

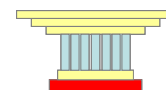
7 Nov 2017 Minutes - SMM Church Committee #8

PRESENT: Moses Kajoba (Chair), Rev. Wilmer Toyoken, Terry & Marg Cutforth, Grace Wandag, Judith Carling, Brigitte Castro, & Greg Tatchell (Secretary).

CC#8 Minutes (19 Sept 2017) – MSC'd by Grace & Terry.

1. **Minister's Report** – a very detailed report (see p. 4), full of accomplishments, with particular focus on Children & Youth Ministry, 2017 ASA over 100, and the Advent & Christmas services.
 - For this agenda item, Padi included agenda item #2, the 2018 Sunday School grant:
 - *Post Meeting: the day after our Tuesday meeting, a letter arrived in the mail from Ruth Monette, advising SMM of the 2018 Sunday School grant. The \$6,800 grant came with a caveat, that SMM match it with \$3,200. The 2018 budget for the 5-Dec Church Committee meeting will be crafted accordingly.*
2. **Building Report** – Terry has had a very busy six weeks.
 1. Built an entrance-way covering for the Day Care; a big difference.
 2. An example of three days work that people never see; a copper pipe pin-prick plumbing leak eventually discovered inside a wall in the Mission (with Padi's assistance).
 3. Also found time to fix a leak in the kitchen ceiling, fix stove after Thanksgiving feeding of 630, replace all the fire extinguishers (every ten years), cleaning the gutters, and bringing in salt for the winter. Whew, time for a holiday (says the Secretary, not TC!).
3. **Meal Ministry** – the annual Thanksgiving Turkey Hot Meal was a great success, with numbers up to 630 this year (including volunteers), well above the 440 from last year.
 - Missed during the meeting: 2018 will be the 10th Anniversary of working with the Dream Team on this annual Thanksgiving Meal. While just a gleam in the organizers eyes at this time, there was much talk about how to commemorate this next year.
 - There was some talk about the lack of DeMolay youth participation. It was suggested that this might be resurrected late next year when one of our members resumes active participation in the order.
4. **ACW Report** : the big news; the ACW now has \$7,500 on the Balance Sheet; big news indeed!
 1. The ACW held a Bazaar in October, raising over \$300, with pledges still coming in.
 2. A Pancake breakfast will be held on Sunday November 19th.
 3. The ACW is now providing the coffee, condiments and snacks for Sunday in the Hall.
5. **MBSM**
 1. Great news in terms of leadership development; Pilong will be attending the Parish Development School in 2018 (the 2018 Budget to reflect this).
 2. SMM & St. Mary's Sapperton's men's groups to have a joint fellowship in the fireside room.
6. **Rental Committee** – the M-Tu-Wed dance group, long time renters at St. Mike's, would like to add more time starting in January.
 1. As part of this expansion, Santiago would like to improve the Hall entrance and stairs.
 2. Terry met with him during the meeting, and gave his approval to proceed, with the proviso that Terry has to approve any changes before they can be implemented.
 3. BC to arrange a meeting between Santiago & the Rental Committee to update the contract.





7. Finance Committee

1. **Signing Authority:** – MSC'd by Greg & Judith that a fourth signing authority be added for the two church accounts at RBC (Broadway & Cambie). The People's Warden, James Baldo, will be added to the three signing authorities that have been in place for the last ten years (Moses Kajoba, Rectors Warden; Brigette Castro, Associate Peoples Warden, and Greg Tatchell, Treasurer).
2. **YE Finance Committee Report** – an early draft of this report was reviewed, with particular emphasis on the three red letter warnings, to guide the budget process, as follows:

- There is some concern that we will not achieve #3 in 2018.

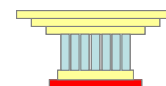
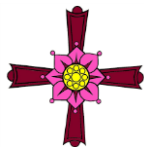
3. Givings Cover the Assessments + Priest's Salary – achieved in 2014.

Financially speaking, 2017 was a very successful year, as we finished off the last of our scheduled capital projects (\$12,000+ for the organ), and reached our \$200,000 objective for the Whittaker Strategic Fund.

- 2018, by comparison, as we have anticipated for several years, is going to be a real challenge, financially.
- The primary reason for this is the lack of interest income; in both 2017 & 2019, interest income will be over \$8,000. In 2018, there will be none.
- The Finance Committee & the Church Committee will have to manage cash flow very carefully, beginning Jan. 1st, if St. Michael's hopes to achieve its objective of a 12th year in the black. In 2018, discretionary spending will need to be severely limited.

3. **Financial Statements** - Income Statement & Balance Sheets to 24 October were reviewed. Looking very good for year end. The treasurer also explained the process by which our accountant applies the Diocesan Grant, and then the payout of the Grant, to the child/youth coordinator. They both appear in *Line 5525* of the Income Statement, along with regular Sunday School expenses. The net of these three (grant, wages, expenses) is what appears on *Line 5525*.
4. **2018 Budget** – New budgets are usually introduced at our *Nov* Church Council meetings. However, with new Assessment calculations (introduced at the 2016 Synod), the 2018 number has not yet been finalized. While mostly done, the 2018 Budget will be seen instead at the *Dec* meeting, once the new Assessment has been authorized by the Finance Committee (on 4 Dec).
5. **Whittaker Strategic Reserve** – a champagne worthy event. As finalized by our auditor on Nov 3rd, the authorized Balance Sheet (reviewed at this evenings CC) now shows that the Whittaker Strategic Reserve is exactly \$200,000.
 - This achieves our 2021 Strat Plan Smart Goal #12, set on 14-IX-14:
“Have \$200,000 of Strategic Reserve by 2018.”
 - This is a major accomplishment for SMM, and is comparable to the level of achievement that a family feels when they pay off their home mortgage.
 - Along with FilCon 2017 in August, plus the quadruple success of the Youth & Sunday School program, Deacon Eric, the Thanksgiving Meal Ministry event, and the support we receive from our Bishop, these six achievements all point to one of SMM's most successful years in memory. We are truly blessed as a church.
8. **128th Anniversary Celebrations** – agreed that this was a great success, with thanks to Gloria Apacaway for the cake, and Marguerite for coordinating a thank you for Walter Bayley. The day ended with a very special event; the Rose Garden interment of Fred Cadman, on a gloriously sunny day. Bishop Melissa honored the Cadman family by attending this event, in the middle of what was a very full day for her. Moses advised how happy the Cadman family was with the 20+ turnout by SMM.





9. Retreat #5 – Manning Park on July 1st long weekend :

1. The Manning Park 2018 retreat will be June 29-July 1st (Friday & Saturday nights).
2. This will be our 5th retreat since Padi joined us (Poet's Cove in 2012; Kelowna in 2013; Whistler in 2014; and now Manning Park in 2017 & 2018).
3. 11 people confirmed this evening (Moses & Anne, Padi, Rose & Ezra; Terry & Marg; Judith & Brigitte; and Greg & Michiko).
4. Given SMM's tight financial situation in 2018, and the fact that this will be a non-working retreat (a first!), costs will be covered by attendees (\$200 per person for the full weekend, inclusive of lodging, food & transit). The givings theme will be the same as in 2017.
5. BC to co-ordinate the attendee list, as we cast the net wider this year, given the theme of fellowship (as opposed to the intense working weekends in the last four retreats).

10. 2018 ODNW – MSC'd by Brigitte & Greg, and accepted, that Marguerite Cutforth be SMM's nominee for the ODNW in 2018. The first draft of the write-up has been completed/reviewed by BC & GT, for review by the Trustee's at their December meeting.

11. 2018 EAM Consultation in Hawaii

1. The 2018 EAM Consultation in Hawaii will be Sept 28-Oct 1 (Th, Fri, Sat & Sun).
2. Nine people confirmed this evening (Moses & Anne; Terry & Marg; Padi; Judith & Brigitte; and Greg & Michiko) [we also hope that the Bishop & Rev Eric might be able to attend].
3. Hope to have at least 10 youth attend; support from at least three areas a possibility.
4. The limit for Canada will likely be 30; BC has agreed to co-ordinate names.
5. Trip planning to be co-ordinated by our St Mikes EAM/ACAM organizing committee?

12. 2018 Visit from the Bishop – Although we have already seen our Bishop at least four times in 2017 (on informal visits to SMM), and run the risk of appearing selfish, Moses recommended and the Committee unanimously agreed that we formally invite our Bishop in 2018 so that we could hear her preach. Post Meeting: Padi was able to arrange Sunday, Dec 23rd, 2018; our Advent wish come true.

13. Dec 10th Stewardship Sunday – agreed that our Dec 10th Stewardship Sunday would be an ideal time to honor Bart Alatan's request to speak to the congregation. Greg is delivering the Stewardship Homily that day, and will incorporate Bart in such a way so that he can speak from the pulpit immediately after him. Church Committee was unanimous in their approval of this.

14. Future Dates

- | | |
|---|-----------------|
| i) Finance Committee – Budget, SS, & ODNW | - Dec. 4 (Mon) |
| ii) SMM CC #9 | - Dec. 5 (Tue) |
| iii) Pre-Vestry – Finance Committee | - Jan. 15 (Mon) |
| iv) Pre-Vestry – CC #1 | - Jan. 23 (Tue) |
| v) Pre-Vestry – ACW/MBSM Financial Review | - Jan. 28 (Sun) |
| vi) 129 th Annual Vestry | - Feb. 11 (Sun) |

Attachments: P. 4 - The Rev. Wilmer Toyoken's Minister's Report (section 1 of the minutes above).





Minister's report #7 to CC Meeting #8
November 7, 2017

1. Sanctuary Services - Average Attendance as of this date

- | | |
|--|---|
| 1.1. Holy Eucharist | a. 8am – 4.37 |
| | b. 10am – 99.69 |
| 1.2. Weekly Services (including the FilCon EP's) | a. Evening prayer – 10.5 |
| 1.3. Baptisms | a. Children – 6 (Russel, Mara, Ezra, Miko, Jayden and Althea) |

2. Children & Youth Ministry

- 2.1. The numbers of our youth and children are steadily growing. Parents with babies stay at the Sunday school; Sometimes they brought snacks for the kids and assist the volunteer teachers in setting up chairs and tables.
- 2.2. Teaching kits for the youth bible study and bible storytelling and craft arts for the children is mostly taken from the kids website use by Anglican Churches.
- 2.3. The Sunday school worship songs for children and youth continually led by Cecilia and Jose. To date, Cecilia and Jose are concentrating in the incoming Youth Gospel Concert this November 18.
- 2.4. For the continuance of our Children and Youth Ministry program, Application for Parish Development Grant 2018 is already sent on September 30th. No reply yet from the Parish Development Committee.

3. Church partnership updates:

We continue communicating through FB but no church profile exchanges yet for our church partners in EDNP.

4. St. Michael's Clergy

- 4.1. Deacon Eric will be preaching on the first Sunday of Advent (December 3). There is no definite schedule of his presence here at St. Mike's, but for sure he we will be having him once or twice in every month. He and Bishop Melissa will be coming for the youth concert.
- 4.2. I will be attending the Clergy Day event on Thursday, November 9, 9am to 3pm at the Synod office organized by the Ecumenical Multifaith Unit of our Diocese. The event title is ISLAM 101, Dr. Seemi Yasmin Ghasi is the facilitator, he is a lecturer in Classical Arabic at the University of British Columbia, with special interest in Islamic literature, culture and spirituality, and Islam and Gender. There are 79 attendee in this event.

5. Others.

- 5.1. FilCon 2017 – The FilCon evaluation form we collected last August is already sent to Rev. Brent Quines.
- 5.2. Mission to Sea Farer Christmas event –The Rev. Peter is inviting volunteers from St. Michael's especially the youth to help in the packaging and distribution of Christmas gifts for the sailors this coming December 16, @ 10am
- 5.3. ACAM meeting - St. Michael's will host it on November 16, @ 10am. One of the agenda will be the ACAM advent Retreat on December 15. I talked to Cecilia and she is willing to conduct again and she will try to convince the youth to sing in this event.
- 5.4. Advent and Christmas services
 - a. December 17, (Sunday)– Christmas Carol and reading of the Scripture, to include the youth in the choir.
 - b. December 24, (Sunday)- Two services 10am HE and 9pm Christmas Eve Service
 - c. December 25, (Monday) – 11am Christmas Day Service

Prepared by: Padi Wilmer Toyoken

