



St. Jude's Anglican Church, Annual Vestry Meeting
Sunday, February 25, 2024

Attendees: Canon David Anderson Priest-in-Charge and Chair. Establishment of eligible voting members as per Canon 41(a). It is confirmed that 75 participants were eligible to vote.

1. Call to Order and Opening Prayer: The meeting was called to order by Canon David. He reviewed eligibility requirements and meeting procedures before opening with a prayer.

2. Appointment of Vestry Clerk (Canon David Anderson) – Judy McCracken was appointed as Vestry Clerk for 2024-25.

3. Approval of Minutes of 2023

MOVED by Judy McCracken and SECONDED by Sally McFadyen THAT the minutes of the Special Vestry Meeting of Sunday, February 5, 2023, AND of the Annual Vestry Meeting of Sunday, February 26, 2023, now be approved. Carried.

4. Report of the Corporation (Churchwardens and Priest-in-Charge)

The Corporation has several responsibilities for the administration of the parish. In 2023 these included: reception and approval of the audited financial statements and auditor's reports; acting as signing officers on behalf of the parish; establishing and extending various employment contracts of parish employees and officeholders; acting on several property matters on the advice of the Property Committee including approval of various actions and change orders for the roof and kitchen projects within the scope of approvals received from vestry, synod, and bishop.

MOVED by Cheryl Hudson and SECONDED by Sally McFadyen THAT the report of Corporation now be received and that all actions of the Corporation on behalf of the parish now be approved. Carried.

5. Financial Matters

a. Reception of Financial Reports for 2023 (Nick Choules-Burbidge)

The very detailed and thorough annual report of the Treasurer was circulated prior to Vestry. It was noted that the main reason for the deficits is the declining level of identifiable financial support contributed by parishioners which is highlighted in the graph titled Contributing Parish Households. St. Jude's had faced a deficit of \$73,000 at the end of 2023.

MOVED by Cheryl Hudson and SECONDED by Nick Choules-Burbidge THAT the Annual Financial Reports for 2023 be received.

Discussion took place and it was agreed that in future the Audited statements should be circulated prior to Vestry.

MOVED BY Nick Choules-Burbidge, seconded by Tony Denning that after appropriate exploration of a possible change, Corporation can appoint a new auditor if this decision is made. Carried.

The 2024 budget was presented and it is hoped that that we can revert to paying our way annually without dipping into accumulated reserves to finance regular operating expenses. To do so we need to raise \$773,000 from parishioners in 2024.

MOVED by Sally McFadyen and SECONDED by Nick Choules-Burbidge THAT the proposed budget for 2024 be approved.

MOVED by Tony Denning, seconded by Cheryl Hudson that a mid-year financial review be presented to parishioners no later than September.

Canon David noted that a lot of work needs to be done through Stewardship and fundraising and he thanked the many generous donors who continue to contribute regularly.

c. Capital Plan for 2024 (Nick Choules-Burbidge)

Three items over \$25K each are planned in 2024: Vicarage window replacement, Church sound system upgrades, Build out of additional washrooms. Explanations were provided for why these projects are necessary.

MOVED by Sally McFadyen and SECONDED by Nick Choules-Burbidge THAT the proposed Capital Plan be received.

d. Proposal for restructuring trust funds

St. Jude's accumulated reserves are informally divided into 6 funds. For several years each fund has been earmarked for specific projects or capital expenses. These 6 funds are: Memorial Garden Fund, Heritage Fund, Foundation Fund, Endowment Fund, General Fund, Music Development Fund. A plan is being considered to simplify this structure so that there are 3 buckets: Parish Buildings and Garden Fund, General Trust Fund, Music Development Fund. Discussion took place.

6. Nominations and election of Parish Council:

1. Churchwarden (one to be elected) (ex-officio to Parish Council). Nominee: Sally McFadyen.
2. Deputy Churchwarden (one to be elected) (ex-officio to Parish Council). Nominee: Kevin Coleman.
3. Lay Delegate to Synod (one to be elected for a two-year term) (ex-officio to Parish Council)
Nominee: Dave Haslett.
(Note: Robert Clarence and David Macmillan continue in the second year of a two-year term.)
4. Alternate Delegate to Synod (ex-officio to Parish Council). Nominee: Nancy Harris.
5. Youth Delegate to Synod (ex-officio to Parish Council): Nominees must be between sixteen and twenty-three years of age.

There being no further nominations from the floor, the above nominees were acclaimed.

APPOINTMENTS

1. Churchwarden (One to be appointed by Priest-in-Charge) (Ex-officio to Parish Council)
Appointee: Cheryl Hudson.
2. Deputy Churchwarden (One to be appointed by Priest-in-Charge) (Ex-officio to Parish Council) Appointee: Nancy Coombs.
3. Treasurer (One to be appointed by Corporation) (Ex-officio to Parish Council)
Appointee: Nick Choules-Burbidge.
4. Vestry Clerk (One to be appointed by Corporation) Appointee: Judy McCracken.
5. Parish Council (Priest-in-Charge may appoint to Parish Council as many members as the Vestry elects).

The Priest-in-Charge reserves the right to make future appointments. The Priest-in-Charge will appoint a member to represent Justice and Servant Ministries.

7. Other Business

a. Approval of plan to replace windows in the Vicarage (Robert Clarence)

MOVED by Robert Clarence and SECONDED by Rob Doyle THAT the plans presented to the meeting by the Corporation for the replacement of the windows in the Vicarage be approved; that the total cost of the project of \$59,000 including HST, be approved, and that the project be funded by the proceeds of a donation already received in the amount of \$44,585, an estimated HST rebate of \$4,650, and the balance to be funded by using Heritage Trust funds. Carried.

b. Approval of Ministry Reports as printed

A detailed report re parish ministries was circulated prior to Vesty.

MOVED by Sally McFadyen and SECONDED by Cheryl Hudson THAT Ministry Reports as printed be approved. Carried.

c. Authorization of Corporation to Enter into Site User Agreements (Robert Clarence)

**MOVED by Cheryl Hudson and SECONDED by Sally McFadyen THAT this Vestry authorizes the Incumbent and Churchwardens to consider and, if they deem it advisable, to approve leases, licenses, or space agreements of less than three years inclusive of all renewals;
AND THAT this authorization shall extend only to agreements that include the following provisions:**

☑ That the agreement may be terminated by Name of Church upon sixty days notice;

☑ The lessee or licensee shall provide proof of liability insurance;

AND THAT if there is any conflict between this resolution and any authorization or approval resulting from it, and the Canons of the Diocese of Niagara, it is understood that the Canons shall prevail.

Carried.

d. Canon David advised that the position of Childrens' and Youth Ministry Coordinator has now been filled. The successful candidate will begin in two to three weeks, and programming will begin a couple of weeks later.

8. Prayer, Doxology and Blessing (Canon David Anderson)

Canon David thanked all who submitted reports, all parishioners involved, lunch providers and helpers. He acknowledged that there is a lot of work to be done and that God has blessed St. Jude's. The meeting closed with a prayer and the Doxology.

9. Adjournment: This Vestry Meeting adjourned at 2:00 pm.