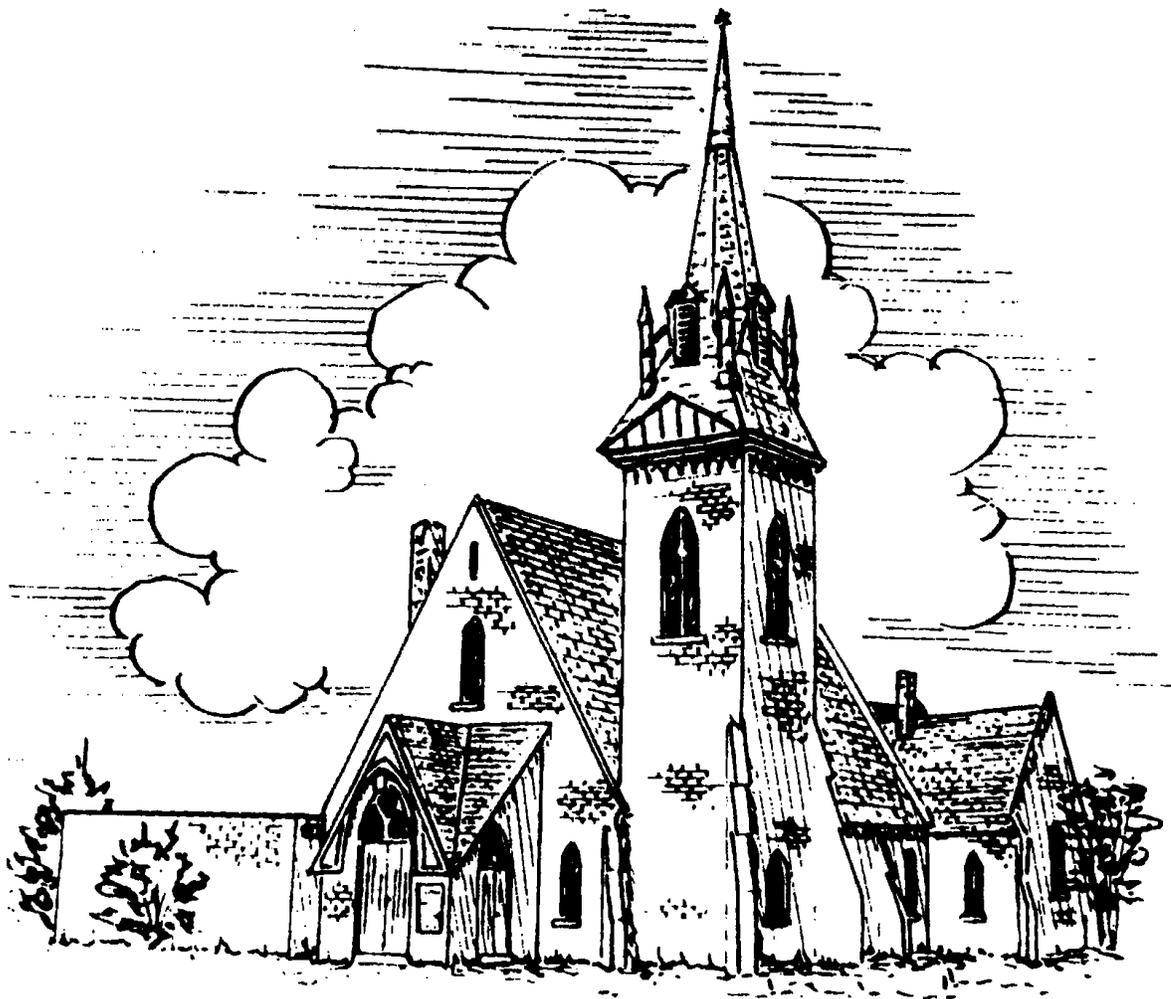


EMMANUEL ANGLICAN CHURCH

2017 VESTRY REPORT

ANNUAL VESTRY MEETING, FEBRUARY 25th, 2018



PARISH REGISTER FOR 2017

BAPTISMS

*We welcomed into Christ's flock
Mackenzie Lise Adam*

MARRIAGES

Julie Elizabeth Ridgen to Florin Tudor Padeanu

CELEBRATION OF LIFE

Muriel Barsoski
Betty Demers
Myrna Code
Cheryl Fraser
William (Bill) Moore
Randy Oake
Edna Snyder

Rest eternal grant unto them, O Lord, and let light perpetual shine upon them

**Minutes of the Annual Vestry Meeting of 2016
Emmanuel Anglican Church, Arnprior, Ontario
February 28, 2016**

The attendance sheet was circulated for all present to sign; thirty two parishioners of the Anglican Parish of Emmanuel Church, Arnprior were present.

Reverend Cathy McCaig, welcomed everyone and opened the meeting with a prayer.

Paula Wheeler was appointed Vestry Clerk.

Agenda

The agenda was confirmed

Minutes from 2016 Vestry Meeting

Jim Hall tabled a motion to adopt the previous minutes as presented; seconded by Rob Cross, carried.

Incumbent's Report

Reverend Cathy referred everyone to her written report.

Geoff Barnes tabled a motion to accept the report as presented, and seconded by Rob Cross.

Churchwarden's Report

Reverend Cathy referred everyone to the written report.

Geoff Barnes tabled a motion to accept the report as presented; second by Rob Cross, carried.

Parish Organization Reports

Geoff Barnes tabled a motion to accept the report as presented; seconded by Rob Cross, carried.

Gift Campaign

Al Graham noted he would like to see gift become a part of regular donations, for those used to giving money to this cause.

Treasurer's financial statements and Auditors' Report for 2016

Geoff Booth acknowledged Bonnie and Dave Laventure for all of her assistance, they will be stepping down from their position moving forward.

Geoff presented the financial statement page by page.

Diane Bresson gave a verbal report on the GIFT donations.

It was noted that fundraising is down in 2016.

It was noted that disbursements 2016 were approximately 2% more than in 2015.

It was noted that the biggest increase was the memorial fund from Marilyn Cavil, insurance money.

Discussed \$35,000 withheld in building fund for roof in spring 2017.

Donation of \$5000 to pay for dishwasher.

Charlotte noted on page 11, we get interest from trust fund, we can collect it, or leave it and let it grow our choice (we can expect growth)

Al Graham noted money that has been donated to help the Anglican Church in Kashechwan, what the criteria is of making that decision. Originally, Christmas gifts were sent (supplies) then became costly, and

limited to where they could be sent. Donation of funds were then set up to send. 2016 donations were \$110. Discussed decision making process for this, originally was for the church in Kashechewan, however that church may no longer be there. Rev. Cathy will check. Rob Cross suggested we donate to somewhere else to get that amount off our books, we are not sure if they were anonymous donations, will confirm.

Al Graham motioned and seconded to check Kashechewan fund, and that Parish Council will discuss this donation at the next Parish Council Meeting March 9th.

Geoff Booth tabled a motion to approve the Financial Statements as presented; seconded by Cec Goold; carried.

Budget for 2017

Geoff Booth presented the budget page by page referred people to pages 13-15 of the budget report. Discussed ECOPS breakdown.

Geoff Booth tabled a motion to approve the budget as presented; seconded by Geoff Barnes; carried.

Nominations

It was noted that Charlotte Leitch will step down as Rector's Warden. In need of a Synod Delegate, (Dick Hunter is alternate.) Rev. Cathy thanked Charlotte for her contribution as Warden. Rob Cross on behalf of himself thanked Charlotte. Charlotte also spoke thanks.

Nominating Report – Wardens: Rector's Geoff Barnes, People's Diane Bresson

Treasurer: Geoff Booth

Synod Delegates: Diane Bresson (Alternate- Dick Hunter) (Diane to talk to Donna Toole)

Property: Cec Goold

Members at Large: Donna Toole

All Appointed

Motion was made by Al Graham, seconded by Hal Leitch for corporation to decide at next Parish Council March 9th.

Ratification of Lay Assistants: Joan Wahay, Liz Barnes, Jim Hall, Wayne Mossman, Barb Still, Charlotte Leitch, Rob Cross, Cec Goold, Al Graham

Motioned by Linda Buttle, seconded by Lorraine Sly.

Reports from Other Parish Organizations

Reverend Cathy referred everyone to the written reports and asked if there were any comments? No comments.

Linda Buttle motioned to accept the "Reports from Parish Organizations"; seconded by Rob Cross; carried.

Approval of Auditors

Bonnie and Dave Laventure retiring from being Parish Auditors. Rev. Cathy and Geoff Booth discussed criteria for this position. Geoff suggested we look into cost of an outside law firm to audit. Other option is we can have 2 parish lay people instead.

Diane Bresson discussed grants, we have no way of knowing ahead of time if we will get the grant approval. We did not get the last grant we applied for (Trillium Grant). Jim Hall asked if we have the option of using the Diocese accountant. Geoff Booth noted that would not be a good idea as there are many churches that may want to use the Diocese then.

Decided by the congregation to ask the Diocese for amount coming from trust fund if needed. (Geoff Booth mentioned we can do this on our own)

Diane Bresson motioned Parish adopt suggestion of approving 2 lay people as auditors. Nominated Cec Goold, and Rob Cross. Diane Bresson moved, and Linda Buttle seconded, all in favor.

Approval of Signing Officers

Signing officers will be Geoff Barnes, Geoff Booth, and Rev. Cathy, with two signatures required;
Moved by Diane Bresson and seconded by Jim Hall; carried.

Other Business

Future of the Church

Rev. Cathy discussed – future of our church. Discussed trend numbers in parishioners has gone down. As is the case in other churches in this area. Discussed possible merger of parishes with other churches in the area. Our parish is not ready at the present time, however may need to look at it further in 1-2 years.

Adjournment

Al Graham motioned to adjourn the meeting; seconded by Jim Hall; carried.

Reverend Cathy adjourned the meeting at 12:15 p.m. and closed with a prayer.

- Respectfully submitted by Paula Wheeler

WHAT IS A VESTRY MEETING?

Some have asked what to expect at a Vestry Meeting. It is helpful to know what it is and what it is not. The Annual Vestry must be held by Canon law and take place by early March. It is also a legal requirement under Civil Law for churches and institutions that have a registration number with Revenue Canada as a non-profit organization that can issue receipts for tax purposes. The Vestry receives its name from the fact that the meetings were once held in the Vestry room where the clergy robe. The purpose of the Annual Vestry is to receive audited financial reports from all organizations as well as other reports, to review the annual Parish Financial Statement, to approve the Budget for the next year, and to elect the parish office holders required by the Canons. These officers are the People's Warden and the Members of Synod. Vestry also approves the Auditors. (The Rector's Warden is appointed by the Rector, but there is no difference between the two Wardens in terms of loyalty or authority and they must always agree and act together.) The Rector and the Wardens, called the Corporation, are the officers with legal standing to represent the parish and do its business. Members of Synod attend Synod meetings as they are called. However, they also participate with the Wardens in the process of selecting a new Incumbent if there is a vacancy. All are members of Parish Council. The Wardens are responsible for all financial matters and appoint a Treasurer to assist and advise them. This is not an elected position.

The various other officers, chairs, etc. who lead parish groups or manage parish activities are not elected by Vestry. This would include Altar Guild president, ACW president, Sunday school coordinator, and many others. These positions are appointed as necessary, usually within the organizations themselves or by the Rector and Wardens. These offices do not require Vestry approval. The Canons do not set requirements for Parish Council and parishes may decide how best to set and maintain its membership for their needs. A "Special Vestry" may be called if a parish decision is required, but only one item may be permitted to be on the agenda.

The Annual Vestry meeting is called to deal with the "temporalities" of the parish, which means the things pertaining to property, finances, programmes, priorities, etc. It does not deal with spiritual or theological matters. Worship, liturgy, beliefs, preaching, music, etc. or issues related to these things are not legislated by Vestry and are out of order as Motions, although the Incumbent may consult Vestry or Parish Council as needed. In our Diocese, these items are under the purview of the Incumbent. Strictly speaking, the Annual Vestry is a business meeting and rules of order and proper procedures must be followed. The Minutes of Vestry become a permanent record and reference.

There is a feeling or expectation by some that Vestries should be opportunities to raise concerns or issues or to express views in public without notice. This may have been done in the past when there was no other forum, but now we have Parish Council and the Corporation may be approached at other times.

**RECTOR'S REPORT
REPORT OF THE INCUMBENT**

For the year 2017

Report of the Incumbent

This past year we came to the harsh realization that we are an aging congregation.

2017 saw many changes at Emmanuel. Several members passed away and still others moved into long term care residences, either locally or near family members.

This has resulted in a somewhat significant drop in weekly attendance.

Despite this, we began the year with a small balance, and ended it with a small deficit.

While we grapple with an income decrease, our expenses increased.

Yet the ministry of the parish continued to be strong. Last year we ended our one year commitment to our first Syrian refugee family, and in July we welcomed a mother and daughter from Iran.

In February 2017, some of our members met with members from St. George's Fitzroy Harbour, St. Mark's Pakenham and St. John's Antrim, and St. John's Evangelical Lutheran Church. We spent the morning discussing common problems and possible solutions. From that meeting we formed a small Conversations Group consisting of members of all churches to share ideas and discuss future possibilities of collaboration.

Out of these discussions our Lenten Study included members from St. George's Fitzroy Harbour, was held in Woodlawn and Emmanuel. Members of the parish of Fitzroy Harbour also joined with Emmanuel to sponsor our refugee family from Iran.

In September, members from Pakenham, Emmanuel, and Fitzroy Harbour parishes met to learn more about leading Morning Prayer from the Book of Alternative Services. Pulpit switches also came out of this committee.

This work continues, and solutions to parishes with dwindling, aging congregations are discussed. We have made progress, but it moves slowly.

We, as a parish are faced with these same issues. We are faced, then, with several possibilities. We could:

- Cut back on expenses, and spending;
- Find ways of increasing attendance and therefore ministry and finances;
- Increase finances by using our resources (for example the Carlton Reid Hall) available to us;
- Do a combination of all of the above.

At the same time, we have to acknowledge the fact that this trend is happening in churches everywhere, regardless of denominations or locations. Because of this we need to proactively examine our future and find ways to address it. Our Cluster conversation committee is doing that.

We are part of a larger diocese, who has offered resources to help any parish looking to improve their situation. The School for Parish Development is one of those options, which gives us time and opportunity to get the tools necessary, discern what would be the best option for the people of God here at Emmanuel. I hope we can send two lay members next year.

It has been a joy and pleasure to serve you. If you have a pastoral need or concern, please feel free to drop into the office.

I look forward to working with you to explore new ways of loving and serving the world God loves.

Respectfully Submitted,
Reverend Cathy McCaig

WARDEN'S REPORT TO VESTRY 2017

Again in 2017 we must count ourselves blessed to participate in the life of Emmanuel; in the fellowship of its worship, ministries, workshops, events and social activities.

In our report to Vestry this year we want to particularly highlight and give thanks to all who contribute so much to the ministries and life of our parish. In no particular order, they are; the Anglican Church Women, Pastoral Care team, the Alter Guild, our Organist & Choir, Readers, Intercessors, Lay Assistants, Greeters, Servers, Counters, Synod Members, Coffee Hour Enablers, the Emmanuel Men, our PWRF Representative, Refugee Committee Members, our Treasurer, Office Manager and Property Management Team.

Finances

By the grace of God we are still a very healthy Church. We ended 2016 with a significant deficit. This year we finished with a very small deficit (-\$105.00).

Fundraising has undeniably become the way in which we meet our financial commitments. The achievement this year (2017) of a near balance of our books was only possible due to the very substantial contributions from fundraising (net \$7,789) and the ACW (\$7,500)

In 2018, as a parish, we will, through our new stewardship endeavour, explore ways to address the imbalance between offerings and expenses.

Remember we are an aging parish and were it not for the dedication, generosity and talents of our parishioners we would not be as successful as we have been. Thank you to all who, without complaint and selfishness, offer their "time, talents and money". We hear the laughter and camaraderie of volunteers as they work at various functions and love to see the fellowship that goes on. We are truly a Church family.

Parish Education

Two workshops were held this year. The first 'Unbinding the Gospel' was led by Reverend Cathy and the second 'Forgiveness' was led by Reverend Cathy and Reverend Hilary Murray. Each was held over six weeks.

Unbinding the Gospel was a study into real life evangelism where the approach taken was that a greater percentage of people in congregations needed to pray together, share faith experiences and willingly share this with their community. In doing so they were able to achieve healthier and stronger Churches. This was by no means an easy concept to grasp and our group often struggled with some of the content. The most predominant message was that prayer, individual or by group, and deepening spiritual relationships motivate people to evangelism.

'Forgiveness' and was based on the stages and pitfalls one can experience while struggling to be able to forgive. This workshop was very informative and at times deep, discussions evolved. It felt as though we all walked away with a greater appreciation and understanding of how complex and sensitive the process of forgiveness can be, if we can forgive at all.

Synod

The 136th Session of Diocesan Synod was held November 2 to 4th in Ottawa. The theme this year was "The Church of Christ in Every Age". Our Synod members Rob Cross and Diane Bresson, along with Reverend Cathy attended. As reported by our members the message was clear; we all need to look at renewing our faith, to see the church not as a building but each of us as a stone building up the Church, to take our faith to the community and do God's work as he had willed us; to feed the poor, shelter the homeless, help all in need, and take risks. Our actions may not make the front page of a newspaper but every little action has a profound impact on someone's life.

Refugee Families

This year with the first family well-established, Project Arnprior Welcome completed the process of sponsoring the second family. This smaller family, a mother and her teen-aged daughter arrived in Arnprior this summer.

They are from Iran, speak Farsi, are educated and the mother is a hair-dresser and owned her own business in Iran. They came to us from Ankara, Turkey and could not return to their home country because of fear for their safety. On arrival a support team welcomed and is helping them to settle into a new, safe and prosperous life.

We would not have been able to do this important work without the help of the Refugee Office at the Anglican Diocese of Ottawa and we are grateful for their ongoing expert support.

Interparish Cooperation

As part of "Embracing God's Future", last November, an initial workshop on the future of the Arnprior and Lanark Deaneries was held at St. James's in Carleton place. A follow up workshop was held in Arnprior in February with the parishes of St. Thomas Woodlawn, St. George's Fitzroy, St. Mark's Pakenham, St. John's Lutheran Church and Emmanuel to discuss further how our parishes can work together to build our connectedness with one another. It was decided a committee would be formed. It was decided to have two members of each of the fore mentioned parishes be part of a sub-committee to meet as per an arranged schedule to ensure communications and or actions be taken to further develop partnerships. Feel free to attend one of their services or offer an invitation to an event. The more we get to know each other the more ways we may find to help each other.

Outreach

This year our community outreach totaled \$3,188. We supported The Fountain, the Arnprior Food Bank, five places at the town's Camp Wanago and the Christian Children's fund.

Things to Thankful for

We have much to be thankful for at Emmanuel. In comparison to other parishes within the Deanery, we have one of the best maintained churches, a fulltime incumbent doing three services a week a very active and wonderful volunteer base. Thank you to all for your support to Emmanuel, for your dedication, generosity and talents and especially to Reverend Cathy for her support of and patience with her wardens.

Respectfully submitted,
Diane Bresson, People's Warden
Geoff Barnes, Rector's Warden

WORSHIP

ORGANIST/CHOIR DIRECTOR

The choir continued its tradition of leading the singing at the weekly 10 am Sunday Eucharist and other feast days.

Membership remained stable this year, but in December we were all saddened by the passing of our long time faithful member Edna Snyder.

We have had discussion during the year concerning choice of hymns. We encourage feedback from the congregation. If you have favorite hymns please note them and give it to Cathy or I and we will do our best to include them in Sunday worship.

Please join us if you enjoy singing. Practices are on Wednesdays at 7:15pm

Respectfully,
Dick Hunter

ALTAR GUILD

Annual Report of Emmanuel Altar Guild for 2017 Vestry

January of 2017 found your Altar Guild teams of members working their regular weekly schedules of preparing the altar area for weekly and Sunday Eucharist, plus de-decorating the church following the Christmas season. We now have 5 teams (**and yes, some are still 'a team of one person'**). The fifth team works the fifth Sundays, which occur during the year. Welcome Jim and Carla Hall.

February, with 4 Sundays was addressed by the initial four teams with no extra events to prepare for—just 2 Eucharist's on Sunday and one on Thursdays—and thank-you to Liz Barnes and Barb Still for attending to duties for all the Thursday Eucharist's.

March began with Ash Wednesday on the first day of the month—an additional 2 services, added to our regular duties.

April brought Holy Week with Maundy Thursday, Good Friday-Decorating for Easter Day and Sunrise Service on Easter Sunday—all with Eucharist's, sometimes two or three on the same day. We are so blessed

to have a wonderful 'laundress: Freda Jump', who keeps the pacificators and all other altar linens, crisp and clean—all the time—with a little help from other members when she needs it. And April had 5 Sundays!

May was a less busy month with, again the weekly teams (**there are 2 'solo' teams**) attending to altar guild business.

June was a similar month of 4 Sundays and few extra church services.

July with 5 Sundays saw all teams in action—with only 1 service per Sunday, to set up for.

Again, only 1 service per Sunday was the requirement for the 4 Sundays in August.

September brought the return of 2 services per Sunday and the regular Thursday morning service for this month's 4 weeks. September also found one of our conveners attending the uplifting Diocesan Altar Guild Annual meeting at Christ Church Cathedral.

October brought decoration for Harvest Service as well as 5 Sundays and 4 Thursdays. Again all teams (**yes, two of these teams could use some extra help**) without fail, performed their tasks, reverently and well.

November breezed by with the usual—four Sundays and four Thursdays—and pre-planning for rapidly approaching Advent (thank-you to Wayne Mossman—the Advent Candle Man) and Christmas services—and thank-you to our Flower Convenors, Diane Bressosn and Helen Hall, for remembering to order the garland, ----- and before we knew it---

December arrived—this year with 5 Sundays and Decorating for Christmas—and three services at Christmas—many thanks to Liz and Geoff Barnes, Jack McCuaig, Charlotte Leitch and Jim (awesome tree purchaser) and Carla Hall, Our 2017 Christmas Decorating –and De-decorating group. Freda Jump and Helen Hall appreciated your help.

A final grateful thanks to—Rev. Cathy, for your wholehearted acceptance of our efforts,

and to Cec Good, who keeps all those chancel candles in excellent working condition.

To Team #1-Cec and Gloria Gould and Liz Barnes

Team #2-Freda Jump, Helen Hall, Carla Hall, and Carol Ann Blandford

Team #3-Charlotte Leitch, Allan and Dorcas Murphy (Charlotte **could use help here, with setting up Sundays and extra services during her duty-week**)

Team#4-Diane Bresson (**This is the other solo team—you could help here**)

Team #5-Jim and Carla Hall – and Thursday mornings...Liz Barnes and Barb Still

Thank you, and God Bless—

And, to our fellow parishioners—many thank you's for the memorial flowers' donations throughout the year, for particular Sundays, and at Christmas, Easter and Harvest Thanksgiving times.

Volunteering, in this manner, at Emmanuel, is a true blessing and we are fortunate to, with the Grace of God, be able to perform this service. You can do it too.

Respectfully submitted by,
Freda Jump and Helen Hall---Co-Convenors.

SERVING OTHERS

FIRST RESPONSE

A First Response Team member continues to be available every Sunday to assist anyone in difficulty.

2018 members are:

Elva Brohart, Wayne Mossman, Donna Toole, Barb Smith

PASTORAL CARE

The members of the Pastoral Care team continue to make regular visits to the Hospital, the Grove, Island View, the Villa and individuals confined to their homes.

Also team members assist with Eucharist services held once a month at the Grove, Island View and at the Villa as well as at funerals held at the church.

Please note that it is really important to notify the office of a need of a visit by Rev. Cathy or P.C. Member- especially in the case of someone in hospital as hospital personnel do not pass on that information to us.

Respectfully submitted,
Liz Barnes

ANGLICAN CHURCH WOMEN

Our ACW consists of approximately 18 active members but all women are considered part of the ACW. 2017 began with the Pancake Supper which was one of the biggest in numbers who attended! In the spring, several ladies took upon the job of making fruit pies to sell. To celebrate Canada's 150th we had a Tulip Tea, all decorated in red and white. In the fall, the ladies again make meat pies which were all a great success! The fall also saw us doing a very profitable Nygard fashion show which was lots of fun, and we had a full house! At this time we were also planning our Christmas Bazaar and Tea which was "Jingle Bells". We ladies keep very busy and help with the Church budget. Take note in the Financial Report!! Thank you!

Lianne Ray
President

STEWARDSHIP

Buildings and Property

The overall condition of our Church from a maintenance, appearance and operational perspective is in pretty good shape, thanks to the efforts of our Custodian Wayne Mossman who takes personal pride in his efforts to a high standard of maintenance, and the dedication of several of our Emmanuel Church Men who perform the several tasks necessary every fall and spring season.

The Altar window has for some time been a concern owing to general degradation, which, based on an inspection by personnel from Northern Glass was likely caused by excessive heat, caused by a lack of ventilation. However while a concern the stained glass was determined to be relatively stable, but did require improved ventilation. This was accomplished by replacing the old plastic protection with Lexan sheets and much improved ventilation.

After replacing the windows in the Guild room it became very obvious the room required painting, once again the Church men came to the rescue and after two coats of paint the room became much more presentable for use as a meeting room, nursery or whatever other functions dictated by our various activities.

Our objective is to maintain a safe and comfortable environment for our parishioners and others who use our facilities. To this end we are currently reviewing the Church entrance, particularly the vestibule area, hoping to improve the overall appearance and potentially provide much needed heat in the winter.

The Church Rectory which has been occupied by the same tenants for the past couple of years is also in reasonably good shape owing to the several upgrades made three years ago. However owing to damage done to the air conditioner unit outside the building by undetermined sources had to be replaced.

Respectively submitted Cec Goold

