martel, Tom Martin, Cynthia & John McBride, Jean & Jim McCarthy, Dianne McCauley, Peggy & Neville Nankivell, Bill Nuttle, Jane Oulton, Jane & Peter Rider, Heather Sheehy, and Janet & Ben Tsang. Thanks to all for a job well done.

- Jane and Peter Rider, Coordinators

Open Doors



Although Open Doors remained suspended during 2022 due to Covid-19 restrictions, we were able to participate in Doors Open Ottawa on the first weekend of June. As one of many local buildings open to the public, we welcomed 69 visitors over two days. Our volunteers were kept busy giving tours of the church and answering questions. Some told us they appreciated the opportunity to see the inside of a church, many for the first time. This highlighted the value of a dedicated opening of our doors to the community thereby taking the mystery and apprehension out of entering our church. A virtual tour of St. Matthew's was also available for those unable to visit in person.

Thanks to the following volunteers for continuing St. Matthew's tradition of hospitality: Sheila McCaffrey, Gordon McCaffrey, Douglas Biehler, Tom Grace, Ruth Frayne, Jane and Peter Rider, Sancho Angulo, Anneke de Zeeuw, David Oulton, Ian Glen.

The Open Doors ministry will require a number of volunteers in the future if it is to continue. Please consider joining our team. Coordinator Jane Oulton can be reached at 613.236.7608.

- Jane Oulton, Coordinator

Marmalade

Due to the Covid-19 crisis, for the second year in a row there wasn't a marmalade project at St. Matthew's in 2022. The recipe for our marmalade, however, had been printed in the December 2020 issue of *Pulse of the Parish* along with how-to hints. Parishioners were encouraged to make their own marmalade and offer any excess to others. Many took up that suggestion and surplus jars were quickly snapped up.

After consultation with a wide range of stakeholders, a marmalade project will not be undertaken in 2023. It was apparent that the core team would be unable to muster sufficient numbers to guide a successful session and resuming the project in 2023 would be ill advised.

The St. Matthew's marmalade project may have run its course. If it is to be revived in 2024 a renewal of the small band of people who take on the burden of managing the work will be required. Meanwhile, members of the congregation who wish to make their own marmalade will soon have a YouTube video to guide them.

- Peter Rider, Coordinator

Outreach Committee

Without a Chair, a small number of volunteers worked diligently to continue previous outreach initiatives as well as helping with new needs as they became identified and as we were able. Meeting in the church again after previous Covid-19 restrictions was not only joyous but helped us to have donation-based activities.

Tom Brown Respite Centre

A sock and underwear drive was held for this temporary City of Ottawa centre for underhoused and homeless people where amenities and food and crisis services could be accessed.

Centretown Emergency Food Centre

A successful Lenten food drive was held focussing on most needed items by the CEFC and a three-week food drive for most needed items was held just prior to Advent.

Throughout the year, as our donation basket filled up, additional drop offs were made by volunteers. In October, parishioners participated in and sponsored the 7th annual walkathon to raise funds for the CEFC. It was the first held in-person since the pandemic.

Jesse Tree

The Jesse Tree Christmas tradition continued at St. Matthew's. Gift tags flew off the Jesse Tree at the church and were returned to help give some cheer to women and children living at Harmony House. St. Matthew's continues to have a member on the Harmony House Board of Directors.



St. Luke's Table

In this early Advent outreach initiative, parishioners gave generously to help collect identified most-needed items for those members of the community using St. Luke's Table services. This is a day program of the Diocese.

Centre 454

Mugs and cold weather clothes were collected for those using the services of Centre 454, another day program of the Diocese.

Ottawa Youth Services Bureau

The parish continues to work on raising funds to fulfill our sponsorship commitment of rooms at the YSB young men's and young women's emergency shelters. Thanks to donations as well as sales of an individual's Christmas cards and tags, we have raised over \$4,300 of our \$6,000 commitment.

From House to Home

Parishioners showed their generosity in the fall by creating and donating toiletries, cleaning supplies, kitchen supplies and general needs kits for this Ottawa organization which helps new refugees turn their new housing into new homes. St. Matthew's received a Facebook shoutout for their efforts!



Out of the Cold suppers

These special dinners remained on hold in 2022 as a result of the Covid-19 pandemic. There are plans to resume in 2023 and volunteers to help are being sought.

Cornerstone

Donations were not sought for this organization due to Covid-19 restrictions and other issues. The meal-a-month initiative was not re-initiated during the year.

Eyeglasses

Parishioners donated over 110 pairs of eyeglasses which were taken to an optician for processing before being delivered to third world countries.

Other

Some donated food and other donations did not fit the specific needs requested or range of items accepted by organizations. With effort on the part of a very limited number of volunteers, homes were found for some items

at Parkdale Food Centre and Highjinx. Unfortunately, other items, including opened toiletries and vitamins, needed to be discarded. We encourage the giving of specifically requested items to meet the needs of recipient organizations.

We look forward to revitalizing activities as Covid-19 restrictions lessen and we continue to take steps to protect the health of ourselves and each other.

The Committee thanks all of those who were generous with their donations and their time to help to pack and deliver donations. The current volunteers encourage those interested in getting involved to contact the church office. We hope parishioners will be interested in helping deliver outreach activities that interest them and further the mission of St. Matthew's to show our love for God by helping those who are vulnerable, marginalized or in need.

- Julia Lipinska, Outreach volunteer

FACES Report



FACES has supported newcomers integrating into Canada for over six years now. FACES continues to be busy providing support to our previously sponsored families and supported refugees. Another year of Covid-19 was difficult on all of us. Some of our newcomers have progressed in their journey to integrate despite the additional challenges. Others are still progressing and need some further support to deal with the isolation, virtual education, CERB and employment searches. Thanks to our FACES team of volunteers, we were able to reach out to those in need of our support.

Our application for sponsorship of Noor and Omar, an Iraqi couple currently in Turkey seeking refuge in Canada,

was approved by IRCC and is awaiting security and health clearance. We hope to welcome Noor and Omar in 2023 although this may be delayed because of the backlog of refugees and other challenges presented from Afghanistan and Ukraine. In the meantime, FACES is in somewhat of a holding pattern waiting to spring into action upon news of Noor and Omar's pending arrival.

FACES has prefunded the required \$30,000 for the sponsorship thanks to funding from St. Matthew's Online Auction, the MATT Foundation and individual donors. Due to the Covid restrictions and precautions, FACES has not held any fundraising events in the past three years. Not enough can be said in appreciation of the funding received as a beneficiary of the Online Auctions. Over the past two years FACES has received \$15,000 from these superbly-run fundraising events providing 50% of FACES current sponsorship funding requirements.

FACES is extremely grateful to the entire parish community for the funding and support we have received which has enabled us to continue to sponsor and support newcomers. Our fundraising efforts will continue in 2023 to further this important work.

On behalf of the FACES Steering Committee, many thanks to all who have supported our initiatives with their time, talents, and financial resources!



Congratulations to Rashid, sponsored by FACES in 2018, who has graduated from Algonquin College with a diploma in Computer System Networking in December. Also, on May 8 Ashad and Rashid were married. They are pictured here with their respective mothers. We wish the newlyweds all the best.

-Tom Martin, on behalf of the FACES Steering Committee

Creation Matters Report

Formerly called Spring into Green, Creation Matters is a new activity at St. Matthew's that grew out of a shared understanding that as Christians we must rethink how we use the God's earth wisely. Our team's goal is to help the parish and individual parishioners -- young, middle aged and older—along a journey of caring for and restoring God's creation.

Last spring some concerned parishioners formed a group focused on keeping environmental issues on the front burner. They have written articles for the *Pulse of the Parish* and the weekly church bulletins. Bill Nuttle organized a Green Team Chat group that now meets by Zoom every two weeks to discuss ways to become better earth stewards. Claire Bramma introduced us to Zero Waste Church, an organization that helps churches care for creation. We use its program "Restoring God's Earth" to focus our activities.

In May we initiated a Salad Garden Project involving parishioners coming to the church, planting large flower pots with vegetable seeds, taking the pots home, caring for them and enjoying lettuce, radishes, beans and some herbs in the summer. Owen Farrelly was the "tour leader" who helped them get seeds and plant them. Virginia Lindsay, Derry Neufeld, Adele Farrelley and Marg Terrett helped too. A special thanks to Mary Reid at the Green Thumb Garden Centre for financial support in buying the seeds, soil and pots.

Reduction of single-use plastics is another focus of our group. In talking to our sister parish in Moose Factory we learned that they all drink bottled water because a strong



taste of chlorine in their own water makes it distasteful. As a result, the Creation Matters group has undertaken to provide a water filtration system for the parish hall at the St. Thomas' Moose Factory church. Funds are being raised through the Tru Earth online store (<https://fundraising.tru.earth/StmatthewsAnglicanOttawa>). The system will be installed in early 2023.

Our group will present a policy document to Corporation in early 2023 aimed at Creation Matters becoming a recognized committee at St. Matthew's. We are also focusing on green certifications from the organization Greening Sacred Spaces. Virginia MacLatchy of Ottawa's Trinity United Church participated in one of our Zoom meetings, sharing with us how her congregation moved to a greener organization by following the GSS model. We also contacted St. Cuthbert's Anglican Church in Toronto which has received awards for its greening operations.

With many thanks to our group coordinators Bill Nuttle and Virginia Lindsay, we can now look forward to more updates in 2023 and to becoming better stewards of God's gift to us.

- Margaret Terrett, Lead



Parish Stewardship

Stewardship

Much of the content in this report has been covered in our articles in the fall issues of the *Pulse of the Parish*. As with most churches these past three years during the Covid-19 pandemic, St. Matthew's has faced a decline in "numbers." In the September article, it was noted that there had been a drop in pre-authorized PAR (pre-authorized remittances) givers from pre-pandemic levels. The parish is beginning to see some slight improvements in these numbers, both in terms of the number of donors (Figure 1) and the amount given (Figure 2). In addition, there has been an improvement in the average amount contributed by PAR donors (Figure 3) to levels before the pandemic (2018).

A November *Pulse* article described the "hockey stick" pattern of donations at St. Matthews, where a significant amount of revenue is received during the later months of the year. This pattern continued in 2022 with an in-

crease in weekly offerings during November and December in response to stewardship messages and the traditional increment in donations during the Advent/Christmas season. Preliminary results suggest that donations during December rose significantly. Thank you for your contributions, both throughout the year and in the "hockey stick" months.

As things get back to some degree of normalcy, it is hoped that our revenues will improve. But while it is important to remain optimistic and to have faith for the future, it is important to be vigilant about our situation and combine faith with action. How can our church recover and have a more sustainable future? We look forward to working with members of the Corporation, Parish Council and all of St. Matthew's to bring the parish back to greater financial stability.

- Paul Wefers-Bettink and Janice Sonnen,
Stewardship Co-Chairs

Figure 1-Number of Contributors to St. Matthew's through Pre-Authorized Remittance (PAR): 2018—2022

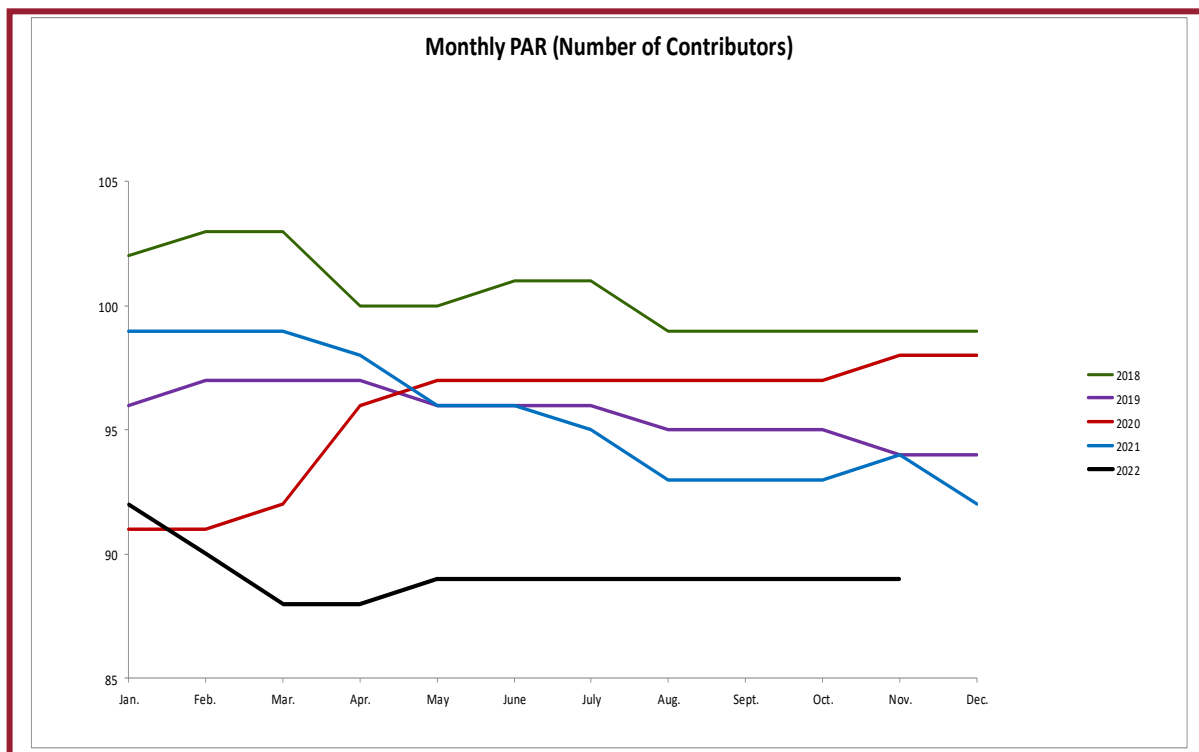


Figure 2 - Monthly Pre-Authorized Remittance (PAR) Total Donations: 2018—2022

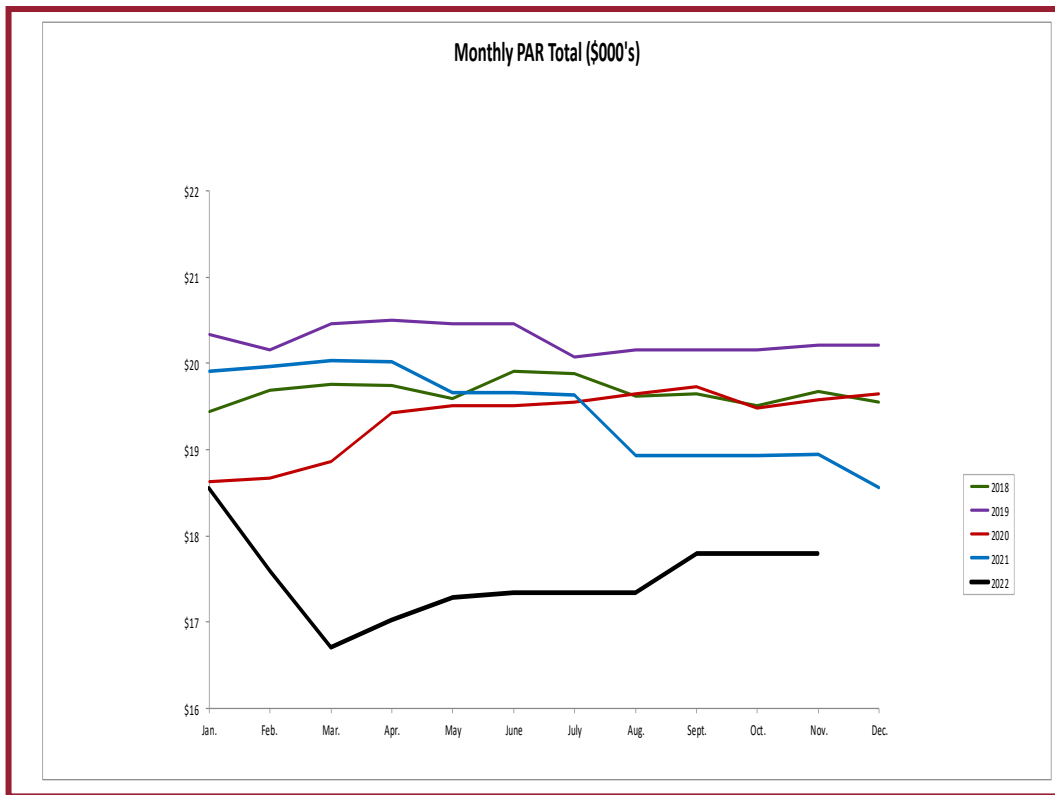
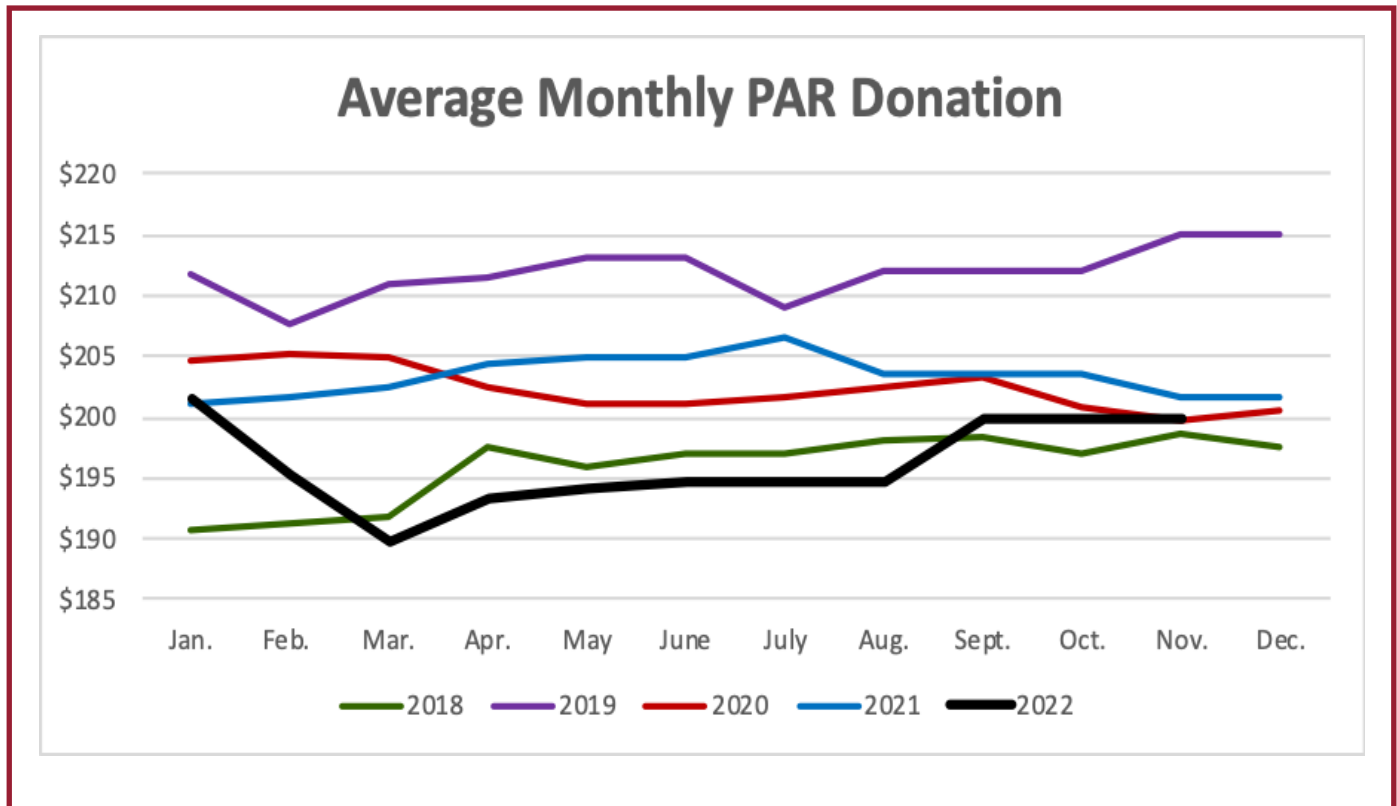


Figure 3 - Average Monthly Pre-Authorized Remittance (PAR) Donations: 2018—2022



Finance Committee

The Finance Committee oversees the parish's financial management including preparing the annual budget, maintaining books and records, and reporting on financial results. It also addresses other finance-related issues referred to it by the Corporation or committee chairs.

The committee also assists and oversees the work of the Treasurer, the Contributions Coordinator, the Bookkeeping function and the Counters. It co-operates with the Church Administrator and with all committees on financial issues, particularly the Fundraising and the Stewardship Committees. Its functions are supported by several technologies requiring ongoing management.

Summary of 2022

The network of individuals responsible for our financial management coordinated its monthly responsibilities via email, phone calls and Zoom meetings. Communicating our financial position to parishioners was completed through articles published in the *Pulse of the Parish*. Information in the articles was supported through the efforts of Michael Goddard's counting team, Brian Effer Contributions Coordinator, Cathy Simons and Amy Lockwood completing the bookkeeping function, and Tony Maxwell completing monthly reports. The Finance Chair forwarded to and discussed near-monthly financial reports with Corporation and Parish Council.

The Finance and Stewardship Committees met formally via Zoom three times during the year, supported by email distribution of financial reports and telephone calls to members.

In September an in-person workshop with Stewardship and Corporation, led by Amy Lockwood and Walt Draper, demonstrated the online giving functionality existing in our Realm program. Participants agreed the module met requirements. Implementation requires a workplan identifying individuals responsible for training and support.

The 2022 year-end financial statements (included elsewhere in this report) are positive in light of the disruption from two years of Covid-19 lockdowns. Parishioner commitment and the November online auction and Treasures

Boutique revenues contributed to the results. The Diocese forgave one month of the Equalized Cost of Priestly Services, contributing to a reduction in personnel expenses.

While we continue to look for other sources of income - beyond donations - there are limits to our ability to increase rental income. One example in 2022 was the decision to *not* proceed with the rental of much of the basement space to a community pre-school. After consultation and feedback from parishioners it was determined the potential adverse impact on the use of that space for parish programs and activities precluded pursuing this option.

2023 Priorities

It is expected that a new Treasurer and Chair will be selected. The resulting transition will require knowledge transfer. Changes or new initiatives will be determined by the new leadership.

Counting Team

See Michael Goddard's report on page 25.

Contributions

See Pre-Authorized Remittance (PAR) information provided by Contributions Coordinator Brian Effer in the Stewardship Report on pages 22/23.

2023 Budget

The 2023 Budget included on pages in this report will be reviewed in detail at Vestry.

2022 Attendance

See Jim Lynes Wardens' Report on page 6.

Membership 2022

Finance Committee members in 2022: Amy Lockwood (Treasurer), Bill Megill, Cathy Simons, Tony Maxwell, Brian Effer, Charles Nixon and Don Wilson. Also, Wardens when in office, including Tom Barnes, Val Needham and Jim Lynes representing Corporation and the Rev. Geoff Chapman.

- Walt Draper, Finance Committee Chair

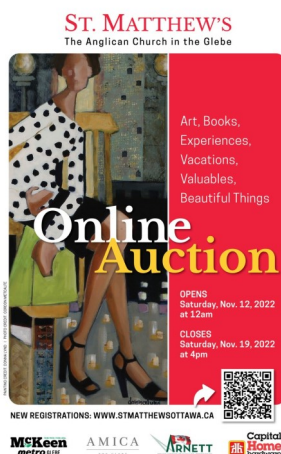
Counting Team

In 2022 we saw not only something of a return to pre-pandemic practices but also significant changes to how we conduct our counts. Before the pandemic there were four teams each with four volunteers counting weekly. By the end of 2022 we had three four-person teams who counted at the end of each month. It is hoped that by reducing the frequency of counts the loss of one team does not mean additional work for the remaining volunteers. As with everyone else, the last few years has meant that adaptability will remain critical.

Many thanks to all our wonderful volunteers for their ongoing help, for always reacting quickly and positively to suggested changes and for readily volunteering when a gap needed filling. Thanks also to the financial community in the parish for ongoing support as well as ready and clear communication. In particular, thanks to Ian MacMillan for his significant and unwavering help and to Catherine James-McGuinty for always “being there” -- often at short notice--when there were requests or questions.

- Michael Goddard, Coordinator

Fundraising Committee



The Fundraising Committee's mandate is to support the strategic goals of St. Matthew's and its mission statement is to be a welcoming community of faith.

Collaborating with other committees, we support outreach objectives as well as our music program by soliciting sponsorships and advertising for choral concerts.

In 2022 fundraising significantly outstripped projections because of a partial return to in-person shopping allowing us to participate in the Great Glebe Garage sale in May and enabling the in-church return of the Scarf and Jewellery sale in December. The online Treasures Boutique continues to fare extremely well and the November Treasures Auction was a great hit again. We now have 1,000 registered bidders.

Outreach beneficiaries for the auction were the FACES refugee committee, which is sponsoring a family from Iraq, and the Black Canadian Scholarship Fund, which provides substantial scholarships for students in the Ottawa area. FACES received \$5,000 and BCSF \$2,500. The Ottawa Food Bank also received \$4,700 which included 10% of our GGS and online boutique revenues and 25% of the scarf and jewellery sale revenues.

We are fortunate to have both generous donors and bidders within the parish and beyond. Our thanks to the Communications Committee, especially Jan O'Meara and Julia Lipinska who provided promotion assistance, and for the enthusiastic support of Corporation. Thank you to the Finance Committee members who record eligible tax receipts, to Cathy Simons who keeps us up-to-date on income and expenses, and to Ian Glen and Robina Bulleid who help in a myriad of ways.

A big thank you to the Property Committee (co-chaired by Bill Nuttle and Bill Cornfield) for putting new flooring in part of the crypt and adding storage shelves. This will enable us to be far better organized in future.

We would also like to thank our Interim Director of Music, Dr. Robert Hall, for his fundraising ideas for 2023, beginning with a Buster Keaton Comedy Festival. Revenues from this will be earmarked for organ repair and renewal.



The Scarf and Jewellery Sale, December 4, 2022

The merged Fundraising/Auction Committee members are Doug Biehler, Patti Davis, Walt Draper, Karen Junke, Pam Mackenzie (Scarf and Jewellery Sale lead), Carolyn McMaster, Frances Montgomery, Tom Martin, Peggy Nankivell, Val Needham (former Corporation Liaison), Jane Oulton, Kathryn Racine, Claire Schofield, Janice Sonnen, Leonard Surges (social media), and Marg Terrett. (GGGS lead).

Note: There will be some variance between numbers reported by fundraising and finance reports because some credit card deposits for the store were for 2022 but monies were received in 2023.

- Peggy Nankivell, Chair

Event	Date	Revenue
Online Treasures Boutique	24/7	\$22,000
Great Glebe Garage Sale	May	13,700
Online Auction, net including sponsorships & expenses	November	\$40,000
Scarf & Jewellery Sale	December	\$5,500
	Total	\$81,200

Property Committee

Keeping the St. Matthew's church building going relies on the volunteer efforts of a number of individuals as well as the ingenuity of paid professionals. In 2022 volunteer efforts focused on maintenance of the gardens and grounds, improvements to the storage space in the crypt, and miscellaneous minor repairs. The special Building Renewal Committee completed its work by recommending that the architecture firm RMA be engaged to assess problems with the foundation. Major repairs completed include restoration of one of the original stained-glass windows, the 'Feeding 5000' window, and "retubing" one of the boilers.

St. Matthew's is blessed by the efforts of a large group of volunteers who look after the gardens and grounds surrounding the church. Work begins in earnest with the spring cleanup and planting and continues through wa-

tering and weeding in the summer until the garden beds are put to rest in the fall. Further detail is available in the Grounds and Gardens Teams Report on page 29.

A professional assessment revealed that our stained-glass windows are in acceptable condition. However, three windows were identified as needing immediate restoration. The repaired 'Feeding the 5000' window was one of these. The First Avenue entrance door must be replaced and general repairs, caulking, and painting are required on all exterior trim.



The repaired and refurbished 'Feeding the 5,000' window

After systematically reviewing all known issues and concerns, the Building Renewal Committee gave top priority to addressing problems with the building's foundation. The committee's recommendation was to engage professional assistance to assess the integrity of the foundation and identify a way to stop water from infiltrating into the basement. A quote has been received and an identification by the Corporation of a source of funds for the project will be part of discussions and budgets in 2023.

Perversely, soon after the Building Renewal Committee had offered this recommendation, a routine inspection revealed major repairs needed to the heating system. Both of the gas-fired boilers had developed leaks and were inoperable. One of the boilers was repaired in time before cold weather arrived in December.

Repairs on the second were completed early in January. In the course of these repairs it was discovered that rust has completely clogged a section of piping feeding four radiators on the main floor.

In short, the events of 2022 are a reminder that 92 years after it was completed and 25 years since renovation of the basement, the St. Matthew's church building requires a significant amount of repair and renovation.

- Bill Cornfield and Bill Nuttle, Co-chairs

hwcornfield@gmail.com, wknuttle@gmail.com

Communications Committee

Following the lifting of Covid restrictions, we returned to in-person services in time for Holy Week. Print and online advertising as well as Facebook posts promoted Holy Week and Advent and Christmas services. Posterboards at the front and back entrances of the church promoted other special services such as the Blessing of the Animals and events such as the Great Glebe Garage Sale.

Several posters were also produced to promote St. Matthew's support for Diocesan community services using their new branding and were placed in the church.

Following production of the 2021 Vestry Report, a worksheet was developed outlining processes, timelines and responsibilities involved in preparing it so future teams would have a guideline. The Communications Committee's Terms of Reference were also reviewed and updated.

A new website contract was negotiated to reflect the amount of work required. Some 87 requests were submitted to update website content. This was down from last year, but does not reflect the amount of work in each request. Web banners were created and posted as needed and requested. In addition to regular liturgical-year content, many pages were regularly updated to reflect the faith and fellowship activities, with less emphasis on relaying Covid-19-related information. All page changes continue to be saved in the Internet Archive.

In 2022 to December 29, our website had (interpret with caution):

- 7,993 users (at least one session on the site)
- 12,939 sessions (number of periods when users engaged with site)
- 21,649 unique page views
- 43,898 pageviews (cumulative pageviews is overstated).
- Top 3 pages by pageviews:
 - Home page URLs: 20,870
 - Schedule of services: 2,352
 - Files and resources: 2,141

An ad hoc team to create a more contemporary website was struck with a decision to use REALM (the church software package currently in use) as its foundation to reduce hosting costs. Set-up and design are being investigated.

Social media complement our internal and external communications and strengthen parish ministry, including worship, outreach and stewardship.

Some highlights:

- Services were live-streamed throughout 2022 to YouTube, a key platform for audio and video content.
- YouTube subscribers and Facebook followers increased in 2022.
- YouTube watch time decreased in 2022, in part because the number of in-church services and participants increased.
- Ottawa and Canada accounted, respectively, for 50.8% and 81.8% of YouTube watch time in 2022.

Average view durations (minutes and seconds) were 24:42 for Ottawa and 18:02 for Canada, compared with 13:41 for all views.

Facebook posts and events drive traffic to YouTube and support outreach and fundraising activities, including online auctions and donations and services such as Even-song, Nine Lessons and Carols and Christmas services.

Five issues of the *Pulse of the Parish* were published, including a special issue to honour the ordination of the Reverend Claire Bamma to the Diaconate at Christ Church Cathedral on April 24, 2022. 30 copies of every

issue were printed and sent to parishioners who were not able to attend church in person and this outreach has been described as a 'lifeline' to St. Matthew's for them.

Many thanks to my amazing team members. Julia Lipinska's dedicated work and expertise ensures our website is kept up-to-date. Leonard Surges also gives generously of his time and expertise in managing our social media initiatives. Val Needham now serves as an ad hoc member as Editor of *Pulse of the Parish* and, this year, as Publisher of the 2022 Vestry Report. And Catherine James-McGinty is "always there" to support and contribute to our promotional efforts.

Sadly, over the past year, the Communications team has lost several members. More active members are needed to carry out our mandate. We hope to attract new members eager to learn or knowledgeable about the use of social media, and who would bring fresh ideas to our team.

- Janet O'Meara, Chair

Social Media Statistics 2022 (2021)

Facebook	Auction Page	110 (106)
	Choir Page	391 (363)
	Parish Page	528 (451)
YouTube	Subscribers	266 (216)
2022	Watch Time	2,413 (3,385) Hours
	Subscribers	35.5% (36.7%)
	Non-Subscribers	64.5% (63.3%)

Nominating Committee

The mandate of the Nominating Committee is to recruit, develop and support the leadership of the parish community and to encourage more parish members to take up opportunities for ministry.

Our main task each year is to prepare the roster of nominations and elections for wardens, parish officers, synod representatives and congregational representatives to be voted on at the annual Vestry meeting and to identify and confirm committee chairs. Some of these positions de-

mand a lot of time and energy, so it is often quite challenging to find new leaders.

At the other end of the spectrum, we recruit new volunteers to take up entry-level positions where they can learn how the parish functions and begin to build relationships with others. One route for becoming more active as a parishioner is to join a committee or group doing things that match your interests. Another is to be elected as one of the Congregational Representatives to Parish Council (which usually meets two to three times a year). These representatives are also invited to attend meetings of the Executive Committee of Parish Council where they can experience the full extent of issues facing the parish. In collaboration with Rev. Geoff Chapman, we started our work earlier than usual in 2022 to recruit two new wardens to fill vacancies that developed. Although Covid has made things more challenging, we try to get to know newcomers and understand where their interests might lie. Please don't hesitate to talk to Janice Sonnen or myself (the two Nominating Committee members) about your volunteer interests.

As volunteers it is hard to grasp the breadth of our parish "human resource" challenge: developing leaders, helping newcomers integrate into the parish and finding a match between the work to be done and the people available to do it. It is also critical to find ways to support those who take on leadership positions and to ensure regular replacements. If we try to formalize these functions, we fall into bureaucracy that cannot be sustained. If we only go with the flow, gaps begin to occur and people start to burn out. Still, we do what we can, giving thanks for the time and talent of all the people who get involved in the work of this parish. Together, we serve our God and our community.

We thank all those in the parish who responded so positively during 2022 to our requests to take up new roles within St. Matthew's.

- Helen Griffin, Chair

Grounds & Gardens Teams Report to the Property Committee

The main grounds team volunteers: Robina Bulleid, Bob Richard, Ian Glen

The team is supplemented by a team of volunteers for a cleanup day in May and a further day in early November to prepare for the winter. Key participants this year, among others: Bill Nuttle, Patrick Martin, Ava Hammond, Sylvia Logan, Derry Neufeld.

- The lawn on the First Ave side continued to be a challenge as it served as the winter snow dump for clearing from the inner parking lot. Hopefully, it will be less stressed in 2023 due to direction to the snow clearing contractor to store snow in the back of the inner parking lot instead
- A new use of the grounds became more prevalent during the school year as students came to the steps and benches on both sides of the church for lunch periods and after school gathering spots. This activity was not discouraged but reminders from time to time were needed to have students clean up litter and waste on the steps to the church and condominium building.
- Homeless people from time to time stayed overnight on the grounds and interventions were made when necessary.
- An issue that is returning as we head into 2023 is the use of the inner parking lot for tenants who pay rental fees to park in dedicated spots during the week. This will require more education of St. Matthew's parishioners that this parking area is reserved for paying renters during the work week and is not available for parishioners use.

The main Gardens Team volunteers: Judy Billingsley, Robina Bulleid, Joan Lawrence, Judy Maxwell, Lucianne Poole, Steve Reid, Catherine Seaborn, Mary Glen

- All gardens came through winter in good shape, in particular the Parking Lot garden thanks to the Grounds team's fine staking work and liaison with the snow clearing contractor.
- Once again, the Gardens Team fulfilled its offering to the St. Matthew's Auction, undertaking a morning of garden clean-up and restoration work on May 6/22 at the home of the lucky winner.
- Extensive lawn weeding in the past 3 years is yielding results. Healthier grass is emerging as the dandelion and other invasive weeds are removed. Kudos to the Grounds Team.
- Following considerable thinning and repositioning of the existing lilies and roses, several native perennials were added to the Ramp garden.
- Work continued to establish perennial lilies in the gardens bordering the steps on the Glebe Ave side with a view to reducing the need for extensive planting of annuals in the years ahead.
- The mysterious disappearance of a dozen or more hostas, established in the garden bordering the driveway entrance from First Ave, became evident as Spring progressed and was addressed with transplanted Solomon Seal plants.
- First Ave perennial beds were slightly extended and considerably amended with soil and compost.
- The portable frame garden, acquired in 2021 when the Sunday School expressed interest in planting and tending a vegetable garden, was re-established by the Grounds Team

It is a source of pleasure for both the Grounds and Gardens Teams to see how the gardens have developed and have become an inviting environment for our Glebe neighbours, eliciting positive comments by passers-by.

- Ian Glen and Mary Glen, Coordinators



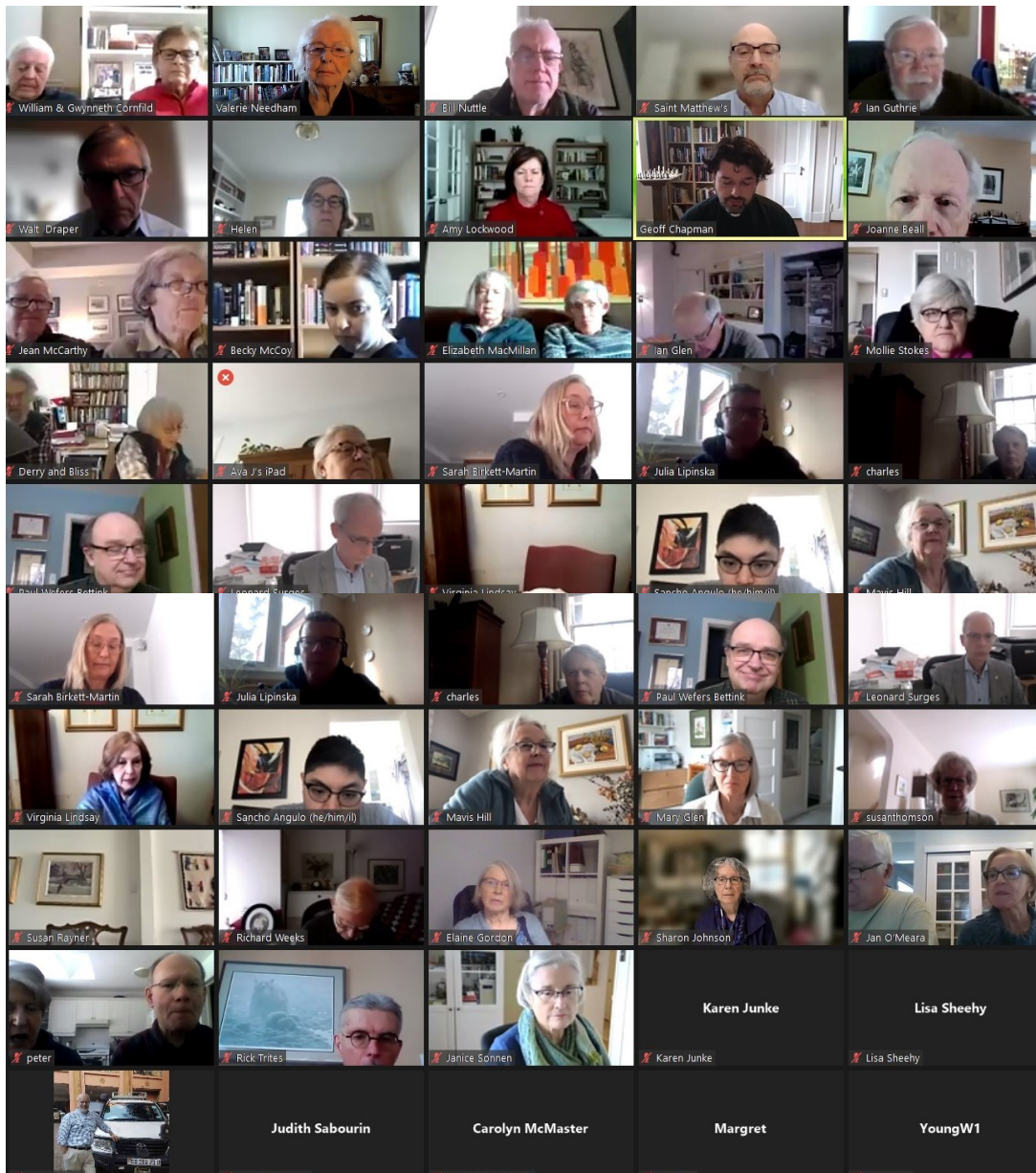
Meeting Documents

St. Matthew's Anglican Church

ANNUAL VESTRY MEETING

Sunday, February 26, 2023

Screenshot: Vestry , Sunday February 27, 2022, via Zoom



St. Matthew's Anglican Church 2022 Report to Vestry, February 26, 2023

St. Matthew's Annual Vestry Meeting
Sunday, February 26, 2023, Noon
In the Nave
Also viewable on Zoom

Agenda

1. **Welcome and Opening Prayer:** The Reverend Geoffrey Chapman
2. **Announcements:** Vestry Clerk appointment, Membership of Vestry
3. **Adoption of 2021 Vestry Minutes Motion:** *That this Vestry adopt the Minutes of the Annual Vestry Meeting held on Sunday, February 27, 2022, via Zoom.*
4. **2023 Business**
 - a) **Reception of Annual Reports Motion:**
i. That this Vestry receive the Annual Reports for 2022
 - b) **Adoption of 2022 Reviewed Financial Statements Motion:**
ii. That this Vestry receive the Reviewed 2022 Financial Statements.
5. **St. Matthew's after Covid:** The Reverend Geoffrey Chapman
6. **2023 Financial Plan**
 - a) **2023 Budget Presentation Motion:**
iii. That this Vestry adopt the 2023 Budget as presented.
 - b) **Withdrawal Authority from Consolidated Trust Fund Motion:**
iv. That this Vestry authorize Corporation to withdraw up to \$55,500 in 2023 from the Consolidated Trust Fund to pay for costed projects related to the maintenance of St. Matthew's building.
 - c) **Appointment of accountants for review Motion:**
v. That this Vestry appoint Parker Prins Lebano as the accountants to review St. Matthew's financial affairs for the fiscal year 2023 at a fee approved by the Corporation.
 - d) **Spending authority before a new budget Motion:**
vi. That this Vestry authorize the Corporation to approve spending in 2024, pending approval of the 2024 Budget at the 2024 meeting of Vestry.
7. **Appointments and Elections Motion:**
vii. That this Vestry approve the proposed nominations and take note of appointments by the Incumbent.
8. **Designation of Signing Officers Motion:**
viii. That this Vestry authorize any two of the following to sign as signing officers for St. Matthew's: The Rector, Treasurer, Rector's Warden, People's Warden and Deputy Wardens.
9. **Motion of Thanks Motion:**
ix. That this Vestry thank all those stepping down from their positions as Synod Members, Parish Council Representatives, Parish Officers and Committee Chairs.
10. **Closing Prayer:** The Reverend Geoffrey Chapman
11. **Adjournment Motion:** *That this Vestry be adjourned.*

**St. Matthew's Annual Vestry Meeting,
Sunday, February 27, 2022 @ 12:30 Via Zoom
Minutes**

1. **Welcome and Opening Prayer:** The Reverend Geoffrey Chapman lead the Zoom meeting in prayer.
2. **Announcements:** Jean McCarthy was appointed Vestry Clerk. Brian Effer explained rules of membership, how to check into the meeting as well as the Zoom rules for Vestry.
3. **Adoption of 2021 Vestry Minutes: *Moved by Jean McCarthy, Seconded by Peggy Nankivell***

Discussion

Motion: That the Vestry Minutes of February 28, 2021 be changed to include the following 3 paragraphs.

One correction to the minutes of the February 28, 2021 Vestry meeting, page 32, item #9, the wording should read as follows:

“Rev. Geoff stated discussion about the future of the Music Committee had begun before he arrived in April 2020. The intent of the motion is to consolidate the Music Committee within the Worship Committee and think about music through the Worship Committee. There will be a choir representative on the Committee and Committee discussions will include items related to choir, Altar Guild and liturgy. The Worship Committee will be part of ECPC and PC.

In response to questions, Rev. Geoff said a working group would be formed as needed for all tasks related to music which are not part of worship. If concerts would utilize the choir, it would be discussed at Worship in conjunction with the Director of Music and other Committees as needed. It was taken under advisement that the Terms of Reference of the Worship Committee will need to be reviewed given the change of committee structure.

Virginia Lindsay was thanked for her many years as committee chair.”

Moved by Julia Lipinska, Seconded by Heather Lewis

Motion: That this Vestry adopt the Minutes of the Annual Vestry Meeting held on Sunday, February 28, 2021, via Zoom, as amended above.

Motion Passed

4. **2022 Business**

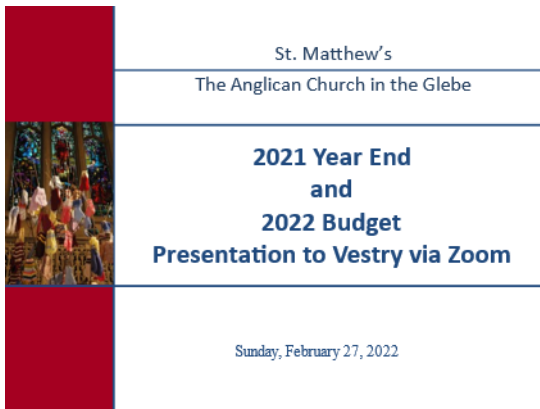
a) Reception of Annual Reports: *Moved by Jan O'Meara, Seconded by Leonard Surges*

No discussion.

Motion: That this Vestry receive the Annual Reports for 2021, including the Incumbent's Report and the Wardens' Report.

Motion Passed

b) Adoption of 2021 Reviewed Financial Statements: *moved by Amy Lockwood, Seconded by Walt Draper*



Thanks is extended to a supportive group involved in the financial management for St. Matthew's. The Vestry Report contains the details of the many people supporting contributions and financial management. Mentioning names runs the risk of omission.



Outline

1. Overview of 2021 Results
 - Fund Balances
 - 2021 Operating Fund Revenue and Expenses Highlights
 - Jubilee Motion from 2021 Vestry
2. 2022 Budget Plan

Today's presentation will be brief to respect the communication limitations using Zoom. Each section is followed by motions.

I have summarized the 2021 Financial Highlights as presented in the Financial Statements prepared by Parker Prins Lebano. The statements are included in the Vestry Package. This review will be followed with a presentation of the 2022 Budget.

Slide2



Fund Balances (Statement of Financial Position) as of December 31, 2021

OPERATING FUND	Current Assets- Cash, Receivables, HST	\$173,098
	Long Term Assets- Consolidated Trust Fund (CTF) (\$255,760) & Endowment Fund Transfer (\$1,212)	\$256,972
	Current Liabilities (Payables \$60,971; Deferred Revenue \$1,600 for Altar)	(\$62,571)
	Net Assets Operating Fund	\$367,499
ENDOWMENT (Diocese CTF)	Only Income can be spent (2021 - \$1,212 to Operating Fund CTF for reinvestment)	\$72,393
RESTRICTED Funds	▪ Nave Altar (No change in 2021)	\$5,192
	▪ Music Fund (\$5,775 added in 2021)	\$17,969
	▪ FACES (\$22,765 added - Auction & Donations)	\$24,833
	▪ GIFT (No change in 2021)	\$12,160
	TOTAL Restricted Funds	\$60,154

Slide3

This grid is a condensed version of the Statement of Financial Position included in Financial Statements. The primary focus of financial concern is the Operating Fund.

Results this year gratefully were similar to 2020. Our balance in the CTF is the highest it has been in many years thanks this year to gains in the market. Remember contributions made by Auction in both 2019 and 2020. The CTF exceeds \$250,000.

Increases in the Music Fund came from donations received directed to Music and deferred revenue directed to the organ from 2020.

Increases in the FACES Refugee support came from Donations and \$10,000 from the Auction.

Please note the online boutique and online auction generated over \$60,000 of income in 2021. This reflects the remarkable contribution of Peggy Nankivell and the Fund Raising Committee.



2021 Operating Fund Revenue and Expenses Highlights

Revenue Highlights

- ❖ **General Use Donations**— close to last year-
 - \$413,000 -Approximate 4% decrease compared to 2020
- ❖ **Rent – TELUS, Parking and some hall**
 - \$ 44,000 – Close to 2020
- ❖ **Fund Raising – Online Auction and Boutique**
 - \$10,000 added to FACES Fund
 - Over \$50,000 Revenue to Operating Fund
- ❖ **Unrealized Investment Gains**
 - \$24, 239 Non-cash increase in CTF investments

Slide 4

St. Matthew's Parishioners once again made December our biggest revenue month. General Use Donations were down approximately 4% compared to 2020.

Some Hall rental, TELUS and Parking continued at expected levels.

The online Auction and online Boutique contributed to St. Matthew's beyond what we see in the numbers. The outreach of the online boutique and auction reaches people, it's customers, much beyond the immediate St. Matthew's community.



Donations In-Kind

- In-Kind contributed goods:
 - ❑ 2021 \$51,626
 - ❑ 2020 \$35,232
- ❑ Donations for Online Boutique and Auction

Slide 5



2021 Operating Fund Revenue and Expenses Highlights

Expenses Highlights

- ❖ **Office & Building Maintenance Expenses** continued similar to 2020 – notable reduction in 2021 snow removal
- ❖ All staff paid for the full year with no reduction
- ❖ **Diocese Assessment reduced for one month** - Benefit included - Insurance, all lay staff, cost of priestly services, housing allowance and Parish Fair Share (Approx. \$37,000)
- **Year End surplus of \$37,788**
 - How ? - Multi factored— Revenue mix and reduction of one month assessment

Slide 1

Our expenses are always kept to the minimum. As we learned last year even though the church was closed, costs for the office and building continued. Items such as telephone charges, photocopier lease, boiler repairs, gas, electricity etc. are incurred whether the church is open or closed.

A remarkable story of 2020 and 2021 rests in the fact that **all personnel** were paid in full for the year.

The surplus cannot be attributed solely to results in Revenue or Expenses. Strong parishioner commitment, rental revenue and the extraordinary results of fund raising, unexpected market gains and one month of reduced Diocese Assessment contributed to the positive year-end result. Of note Parishioner donations and Fund Raising are directly dependent on St. Matthew's parishioners. The others can be considered as independent results - market gains and the Diocese forgiveness.

Jubilee Benefit – Payment to the Diocese

□ Vestry 2021 approved the following motion:

- **Motion:** That this Vestry adopt the 2021 Budget as presented, and that in the final quarter of 2021, the Finance and Stewardship Committees will recommend to Corporation a payment, if any, up to \$5,000, to the Diocese of Ottawa in consideration of the 2020 Jubilee Benefit.

- After Vestry last year the Diocese advised parishes thanks to the Government of Canada wage subsidy program there was no cost to the Diocese for this forgiveness
- Diocese has advised that parishes do not need to recognize any liability present or future for the forgiveness in 2020 or 2021

This leads us to a discussion about the Jubilee benefit.

Last year Vestry approved a motion to consider payment of up to \$5,000 to the Diocese recognizing the 2020 Jubilee forgiveness benefit.

Motion: That this Vestry receive the Reviewed 2021 Financial Statements.

Motion Passed

5. 2022 Financial Plan

a) 2022 Budget Presentation: *Moved by Walt Draper, Seconded by Amy Lockwood*

2022 Budget Context and Assumptions

Looking ahead to 2022 –

Improved outlook from last year

- A year of hope to return to “normal” . . .
 - Time required – not an “on-off switch”
- Personnel Expenses include cost-of-living increases
 - Impact of increases offset by Diocese forgiveness
- Strong position post COVID - two years of surpluses
- Budget is a shared Parishioner commitment
 - General Use Donations should rebound in 2022 lock step with a return to in person participation with our ministries and services

In a sentence the budget for 2022 is based on hope to renew, rebuild, and return. Parishioner revenue is the key support for all St. Matthew’s ministries. The budget recognizes that it will take time and effort to recover – at the same time recognizing we are doing this from a strong base.

St. Matthew’s is an extremely financially positive position looking ahead to 2022.

St. Matthew’s 2022 Planned Income

Item	Amount (\$000s)	Comments
Donations - General Use	\$449.0	2019 Actual \$467.0; 2020 Actual \$429.0; 2021 Actual \$413.0 \$36.0 increase over 2021
Donations - Designated Use	10.0	EXCLUDES Flow Through Specified Use: \$10.0 Donations – Altar, Maintenance, Other
Rental	45.0	TELUS Lease - \$18,000+, Parking Rentals and some hall rental – \$1.0 more than 2021 actual
Concerts and Music	1.3	Directed donations
Fund Raising	50.0	Auction 2021 Plus, Online Boutique; Auction will support FACES Outreach
From Music Fund	5.0	New Music Ministry for vocalists
Deferred 2021 Liturgical	1.6	
Cash Dividends	7.0	Cash Dividends of \$7,000. Note: Unrealized Gains not included because these gains do not generate cash receipts.
Total	568.9	

Now let’s look at our Income - The biggest income challenge is general use donations recovering in 2022. It is hoped that we can recover some of the revenue decrease from the previous two years. Of significant note is the planned 2022 Auction which would normally be the year for a live auction. More to come from Fund Raising as we move through the year.

In 2022, St. Matthew’s is introducing a chorister ministry taking the form of a scholarship for trained vocalists for signing duties, assisting with choir and various duties.

The budget exercise involves a review by the Finance and Stewardship Committees, review by Corporation and review by Parish Council. The Diocese assesses costs for the Equalized Cost of Priestly Services, Parish Fair Share, and Insurance.

Expenses closely follow 2021.

The RMA support work on the TELUS project and other projects related to capital improvements will be drawn down from the CTF on an as and when required basis.

Question: How much did Government subsidy support paying all staff?

Answer: When the Jubilee Benefit came in, the subsidy was reduced. Believe this was the Canada Wage Subsidy so there was a percentage of this.

Question: Has Parish considered using a percent of revenue for an Outreach program? This would show commitment of the Parish to Outreach.

Answer: Faces is an outreach program with this money going into helping refugees come into Canada. 10 percent of the Online Boutique goes to the Ottawa Food Bank. \$3,000 is in the budget for Harmony House.

Question: What percent of the Operating Fund goes into Outreach?

Answer: \$4,000 goes directly to Outreach. Please refer to the Annual Report where several Outreach Activities are listed. For example, 100% of the Marmalade sale proceeds go to Outreach.

Question and answer discussion was followed by a general discussion about Outreach and the Gift Campaign. The Gift Campaign, launched about 10 years ago, has about \$12,000 left to be used.

Question: Does Personnel cost still include a new Child and Youth Ministry Position?

Answer: Yes

Motion: That this Vestry adopt the 2022 Budget as presented.

Motion Passed

b) Withdrawal Authority from Consolidated Trust Fund: Moved by Bill Nuttle, Seconded by Bill Cornfield



Motions

> Budget 2022

Motion: That this Vestry adopt the 2022 Budget as presented.

> Withdrawal from Consolidated Trust Fund

Motion: That this Vestry authorize Corporation to withdraw up to \$40,000 in 2022 from the Consolidated Trust Fund to pay for costed projects related to the maintenance of St. Matthew's.

Slide 12

Bill Nuttle explained the request to withdraw funds from the Consolidated Trust Fund for extraordinary building repairs needs which were identified in engineering reports in 2018. The building needs more detailed engineering work and reports.

Question: Is this written report from the Property Committee?

Answer: Yes

Question: When withdrawing funds, is this an automatic step or must the request go through the Diocese?

Answer: There are certain steps and rules to withdrawing the funds. Funds are available once the church has gone through the steps.

Motion: That this Vestry authorize Corporation to withdraw up to \$40,000 in 2022 from the Consolidated Trust Fund to pay for costed projects related to the maintenance of St. Matthew's building.

Motion Passed

c) Appointment of accountants for review: *Moved by Walt Draper, Seconded by Amy Lockwood*



> **Appointment of accountants for review**

Motion: That this Vestry appoint Parker Prins Lebano as the accountants to review St. Matthew's financial affairs for the fiscal year 2022 at a fee approved by the Corporation.

> **Spending authority before a new budget**

Motion: That this Vestry authorize the Corporation to approve spending in 2023, pending approval of the 2023 Budget at the 2023 meeting of Vestry.

Motion: That this Vestry appoint Parker Prins Lebano as the accountants to review St. Matthew's financial affairs for the fiscal year 2022 at a fee approved by the Corporation.

Motion Passed

d) Spending authority before a new budget: *Moved by Walt Draper, Seconded by Amy Lockwood*

Motion: That this Vestry authorize the Corporation to approve spending in 2023, pending approval of the 2023 Budget at the 2023 meeting of Vestry.

Motion Passed

6. **Appointments and Elections:** *Moved by Helen Griffin, Seconded by Janice Sonnen*

Position appointed by the Rector:

2022 Rector's Warden

Rick Trites

1 year term

The following nominees have agreed to let their names stand for election at Vestry:

2022 People's Warden

Tom Barnes

2022 Deputy Wardens

Sancho Angulo

Val Needham

2022 Members of Synod

Val Needham

2 year term

Randi Goddard

1 year term

Charles Nixon

1 year term

Rick Trites

1 year term

2022 Alternate Synod Members

Tom Barnes

1 year term

Leonard Surges

1 year term

2022 Congregational Representatives to Parish Council

Becky McCoy

1 year term

Gillian Campbell

1 year term

Matthew Gregg

1 year term

Patrick Martin

1 year term

2022 Nominating Committee

Helen Griffin, Chair

1 year term

2022 Parish Officers Appointed by Corporation:

<i>Treasurer</i>	Amy Lockwood
<i>Contributions Coordinator</i>	Brian Effer
<i>Stewardship Officer</i>	Paul Wefers-Bettink

2022 Committee Chairs Appointed by Corporation:

<i>Finance</i>	Walt Draper
<i>Outreach</i>	To be appointed
<i>Christian Education</i>	Helen Griffin
<i>Property Coordinators</i>	Bill Nuttle and Bill Cornfield (Co-Chairs)
<i>Stewardship co-chair:</i>	Paul Wefers-Bettink
<i>Stewardship co-chair:</i>	Janice Sonnen
<i>Communications</i>	Jan O'Meara
<i>Fundraising</i>	Peggy Nankivell
<i>Worship</i>	Rev. Geoff Chapman with Cathy Simons as Lay Liaison

Members of Executive Committee of the Parish Council

Rector and Wardens

all Committee Chairs appointed by Corporation as previously listed

Congregational Representatives to Parish Council are also to attend all meetings of ECPC

Members of Parish Council

Rector and Wardens

all Parish Officers Appointed by Corporation as previously listed

all Synod Members and Alternate Synod Members

all Congregational Representatives to Parish Council

all Committee Chairs appointed by the Corporation as previously listed

leaders of other Parish committees and groups including: Altar Guild, Coffee Hour Hosts, Community Committee, Counters, Open Doors, Pastoral Care, Prayer Ministries, Servers, Sidespersons/Greeters, Welcoming Team.

Question: Should there be a lay liaison on the Worship committee? There is one on PPC Committee. Perhaps encourage the chair of the Worship Committee to think of having many different voices.

Motion: That this Vestry approve the proposed nominations and take note of appointments by the Incumbent and the Corporation.

Motion Passed

7. **Designation of Signing Officers: *Moved by Charles Nixon, Seconded by Brian Effer***

Question: Is there a need for an overlap of signing officers from the old year to the new?

Answer: There are still many signers that carry over from one council to the next so there is no need for any type of extra extension.

Motion: That this Vestry authorize any two of the following to sign as signing officers for St.

Matthew's: The Rector, Treasurer, Rector's Warden, People's Warden and Deputy Wardens for the period from February 28, 2022, to February 27, 2023.

Motion Passed

8. **Motion of Thanks: *Moved by Mary Glen, Seconded by Rick Trites***

Short thank you from Mary Glen to all those continuing in committee work. It is good to be together again!

Motion: That this Vestry thank all those stepping down from their positions as Synod

Members, Parish Council Representatives, Parish Officers and Committee Chairs.

Motion Passed

9. **Closing Prayers: The Reverend Geoffrey Chapman**

10 **Adjournment: *Moved by Tom Barnes.***

Motion: That this Vestry be adjourned.

Motion Passed

Respectfully submitted,

Jean McCarthy

March 2, 2022

ST. MATTHEW'S ANGLICAN CHURCH Budget: 2023

Vestry February 26, 2023

	2022 Actuals use Parker Prins Lebano Financials	2022 Actuals \$000s	2023 Budget \$000s	Comments on 2022 Actual and 2023 Budget/Plan Note: 2023 Budget uses a "Cash" approach for Per- sonnel Expenses
Revenue	Donations – General Use	\$451.6	\$460.0	2023 Budget Goal is to "return to 2019" (Actuals \$467.1)
	Donations – Designated Use	12.5	8.0	Budget 2023 includes estimate for specified donations for use by St. Matthew's; excludes "flow through"
	Rental and Other (Parish Events)	53.5	58.1	Budget 2023 increased 3% - includes Parking, TELUS lease, hall rentals & events donations
	Concerts & Music	5.2	7.5	Budget 2023 is an estimate of planned activities for first part of 2023 & other events later in the year
	Fund Raising	77.1	71.0	Budget 2023 includes Great Glebe Garage Sale, online auction and boutique, scarf sale
	Dividends from CTF	11.1	7.0	Budget 2023 is an estimate; actual depends on market
	Deferred 2022 Liturgical		1.0	Unable to complete linen repairs in 2022; Revenue deferred to 2023
	Music Fund Transfer to Operating Fund		5.0	Transfer to cost share choral scholars 50/50 – Estimated Total of Choral Scholars Cost \$10.0
	Nave Altar & GIFT Funds to be wound down		17.4	Nave Projects(s) Nave Fund \$5.2 Other Projects - GIFT \$12.2
	CTF Withdrawal		55.5	Estimated withdrawals to cover capital projects
Total		\$611.1	\$690.5	
Expenses	Building	72.5	77.0	Budget 2023 – Same budget as 2022; includes utilities, insurance, maintenance contracts and minor repairs.
	Music	11.8	20.5	Choral scholars \$10.0; Organ Maintenance \$5.0: Music, Musicians etc. \$5.5
	Fund Raising	2.5	2.0	Budget 2023 for miscellaneous expenses
	Personnel – costs for priestly services and all lay staff	363.3	294.6	2022 includes accrued Personnel costs
	Liturgical	4.9	5.0	Budget 2023 includes costs for flowers, supplies and linen and other repairs;
	Office	27.1	27.8	Budget 2023 – 3% increase over 2022
	Communications	5.8	5.0	Budget 2023 – includes web services, advertising, etc.
	Christian Education	2.3	6.5	Budget 2023 includes materials & Parish Events \$3.0
	Parish Fair Share	134.9	110.9	Diocese Assessment Formula – 2023 One-time Reduction \$24.0
	Outreach	16.0	10.7	Budget 2023 – Fund Raising beneficiaries; Pastoral Support
	Other Capital Projects	33.5	75.9	Projects completed for 2022 – Window, Boiler & Crypt Shelves. 2023 –Projects identified by Building Comm.
Total		\$674.6	\$635.9	
Surplus (Deficit)		(63.6)	54.6	Before Unrealized Losses on Consolidated Trust Fund
Non-Cash	CTF- Unrealized Gain/ (Loss)	(40.9)	-	2022 – "paper loss" ; 2023 – no loss or gain estimated
Surplus (Deficit)		(104.5)	54.6	