



ST. THOMAS' ANGLICAN CHURCH

OUR MISSION IS:

TO WELCOME EVERYONE INTO CHRIST'S COMMUNITY,

TO OPEN HEARTS TO THE POWER OF THE SPIRIT

AND TO BE GOD'S LOVING PRESENCE IN OUR COMMUNITY AND BEYOND.

ANNUAL REPORT OF 2018

MINISTRIES AND FINANCES

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St Thomas 2018 Vestry Meeting Minutes – 2018 February 11

Opening:

Motion: The Adoption of Agenda. Moved by Susan Long-Poucher, seconded by Wendy Kubisheski **-Carried-**

Regrets:

The following Elaine and Gary McCabe, Margery Low, George Carey, Don Boone sent regrets for this meeting.

Motion That Courtesies of the House be extended to Rose Alzahabi. Moved by Heather Schreiner, Seconded by Lee Hanes **-Carried-**

Appointments:

- John Perrault – continues as Rector’s Warden
- Karl Furr is stepping down. Many thanks to Karl Furr
- George Carey also stepping down from parish council

Treasurer:

- Kevin Warren – reappointed

Motion: That the minutes of the 19th February 2017 Annual Vestry meeting be approved. Moved by Val Hamilton, Seconded by Cynthia Furr **-Carried-**

Call for motion for the adoption of non-financial report (pp 5 to pp 33 of the annual report)

Discussion:

- Update on Sunday school space:
 - Room is painted
 - New floor will be installed as soon as weather improves (to allow flooring to be cut to size outside). Hope to have floor installed by the end of February.
 - Windows will be replaced by Fort Glass. They provided the most detailed quotation – it was in the middle of the price



range of the three quotations that were obtained for the work. Timing of the window work is uncertain.

- Hope that the new Sunday school space will be usable by mid-March

Motion: That the non-financial portion of annual report be adopted. Moved by Marnie Dahl, Seconded by Sharon McAllister **-Carried-**

Other Business:

Candidates for Synod:

- St Thomas' is entitled to have one more delegate for the 2018 Synod. It will be a working synod where the following issues will be discussed: new canons for the diocese, diocesan budget, funds for mission, memorials for same gender marriages to go to General Synod 2019. The next Diocesan Synod is planned for November 1 to 3, 2018.
- Nomination for third candidate:
 - Sharon McAllister nominated Marnie Dahl. Marnie accepted.
- Bill McAllister is an alternate for synod.
- Heather Schreiner put her name forward to also serve as an alternate.

Motion: That nominations be closed. Moved by John Schreiner, Seconded by Bill McAllister **-Carried-**

It was noted that of the new Diocesan Canons are approved at Synod the parish will be required to publish a list of names of its membership. Only those on the list may vote and serve in a church office.

Financial Review Team or Bill McAllister and Dave Orgill agreed to continue next year.

Call for a motion to adopt of the Financial Report.

- Thank-you expressed to Bill McAllister and Dave Orgill for the 2017 financial review.
- Kevin Warren expressed thanks to the congregation – we exceeded our targeted offerings for 2017.
- Discussion:
 - Non-operating funds \$75,880
 - Designated funds increased in 2017 over 2016 in all categories
 - Nursery school / parking lot income – both had cheques for 2017 that cleared in early 2018.
 - Expenses:
 - Elevator maintenance was over budget
 - \$175 / mo. Maintenance fee – basically, only a certification
 - The Howard general fund would be the source of contingency funding if something major had to be done for the elevator.
 - Equipment expenditure – service of boiler before winter
 - The boiler is relatively new (5 years ago, we got an estimate to replace the boiler – it was in the range of \$10 to \$11 k) Current system should be good if pipes are good.
 - It will be a major expense if we choose to switch to a different source of heating (forced air, for example) – it's probably not a viable alternative.
 - \$1000 of bank charges (no longer waived for charities)
 - add cost of pre-authorized payment fee to monthly donation?
 - Agreed that we wouldn't ask donors using credit cards for PAG ... its < 1% of receipts
 - Status of Camp Hyanto
 - Diocese assessed St Thomas' \$0 for Camp Hyanto
 - Hyanto will open for 1 month in August as a residential camp

- It will be run by volunteers, but they'll have to have some paid staff: health and safety person, councilors, life guards.
- There is a new camp board in place.
- The board will hire a part-time camp manager (May to Sept)
- There will no obligation from the congregation
 - Perhaps some contribution from common ministry for insurance, maintenance.
- Last year ... only grass cutting ... no other maintenance
- Sunday, April 15 is Camp Sunday
- Don Mann asked if Camp Hyanto is rented out:
 - In years past, the camp has been rented to a karate club, to schools, to parishes at minimal rental fee
 - It is shut down by the end of September – it is not an all-season camp.

Motion: That the Financial Report be accepted. Moved by Kevin Warren, Seconded by Ken Gates **-Carried-**

2018 Budget

- Very little has changed from 2017
 - There is no provision for a salary for a secretary
 - \$39,426 – common ministry
 - budget for synod - \$500
 - Paid employees – includes Val Hamilton (not an honorarium anymore, must pay EI and CPP)
 - Question about carpet cleaning. No plan now, \$200 budget in the past.
 - Parking lot fund \$700 will support future repairs
 - Church school \$500 budget
 - ACS (database program \$57 / mo.)

Motion: That the 2018 budget be accepted. Moved by Kevin Warren, Seconded by Keitha Thomas **-Carried-**

Other Business:

- John Schreiner congratulated and thanked all contributors to the annual report. It is an impressive document in his view – “people are doing fine stuff”.
- Fr Bill reads many annual reports – the St. Thomas’ report is one of the best.
- Heather Schreiner asked about the church mission that Fr Bill has been developing:
 - More on programs focusing on:
 - Justice
 - Beauty
 - Jesus
 - Our building is well maintained
 - Mission ... will explore what Mission means
 - What is Christian mission (Fr Bill takes inspiration from N.T.Wright) “Building the Kingdom of God”
 - Mission is providing the materials for building the Kingdom of God
 - Justice
 - Primate’s World Relief and Development Fund
 - Homelessness walk
 - Response to Saskatchewan trial – what do we say about it.
 - What does it mean to be judged by peers?
 - Issues around death and dying
 - Reclaiming the world
 - Beauty has to be part of it.
 - Historically, churches have driven the arts.
 - Will cooperate with Bram Pearce and Blair Peever, neighbouring clergy in planning for a major mission in 2020. Raise the tools over the next 18 months. Mission in Kingston, Canadian North, Brazil?

Thanks and Adjournment

Motion: An expression of thanks be given to our Wardens: John Perreault and Karl Furr. Moved by Bill McAllister, Seconded by Debbie Warren **-Carried-**

- John Perrault expressed thanks to Fr. Bill ... "he's tireless, hard-working ... a blessing to the congregation".

Motion: That Kevin Warren be thanked for his work as treasurer ... "outstanding, amazing accomplishment". Moved by Betty Boone, Seconded by Cynthia Furr **-Carried-**

- Recommendation to send a thank-you note to Dieter Brueckner for delivering The Catalyst.

Motion: Of general thanks to all those involved in the ministries of St. Thomas'. Moved by Sharon McAlister, Seconded by Susan Long-Poucher **-Carried-**

Motion: The 2018 Annual Vestry Meeting be adjourned. Moved by Dave Nolan (No Seconder required) **-Carried-**

Rector's Report

Bill Clarke

First a myriad of thanks to all throughout this document from the people who are doing the work of the church to those who are supporting them in that work. Allow me simply but sincerely say to those who have been kind enough thank me in their reports it is my pleasure to work alongside each and everyone of you.



Each morning I go online and check my MSN news feed and invariably I will be given any number of lists for me to check out. The latest and hot trending New Year's resolutions, market tips, places to visit, You Tube videos and necrologies of the famous and infamous of the past year.

Lists are very biblical. Few books of the Bible do not contain lists, everything from census data, genealogies, and even commandments. If you're really into lists check 1st and 2nd Chronicles. Though one could argue that Proverbs is essentially one long list of wise sayings.

For myself I see a role for lists as they help me stay organized and on track in many aspects of my ministry. Besides is there not a great sense of accomplishment when even one item on any to do list is struck off, much less the whole list itself? I've known that feeling. With all that said, here is my list for 2019. The things I would to have accomplished by the time 2020 rolls around.

I would to see ...

- A 10% increase in Sunday attendance. (8 people)
- A 20% increase in the number of contributing members. (24)
- A 20% increase in the number of people using Direct Deposit for their offering. (12)
- A 20% increase in offering to the PWRDF.
- Two new small study groups.
- One sidewalk library at the front of the church.
- A visit with as many of St. Thomas' group or constituencies to begin planning out a vision for the church in 2020 and beyond.

A lot of work yet in the details but still a list is a good place to start.



St. Thomas Churchwardens'

Wendy Kubisheski,

John Perreault

We have been abundantly blessed in so many ways as we attempt to fulfill the responsibilities of Churchwardens. The tireless efforts of our Rector, Bill Clarke, who by his example challenges us to put our faith into action and reach out in love has inspired us. The wisdom shared by the members of our Parish Advisory Council has helped guide and support us in our decisions and activities. The continued willingness of our congregation to generously support both physically and fiscally the life of our parish has enabled us to work towards fulfilling our St. Thomas' mission.

As Christians we are challenged to live by the two great commandments. Some of the ways we can live this love include spreading the Good News of Jesus Christ, feeding the hungry and recognizing those who are marginalized and including them. Over the past year we have attempted to do just this.

Our efforts to feed the hungry continue to include participating in the Salvation Army Christmas Hamper Program and collecting food and monetary donations for various local programs including the Partners in Mission Food Bank, Lunch by George, Interval House and Martha's Table. Although these projects are not new to us we have incorporated some new approaches to their implementation. With the generous financial support and the efforts of many volunteers (shoppers, packers and deliverers) we were able to provide Christmas Hampers to 25 families. Our new approach was to ask recipients to come to the church to pick up their hampers. There were some challenges with this approach and some deliveries were still required. By inviting recipients to come to pick up the hampers we included them in the process and made our location known to them. We have identified ways to improve and hope to try this approach again next year. The Partners in Mission spring food blitz is no longer a door-to-door campaign and we were not asked to participate in the new format this year. Still wanting to support this mission, at the suggestion of our Rector we held an internal "blitz" and were able to



donate approximately 500 pounds of food and \$625 in the spring and two full barrels of food in the fall. The food collection barrel and envelopes for monetary donations to "Food Ministry" continue to remain available at the back of the church. Our thanks to Ken Gates who continues to ensure that our food donations are delivered.

Annually in March churches around the world host a service for the World Day of Prayer and this past year it was our turn to host one of the local services. This offered the opportunity for us to connect with other local churches and to reach out globally through prayer, education and financial assistance to those who are in need of aid. Our thanks to Dorothy Mann and her team of volunteers who organized our participation.

Our legal and financial obligations to the Syrian family we helped relocate to Kingston through the ARCC program ended in July. Some of our volunteers have maintained contact with the family as they continue to adjust to life in Canada.

Last year some members of our congregation joined the St. Thomas' Trekkers walking to support the "Coldest Night of the Year" fundraiser. Monies raised went to support Night Life, a downtown mission providing safe overnight accommodation. This Christian based outreach program attempts to assist the hungry, homeless and hurting people here in Kingston. Last year the Trekkers raised \$1455. This year the goal is \$1500. We encourage you to support this initiative either by registering to walk or offering a financial pledge to those who are walking.

As Wardens our responsibilities include dealing with the financial operations of the parish and ensuring the church building is maintained appropriately. Without the efforts of Heather Schreiner as Envelope Secretary and Kevin Warren as Treasurer and Property Chair we would not have been able to meet these responsibilities.

Regarding property maintenance we have continued to contract with Demerah Property Care for both lawn care and snow removal on a "per service" basis. As well we continue to engage the services of



Kim Shortt for cleaning. Recently Kim agreed to increase these services which had been twice weekly (Saturday morning and Wednesday evening) to an additional visit Sunday afternoon to clean and put garbage/recycling out at the roadside. Garbage has been an issue this past year as the city decreased our bag limit. Again at our Rector's instigation the use of a green bin has been instituted which when used effectively should reduce our garbage volume as well as address reducing our carbon footprint as a sign of good stewardship. As we have done successfully for many years now, we organized both a Spring and a Fall cleanup which included work inside and outside our building to address the maintenance issues that are not part of our regular cleaning regimen. Held this year on May 5th and October 27th (with a follow up on November 9th to collect leaves that had remained on the trees earlier) these events were once again well supported by parish volunteers.

In order to maximize our visibility in the community welcome signs at the intersections of Days/Cranbrook and Front/Lakeview have been replaced with new signage. The possibility of illuminated signage on our property was investigated but due to our residential designation it was determined this was not feasible.

An updated Job Description and Guidelines for Counters has been put in place and appears to be working well.

Within the building a photo chart has been mounted in the front entranceway to assist people in identifying our Parish Ministry Leaders. This will be updated as Ministry Leaders change. At a recent Parish Advisory Meeting we were reminded by our Rector that "you can't over communicate". We extend our thanks to Sue Orgill who as editor ensures regular publication of our Parish Newsletter, the Catalyst, keeping parishioners informed and inspired. Thanks also to Dave Orgill who continues to maintain our Parish website (www.thomaskingston.ca) making knowledge of our purpose and activities available to a wider community.

Our fundraising efforts have included traditional projects as well as a new initiative. Once again Sharon McAllister and Sue Orgill organized



a Coffee House showcasing a host of talented musicians and performers. A great addition to the evening was an offering of themed gift baskets for raffle. The proceeds from this event were donated to the refugee fund. Through the efforts of Marg Milner and with the help and support of many parishioners a Christmas Tea and Sale was held the first Saturday of December. In addition to the funds raised this event brought people from our community to our church. In March we launched a new fundraising initiative involving the sale of Prepaid Cards. With Marnie Dahl and Keitha Thomas managing the program there has been a clear profit and we plan to continue participating in this initiative.

In response to concerns voiced at Parish Advisory Council regarding infection control, in addition to those already in place throughout the building, bottles of hand sanitizer have been placed on the front pews. Work is underway to ensure the stability of these bottles in their placement

Another issue discussed at Parish Advisory Council was a suggestion from a parishioner regarding the possibility of making a statement in a spirit of reconciliation recognizing the historical presence of indigenous peoples in our local community. Having now received approval from the Diocese we will continue to work on developing an appropriate statement.

After many successful years of fellowship and special presentations, the Senior's Group originally organized by Phil and Marion Neatby in response to an identified need and later overseen by Marg Milner had their final meeting in May. Our new challenge will be to once again determine where our needs lie and develop a response to that need.

In November a Diocesan Synod was held in downtown Kingston. Our Rector and three elected lay representatives (both Churchwardens and Marnie Dahl) attended this Synod as well as various Pre-Synod meetings held over the course of the year. Two major changes were approved at this Synod – the adoption of a Constitution and the thoroughly revised Canons. The immediate impact of these changes on our Parish will be the need for publication of a Vestry List and that



in the future St. Thomas' will send only two lay representatives to Diocesan Synod. Another concern will be the need to have a professional financial audit which at present is not mandatory but will soon be a requirement of the provincial government and therefore of the Diocese. The other major issue addressed at this Synod and many Pre-Synod meetings was the development of an Intention to General Synod regarding proposed changes to the Marriage Canon.

Two members of the Parish Advisory Council, Phil Reniers and Sally Hutson are stepping down this year and we would like to thank them for their participation and support. Thanks also to Mary Ann Wright who after many years of service has stepped down from her position as one of our Kitchen Coordinators. Thanks to Marina Hughson who is also stepping down from her responsibilities for looking after the Parish Library.

A special thank you to Keitha Thomas for all she does to enrich the life of our parish – member of Parish Advisory Council, Messy Church kitchen/food coordinator, Coffee Hour host to name just a few of her contributions. It is always a challenge when extending thanks to people to omit someone who should be thanked and if we have done this please forgive us and know that the efforts of all our parishioners are appreciated.

After many, many years of dedicated service and with the assurance that he will remain involved in the life of St. Thomas' Church, John Perreault has advised that he will be stepping down as Churchwarden at our Annual Vestry Meeting on February 10th. A sincere thank you to John for all his service and a prayer that he will continue to be led by the Holy Spirit.

Over the past year we have seen the completion of an outreach project and improvements in the ways we accomplish our ongoing community involvement but there is so much more that could be done. As we were challenged last year we must consider ways in which we can rejuvenate our parish family and extend our presence in the community outside our walls that by our example others might come to have an awareness of the Good News of Jesus Christ and be



open to receive the Holy Spirit. We pray that we may all respond to God's call to us with "I will, with God's help".

Worship Committee

Bill Clarke

Many thanks to all of liturgical assistants ... our honorary associates Bob Hales and Dick Fleming, our musicians Val Hamilton and Sharon McAllister, our choirs, guest musicians the Broadheads and Heather Schreiner, servers, readers, greeters, ushers, presenters, techies, intercessors, chalice administrators and of course our Altar Guild.

We began the year with the tradition of the blessing of the threshold in the new year. In 2018 we hosted the Women's World Day of Prayer Service, but I leave more on that to its organizer Dorothy Mann and her report. Suffice to say the afternoon was a wonderful experience and job well done by all. Having had a pot-luck dinner we shared our Maundy Thursday service with St. Andrew's-by-the-Lake UC. We also shared out Good Friday worship with our fellow city Anglican parishes at St. George's Cathedral on a Primatial visit from Archbishop Fred Hiltz. We have had our traditional special services such as Mothering Sunday, Harvest Thanksgiving, Remembrance Sunday, the Greening of the Church, Advent Lessons and Carols, Christmas services. Introduced this year were eucharistic services from Kenya, New Zealand, and other parts of the world-wide Anglican Communion. Advent was a different in 2018 with a focus on the Saints of the Season: St. Nicholas of Myra, St. John of the Cross, St. Mary and St. John of Kronstadt. As well, parishioners participated in Wednesday Noon services of Morning Prayer at St. Thomas' as well as St. Peter's, Kingston; Christ Church, Catarqui and St. John's, Portsmouth. As well our Bishop Michael Oulton joined us on the 3rd of Advent for a service that included Baptism (Fynn Miller); Confirmation (Eric Cross, Abigail, Keira and Cam Wolfe) and we formally received into the Anglican Communion (Kevin and Val Fredricks). A home communion kit was also dedicated to the memory of Leander Andrews given by his sister Annie Andrews. Our Christmas Eve family service featured both choirs and the shared music was appreciated by a large congregation.

Summary of Worship Services 2018



	2017	2018
Sunday Holy Communion	112	108
Special Holy Communion ie Ash Wednesday	2	2
Morning/Evening Prayer	0	1
Averages Sunday Attendance	93	77
Baptisms	5	5
Confirmations	0	4
Received into the Anglican Communion	0	2
Weddings	1	3
Funerals: Parish	5	8
Funerals: Community	48	62

Women’s World Day of Prayer

Dorothy Mann

The Kingston-West World Day of Prayer 2018 service was held at St. Thomas’ Anglican Church, 130 Lakeview Avenue, on Friday, March 2nd at 2:00pm. The theme was “All God’s Creation is Very Good”, written by the women of Suriname. This country is in the northeastern part of South America.

In attendance were our Rector, Archdeacon Bill Clarke who ran the power point presentations. Myself, as Co-ordinator, Dorothy Mann. Musician and planner of music, Valerie Hamilton. Our speaker was Ms. Judy Brown, a member of St. Andrew’s by the Lake United Church. Many of the ladies wore colourful costumes. The Flag of Suriname was displayed prominently in the front of the altar.

Our committee members as follows: Finance – Wendy Kubisheski and Heather Schreiner; Publicity – Sally Hutson; Decorating – Sally Hutson, Lynn Seymour, Keitha Thomas and Debbie Warren; Food Set-Up and refreshments – Heather McCormick and Margaret Milner; Ushers (who handed out the Order of Service) - Betty Boone and



Marian Gates; Photographer – John Perreault; Extra Microphone Set-Up – Dave Orgill; Side Door Greeter and Elevator Attendant – Don Mann.

The **Leaders** taking part in the service were 1. Heather Schreiner; 2 Sue Orgill; 3 Kate Hanes. The **Readers** came from the following Churches: Christ Church Anglican, Edith Rankin Memorial United Church, St. Thomas' Anglican Church, St. Peter's Anglican Church, Our Lady of Lourdes Roman Catholic Church, Blessed Sacrament Roman Catholic Church and Cataraqui United Church. **Other Churches** attending from west Kingston were Westbrook United Church, Trinity Presbyterian Church and the Salvation Army Citadel Cataraqui.

After the service the congregation was invited to the reception in the downstairs hall, where they were treated to seafood, veggies, homemade treats and tea and coffee.

I believe it was truly an "Ecumenical Service" and seemed to be enjoyed by everyone in attendance. Over 90 people attended, braving the elements as it was a cold and very blustery day.

The sum of \$894.85 was donated and has been forwarded to the Women's Inter-Church Council of Canada, a registered charity.

Many thanks to everyone who participated.

Folk Choir Report

Sharon McAllister

After celebrating our 25th Anniversary last year, the Folk Choir continued, as has been our custom, to practice every Tuesday evening at 8:00pm, as well as to sing on the 3rd Sunday of each month. We also sang at special services such as Christmas and Easter, including when Bishop Michael was visiting us for Confirmation on December 16th. We currently have 18 very enthusiastic members including Lynda Stoness, who recently joined us. Welcome, Lynda! We very much continue to appreciate the on-going support of our parish family, as well as Father Bill!

Choir

Val Hamilton

As always, I am amazed at the level of commitment in our traditional choir. We grow together as we tackle new music and I am blessed to be a part of this wonderful group.

No matter the style or difficulty of the pieces, each member gives their all to make each worship experience meaningful to every person sitting in the pews of St. Thomas.

The 2018 traditional choir members were Sharon McAllister, Judi Perreault, Marg Milner, Joanne Gordon, Linda Ueberschaer, Cynthia Furr, Toni Singleton, Lynda Stoness, Ed Tennant, John Perreault, Phil Neatby and Tom Vincent, who has returned to the choir this past year with his wonderful tenor voice. And we are always excited to have Heather Schreiner add her lovely recorder to our hymns and anthems.

There is a very special thank you that must be made to Phil Neatby, who is retiring from the traditional choir this year. We have appreciated not only his amazing contribution to our vocal sound with his beautiful bass voice, but also his sense of humour and gift of encouragement which we will all miss. His dedication over the years to the music at St. Thomas has been a gift to the whole congregation. We are praying for God's best blessings on Phil and Marion, a truly wonderful couple with a heart to give and bless others.

Easter celebrations are a favourite highlight each year, combining both choirs for an inspiring service of praise to our risen Lord. The advent season culminated in a beautiful Christmas Eve service, with both choirs participating and joining together once again in celebration of the season of hope and love.

The invitation to join our traditional choir is extended to all at St. Thomas. Practices are always on Tuesdays at 7:00 pm and we meet downstairs to practice at 9:30 every Sunday morning.



Once again, I have appreciated working with Rev. Bill and Sharon McAllister as we planned and led the worship services at St. Thomas. I pray that 2019 will be another year of inspiring music for those who enter our doors and I am humbled to be part of this important ministry.

Altar Guild Report Pt. 1

Sue Martin

The Altar Guild served the parish with seventeen members responsible to our Rector for the care of the Sanctuary and Baptistry.

A founding member and Directress Ethel Mulholland passed away in January. In later years as an honorary member Ethel could be counted on for her support and advice.

We welcome Carol Clark to the Guild training with Betty Boone. Altar Guild Sunday in November had Carol dedicated as Guild members rededicated themselves to service.

Our heartfelt thanks to Joyce Shaw and Marg Whitaker as they retired. Joyce served as secretary for over ten years, while Marg's many talents has her needlework in banners. At one time Marg created and prepared baptismal banners to be presented at Baptism.

The revision and update of the Altar Guild manual was completed by Betty Boone and myself. Betty then went on to prepare and distribute the manuals, a time-consuming project and beautifully done.

Interval House once again received the contributions from our Harvest Service, delivered with thanks by Keitha Thomas.

The newest banner created by the needlework ladies is a stunning Pentecost interpretation and will hang as the church seasons change. Wendy Kubesheski quietly carries on these tasks.

As of October, first I retired as Directress. This position is appointed by the Rector. Debbie Warren agreed to rejoin the Altar Guild to take on the responsibilities involved.

I have been blessed with truly dedicated members. The Leaf on the Saint Thomas Tree recognizing my contribution is an honour. It is only



possible because of all the Guild members I have been privileged to serve with over twelve years.

With sincere gratitude to Bill our Rector, the Wardens and congregation I pass the leadership of the Altar Guild to Debbie Warren.

Altar Guild Report Pt. 2

Debbie Warren

I fell blessed to have been asked by our Rector, Father Bill to take over this role from Sue Martin. She leaves very large shoes to fill and I will do my best to fulfill this role.

We have a dedicated group of ladies who volunteer their time to ensure our Sacristy and Baptistry are tended with care and love. In these first 2 months of this role I have truly appreciated each and everyone who has taken the time to share with me traditions and customs I had not been aware of, and to refresh me on the general duties of the Altar Guild members.

We are assessing our Fair Linen supply and obtaining quotes on replacement of one our altar cloths. Several of our members have specific duties they are responsible for in terms of ordering supplies, etc. This will continue.

We are seeking 2 additional members for our group; if you are interested in this ministry or would like more information on duties and expectations for our members please contact me directly.

Banner Group

Wendy Kubisheski

Our goal this year was the completion of a new Pentecost Banner. Open to creativity, each member of our group was able to contribute to the selection of the fabric to be used. Relying one again on the expertise and talents of Sally Hutson we were able to complete the banner by Harvest Thanksgiving Sunday at which time it was dedicated. We have used a more recognized approach to hang this banner which will hopefully result in less stress on the banner while it is hanging and extend its longevity.



At present we are planning to do some additional work on the Blue Music Banner to address the rippling of the material that has developed. There are other banners that will require attention as well and affecting these repairs will be our goal for the next year.

May the spirit that inspired our new Pentecost Banner continue to thrive in our creative efforts.

10:00 a.m. Ushers

Edna-May McKay

Our Ushers who help out at the 10:00 a.m. Sunday Service. These fine volunteers greet our Parishioners every Sunday with a warm smile and a wonderful Welcome, sometimes with a hug!

They hand out bulletins which show the Service of that morning, and which also contains vital information about "The News" of St. Thomas'. This is important to everyone and, especially, to New-comers. Guests are invited to record their name address and comments in the Guest-book which is right there at the front door. In addition, Usher take up the Collection, count the attendees and guide people to the communion-rail during the morning's Eucharist. All-in-all, our Ushers provide a very important ministry during our Service.

There is a list at the end of the Ushers list of folks who have said they would Usher but not on a regular basis. Anyone who feels they would like to contribute to our service in this way please contact me at 634-0675.

10:00 a.m. Greeters Report

Edna-May McKay

For the 10:00 a.m. service we have 6 greeters. The Greeters are arranged for this service on a 6-month rotation at the request of the Church. If a person who is scheduled for a particular Sunday and cannot be at Church, they usually switch with someone who can. Anyone who feels they would like to contribute to our service in this way please contact me at 634-0675.



Counters

Karl Furr

In addition to those who have participated for many years (Ken Gates, Don Mann and Heather Schreiner) we have been blessed to have five parishioners respond to our request for assistance and join this ministry. New to our team are Annie Andrews, Ann Patry, Jan Woolsey and Kevin Fredricks. Susan Long Poucher was also able to be part of our team from June to December. Although no longer on the regular rotation Dave Nolan and Phil Reniers remain on our list as spares. Thank you to Bill McAllister who stepped down this year after long service to this ministry.

This year an updated job description and Guidelines for Counters has been put in place. Each week after the 10 o'clock service our faithful members, working as a team of two, ensure the offerings for the week are accurately counted, recorded and prepared for deposit to the bank.

Many thanks to all who assist with this ministry.

Prayer Group

Marg Bansfield

It has been a privilege for the members of the prayer chain, sons and daughters of God, to praise him and to request strategies, comfort, healing by his Son, our Redeemer.

The answers are received with joy and often in awe of his wisdom. We thank him for His Son and Spirit.

Messy Church

Bill Clarke

This ministry continued at St. Thomas' in 2018 meeting on Friday evenings starting with a free dinner. Our average attendance is five to six children. Our themes this past year included: Baptism, Lent, the Cross, Easter, discipleship, God cares, and Christmas. A special thanks to Keitha Thomas who coordinates food donations and the



kitchen along with setting up, and to those who provide the meals as well as to our parents and families who attend.

Sunday School

Marilyn Broadhead

The Sunday School had another fun year learning the foundational stories of the Hebrew Scriptures and the stories and teachings of Jesus. We learned about God's loving ways, how to be God's Church, and what it means to be followers of Jesus.

Attendance:

There were up to ten children attending the Sunday School quite regularly in 2018 (subject to busy family lives and little ones' nap schedules!). We also had a few occasional attendees, as well as periodic visitors.

Curriculum:

We began each week gathered around our worship table singing the Gloria as we lit our Christ candle. The worship table is covered in a cloth of the weekly liturgical colour and features a cross, the Christ candle and the bible. This was followed by stories, crafts and games centred on the lesson of the week.

Throughout 2018 we used the Whole People of God curriculum for the Sunday School, which follows the lectionary and offers age-appropriate stories and activities for all levels. There are several lessons included for different grade levels, and the purchase price is scaled according to weekly Church attendance. The whole group worked together on the curriculum activities, with parents and teachers helping the younger ones as needed. Activities were selected from various levels of the curriculum to suit the attending children.

We also made use of some other books throughout the year. During Lent, we once again incorporated Laura Alary's lovely book, [Make Room: A Child's Guide to Lent and Easter](#). We've also started to



explore her new Children's Bible, Read, Wonder, Listen: Stories from the Bible for Young Readers. This Advent we also introduced Laura's new book, Look! A Child's Guide to Advent and Christmas.

Special Events:

We did some of our usual special activities this year, including the favourite Praying-Arm Pretzels, some cookie decorating and Rice Krispies Squares during Advent. The kids had a great time dressing up in Nativity costumes on December 23 to help with Dressing the Nativity during the Children's Time in the service.

Special thanks to Taras Broadhead, Heather Schreiner, Susan Long-Poucher, Father Bill, the Sunday School parents and the whole congregation for your help, prayers and encouragement.

Seniors

Marg Milner & Heather McCormick

Our Seniors' Group met on the third Friday afternoons of March, April and May with attendance between 15 and 30 people at each meeting. These meetings were primarily social times for senior members of the parish. Guest speakers and light refreshments were included.

Due to diminishing numbers attending, and to other demands on our time, Heather McCormick, my fellow Coordinator and I have decided not to continue this ministry. If in future someone would like to restart this program, we would be happy to provide input.

This ministry would not have been possible without the help of our presenters, those who set up tables, ran the elevator, provided rides, and worked in the kitchen. Thank you so much for your dedicated support!

Respectfully submitted, Marg Milner and Heather McCormick

Martha's Helpers Annual Report

Edna-May McKay



Martha's Helpers is a committee of three with several willing volunteers who provide funeral receptions as requested by our Rector.

During the early part of 2018 we held 3 funeral receptions. We lost our dear friend and very willing volunteer of our committee Ethel Mulholland, in April we lost our Organist and Choir Director, Nora Vincent. In October we saw the passing of Richard Baiden, Blake and Beth's Father. Also, in April we lost Bud, Dorothy Wilson's husband. Bud's service and reception was held at the funeral home, officiated by Father Bill.

Without the assistance of St. Thomas' parishioners, these services would not be possible as on very short notice a committee must plan food, seek workers and solicit food or when luncheon is not required provide what is necessary to best serve the family's request.

We appreciate the generous nature in which everyone contributes.

Anyone willing to add his/her name to the list of volunteers is asked to contact Edna-May McKay. Earlier this year Keitha Thomas resigned from the committee and later in the year Lynne Seymour also resigned.

Small Study Groups

Genesis Group

Karl Furr

Genesis is a group of 5 couples (Kate and Lee Hanes, Don and Dorothy Mann, Bill and Sharon McAllister, Sue and Dave Orgill and Cynthia and Karl Furr) that meets about once a month for bible study, discussion and socialization.

This year we completed our study of Philip Yancey's "What's Amazing About Grace." We invited the Rev. Dr. Wayne Hilliker to attend our study group. He had been the minister at Chalmers United Church for years. He is well regarded for his intellectual and well researched approach to preaching. He is the author of several books including



"Saving Jesus from the church". In our meeting with us we examined the parable of the prodigal son. Rev. Hilliker made several comments about parables in general and provided new insights into this particular parable's interpretation. We found Rev. Hilliker's talk captivating and marvelled at the numerous quotes that he was able to provide spontaneously provide from various authors.

We have continued to follow with interest and provided support and encouragement to the Syrian refugee family which St. Thomas' sponsored along with three other churches.

The "BS'rs"

John Perreault

Our biweekly gathering winter, spring and fall for study, reflection, prayer and fellowship, began with completing one of Max Lucado's study books "Anxious for Nothing" and we started into a study of Ephesians in the fall.

We are now ten with Pam Sweet moving to Sharbot Lake in the spring.

Our gatherings provide insight into God Word and how He is working in our lives through the Holy Spirit even in our 'diversity'. We support and pray for each other and our parish home of St. Thomas.

Crystal Springs Study Group

Bill Clarke

This group has been meeting for well over 20 years in the residence that bears its name. A bible study is held following an abbreviated Communion service. Typically, six or so residents representing different denominations attend. Having looked at the Psalms we concluded our studies of the Wisdom books of the Bible in 2018 by studying Proverbs, Ecclesiastes, the Song of Solomon, Job and Sirach from the Apocrypha.

Thursday Morning Bible Study Group

Heather Schreiner

Our study group--which began 17 years ago with the Alpha study--is still going strong, now meeting on alternate Monday mornings. Some of our members have moved or passed on, but we still value their contributions and feel their presence with us, as we welcome some



new folks to the group. We are currently (STILL) studying Acts with NT Wright's "Acts for Everyone" book, with lots of great discussions. While reading things at home may not bring total clarity or understanding, talking with others certainly helps. We enjoy our theological and social discussions, as well as the prayer support of the group, and we always appreciate Bill's guidance too.

Friday Morning Study Group

Marg Milner

Our Friday morning group including Betty Boone, Shirley Gowdy, Keitha Thomas, Marg Whittaker, Marina Hughson, Marian Neatby and Marg Milner, met every two weeks during the spring of 2018 to study the Gospel of John with a study guide by Max Lucado. Since that time, we have met only once due to moves, and family issues. We will endeavour to continue with our meetings in the coming month.

Mission Action Committee

Bill Clarke

St. Thomas' continues to reach out to the local community and beyond in fulfillment of our mission statement (see front cover). Souper Sunday remains a popular 'feast day' in the life of the parish with funds received into the mission fund. To support the Partners-In-Mission Food Bank special drives for more donations of non-perishable food items and money were collected on Mothers Day and at Halloween in a renewed Halloween Harvest. This year the Rector, John Schreiner, Marg Milner, Judi and John Perreault took part in the Coldest Night of the Year Kingston 5km walk and raised \$1400 for the Christian Nightlight Mission in Kingston. This year we also provided 25 Christmas Hampers to families, and thanks to John Perreault as well as Wendy and Mike Kubisheski for leading this outreach.

St. Thomas' continues to support the work of the Primate's World Relief and Development Fund, with many parishioners making monthly donations. Not only do we collect cans for Habitat for Humanity, funds were given to the Good Shepherd Legacy to help feed the volunteers building four homes and a mission centre.

Our final Syrian Family Sponsorship Update

In the fall of 2016, DOORS (Diocese of Ontario Office of Refugee Services) was contacted by a Queen's graduate student, Rawan Eid, who had been studying for her Ph.D. Would DOORS be able to find a sponsorship group for her Uncle and his family, presently stranded in Kuwait (and anxious about deportation), having escaped persecution and violence in Syria? At the same time, St. Thomas Anglican Parish and Our Lady of Lourdes Catholic Parish independently had begun to explore the possibilities of sponsoring a refugee family. Unable to undertake this task on their own, DOORS brought the two churches together (shortly thereafter joined by two other Anglican parishes, St. Peter and Christ Church Cataraqui) ... and ARCC was born. But such an ambitious venture would not have been possible if the members of the four parishes had not committed themselves to supporting this ministry with their time, talent and treasure ... and, in faith, relying on the grace of God. And what an outpouring of grace it has been!

You may recall from our previous communications that the pace from the outset was fast and steady for the first few months of settlement ... language classes, innumerable forms to complete from Social Insurance Numbers to Health Insurance to Transit Passes, documents to be translated, and the acquisition of essential services, particularly about health and dental needs. And where would we have been without our volunteer drivers ... thank you so much for your commitment to this important work, especially in the first few months of our sponsorship.

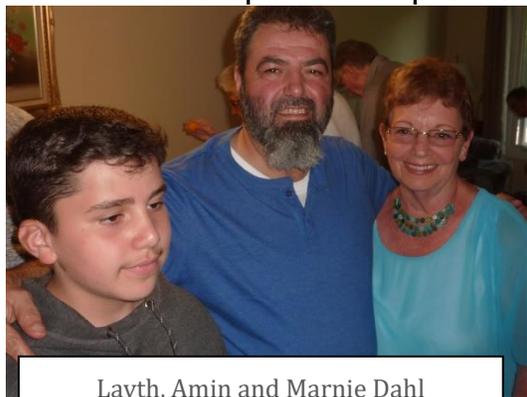
Then there arose an unforeseen hurdle, largely the result of miscommunication, misunderstanding and a clash of cultures. The result was a legal matter that found ARCC challenged to support three

households. Again the spirit of service and generosity of you, our supporters, encouraged us to carry on. Moreover, as a Steering Committee our trust in the family to rise to these new challenges did



Rose and Mimi Merrill
(DOORS Coordinator)

not waver, and sustained by our shared faith, we were resolved to see the sponsorship through to its



Layth, Amin and Marnie Dahl

completion. And so it was ... appointments were kept; language classes were attended; students were registered in schools ... and so much more to create a firm foundation for the Alzahabi family.

And here we are, twelve months later, at the end of our formal sponsorship, with so much to celebrate, including:

- Amin was successful in qualifying for his Ontario driver's license; Samah and Hussam have their G1;
- Amin has established the beginnings of a small construction company, specializing in home renovations;
- Samah has progressed to Level 4 in her English training and has shown a significant increase in confidence;
- Rose has been successful in gaining two part-time jobs, has acquired her Smart Serve certification and is registered at St. Lawrence College for the fall;
- Hussam has been successful in upgrading several his high school credits and will return to Loyalist Collegiate in the fall to acquire the necessary English credits for university entrance (he aspires to Computer Engineering and is already an accomplished coder);
- Layth has been successful in completing Grade 6 at Centennial Public School and will attend Grade 7 in the fall.

There are so many people to thank through this process. Many worked in anonymity; some worked more closely with the family. Some tackled small tasks; others took on larger commitments. Without a doubt, it was through such collective and collegial contributions of every kind that allowed this ministry to flourish as it did.



Hussam



The Alzahabi family has asked ARCC to express to you their heart felt gratitude for all of the support that you have provided. Members of the ARCC Steering Committee were particularly touched when the family hosted a “Thank You” celebration in their home at the end of Ramadan. As is evident from the smiles in the photos taken that evening in June, we can be assured that together, our four parishes have done something wonderful for the Alzahabi family.

May God, through his Son and inspired by the Holy Spirit, continue to support the efforts of our respective faith communities in their efforts to lead lives worthy of our shared calling through our baptisms.
Thank you.

Food Bank Report

Ken Gates

St. Thomas parishioners donated 177 bags and 4 boxes of food items as well as \$2240.00. Total food mission donations for food bank and baskets was \$4600.00. Thank you to all of our members for their contributions.

Neighbourhood Sharing Centre Lynne Seymour Linda Schroeder

The Neighbourhood Sharing Centre is a non-profit Organization, located at 670 Front Road. Our Volunteers are responsible for sorting, pricing and selling the donated items. We also support the Street Truck Mission, Interval House, Home Base Housing, Animal Shelter and St Vincent de Paul thru items of clothing and monetary donations. By the support of the Community and dedicated personal the Sharing Centre has once again had an outstanding year. The following organizations received Financial Allocations for 2018.

2018 DONATIONS

\$10,000	Kingston Community Health Centre (Utilities)
2,500	Dental Assistance K.F.L.A Public Health Centre (Dental)
2,500	Kingston Community Health Centre (Dental)
1,000	St Paul's Anglican Church (Christmas Dinner)
2,500	St Vincent de Paul
1,000	Street Truck Mission
2,000	Food Share Program (school breakfast)
5,000	Martha's Table
10,000	Partners in Mission Food Bank
2,000	St Thomas Church Summer Camp
2,000	St Andrews by The Lake Church Summer Camp
2,000	Camp Trillium
1,000	Family & Children's Services Day Camp for Kids
1,000	School Playground
500	Sandy Pines Wild Life Centre
1,000	Almost Home
300	St Francis of Assis School (Christmas Lunch)
300	John Graves Simcoe School (Christmas Lunch)
500	Humane Society
500	Lunch by George
1,000	Family & Children's Services Tree of Hope
500	Interval House
\$49.100	TOTAL DONATIONS

Crystal Springs Manor Wendy Kubisheski, Cynthia Furr

Since its founding, Crystal Springs Manor has been ably managed with Richard Baccari of Bendale as the Chief Administrator. With Richards's sudden death in February, Vince Bennett stepped in as the representative of Bendale providing management services. In recognition of Richards dedication and service to Crystal Springs Manor the main floor common room has been renamed the Richard Baccari Common Room and a plaque with his picture hung at the entrance to the room.

Operations continue with the help of two paid staff; R. Campbell works as the Office Administrator two half days a week and S. Robinson as live in superintendent overseeing day to day maintenance and repairs. Major repairs, grounds maintenance and



snow removal continue to be contracted out. The firm of Wilkinson and Company LLP – Chartered Professional Accountants continues to provide the required auditing services.

In addition to Bill Clarke as an Honorary Member there are two representatives from St. Thomas' on the Board of Directors. At present these members are Cynthia Furr, Member at large and Wendy Kubisheski, Secretary.

There are both market value and rent geared to income units and all units remain rented. In addition to regular maintenance, repairs and replacements there has been a need over the past year to either repair or replace aging equipment such as the boiler unit and the Make Up Air (MUA) unit which maintains positive air pressure in the hallways as a fire safety measure. There have been sufficient reserves in place to cover these costs.

There is an active tenant association in place. They organize summer barbeques and winter pot luck meals as well as TV nights and afternoon teas. In response to concerns voiced by tenants at the Annual Meeting the Board of Directors requested a review of Fire Safety Management and an additional information meeting for the tenants with the Fire Marshall. There is a comprehensive Fire Safety Plan in place with monthly checks and an annual inspection as well as tenant meetings and fire drills. This situation will continue to be monitored by the Board of Directors to ensure tenant concerns are addressed.

Crystal Springs Manor continues to be a safe, well managed retirement residence in our community and is a fitting outreach project for our parish.

Fairfield Manor Retirement West

John Perreault

After almost three decades of pastoral visitation and worship, Dave Orgill lead in worship for one last time at Fairfield Manor on Sunday, Sept. 2nd. The following day the few remaining residents were relocated to other retirement residences in the area as the residence



was being closed due to the unacceptable risk posed by failing facilities and understaff as a result of financial mismanagement.

In 1989, our student minister Ed Dallow began our ministry there as part of his outreach mission efforts to the expanding residential area of Bayridge.

Our visitors extended our hospitality, fellowship and support to the residents every week as they would meet to visit and share goodies in the common room.

Virtually every Sunday while Fairfield Manor was in operation worship including music would take place in the common room

St. Thomas' ministry of visitation and Sunday morning prayer worship has in this time involved over thirty people from our parish family.

Thanks to Ed Dallow, Doug Mullholland, Jacquie Neilsen, Enid Moysey, Sandy Dean, Millie Walker, Florance Conrad, Louise Moon, Dave Orgill, Jim Dawe, Grant Fletcher, John & Virginia Eddy, Rita Martin, Bob Hales, Diane Hollywood, Tom Vincent, Pam Sweet, George Carey, Betty Boone, Marg Milner, Marg McDougall, Shirley Gowdy, Sandy & Shelley Cotton, Marg Whittaker, Kate & Lee Hanes, Margaret Anne Gorham, Marian & Phil Neatby

During the 10:00 a.m Sunday service on Oct. 14, we celebrated of our ministry to Fairfield Manor Retirement Residence West. It was wonderful to have Doug Mulholland with us as we were able to particularly recognize and thank him for the twenty-six years that he was a worship leader.

Retirement & Nursing Home Ministries

Bill Clarke

These satellite congregations that gather for worship and study outside of the walls of St. Thomas', but where our clergy and laity provide leadership and pastoral care through worship services and visits. Most of these communities include members of St. Thomas', while others do not as well some are primarily Anglican, but most are ecumenical. It is our privilege and responsibility to serve these people who share our neighbourhood.



Briargate: Located in Amherstview I lead a nondenominational prayer service on the first Sunday of the month. On average 20-35 attend.

Arbour Heights: I lead a communion service on the second Sunday of the month. As well, the Rector leads bible studies on Tuesday afternoons, and assists with the Memorial Services. Karl and Cynthia Furr continue to lead worship on the fourth Sunday of the month with the lay administration of Communion. Sharon McAllister provides musical support. An average Sunday attendance is above 20 residents.

Chateau Kingsdale: I continue to lead a non-denominational prayer service in the evening on the second Sunday of the month. This service attracts 30 to 35 participants. In 2018 I've also undertaken a communion service on the fifth Sunday of the month which is open to all members of the community.

Trillium Ridge/Trillium Court: non-denominational prayer services are led by me on the fifth and fourth Sundays of the month respectively. Communion services have also been led by the Rector when the usual clergy are not available. Court services have 30-40 in attendance, Ridge services have six or so most Sundays.

Royale Retirement Home: The Rector leads Communion services on the first, third and occasional fifth Tuesdays of the month. A faithful congregation of 12 to 15 at this residence.

Conservatory Pond: I provide Communion on the afternoon of second Tuesday of the month, and this group has grown with the arrival of the Neatbys and others in recent months.

Crystal Springs: I lead a weekly bible study and Communion Service on Wednesday mornings from September to June. (See small group report for further details)

Rosewood Retirement Home: On the second and fourth Thursday mornings of the month a lay team consisting of Karl and Cynthia Furr and Marg Milner provide Communion through the reserved



sacrament. The Rector is present for the High Holidays of Christmas and Easter.

Extendicare Nursing Home: I lead Communion services on the second and fourth Friday mornings with 30 to 40 residents, staff and volunteers present. I also leads their Memorial Services every two-three months. I am also called to visit residents whose church affiliation is unknown or none in times of crisis.

Library

Marina Hughson

The Library again this year has provided a collection of books to assist in your Christian growth. All books are required to have a Christian theme and the items are shelved in broad categories e.g. Biography, Christian Living, Theology, Prayer, Mission, Fiction, Children and Bibles. The collection will soon run out of space so some major work will be necessary.

In November after much thought, I knew it was time to relinquish my role with the library. I have seen many interesting books that have come into the library since 2005. The Library is a wonderful asset to our church life.

Parish Newsletter: The Catalyst

Sue Orgill

70 copies of the Catalyst are printed 10 times during the year from September to June. They are distributed with the exceptional help of Marg Whittaker and Linda Schroeder. Fr Bill produces the labels and they faithfully label and organize the Catalyst for delivery by parish volunteers. Thank you all!

The printed copies are black and white which seriously reduces the quality of the photos. The electronic copy has colour photos which are clear to see. If you have email please consider having your Catalyst delivered to your inbox, simply contact the church office.

Early in 2018, Staples increased the cost of photocopies so I stopped



using them to print the Catalyst. It was costing \$65 (for 6 pages) to \$80 (for 8 pages) for 75 Catalyst each month. Instead I use Gilmore Reproductions which allows me to send them a PDF electronically so when the print job is complete, they email me to come pick it up! It now costs \$35 for 6 pages, \$47 for 8 pages up to \$52 for 10 pages. Again, this is for 70 copies.

A special Thank You to my dear husband David who proofreads and adjusts accordingly!

Thank you to all the contributors who send me photos, articles, jokes, cartoons and prayers!

Web Site www.stthomaskingston.ca

Dave Orgill

The other day as Sue was preparing her report about the Catalyst for the 2019 Vestry Meeting, she asked me if I was going to write a report about the St Thomas website. I hadn't thought about it, but I agreed it was a good idea. This is the first report about the website since it was launched in March 2013.

- Purpose
 - To enable people searching for a church online to learn about St Thomas.
 - See [Welcome](#), [Worship](#), [Ministries](#), [About Us](#) pages
 - To provide information online about upcoming events at St Thomas and what has been happening.
 - See [Home](#) and [Previous Events](#) pages
 - To provide general information about St Thomas.
 - See [Resources](#), [Parish Info](#), [Contact Us](#) pages
- Updates
 - I update the website every week or 2 depending on church activities
 - I used photos from John Perreault and Bill Clarke, but I'm happy to use photos from other people
- Feedback:

- If you haven't explored the website, take some time to look through it.
- I would appreciate your feedback including any improvements you would like to see. You can email me at orgill@kingston.net

Kitchen Co-Ordination Keitha Thomas, Linda Schroeder

After an extended term of service, Mary Anne Wright has turned her kitchen responsibilities over to Keitha Thomas & Linda Schroeder. Many, many thanks to Mary Ann for her years of dedication in keeping the kitchen in tip top shape and running smoothly.

A continual inventory and cleaning of the kitchen is an ongoing process to maintain a clean & safe work environment. Laundry is done weekly with all soiled items for pickup to be placed in laundry hamper under the serving counter.

Communication of all events that require kitchen use is helpful to maintain supplies and knowledge of extra laundry.

Donations of kitchen equipment or supplies is appreciated with prior contact with Linda Schroeder or Keitha Thomas to co-ordinate.

We encourage all those using the kitchen facilities to take advantage of the food waste container and the Green Bin that was added in 2018.

Thank you to all those who do use the kitchen facilities for keeping this area clean and a pleasure to use.

Bottle Drive

John Perreault

\$165- was raised for the building fund from empty liquor, beer and wine containers were provided to the church by returning them to the Beer Store. Please contact me anytime if you would like me to pick these containers up from you.

Pre-Paid (Gift) Cards

Marnie Dahl, Keitha Thomas

Our Pre-paid Card / Gift Card Program began in March 2019.

Program results to December 2018 are as follows:

- March \$ 88.50
- April \$100.50
- May \$ 79.00
- June \$ 86.13
- July \$ 89.50
- August \$ 48.00
- September \$ 38.00
- October \$176.23 *
- November \$179.95 *
- December \$124.25

Year to Date Income \$1018.25

* Denotes months in which the card orders were *greater than* \$4000.00. When orders are greater than \$4000.00 than no shipping fees are charged.

Thank you to all who have participated in the Program to date. We invite everyone to make use of the program as you can. St. Thomas' benefits from your very much appreciated support!

Used Stamps for St. Thomas'

Don Mann

Once again, I'd like to thank Everyone for saving your stamps for St. Thomas'. These little pieces of paper are sold at the Kingston Stamp Club and proceeds go to general funds for the Church. This is not a huge fund-raiser, but every little bit helps!

So, we ask you to continue saving your stamps from home, or at your Office, and please place them in the little container on the table at the back, marked "USED STAMPS". Thank you, as always.

Last year, Canada Post printed the usual large amount of Postage Stamps which, mostly, were of the Commemorative-type. By this, I mean that such stamps tell the story of our country. This not only



reminds us of our great History over the years but, just as importantly, tells the world about Canada, what our country looks like, and illustrates what has made our nation and our people famous.

Do you know what a "**Semi-Postal Stamp**" is? If you're wondering, look for them on your next visit to a Post Office. They are regular stamps but, interestingly, have a little surcharge added to the regular postage, e.g., "plus .10 cents, which Canada Post collects to aid a charity. So, when you buy a booklet of 10 stamps to use, you are actually donating \$1.00 to that charity, too. A great Idea?

Thanks, again, for saving your used stamps for St. Thomas'.

For more information you can call Don Mann at 613.389.6536

Building Committee

Kevin Warren

I would like to Thank everyone who assisted in any way with the ongoing building maintenance in the past year.

As in past years we continue to be as diligent as possible regarding the ongoing maintenance of the building and all the equipment. Again, this past year we have under taken a number of projects as well as continued with others. I have listed as an overview for everyone items with associated costs and hopefully I won't miss any but if I do please bring to my attention.

- 1) New Windows in Loft Area \$1,531.15 (covered from Bricks & Mortar)
- 2) Loft Flooring \$659.48 (covered from Bricks & Mortar)
- 3) Installation of New Hall Floor \$24,575.24 (covered from Haworth Henry General Fund)

Moving Forward other items we need to address:

- 1) Replacement of Altar sub floor and new flooring on top.

- 2) Working on Heating system to get better control of heat requirements.
- 3) Keep eye on Shingle roof on addition.

Envelope Secretary's Report

Heather Schreiner

Annual Offerings	2018	2017	2016	2015
Envelopes	64,238	77,748	69,138	77,044
Direct Deposit & CC	<u>99,318</u>	<u>94,939</u>	<u>98,249</u>	<u>99,160</u>
Totals	163,556	172,687	167,387	176,204
Special Offerings	2018	2017	2016	2015
PWRDF	6,525	7,306	6,512	6,981
Bequests	--	--	250,000	--
Bricks & Mortar (Loan)	1,000	6,945	4,000	100
Building Fund	--	--	1,020	210
Parking Lot Fund	--	75	15,880	21,925
Non-Operating Funds	1,744	690	6,128	5,128
Christmas	2,085	2,295	2,450	2,510
Easter	2,105	2,278	1,310	1,210
Food Bank/ Food Missions	4,700	4,029	3,795	2,975
Memorials	3,006	6,735	3,205	335
Missions	--	80	75	--
Refugee Support	784	11,300	6,070	--
Thanksgiving	1,401	1,695	1,442	1,825
Tree of Life	--	400	25	150
Miscellaneous	<u>1,660</u>	<u>1,460</u>	<u>1,305</u>	<u>6,114</u>
Total	188,566	217,975	470,604	225,667
	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>

Envelopes Issued	41	59	60	65
Direct Deposit/ Credit Card	60	63	60	64
Members Contributing with no Envelopes	<u>16</u>	<u>17</u>	<u>16</u>	<u>14</u>
Total # Members Contributing	117	139	136	143

Comparative Income Statement 2018

Kevin Warren

	ACTUAL	BUDGET	ACTUAL
	01/01/2018	01/01/2018	01/01/2017
	12/31/2018	12/31/2018	12/31/2017
REVENUE			
Offerings	167,214.98	175,000.00	175,415.67
Special	7,968.05	9,200.00	9,337.75
TOTAL OFFERINGS	175,183.03	184,200.00	184,753.42
OTHER RECEIPTS	21,330.61	19,900.00	20,131.71
NON-OPERATING INCOME	0.00	0.00	0.00
TOTAL REVENUE	196,513.64	204,100.00	204,885.13
EXPENSES			
Personnel	117,014.76	117,872.00	119,463.89
Mission	39,132.00	39,132.00	40,692.00
Operations	12,835.54	18,075.00	12,070.83
Building/Property	27,002.13	31,750.00	28,937.45

TOTAL			
EXPENSES	195,984.43	206,829.00	201,164.17
NET INCOME			
(DEFICIT)	529.21	(2,729.00)	3,720.96

NOTES TO STATEMENT

- 1) Offerings include all Envelopes, Direct Deposit, Visa & MasterCard, Open Offerings.
- 2) Special includes Christmas, Easter, Thanksgiving, Sunday School.
- 3) Other Receipts includes Hall Donations, Nursery School, Parking Lot Rental, Coffee Receipts & Miscellaneous.
- 4) Non-Operating Income includes Other Capital Funds Used, PWRDF, Partners in Mission Food Bank.
- 5) Personnel include Rector, Secretary, Choir Director and Treasurer Salaries.
- 6) Mission is Common Ministry.
- 7) Operations include all operating expenses such as Rector Travel, Rector Discretionary Expense, Catalyst, Printing & Stationery, Kitchen Supplies etc.
- 8) Building & Property includes all expenses related to the building i.e.; Heat, Hydro, Insurance, Equipment, etc.

ITEMS OF NOTE

Total Revenue for the year was \$7,586.36 below budget, Total expenses came in \$10,844.57 below budget thus allowing for a small net income vs our projected deficit of \$2,729.

BALANCE SHEET

	Actual 2018	Actual 2017
ASSETS		
Bank Accounts	\$ 74,376	\$ 106,360
Investments (see Note 1)	\$245,680	\$ 195,518
Accounts Receivable	\$ 2,852	\$ 2,951

TOTAL ASSETS	\$322,908	\$ 304,829

LIABILITIES & EQUITY

Current Liabilities	\$ 0	\$ (191)
Loans	\$ 0	\$ 0
Endowments	\$ 245,680	\$195,518
Non-Operating Funds (see Note 2)	\$ 43,077	\$ 75,880
Retained Earnings (Surplus/Deficit)	\$ 34,151	\$ 33,622

TOTAL LIABILITIES AND EQUITY	\$ 322,908	\$ 304,829
Insured Value of Church	\$ 1,419,607	\$1,394,693

NOTE 1

Donlyn Endowment	\$ 15,518	\$ 15,518
Haworth-Henry Humanitarian Fund	\$ 30,000	\$ 30,000
Haworth-Henry General Fund	\$200,000	\$ 150,000

NOTE 2

Non-Operating Funds Transactions to December 31, 2017:



	Opening Balance January 1, 2018	Received	Transfers	Used	Closing Balance December 31, 2018
Bricks & Mortar	\$ 4,450	\$ 1,448		\$ 3,499	\$ 2,399
Tree of Life	\$ 999	\$ 50		\$ 0	\$ 1,049
Mission Work	\$ 2,084	\$ 2		\$ 30	\$ 2,056
Whitfield Children's	\$ 836	\$ 2,000		\$ 1,228	\$ 1,608
Rector's Discretion	\$ (209)	\$ 1,464	\$557+	\$ 1,090	\$ 722
Memorial Fund	\$ 11,786	\$ 3,033		\$ 351	\$14,468
Flowers	\$ 786	\$ 1,063		\$ 955	\$ 894
Parking Lot Fund	\$ 7,713	\$ 0		\$ 0	\$ 7,713
Refugee Fund	\$ 30	\$ 1,954		\$ 1,954	\$ 0
Syrian Family Fund	\$ 24,614	\$ 9,937		\$ 34,551	\$ 0
Haworth Henry Humanitarian	\$ 4,688	\$ 1,500		\$ 1,377	\$ 4,811
Haworth Henry General Fund	\$ 18,103	\$ 63,004	\$50,000 -	\$ 24,768	\$ 6,339
Vista Gift Cards	\$ 0	\$ 1,019		\$ 0	\$ 1,019

TOTAL	\$ 75,880	\$ 86,474	\$50,557	\$ 69,833	\$ 43,078

Designated Funds

	2018	2017
PWRDF	\$6,540	\$7,381
Christmas Baskets	\$ 655	\$2,385
Food Ministry	\$1,833	
Partners in Mission Food Bank	\$2,260	\$ 1,579
Lunch By George	\$ 100	\$ 616

Financial Review – 2018

Dave Orgill, William McAllister

Date: January 30, 2019

To: Wardens and Members, St Thomas Anglican Church, 130
Lakeview Avenue, Kingston, Ontario K7M3T5

We have received the Balance Sheet, all Journal Entry Reports, Bank Statements and supporting documentation from banking transactions for St Thomas Anglican Church for year ending December 31, 2018.

Our review consisted of a cursory examination of the entire year's Journals for reasonable accounting, and further full review of 2 or 3 individual months by examining each entry in detail.

Any questions concerning entries were directed to the Treasurer for further explanation to satisfy our enquiries.

Based on our review nothing has come to our attention that causes us to believe that these Financial Statements and reports do not, in all material aspects, fairly and accurately represent the financial activity and position of the organization.

A signed copy is in the office and attached to reports to Synod Office.

Proposed Budget 2019

	ACTUAL 2018	BUDGET 2018	BUDGET 2019
REVENUE			
OFFERINGS			
Envelope Offerings	65,558.78		
Direct Deposit	94,054.00		

Visa & Mastercard	5,400.00		
Open Offerings	2,202.20		
Regular Offerings	167,214.98	175,000.00	175,000.00
Initial Offerings	163.60	200.00	200.00
Christmas	2,462.60	3,000.00	3,000.00
Event Revenue	1,749.45	3,000.00	3,000.00
Easter	2,160.00	1,500.00	1,500.00
Thanksgiving	1,433.00	1,500.00	1,500.00
Sunday School	0.00	0.00	0.00
Sub Total Special Offerings	7,968.05	9,200.00	9,200.00
TOTAL OFFERINGS	175,183.03	184,200.00	184,200.00
OTHER RECEIPTS			
Rectory Fund	1,695.16	1,600.00	1,600.00
Hall Donations Miscellaneous	200.20	300.00	300.00
Nursery School	3,825.00	3,850.00	3,850.00
AA	1,200.00	1,200.00	1,200.00
Parking Lot Rental	3,600.00	3,600.00	3,600.00
Interest-Unrestricted Endowments	8,909.00	8,200.00	10,784.00
Coffee Receipts	1,009.25	650.00	650.00
Miscellaneous	892.00	500.00	500.00
TOTAL OTHER RECEIPTS	21,330.61	19,900.00	22,484.00
NON-OPERATING INCOME			
Other Capital Funds Used	0.00	0.00	0.00
Designated Income-PWRDF	6,005.00	0.00	0.00
PWRDF Remitted	-6,005.00	0.00	0.00
Designated Income- Other	2,260.00	0.00	0.00
Other Remitted	-2,260.00	0.00	0.00

Food Ministry	1,852.75	0.00	0.00
Food Ministry Remitted	-1,852.75	0.00	0.00
Designated Income-Food Basket	655.00		
Food Basket Remitted	-655.00		
Designated Income	0.00	0.00	0.00
TOT NON-OPERATING INCOME	0.00	0.00	0.00
TOTAL REVENUE	196,513.64	204,100.00	206,684.00
EXPENSE			
PERSONNEL			
Rector- Stipend	55,500.00	55,500.00	57,100.00
Housing	25,284.00	25,284.00	25,790.00
Canada Pension Plan	2,612.34	2,747.00	2,747.00
Employment Insurance	1,286.22	1,500.00	1,500.00
Continuing Education	450.00	450.00	600.00
Extended Health	3,159.37	3,200.00	3,200.00
Clergy Pension Premium	2,561.81	2,592.00	2,592.00
Clergy Benefit Costs	11,632.06	11,599.00	11,950.00
Employer Employment Insurance	357.48	650.00	500.00
Employer Canada Pension Plan	325.48	650.00	500.00
Choir Director	9,646.00	9,500.00	9,500.00
Treasurer- Honoraria	4,200.00	4,200.00	4,200.00
TOTAL PERSONNEL	117,014.76	117,872.00	120,179.00
MISSION			
Common Ministry	39,132.00	39,132.00	41,064.00

OPERATIONS			
Church Services Expenses	1,337.12	1,500.00	1,500.00
Music	474.00	550.00	550.00
Seniors Outreach	0.00	500.00	500.00
Seniors Ministry	0.00	250.00	250.00
Church School	0.00	500.00	500.00
Youth/Messy Church	220.87	500.00	500.00
Education & Training	0.00	500.00	500.00
Rector- Travel	4,394.44	4,500.00	4,500.00
Rector's Discretionary Expenses	417.48	500.00	500.00
Advertising	0.00	450.00	450.00
Miscellaneous Office Expense	0.00	125.00	125.00
ACS Operating System	612.03	0.00	675.00
Bank Charges Canada Trust	153.84	200.00	200.00
Powerlink Charges Canada Trust	523.40	525.00	525.00
Credit Card Charges	128.40	350.00	150.00
Postage	390.49	400.00	400.00
Catalyst	492.70	600.00	600.00
Printing & Stationery	1,542.32	2,000.00	2,000.00
New Equipment	0.00	500.00	500.00
Lease Payments	1,009.67	1,200.00	1,200.00
Synod Meetings	460.00	500.00	0.00
Security Checks	0.00	100.00	100.00
Library	0.00	150.00	150.00
Coffee Hour	191.61	400.00	400.00
Kitchen Supplies	0.00	300.00	300.00
Miscellaneous	487.17	300.00	300.00

TOTAL OPERATIONS	12,835.54	18,075.00	17,035.00
BUILDING & PROPERTY			
Heat	5,292.97	5,500.00	5,500.00
Water	2,152.68	2,200.00	2,200.00
Hydro	1,777.99	2,750.00	2,500.00
Telephone	1,201.69	1,500.00	1,500.00
Insurance	3,688.00	4,000.00	4,000.00
Snow Plowing	2,360.64	2,500.00	2,500.00
Yard Care	1,247.39	2,000.00	2,000.00
Elevator Licence Fee	100.00	100.00	100.00
Elevator Maintenance	1,938.06	3,000.00	3,000.00
Cleaning Service	4,710.00	5,000.00	6,000.00
Cleaning Supplies	470.77	500.00	500.00
Miscellaneous	415.36	200.00	200.00
Building Improvements	0.00	0.00	0.00
Repairs- Building	444.61	1,500.00	1,500.00
- Equipment	1,201.97	1,000.00	1,000.00
TOTAL BUILDING & PROPERTY	27,002.13	31,750.00	32,500.00
TOTAL EXPENSE	195,984.43	206,829.00	211,118.00
TOTAL REVENUE	196,513.64	204,100.00	206,684.00
TOTAL EXPENSE	195,984.43	206,829.00	211,118.00
NET INCOME	529.21	-2,729.00	-4,434.00

