

# THE CHURCH OF ST STEPHEN, DOWNSVIEW

The Annual General Meeting  
February 21<sup>st</sup>, 2016

## VESTRY CONVENING CIRCULAR (2015 in Review)



**Clergy:** The Rev'd Kenute D. Francis (Incumbent)

**Wardens:** Norman DaCosta (People's Warden)  
Fanella Hodge (Rector's Warden)

**Deputy Wardens:** Chris Gleeson (Deputy Rector's Warden)  
Rachel Omologe (Deputy People's Warden)

2259 Jane Street, Downsview, Ontario, M3M 1A6  
Telephone: 416-241-4639  
Facsimile: 416-248-5415  
Email: [office@saintstephensdownsview.com](mailto:office@saintstephensdownsview.com)  
Website: [saintstephensdownsview.com](http://saintstephensdownsview.com)

# 2015 Convening Circular

## Contents

|  | <b>Page</b> |
|--|-------------|
| <b>The Archbishop's Pastoral Letter</b>                | 01          |
| <b>Bishop Poole's Pastoral Letter</b>                  | 03          |
| <b>Order of Worship for Business</b>                   | 05          |
| <b>Minutes of Annual Vestry – February 15, 2015</b>    | 08          |
| <b>Letter from Auditor - Janice Charko FCGA CFP</b>    | 20          |
| <b>Financial Statements - Year Ending Dec 31, 2015</b> | 21          |
| <br>   |             |
| <b>Reports to Vestry</b>                               |             |
| Incumbent  | 30          |
| The Corporation  | 38          |
| The Advisory Board                                     | 42          |
| The Lay Pastoral Minister                              | 44          |
| The Choir  | 45          |
| Sunday School  | 46          |
| The Synod Representatives                              | 47          |
| The Ushers   | 51          |
| The Men of St Stephen                                  | 52          |
| The Women of St. Stephen                               | 54          |
| The Saints' Café                                       | 56          |
| Envelope Secretary                                     | 58          |
| Altar Guild  | 60          |
| Youth Choir  | 60          |
| Fund Raising Committee                                 | 61          |
| <br>   |             |
| The 2016 Budget  | 63          |
| Parish Statistics                                      | 65          |
| Calendar of Events                                     | 66          |
| Appendix 1 – Vestry Motion                             | 68          |

## **Our Mission**

“To worship God, creating a caring Christian community through growth and celebration, using our gifts and talents to reach out in love to others.”

## Archbishop's Pastoral Letter to Vestries, 2016

*to be read or circulated on the Sunday of the parish's annual vestry meeting*



To the Clergy, Churchwardens and Parishioners

### **My Sisters and Brothers in Christ,**

May the grace and peace of our Lord Jesus Christ be with you.

As you gather today in the annual vestry meeting of your parish or congregation, I want to express my gratitude for your faithfulness in living out our diocesan mission to *Worship* God, *Proclaim* the Gospel and *Embody* in word and action the reconciling love of Jesus. The Area Bishops and I are especially thankful for the leadership of the clergy, churchwardens and officers of your parish. I am deeply mindful of the prayer, "*grant that we may never forget that our common life depends upon each other's toil*" and that is so true of our life together as members of the Church. Thank you!

This year we have witnessed an almost unprecedented humanitarian crisis as the world's refugee and near-refugee population has surpassed 50 million people. The generosity of responses from so many is heartening. More than 40% of our parishes are in the process of sponsoring a refugee family either directly or in joining with other parishes or faith groups in assisting in a sponsorship. The Diocese has made a grant of \$500,000 available through the Ministry Allocation Fund to support congregations in reaching out. Details of this grant will be circulated in the next few weeks.

I have asked Vestries to consider a motion about the Truth and Reconciliation Commission Report on Residential Schools. "Answering the Call for Reconciliation", a booklet prepared by our Social Justice working group, gives a concise background to the issues. This is an important matter for our Church. Many indigenous people are Anglican. The Anglican Church had a major role in residential schools. We have been given a mandate by our Lord to be agents of healing and reconciliation. However you decide to deal with the motion, I hope it leads to wide discussion and action in your parish.

In my Charge to Synod, (see [www.toronto.anglican.ca/2015/11/13/archbishops-charge-to-synod](http://www.toronto.anglican.ca/2015/11/13/archbishops-charge-to-synod)) I took as my theme "things old and new", a recognition that we need both to honour and use, to the best of our abilities, the excellent resources of our Anglican tradition. As well, we need to think and work outside the box, to find new and creative ways to respond to God's call to mission in our own neighbourhoods. Not one or the other; both are required today.

This requires us to be "*encouraging and continually re-centering the community in which we know that both the resources of stability and the risks of change come from the Spirit.*" "Re-centering" is critical. It is remembering what is at the heart of it all: God's unquenchable love for the whole of Creation revealed in Jesus Christ.

I have a continuing concern that we deepen our own understanding of our faith in Jesus Christ and our ability to speak of that faith reasonably and confidently, and to give voice "to the hope that lies within us" as St. Paul writes. I hope that you will find ways in your parish (or even better, working with other congregations) and on your own, to pursue that this year. Bible studies, discussion groups, book clubs and prayer circles are opportunities to gather and practise articulating the joy of a life that is rooted and grounded in Christ.

May you have a productive Vestry Meeting today and may you find this to be truly a Year of Grace.

Yours faithfully,

A handwritten signature in black ink, reading "Colin R. Johnson". The signature is written in a cursive style with a small cross at the beginning.

The Most Reverend Colin R. Johnson  
Archbishop of Toronto

The Right Rev'd M. Philip Poole  
Area Bishop of York Credit Valley



The Incorporated Synod of the  
Diocese of Toronto

135 Adelaide Street East  
Toronto, Ontario, M5C 1L8  
Telephone: 416-363-6021  
Toll-free: 1-800-668-8932  
Fax: 416-363-363

## **A Pastoral Letter to Vestry 2016**

Dear sisters and brothers in Christ;

Grace and peace to you in the name of our Incarnate Lord Jesus Christ as you gather to meet in Vestry. Vestry is both a time to look into the rear view mirror to reflect on the activity of God in the life of your parish in 2015 and a time to lay plans for the future and set sail into 2016.

A friend of mine from public school days knows that she is dying. She has determined to face her death and to live her life as fully as she can. She is travelling with her family to interesting parts of the world, celebrating the little joys of life, following her doctor's advice, communicating with her many correspondents, and asking for prayers in the context of the faith that sustains her. At the end of her emails she includes a quotation: "You can't control the wind, but you can adjust your sails."

The prevailing headwinds of society seem to swirl around fear. The stock markets had a volatile year in 2015 and voices tell us the outlook for 2016 is not much better. The economy of the world seems to be sputtering and Canada is caught in the downdraft. Companies are laying people off work, thus creating enormous family and community challenges. The politics of fear mark elections on both sides of the 49th parallel. In many countries ordinary men and women live with the daily reality of exploding bombs, beheadings, oppressive governments, and corrupt leaders. I am told one in every 124 people on the planet is displaced from home. Add to that acts of inhuman violence, most recently in Paris, but also in Boston, Norway, Charleston, or London, and the seemingly ever-present security measures at major events and gatherings in the free world.

Fear, it seems to me, constantly blows its bitter wind as it has done throughout history. The Great Depression of the late 1920s is remembered by very few today, more will remember the Second World War, the Bay of Pigs, the FLQ, Vietnam, 9/11, Syria – all these events are wrapped in fear. Indeed, I am deeply grateful to all those who in one way or another are bringing hope, new life, love, and shelter from the winds of fear to those presently coming to our shores from other lands.

Even the narratives of our sacred literature are filled with stories of fear. Ordinary people, people like you and I, encounter fear in their lives. Joshua and the Israelite people learn that Moses will no longer lead them to the Promised Land; the Israelites must face Goliath; a startled Mary receives the visitation of Gabriel; the shepherds in the field are greeted by angels whose first words urge them to fear not; Ananias is fearful in the presence of Saul as were the early Christians in the face of the oppressive Roman Empire – these are but a few of the hundreds of examples of human fear contained within those biblical pages.

Our generation has not invented fear. Fear is a real human condition. It must be faced one way or another, either head on or by adjusting one's sails, but it will not prevail.

On more than a hundred occasions, scripture simply says "Be not afraid." Why? Because God is there, God is present, God was with them then, God is with us now. Fear will not go away unless it is faced and dealt with. That is a key message of the Christmas season just celebrated, a season fading in our memory – Emmanuel, "God is with us".

Key messages about facing fear, delivered to me in my childhood, often involved courage and bravery. 'Be brave,' I was told as the doctor was readying to push a needle into my skin. 'Be courageous,' even though the bully once again had me in his sights. There is some truth to these rallying cries. As I have aged, however, I have found that it is in fact faith that trumps courage and bravery as an antidote to fear – faith that God is still in charge of God's universe despite the voices saying that is not so, and faith that God will work in and through me.

There is no doubt that you and I live in a society whose headwinds are dominated by fear. The church living in the context of such a society is not immune to that fear. Will we survive? Will we have enough money? Will someone take on that job? Perhaps those voices will be heard at Vestry. Our challenge is not to be beaten down by the prevailing winds of fear but to live as people of faith, confident that the God who has journeyed through life with us so far has not abandoned us but is, still, Emmanuel.

I find it helpful to be reminded that we are not a church that has a God, but rather it is God who has a church. It is God's church, through which God proclaims God's mission, to God's people, in God's world. In God's church we are not alone, but are in community with others who have chosen faith in Jesus Christ as their Way through life. In the community of the church we find acceptance, itself an antidote to fear. In being accepted we are reminded that no matter who we are, where we have been, what we have done, God loves us. In the church, God has given us a community in which we can find strength in times of trouble, by which we can face the storms of fear in our lives, and through which we can stand up to the evils of this world. Mathew 20:28, "Remember I am with you always."

So, as you meet in Vestry and address the necessary business and concerns of the parish, may the God who stilled the storms on the Sea of Galilee and calmed the fears of the disciples bring you the faith to move with confidence into the future.

Yours in Christ



The Right Reverend Philip Poole  
Area Bishop of York-Credit Valley  
Bishop Suffragan of Toronto

## ORDER OF WORSHIP FOR BUSINESS

THEME: "Church Building"

**10:00 a.m.                     THE GATHERING OF THE COMMUNITY**

*Opening Sentence*

**Processional Hymn: 151BB - A Mighty Fortress**

Greeting:

**The Collects For:**    1. *Second Sunday of Lent*  
                              2. *Vestry*

**Annual Meeting of the Vestry for the Church of St. Stephen's is Now Called to Order**

- **Welcome**
  
- **Appointment of Vestry Clerk**  
⇒    **MOTION:** *That Orphtee Quarcoo be appointed as Vestry Clerk*
  
- **Appointment of Scrutineers**  
⇒    **MOTION:** *That persons be appointed as Scrutineers for Vestry*
  
- **Approval of The Agenda**  
⇒    **MOTION:** *That the agenda for this meeting be approved*
  
- **Minute of Silence**  
⇒    *For the souls of Beulah Grey and Albert Jeffries*
  
- **The Minutes of 2015 Vestry**
  - Taken as read
  - Corrections or Amendments⇒    **MOTION:** *That the Minutes of the Vestry meeting of February 15, 2015 be confirmed.*

**Hymn:**             *Blessed Be the Name of the Lord*

**10:15 a.m.                     THE LITURGY OF THE WORD**

*Old Testament: Genesis 15: 1 - 12, 17 - 18*                     *(Reader - Samuel Nwosu)*

**The Epistle:        *Philippians 3:17 - 4:1***                     *(Reader - Ezekiel Ekeh)*

*Gradual:*           **526BB – The Solid Rock (vs. 1 & 2)**

**The Gospel:**      **Luke 13: 31 – 35**

*(Reader – Nadeen Murray)*

Overview / Reflection / Discussion

*(Panel)*

**Hymn:**            **526BB – The Solid Rock (vs. 3 & 4)**

**10:30 a.m.                    FINANCIAL STATEMENTS**

⇒ **MOTION:** *That the audited Financial Statements of The Church of St. Stephen for the year 2015 be accepted.*

⇒ **MOTION:** *That the 2016 Vestry commends those members whose support and financial contributions continue to assist the church in meeting its obligations.*

**ELECTION OF THE AUDITOR**

⇒ **MOTION:** *That Janice Charko FCPA, FCGA, CFP be appointed auditor for the year 2016.*

**SIGNING AUTHORITY**

⇒ **MOTION:** *Be it resolved that the Wardens, Deputy Wardens, and the Treasurer be the signing officers for the ensuing year.*

**11:10 a.m.                    RECEPTION/DISCUSSION OF ALL REPORTS**

⇒ **MOTION:** *That the following Reports be received*

|                                  |                               |                              |
|----------------------------------|-------------------------------|------------------------------|
| <i>Incumbent</i>                 | <i>The Corporation</i>        | <i>The Advisory Board</i>    |
| <i>The Lay Pastoral Minister</i> | <i>The Choir</i>              | <i>Sunday School</i>         |
| <i>The Synod Representatives</i> | <i>The Ushers</i>             | <i>The Men of St Stephen</i> |
| <i>The Women of St. Stephen</i>  | <i>The Saints' Café</i>       | <i>Envelope Secretary</i>    |
| <i>Altar Guild</i>               | <i>Fund Raising Committee</i> | <i>Youth Choir</i>           |

**11:25 a.m.                    ELECTION OF OFFICERS**

**The Baptismal Covenant**



## Motion for Vestry

1. **2015 Vestry Motion Update**
2. **Social Justice Vestry Motion 2016: Answering the Call for Reconciliation**

**Hymn:** *Whisper a Prayer* (vs. 1)

11:45 a.m. The Prayers of the People (Leader: Bev Brown)

**Hymn:** *Whisper a Prayer* (vs. 2)

11:50 a.m. **THE LITURGY OF THE SACRAMENT**

## 2016 BUDGET

⇒ **MOTION:** *That the 2016 Budget of Income and Expenditures for the Church of St. Stephen be approved.*

**Offertory Hymn:** *401BB – The Church’s One Foundation*

- ❖ Prayer over The Gifts, Eucharistic Prayer & The Lord's Prayer
- ❖ The Fraction & Communion

*(Chalice Bearers: Bosun Williams and Ericka Martin)*

**Hymns During Communion:** *Sax & Organ - “I Surrender All”*  
*346CPWI - Summoned By The God Who Made Us*  
*692BB – God Will Take Care of You*  
*410BB – Standing on the Promises*

**Ablutions:** *425BB – Bind Us Together*

- ❖ **Post Communion Prayer & The Blessing**

12:20 p.m. **THE DISMISSAL RITE**

- ⇒ *Other Business*
- ⇒ *Motion of Thanks*
- ⇒ *Adjournment*

**Recessional Hymn:** *730BB – Stand Up, Stand Up for Jesus*

## ANNUAL VESTRY MEETING MINUTES

CHURCH OF ST. STEPHEN

Sunday, February 15, 2015 - 10 am

### Order of Worship for Business

*Theme: "Celebrating and Optimizing our Gifts"*

#### Present

66 parishioners, and Rev'd Kenute Francis, were present for Vestry.

### THE GATHERING OF THE COMMUNITY

*Opening Sentence*

**Processional Hymn:** 215 - *When Morning Gilds The Skies*

Greeting:

**The Collects:** 1. For The Day  
2. For Vestry

*The annual Meeting of the Vestry for the Church of St. Stephen is now called to order.*

#### Call to Order

Father Kenute Francis called the Annual Vestry Meeting to order and welcomed the congregation to Vestry.

#### Appointment of Vestry Clerk

Bev Brown moved to appoint Orphtee Quarcoo as the Vestry Clerk, seconded by Patricia McIntosh. *Motion carried.*

#### Appointment of Scrutineers

The roles of the scrutineers are to ensure that all members sign the attendance list and to oversee the election process.

Erica Martin moved to appoint Georgia Brissett, Shalon Jeffers, and Winsom Bennett as scrutineers for Vestry. Seconded by Felicia Holder. *Motion carried.*

#### Approval of the Agenda

Prior to approval of the agenda, Father Kenute noted that two items needed to be included in the agenda:

- Review of the "Special Vestry" minutes (motion to apply for funds from the Our Faith, Our Hope campaign)
- Discussion surrounding the church website

With these additions, Nadeen Murray moved to approve the agenda for Vestry 2015, seconded by Monica Herman. *Motion carried.*

### *Minute of Silence*

A Minute of Silence was observed for two congregational members, Elizabeth Hardcastle and Zelpha Johnson, who had passed away; followed by a prayer.

### **The Minutes of The Mission, Finance and Special Vestries**

Father Kenute confirmed that there are 3 different sets of minutes to be reviewed from vestry meetings held in 2014:

1. Mission Vestry held on February 15, 2014
2. Finance Vestry held on March 17, 2014
3. Special Vestry held September 14, 2014

### *Mission Vestry*

Father Kenute noted that the minutes should be taken as read. The congregation was provided with the opportunity to review the minutes again for the **Mission Vestry**, after which Father Kenute asked for amendments or corrections. No amendments or corrections were brought forth.

Nadeen Murray moved for the minutes for the Mission Vestry to be confirmed, seconded by Pauline Stewart. *Motion carried.*

### *Finance Vestry*

Father Kenute noted that the minutes should be taken as read. The congregation was provided with the opportunity to review the minutes again for the **Finance Vestry**, after which Father Kenute asked for amendments or corrections. No amendments or corrections were brought forth.

However, Fenton Jagdeo noted that his name is included in the minutes for opposing the proposed budget for 2015 and asked if the names of those who make oppositions will be noted in the minutes going forward. In response, Father Kenute stated that the minutes offer an account of meeting proceedings; therefore, the names should be included in the minutes for documentation purposes. Father Kenute also asked the congregation for their opinion or thoughts on the matter, and it was agreed that the names should be recorded for documentation purposes.

Felicia Holder moved for the minutes of the Finance Vestry to be confirmed, seconded by Natasha Thompson. *Motion carried.*

### *Special Vestry*

The congregation was provided with the opportunity to review the minutes for the **Special Vestry**, after which Father Kenute asked for amendments or corrections. No amendments or corrections were brought forth.

Iris Linton moved for the minutes of the Special Vestry to be confirmed, seconded by Natasha Austin. *Motion carried.*

**Hymn:** 10BB – *Majesty*

### **10:15 AM THE LITURGY OF THE WORD**

*Old Testament:* 1 King 19: 9 - 18

Reader: Dwight RoseGreen

**For the Psalm: 103BB** – *All Hail King Jesus*

*The Epistle: 2 Peter 1: 16 - 19*

Reader: Maraval Odlum

**Gradual:** 114LEVAS – *Every Time I Feel the Spirit*

*The Holy Gospel: Mark 9: 2 - 9*

Reader: Bev Brown

**Overview of the Theme for 2015**

Father Kenute Francis

**Hymn: 597BB** – *Take My Life and Let it be Consecrated*

## 2014 FINANCIAL STATEMENTS

Fanella Hodge and Bosun Williams presented the audited financial statements for 2014.

Fanella noted that although Bosun was the Treasurer for 2014, there was also a finance committee that acted as an advisory body to the corporation. The committee provided suggestions and analysis on the church budget, assistance preparing for the audit, and advice on the 2016 budget. The finance committee consisted of Fenton Jagdeo, Maraval Odlum, and Enroy Hodge.

### *Overview and Discussion of the General Fund*

Bosun provided a high-level overview of the financial statements, beginning with the General Fund on page 26 of the Vestry package. The total operating income was \$211, 120, while the expense was \$197, 560, resulting in net revenue of \$13, 560. The caveat, however, is that the General Fund borrowed money from the Building fund to cover bills and expenses. In addition, some amounts were inadvertently deposited into the General Fund, rather than the Building Fund. When all of these factors are accounted for, the net revenue in the General Fund should be \$1,650.

Following the overview for the General Fund, Fanella invited questions from the congregation.

Sherlene Jagdeo questioned the accuracy of the statements given that money was moved between accounts. Fanella confirmed that the statements are accurate and offered clarification noting that the balance in the account in reality is \$280. However, the accounts have to be recorded as is for reporting and accounting purposes.

### *Overview and Discussion of the Building Fund*

The Building Fund, on page 27 of the Vestry package, documents a total income of \$101, 438 with expenses at \$83, 079 leaving a net operating income of \$18, 359. This is due to the various initiatives that were undertaken throughout the year. The majority of the income in the Building Fund was from the grants the church applied for, which have to be listed as liabilities and have to be spent on the items the grants were allocated for. Bosun reviewed the Building Fund statement more in depth reviewing the various lines.

Courtney Bolden noted that in 2013 the expense for copyright was \$213, but \$0 for 2014 and asked if copyright is not an expense that must be paid annually (noted on page 28 of the Vestry package), as it is required for the music that is played in the church. Fanella confirmed that this expense is captured in the General Funds, listed as Music under Mission and Ministry as an expense of \$305. Courtney suggested including a note with the statement, going forward, indicating that the copyright expense is captured in the General Fund account as an expense for the sake of clarity.

Angela Whyte asked if there was any income generated from Weddings and Funerals. Father Kenute responded that there were no donations for weddings; however, there was one funeral in 2014 for which no offering was taken.

Courtney raised an observation that the expense for the telephone decreased from \$2,628 in 2013 to \$1,641 in 2014 (captured on page 28 of the Vestry package). In response, Fanella noted that the reason for the decrease in the expense for the telephone was due to a switch in the phone system, resulting in the church being able to negotiate a cheaper/better rate for the telephone.

#### *Overview and Discussion of the Balance Sheet*

The biggest change made to the balance sheet for the year is that the depreciation for the roof, for the past 7 years, is now being accounted for and will continue to be included in the future. The liability section also includes all of the ministries for which money is held. The total liability and equity is \$179,655.

***The best news of all is that the loan has been paid in full.***

Matthew Jagdeo noted an error in the notes (page 30 of the Vestry package, note #9). Under net income, the amount should be \$45,844, however, it is accurate on page 27 of the package.

Winsom Bennett moved to accept the audited statements of the Church of St. Stephen for the year 2014, seconded by Emerson Jordan. *Motion carried.*

#### **Election of the Auditor**

Norman DaCosta moved to appoint Janice Charko, FCPA, FCGA, CFP as the auditor for the year 2015, seconded by Dwight RoseGreen. *Motion carried.*

#### **Signing Authority**

Iris Linton moved that the Wardens, Deputy Wardens, and Treasurer have signing authority for the Church of St. Stephen for the ensuing year; seconded by Erica Martin. *Motion carried.*

#### *Motion of Thanks*

Maraval Odlum moved that the 2015 Vestry commend those members whose support and financial contributions continue to assist the church in meeting its obligations; seconded by Bev Brown. *Motion carried.*

## **MISSION AND MINISTRY**

#### *Strategic Development (Team Leaders: Fenton Jagdeo, Fanella Hodge, and Bosun Williams)*

The committee provided the congregation with a one-page overview highlighting the 3 major focus areas for strategic development: Church Visibility, Communication, and Teaching & Learning. In his presentation, Fenton stressed the importance of getting support, buy in, and enthusiasm from the congregation. Also, he noted that the committee wants to be selective and prioritize items, and encouraged feedback and comments from the congregation going forward.

Margaret H. enquired if the church will continue to use the church premises for events, for instance the basement and parking lot, to mitigate expenses. In response, Fenton noted that one of the items listed on the

handout is to plan community outdoor activities and to provide space for community events. However, this will have to be discussed and facilitated with the corporation.

Angela noted that there are people who park on church property at night and asked if they are being ticketed or what the plan is to minimize that. Fenton assured her that there is a response to this question and deferred it to other business for a response from the corporation.

Emeka Ichoku asked if there will be a section on the website for community members to make donations to the church. In response, Fenton noted that all options would be reviewed and discussed.

Ricardo Walters enquired if now was the appropriate time to ask questions surrounding the website and offer suggestions, which was deferred for the discussion surrounding the website.

Monica Herman commented on the church visibility within the community, stating that she was asked why the church is no longer having its usual Good Friday walk in the community anymore. In addition, other churches that are further away are picking up children for Sunday school while our church is so close. Fanella stated that she had taken note of the feedback and it will be discussed and considered.

Fenton stressed the importance of leadership as part of the strategic plan, and noted that everyone must bring forth enthusiasm, ideas, and feedback. He also guaranteed strong leadership around the process.

Courtney Bolden stated that the overview contained a lot of information, which requires review at home followed by questions. He also encouraged everyone to take it seriously and provide feedback.

#### *Proposal for Area/Satellite Groups (Father Kenute)*

In his presentation, Father Kenute discussed his belief that area groups would be a good idea for the church, as people travel from across the GTA (Ajax, Vaughan, Mississauga, Brampton, Toronto, etc.) and area groups would provide the opportunity for fellowship, prayer, and study. The idea is to have groups where interest can be generated.

Father Kenute identified three objectives for the area groups:

1. Fellowship - the foundation of the church and is very important in the life of the church
2. Ministry - minister to one another and cater to individual and group needs
3. Mission - outward thrust to the broader community

Area groups would provide the opportunity to reach out to one another and the broader church.

Father Kenute noted that he would put objectives in a document to begin the process. He would also like to meet with people from different areas to discuss how the area groups would move forward for each area.

Emeka Ichoku commended Father Kenute for his vision for the church and noted that one of the reasons why people feel welcome is in relation to “what’s in it for me.” He suggested also looking at issues that affect people, rather than just spiritual aspect. Emeka also offered his support for the development of area groups. A vote was taken to gauge support for the development of area/satellite groups; everyone was in favour.

## RECEPTION/DISCUSSION OF ALL REPORTS

Reports for the following groups were received:

|                                |                        |                          |
|--------------------------------|------------------------|--------------------------|
| The Incumbent                  | The Corporation        | The Advisory Board       |
| The Lay Pastoral Minister      | The Men of St. Stephen | The Women of St. Stephen |
| The Youth                      | The Choir              | The Ushers               |
| The St. Stephen/St. Felix Cafe | The Young Adults       | The Sunday School        |

Father Kenute asked for questions from the congregation pertaining to the reports. He also asked group leaders if they have anything they would like to share with the congregation.

Bev Brown commended the wardens for the work they did; especially, the parking lot and kitchen, and stated her appreciation for their hard work over the year.

Norman responded to Angela Whyte's prior questions regarding the parking lot noting that the city gets called to issue a ticket. However, whoever makes the call must stay until the Officer arrives to issue the ticket. To follow up her initial question, Angela asked if there was another option, such as getting a gate. In response to Norman's comment, Monica suggested making arrangements with the city to automatically issue tickets after a certain time. Fanella indicated that these suggestions have been noted and the notes will be passed on to the new corporation.

Erica Martin moved to accept the reports; seconded by Natasha Thompson. *Motion carried.*

### DISCUSSION

*The Rectory (Led by Nadeen Murray)*

To begin, Nadeen noted that although there was a discussion (no motion) in the previous Vestry to form a committee to review the rectory, this was unfortunately not achieved given the various priorities throughout the year.

Subsequently, the corporation reviewed the proposal of options, which were:

1. Knock down the property and rebuild
2. Sell the rectory and purchase new property
3. Continue to make repairs and keep the property

It was determined that knocking down the property was not a viable option, as the church does not have the funds or finances for this option. Thus, the remaining two options were reviewed (2 and 3). The corporation will move forward with establishing the committee and asked for volunteers for the committee. However, Nadeen noted that should the church decide to sell the property, the diocese would like 3 market evaluations provided by a professional realtor who is not affiliated with the church. Should the church decide to sell the property a special vestry must be held. The proceeds from the sale would go into a holding account and cannot be added to the church's operating account.

The Carlton fund, which is a grant available should the church decide to make repairs and keep the property. However, the church must match whatever amount is applied for, and the application requires the support of the Bishop.

Felicia Holder asked if the church has knowledge of the cost of the repairs and how much is available from the grant. Nadeen noted that the fund goes up to \$12,000, while Norman DaCosta added that renovating the basement alone would cost over \$20,000.

Sherlene Jagdeo asked if there is a possibility of selling the rectory and building a new rectory on the north side of the church property. In response, Nadeen pointed out that the diocese indicates that the rectory property must be within 5 kilometers of the church, and noted that building a rectory on church property may be too close for comfort for the family. However, the pros and cons would have to be discussed.

Bev Brown suggested looking for grants to assist with the rectory repairs. In response, Father Kenute suggested leaving this with the rectory committee to research and discuss the various options.

Margaret H. asked if there is a time limit for the formation of the rectory committee. Nadeen noted that a time limit would not be suggested in fairness to the incoming corporation. Father Kenute suggested putting a time limit on creating the committee for the rectory. In agreement, Nadeen suggested providing a sign up sheet at the back of the church for members who are interested in volunteering for the rectory committee to sign up.

#### *The Website (Led by Dwight RoseGreen)*

The communications team worked with the site developer (Yohan from YA solutions) over the later part of the year to develop the website. Although the site is not completely finished, it has quite a bit of information. There is also a YouTube page for the church as well, which includes videos of Father Kenute's sermons.

Dwight responded to Emeka's previous question regarding online givings, noting that it is currently being looked into. Dwight showed the congregation various aspects of the website, including the Calendar, Contact Page, About Us, etc. Bev Brown requested a sound bite of a YouTube video. However, Father Kenute noted that there is no sound on the laptop.

Ricardo Walters asked about ongoing site maintenance, particularly when new information needs to be uploaded on the website. In response, Dwight stated that the communications committee and members of the corporation have received training on the site. Therefore, the communications committee will be maintaining the site going forward. Courtney Bolden asked if anyone in the committee could make changes to the site. Dwight noted that changes would only be made after discussion; however, all the members of the committee will be able to make changes with approval.

Ricardo Walters asked for next steps pertaining to the website. Catherine Walters asked if members could opt out of the online gallery. Dwight noted that the congregation has been asked to sign an agreement not to have their picture included in the gallery; however, the sheet will be passed out again for those who have not had the opportunity to sign the document.

The communications team is looking into reviving the church newspaper the Martyr, as well as establishing a Facebook page for the church.

Monica Herman stated that she went on the website and it contained outdated material. Father Kenute encouraged everyone to pass on ideas and suggestions to the communications committee and thanked the committee for their work.



Given that Vestry has continued beyond its allotted time, Monica Herman moved to extend vestry; seconded by Winsom Bennett. *Motion carried.*

## **ELECTION OF OFFICERS**

Father Kenute invited the scrutineers (Georgia, Shalon, and Winsom) to come forward and pass out the ballot sheet.

### **Main Item – Taking Action on Climate Change (page 63 of Vestry package)**

The diocese has asked the church to review the issue of taking action against climate change, and support their initiative to have the government to support their endeavour to confront the issue of climate change.

*As such, we the Vestry of the Church of St. Stephen, commit our parish to:*

- Develop and implement an active public education program for our wider community highlighting the impacts (local, national, and international) of climate change and providing concrete steps to action

And we call on the government of Canada and Ontario to:

- Establish firm targets for reduced carbon emissions at a minimum of 25% below 1993 levels by 2020, with a clear plan for implementation

And

- Introduce a tax on greenhouse gas (GHG) emissions from both individuals and corporations, structured similarly to those implemented by British Columbia and Quebec, starting at \$50/tonne of GHG emitted, and gradually rising

And

- Respect the sovereignty of First Nations in Canada, allowing communities to set their own conditions for resource extraction and transportation on their lands, including their right to resist the imposition of oil pipeline infrastructure

*in order to address the impact of climate change.*

Fanella Hodge moved that the vestry of the church of St. Stephen commit our parish to develop and implement an active public education program for our wider community highlighting the impacts (local, national, and international) of climate change and providing concrete steps to action. Seconded by Dwight RoseGreen. *Motion carried.*

**Hymn:** 640 BB – *Sweet Hour of Prayer* (Vs. 1)

### **The Prayers of the People**

Leader: Felicia Holder

### **2015 BUDGET (page 58 of Vestry package)**

Prior to presenting the budget, Fanella Hodge discussed the process that went into preparing the budget, which began two months prior. Some of the things that were taken into consideration when determining the budget included: finances from previous years, trends over the past few years, wants and needs for the upcoming year, demographics, givings from the previous year and the circumstances surrounding givings. Ultimately, the budget

is a typical one for the church, which relies heavily on givings and is not sustainable long term. The church needs to look at various options to mitigate expenses and increase income.

## **General Fund**

### *Income*

Fanella highlighted and discussed a few items, specifically Envelopes, Designated Income, and Special Efforts. Envelopes and Designated Income have been increased for 2015 to meet expenses. The budgeted amount for Special Efforts has been reduced, as it is not guaranteed income and should form the majority of the church's income. Moreover, the church cannot rely on special efforts to sustain it.

The church received \$5,000 for the St. Felix/St. Stephen café for the year, as it was only in operation for half the year.

The forecasted income for 2015 is \$190,800.

### *Expenses*

There is a slight increase in personnel costs, due to cost of living increases for staff. There is a decrease in Faith Works and Special Efforts Outlay. In addition to the regular expenses, there is a new expense for Strategic Planning Outlay to account for the goal of increased visibility for the church. The forecasted expenses total \$190,530, leaving a surplus of \$270.

## **Building Fund**

The corporation forecasted \$6,000 for Our Faith, Our Hope income, while \$10,000 has been forecasted for Capital Repairs. Accounting for both income and expenses, there will be a forecasted surplus of \$3,500.

## **Consolidated Statement**

The consolidated statement shows a forecasted income of \$204,300 and forecasted expenses of \$200,530. Leaving a surplus of \$3,770.

Following the presentation, Fanella invited questions and comments from the congregation.

Bosun Williams moved to accept the 2015 budget; seconded by Nadeen Murray. *Motion carried.*

Fenton Jagdeo asked Fenella to provide some context to the Our Faith, Our Hope amounts. In response, Fanella noted that the church receives a percentage of what members pledge. The church will receive income from the fund into 2016, possibly 2017 based on actual contributions.

**Offertory Hymn:** 346CPWI – *Summoned by the God Who Made Us*

Prayer over the Gifts, The Lord's Prayer

The Fraction and Communion (*Consecrated Elements*)

## **Communion**

**Hymns During Communion:** Sax and Organ – *“How Great Thou Art”*

**585BB** – *Be Still & Know*

**219/220BB** – *Surely The Presence/He is Here*

**9BB** – *Glorify Thy Name*

**Absolutions:** **581BB** – *Tis So Sweet to Trust in Jesus*

**Post Communion Prayer and The Blessing**

**THE DISMISSAL RITE**

**Other Business**

Fanella Hodge noted that Patricia McIntosh and Bosun Williams are also part of the finance committee, and thanked Patricia McIntosh for her hard work and dedication to the church.

Dwight RoseGreen suggested typing the web address into the address bar when going to the church’s website as it is a brand new site, which is not currently showing up in a Google search. Dwight noted that he would look into this, as he is unsure why this is.

**Election Results**

|                                  |                               |
|----------------------------------|-------------------------------|
| <b>Norman DaCosta</b>            | <b>People’s Warden</b>        |
| <b>Rachel Omologe</b>            | Deputy People’s Warden        |
| <b>Fanella Hodge</b>             | Rector’s Warden               |
| <b>Chris Gleeson</b>             | Deputy Rector’s Warden        |
| <b>Iris Linton</b>               | Lay Member to Synod           |
| <b>Ezekiel Ekeh</b>              | Lay Member to Synod           |
| <b>Monica Herman</b>             | Alternate Lay Member to Synod |
| <b>Natasha Thompson</b>          | Envelope Secretary            |
| <b>Bannard John</b>              | Member at Large               |
| <b>Ricardo Walters</b>           | Member at Large               |
| <b>Carol Blackmore-Griffiths</b> | Member at Large               |
| <b>Nadeen Murray</b>             | Member at Large               |
| <b>Emeka Ichuko</b>              | Member at Large               |
| <b>Maraval Odlum</b>             | Member at Large               |
| <b>Orphtee Quarcoo</b>           | Member at Large               |
| <b>Dwight RoseGreen</b>          | Member at Large               |
| <b>Hyacinth Nwosu</b>            | Member at Large               |
| <b>Bev Brown</b>                 | Member at Large               |

### *Motion of Thanks*

Father Kenute stressed the importance of ministry to the community of faith and the broader geographical community as the church is called to be an instrument, and with God we can do anything. He also thanked everyone for the tremendous support, as everyone plays a part.

Also, Father Kenute thanked staff members: Earl, Connie, Ashani and David, along with members and volunteers of various ministries (St. Felix, DYC, and Kitchen Coordinators). He also thanked those who have resigned down from their various roles, particularly Nadeen and Dwight for their service over the year and the part they played in the leadership of the church; Fran and Al who served the Alter Guild for over 50 years before resigning at the end of 2014; and Barbra and Tony who both resigned from the counter's guild.

To end, Father Kenute moved a motion to write a letter of thanks to the members of the corporation who are stepping down. Seconded by Fanella Hodge. *Motion carried.*

Ezekiel Ekeh thanked Father Kenute for his strong leadership in the church.

### **Adjournment**

Beverly Brown moved to adjourn the 2015 Vestry; seconded by Hyacinth Nwosu. *Motion carried.*

### ***Recessional Hymn: 16BB – All Hail The Power***

Minutes provided by:  
Orphtee Quarcoo, Vestry Clerk

Financial Statements of

**THE CHURCH OF ST. STEPHEN, DOWNSVIEW**

Year ended December 31, 2015

**LETTER FROM THE AUDITOR**

Janice Charko, FCPA, FCGA, CFP

78 Mount Olive Drive

Rexdale, ON M9V 2C8

February 10, 2016

*The Vestry of The Church of St. Stephen, Downsview*

**Re: 2015 Audit**

I have examined the accounts of the Churchwardens of St Stephen, Downsview as at December 31, 2015, and the statements of receipts and disbursements for the year ended on that date. I have verified the bank balances of the General, The Building Fund and the Rectory Fund (held in the Diocesan Consolidate Fund) as instructed in Canon 14, Section 14. My examination included a general review of the accounting procedures and such tests of the Churchwardens' records and other supporting evidence as I deemed necessary in the circumstances.

In my opinion, the accompanying financial statements present fairly the financial position of the Church as at December 31, 2015, and the results of its operations for the year ended on that date.

Audited by:



Janice Charko, FCGA, CFP

**The Church of St. Stephen**  
**General Fund Transaction Detail for Period Ended - December 31, 2015**

| OPERATING INCOME |   |         | OPERATING EXPENSES |  |                |
|------------------|---|---------|--------------------|--|----------------|
| <b>1</b>         | <b>Envelopes &amp; Open Offerings</b>     |         | <b>13</b>          | <b>Personnel</b>                                   |                |
|                  | Regular Envelopes                         | 108,085 |                    | Incumbent Stipend                                  | 47,202         |
|                  | Open                                      | 6,710   |                    | Incumbent Benefits & Other Expenses                | 27,234         |
|                  | Seasonal                                  | 9,879   |                    | Church Staff Salaries                              | 26,875         |
|                  | Initial Envelope Offering                 | 982     |                    | Church Staff Benefits                              | 1,599          |
|                  | Non-Envelope Donors                       | 4,551   |                    | Supply Clergy                                      | 2,645          |
|                  | Sacraments & Funerals                     | 898     | <b>131,105</b>     | Organist/Supply Organist                           | 13,475         |
|                  |   |         |                    |  | <b>119,031</b> |
| <b>2</b>         | <b>Designated Income/Donations</b>        |         | <b>14</b>          | <b>Mission &amp; Ministry</b>                      |                |
|                  | Endow-A-Day                               | 1,079   |                    | Diocesan Allotment                                 | 8,290          |
|                  | Pen Donation                              | 240     |                    | FaithWorks (85%)                                   | 12,685         |
|                  | Tile Donation                             | 150     |                    | Sanctuary Supplies                                 | 2,516          |
|                  | Choir Room Maintenance Donation           | 85      |                    | Sunday School                                      | 568            |
|                  | Forward Dy by Day                         | 189     |                    | Adult Ministry                                     | 458            |
|                  | Gifts for Mission & Outreach              | 1,321   |                    | Music  | 350            |
|                  | World Day of Prayer                       | 343     |                    | Church Copyright Licence                           | 228            |
|                  | Christian & Music Education               | 125     |                    | General Outreach                                   | 286            |
|                  | Summer BBQ                                | 500     |                    | General Ministry                                   | 881            |
|                  | Revival                                   | 361     |                    |  | <b>26,263</b>  |
|                  | Administration                            | 20      |                    | <b>OPERATING - Utilities</b>                       |                |
|                  | Memorials (Candles & Flowers)             | 3,495   | <b>7,907</b>       | Fax  | 69             |
|                  |   |         |                    | Heating  | 5,370          |
| <b>3</b>         | <b>Special Efforts</b>                    |         |                    | Hydro  | 5,138          |
|                  | Dinner Evenings - Pre-Lentern             | 1,690   |                    | Telephone  | 1,134          |
|                  | Dinner Evenings - Evening of Elegance     | 9,389   |                    | The Internet/Cable                                 | 362            |
|                  | T-Shirt                                   | 15      |                    | Water  | 566            |
|                  | Fish Fry                                  | 660     |                    |  | <b>12,638</b>  |
|                  | Tea Party                                 | 1,026   |                    | <b>Building Expenses</b>                           |                |
|                  | Concert                                   | 2,696   |                    | Legal Fees   | 388            |
|                  | Bake Sale                                 | 749     |                    | Church Insurance (Property)                        | 4,656          |
|                  | Celebrating Our Culture                   | 1,858   |                    | Alarm Monitoring                                   | 316            |
|                  | Talent                                    | 2,793   |                    | Maintenance/Supplies                               | 1,044          |
|                  | BBQ                                       | 2,528   | <b>23,404</b>      |  | <b>6,405</b>   |
|                  |   |         |                    | <b>Ground Expenses</b>                             |                |
|                  |   |         |                    | Maintenance - Grounds/Snow Removal                 | 7,183          |
| <b>4</b>         | <b>Endowments/Trusts</b>                  |         | <b>6,800</b>       | <b>Equipment Expenses</b>                          |                |
| <b>5</b>         | <b>Faith Works</b>                        |         | <b>8,919</b>       | Equipment Maintenance                              | 1,207          |
| <b>6</b>         | <b>Building Fund Deposits</b>             |         | <b>300</b>         | Telephone Equipment Rental                         | 1,058          |
| <b>10</b>        | <b>St. Felix Project</b>                  |         | <b>5,000</b>       |  | <b>2,264</b>   |
| <b>7</b>         | <b>Ministries (Men/Women/YM/SS Funds)</b> |         | <b>3,143</b>       | <b>Rectory Expenses</b>                            |                |
| <b>7</b>         | <b>Outreach - Saints Cafe'</b>            |         | <b>9,215</b>       | Rectory Taxes                                      | 2,900          |
| <b>8</b>         | <b>Investment Interest- Diocese</b>       |         | <b>96</b>          |  | <b>2,900</b>   |
| <b>9</b>         | <b>DYC Shared Costs</b>                   |         | <b>7,000</b>       | <b>TOTAL OPERATING EXPENSES</b>                    | <b>31,391</b>  |
| <b>11</b>        | <b>Other Income</b>                       |         | <b>339</b>         | <b>ADMINISTRATION</b>                              |                |
| <b>12</b>        | <b>Capital Project - Parking Lot</b>      |         | <b>50</b>          | Copy Costs   | 1,550          |
| <b>11</b>        | <b>2015 HST/GST Rebate</b>                |         | <b>6,830</b>       | Copier Lease                                       | 5,234          |
|                  |   |         |                    | Stationery Supplies                                | 2,410          |
|                  |   |         |                    | Office Equipment (Bell Canada)                     | 432            |
|                  |   |         |                    | Postage  | 575            |
|                  |   |         |                    | Meeting & Conference                               | 563            |
|                  |   |         |                    | <b>TOTAL ADMINISTRATION EXPENSES</b>               | <b>10,765</b>  |
|                  |   |         |                    | <b>DESIGNATED EXPENSES</b>                         |                |
|                  |   |         |                    | Carpet Cleaning                                    | 407            |
|                  |   |         |                    | BBQ  | 732            |
|                  |   |         |                    | World Day of Prayer                                | 343            |
|                  |   |         |                    | Gits for Mission & Outreach                        | 1,162          |
|                  |   |         |                    | Pen Donation                                       | 610            |
|                  |   |         |                    | <b>TOTAL DESIGNATED EXPENSES</b>                   | <b>3,255</b>   |
|                  |   |         |                    | <b>SPECIAL EFFORT - Fundraising Outlay</b>         | <b>10,020</b>  |
|                  |   |         |                    | <b>3</b> Other Expenses (Late Fees & Bank Charges) | 470            |
|                  |   |         |                    | <b>17</b> Ministries (Men/Women/YM/SS Funds)       | 2,629          |
|                  |   |         |                    | <b>7</b> Saints Cafe'                              | 1,269          |
|                  |   |         |                    |  |                |
|                  |   |         |                    | <b>Net Operating Expenses</b>                      | <b>205,092</b> |
|                  |   |         |                    |  |                |
|                  | <b>Net Operating Income</b>               |         | <b>210,109</b>     | <b>Net Revenue Less Operating Expenses</b>         | <b>5,016</b>   |



Fanella Hodge  
Rector's Warden



Norman DaCosta  
People's Warden

**The Church of St. Stephen**  
**NOTES TO GENERAL FUND FINANCIAL STATEMENTS**  
**Year Ended December 31, 2015**

| <b>1. REVENUES</b>                     | <b>2015</b>    | <b>2014</b>    |
|--|----------------|----------------|
| Donations - Regular Offering           | 108,085        | 102,250        |
| Donations - Open Offerings             | 6,710          | 7,311          |
| Donations - Christmas                  | 2,730          | 3,055          |
| Donations - Lent                       | 2,314          | 1,722          |
| Donations - Easter                     | 2,690          | 2,945          |
| Donations - Thanksgiving               | 2,145          | 1,540          |
| Donations - Baptism                    | 348            | 280            |
| Weddings                               | 400            | -              |
| Funerals                               | 150            |                |
| Donations - Non-Envelope Donors        | 4,551          | 2,199          |
| Donations - Initial Envelope Offerings | 982            | 482            |
|  | <b>131,105</b> | <b>121,785</b> |

| <b>2. DESIGNATED INCOME &amp; EXPENSES</b> | <b>2015 General Fund</b> | <b>2015 Expenses</b> | <b>Net Income</b> | <b>2014 General Fund</b> |
|--|--------------------------|----------------------|-------------------|--------------------------|
| Pens                                       | 240                      | 610                  | (370)             |                          |
| Tile Donation                              | 150                      |                      | 150               |                          |
| Revival                                    | 361                      |                      | 361               |                          |
| Toilet Donation                            |                          |                      | 0                 | 611                      |
| World Day of Prayer                        | 343                      | 343                  | 0                 |                          |
| Endow-A-Day                                | 1,079                    |                      | 1,079             | 775                      |
| Adult Ministry                             |                          |                      | 0                 | 565                      |
| Coffee Hour                                |                          |                      | 0                 | 50                       |
| St. Felix Project                          |                          |                      |                   | 4,937                    |
| Carpet Cleaning                            |                          | 407                  | (407)             | 320                      |
| Washing Machine                            |                          |                      | 0                 | (380)                    |
| Furnace Donation                           |                          |                      |                   | 300                      |
| Gifts for Mission & Outreach               | 1,321                    | 1162                 | 158               | 2,266                    |
| Forward Day by Day                         | 189                      |                      | 189               | 191                      |
| Summer BBQ                                 | 500                      | 732                  | (232)             |                          |
| Choir Room Maintenance Donation            | 85                       |                      | 85                |                          |
| Memorials (Candles & Flowers)              | 3,495                    |                      | 3,495             | 480                      |
| Administration                             | 20                       |                      | 20                | 50                       |
| Christian Music & Education                | 125                      |                      | 125               | 120                      |
|  | <b>7,907</b>             | <b>3255</b>          | <b>4,653</b>      | <b>10,285</b>            |



| <b>3. SPECIAL EFFORT</b>    | <b>2015<br/>Revenue</b> | <b>2015<br/>Expenses</b> | <b>Net<br/>Income</b> | <b>2014<br/>Revenue</b> |
|-----------------------------|-------------------------|--------------------------|-----------------------|-------------------------|
| Pre-Lenten Dinner and Dance | 1,690                   | 163                      | 1,527                 | 3,295                   |
| Evening of Elegance         | 9,389                   | 6,777                    | 2,612                 | 5,400                   |
| BBQ                         | 2,528                   |                          | 2,528                 |                         |
| Fish Fry                    | 660                     |                          | 660                   |                         |
| Concert                     | 2,696                   | 2,226                    | 470                   |                         |
| Celebrating Our Cultures    | 1,858                   | 354                      | 1,504                 | 3,129                   |
| Talent                      | 2,793                   | 500                      | 2,293                 | 5,503                   |
| Tea Party                   | 1,026                   |                          | 1,026                 |                         |
| Bake Sale                   | 749                     |                          | 749                   |                         |
| Bazaar                      |                         |                          |                       | 276                     |
| T-Shirt                     | 15                      |                          | 15                    |                         |
|                             | <b>23,404</b>           | <b>10,020</b>            | <b>13,384</b>         | <b>17,603</b>           |

| <b>4. ENDOWMENT TRUST</b> | <b>2015</b>  | <b>2014</b>  |
|---------------------------|--------------|--------------|
| York Rectory Fund         | 6,800        | 6,800        |
|                           | <b>6,800</b> | <b>6,800</b> |

| <b>5. FAITHWORKS</b> | <b>2015</b>  | <b>2014</b>  |
|----------------------|--------------|--------------|
|                      | <b>8,919</b> | <b>6,005</b> |

| <b>6. BUILDING FUND DEPOSIT</b> | <b>2015</b> | <b>2014</b> |
|---------------------------------|-------------|-------------|
| Hall Rental                     | <b>300</b>  | <b>290</b>  |

| <b>7. MINISTRIES</b>       | <b>Men</b>      | <b>Women</b>    | <b>Sunday<br/>School</b> | <b>Youth<br/>Ministry</b> | <b>Saints<br/>Cafe'</b> |
|----------------------------|-----------------|-----------------|--------------------------|---------------------------|-------------------------|
| <b>Fund balance - beg.</b> | <b>1,140</b>    | <b>899</b>      | <b>695</b>               | <b>1,872</b>              |                         |
| Revenues                   | 1,145           | 1,340           | 87                       | 671                       | 9,215                   |
| Expenses                   | (1,090)         | (951)           | (360)                    | (228)                     | (1,269)                 |
| <b>Fund balance - end</b>  | <b>1,194.89</b> | <b>1,288.40</b> | <b>421.86</b>            | <b>2,315.29</b>           | <b>7,946</b>            |

| <b>8. Rectory Trust Fund (Diocese)</b>                                   | <b>2015</b>  | <b>2014</b>  |
|--|--------------|--------------|
| <b>Investment - Beg.</b>   | 1,631        | 1,252        |
| Investment income<br>(includes interest, dividends<br>and capital gains) | 96           | 379          |
| <b>Investment - end</b>  | <b>1,728</b> | <b>1,631</b> |

| <b>9. DYC Shared Costs</b> | <b>2015</b>  | <b>2014</b>  |
|----------------------------|--------------|--------------|
|                            | <b>7,000</b> | <b>7,000</b> |

|                              |              |             |
|------------------------------|--------------|-------------|
| <b>10. St. Felix Project</b> | <b>2015</b>  | <b>2014</b> |
|                              | <b>5,000</b> | <b>(62)</b> |

|  |              |              |
|--|--------------|--------------|
| <b>11. Other Revenue</b>                     | <b>2015</b>  | <b>2014</b>  |
| 60th Anniversary Initiative                  |              | 505          |
| Hymn Singing - 60th Anniversary Initiative   |              | 130          |
| Bus Trip - 60th Anniversary Initiative       |              | 600          |
| Capital Project (Loan Repayment)             |              | 739          |
| GST/HST Rebate                               | 6,830        | 3,447        |
| Miscellaneous (Prayer Breakfast/Refund Bell) | 339          |              |
|  | <b>7,169</b> | <b>5,421</b> |

|                             |                     |                     |                   |
|-----------------------------|---------------------|---------------------|-------------------|
| <b>12. Capital Projects</b> | <b>2015 Revenue</b> | <b>2014 Revenue</b> | <b>Net Income</b> |
| Parking Lot                 | 50                  | 4,325               | 4,325             |
|                             | <b>50</b>           | <b>4,325</b>        | <b>4,325</b>      |

|   |                |                |
|---|----------------|----------------|
| <b>13. HUMAN RESOURCES</b>                |                |                |
|   | <b>2015</b>    | <b>2014</b>    |
| Clergy Stipend                            | 47,202         | 45,416         |
| Clergy Benefits                           | 19,482         | 18,861         |
| Clergy Other Expense Allowance            | 7,752          | 7,212          |
| Staff Salaries                            | 26,875         | 25,058         |
| Staff Benefits                            | 1,599          | 1,509          |
| Staff Salaries (Organist/Supply Organist) | 13,475         | 11,475         |
| Staff Salaries (Supply Clergy)            | 2,645          | 1,355          |
|   | <b>119,031</b> | <b>110,886</b> |

|                                     |               |               |
|-------------------------------------|---------------|---------------|
| <b>14. Mission &amp; Ministries</b> | <b>2015</b>   | <b>2014</b>   |
| Diocesan Allotment                  | 8290          | 6842          |
| FaithWorks (85%)                    | 12685         | 3278          |
| Sanctuary Supplies                  | 2516          | 1215          |
| Sunday School                       | 568           | 671           |
| Adult Ministry                      | 458           | 658           |
| Church Copyright Licence            | 228           |               |
| Music                               | 350           | 215           |
| General Outreach                    | 286           | 51            |
| General Ministry                    | 881           | 296           |
|                                     | <b>26,263</b> | <b>13,225</b> |

| <b>15. OPERATING EXPENSES</b> |               |               |
|-------------------------------|---------------|---------------|
| <b>Utilities</b>              | <b>2015</b>   | <b>2014</b>   |
| Fax                           | 69            | 407           |
| Heating                       | 5370          | 4,435         |
| Hydro                         | 5138          | 4,249         |
| Telephone                     | 1134          | 1,641         |
| Internet/Basic Cable          | 362           | 882           |
| Water                         | 566           | 407           |
|                               | <b>12,638</b> | <b>12,020</b> |

| <b>Building Expenses</b>    | <b>2015</b>  | <b>2014</b>  |
|-----------------------------|--------------|--------------|
| Legal Fees                  | 388          |              |
| Church Insurance (Property) | 4656         | 5773         |
| Alarm Monitoring            | 316          |              |
| Maintenance/Supplies        | 1044         | 1310         |
|                             | <b>6,405</b> | <b>7,082</b> |

| <b>Ground Expenses</b>             | <b>2015</b> | <b>2014</b> |
|------------------------------------|-------------|-------------|
| Maintenance - Grounds/Snow Removal | <b>7183</b> | <b>5808</b> |

| <b>Equipment Expenses</b>    | <b>2015</b>  | <b>2014</b>  |
|------------------------------|--------------|--------------|
| Equipment Maintenance        | 1207         | 840          |
| Furnace Repair & Maintenance |              | 552          |
| Telephone Equipment Rental   | 1058         |              |
|                              | <b>2,264</b> | <b>1,392</b> |

| <b>Rectory Expenses</b>  | <b>2015</b> | <b>2014</b> |
|--------------------------|-------------|-------------|
| Property Taxes - Rectory | <b>2900</b> | <b>2882</b> |

| <b>16. Administrative Expenses</b> | <b>2015</b>   | <b>2014</b>  |
|------------------------------------|---------------|--------------|
| Photocopy lease                    | 5,234         | 5,359        |
| Copy Costs                         | 1,550         | 1,222        |
| Postage                            | 575           | 594          |
| Stationery Supplies                | 2,410         | 1,982        |
| Meetings and Conferences           | 563           | 485          |
| Office Equipment - Bell Canada     | 432           |              |
|                                    | <b>10,765</b> | <b>9,643</b> |

| <b>17. OTHER EXPENSES</b> | <b>2015</b> | <b>2014</b>  |
|---------------------------|-------------|--------------|
| Late Fees                 | 588         | 472          |
| Loan Payment & Interest   |             | 6,919        |
| Bank Charges              | (118)       | (8)          |
|                           | <b>470</b>  | <b>7,383</b> |

**The Church of St. Stephen**  
**Building Fund** Transaction Detail for Period Ended - December 31, 2015

| INCOME |                                    |       |               | EXPENSES |   |                 |
|--------|------------------------------------|-------|---------------|----------|---|-----------------|
|        | 60th ANNIVERSARY INITIATIVES       |       |               |          | Bank Charges - Building Fund                        | 78              |
| 1      | 60th Anniversary Donation          |       | 60            | 4        | <b>DESIGNATED EXPENSES</b>                          |                 |
| 4      | <b>DESIGNATED INCOME/DONATIONS</b> |       |               |          | Tile Repair   | 1,151           |
|        | Tile Donation                      | 2,620 |               | 9        | <b>RESTRICTED FUNDS</b>                             |                 |
|        | Door Strike Repairs                | 600   | 3,220         |          | St. Felix Project                                   | 23,262          |
| 5      | <b>BUILDING FUND INCOME</b>        |       |               |          | New Sound System                                    | 12,228          |
|        | Donations - Hall                   |       | 750           |          | TV Installation for Projector                       | 1,373           |
|        |                                    |       |               | 5        | <b>BUILDING FUND EXPENSES</b>                       |                 |
| 2      | <b>Our Faith-Our Hope</b>          |       | 3,986         |          | Church Repairs & Maintenance (Painting)             | 2,286           |
|        |                                    |       |               |          |   |                 |
|        | <b>GST Rebate</b>                  |       | 7,346         |          | <b>GST/HST Expense</b>                              | 2,938           |
|        |                                    |       |               |          |   |                 |
|        |                                    |       |               |          | <b>TOTAL EXPENSES</b>                               | <b>43,317</b>   |
|        |                                    |       |               |          |   |                 |
|        | <b>TOTAL</b>                       |       | <b>15,362</b> |          | <b>Net Operating Income Less Operating Expenses</b> | <b>(27,955)</b> |



Fanella Hodge  
Rector's Warden



Norman DaCosta  
People's Warden

**The Church of St. Stephen**  
**NOTES TO BUILDING FUND FINANCIAL STATEMENTS**  
**Year Ended December 31, 2015**

| <b>REVENUES</b>                                  |                |                |                 |               |
|--|----------------|----------------|-----------------|---------------|
|  | <b>2015</b>    | <b>2014</b>    |                 | <b>Net</b>    |
| <b>1. 60th Anniversary Initiatives</b>           | <b>Revenue</b> | <b>Revenue</b> | <b>Expenses</b> | <b>Income</b> |
| 60th Anniversary Donations                       | 60             | 9133           |                 | 9193          |
| 60th Anniversary - Bus Trip                      |                | 800            |                 | 800           |
| 60th Anniversary - Movie Night                   |                | 204            |                 | 204           |
| 60th Anniversary - High Tea                      |                | 525            |                 | 525           |
| 60th Anniversary - Easter Breakfast              |                | 402            |                 | 402           |
| 60th Anniversary - Bake Sale                     |                | 180            |                 | 180           |
| 60th Anniversary - Revival                       |                | 1022           | 400             | 622           |
| 60th Anniversary - Fish Fry                      |                | 530            |                 | 530           |
| 60th Anniversary - Dinner & Dance (Hall Deposit) |                |                | 500             | (500)         |
| Other Exp (Digital Media)                        |                |                | 339             | (339)         |
|  | <b>60</b>      | <b>12,796</b>  | <b>1,239</b>    | <b>11,617</b> |

| <b>2. Our Faith Our Hope (OFOH)</b> | <b>2015</b>   | <b>2014</b>   |
|-------------------------------------|---------------|---------------|
| <b>Funds Beg. Balance</b>           | <b>26,269</b> | <b>18,095</b> |
| 1st Quarter                         | 1,496         | 2,706         |
| 2nd Quarter                         | 756           | 3,235         |
| 3rd Quarter                         | 928           | 1,073         |
| 4th Quarter                         | 806           | 1,160         |
|                                     | <b>30,255</b> | <b>26,269</b> |

| <b>3. Capital Projects</b> | <b>2015</b>    | <b>2014</b>    |                 | <b>Net</b>      |
|----------------------------|----------------|----------------|-----------------|-----------------|
|                            | <b>Revenue</b> | <b>Revenue</b> | <b>Expenses</b> | <b>Income</b>   |
| Parking Lot                |                | 10,525         | 45,865          | (35,340)        |
|                            | <b>-</b>       | <b>10,525</b>  | <b>45,865</b>   | <b>(35,340)</b> |

| <b>4. Designated Income</b>      | <b>2015</b>    | <b>2014</b>    |                 | <b>Net</b>    |
|----------------------------------|----------------|----------------|-----------------|---------------|
|                                  | <b>Revenue</b> | <b>Revenue</b> | <b>Expenses</b> | <b>Income</b> |
| Administration - Church Calendar |                | 180            |                 | 180           |
| Door Strike                      | 600            |                | 740             | (140)         |
| Memorials                        |                | 2,000          |                 | 2,000         |
| Tile Donation                    | 2,620          |                | 1,151           | 1,469         |
|                                  | <b>3,220</b>   | <b>2,180</b>   | <b>1,892</b>    | <b>3,508</b>  |

| <b>5. BUILDING FUND DEPOSIT</b> | <b>2015</b> | <b>2014</b> |
|---------------------------------|-------------|-------------|
| Hall Rental                     | 750         | 250         |
|                                 |             |             |
|                                 | <b>750</b>  | <b>250</b>  |

| <b>6. OTHER EXPENSES</b> | <b>2015</b> | <b>2014</b>  |
|--------------------------|-------------|--------------|
| Inter Fund Bank Trasfer  |             | 7,500        |
|                          |             | (2,000)      |
|                          |             | <b>5,500</b> |

| <b>7. BUILDING FUND EXPENSES</b> | <b>2015</b>  | <b>2014</b>  |
|----------------------------------|--------------|--------------|
| Church Repairs & Maintenance     | <b>2,286</b> | 2,508        |
| Rectory Repairs & Maintenance    |              | 4,038        |
|                                  | <b>2,286</b> | <b>6,546</b> |

| <b>8. Bank Charges</b> | <b>2015</b> | <b>2014</b> |
|------------------------|-------------|-------------|
| Bank Monthly Fees      | 78          | 74          |
|                        | <b>78</b>   | <b>74</b>   |

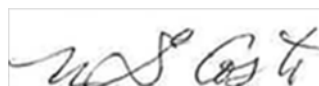
| <b>9. RESTRICTED FUNDS</b>      | <b>2015</b> | <b>2014</b>   | <b>Expenses</b> | <b>Net Income</b> |
|---------------------------------|-------------|---------------|-----------------|-------------------|
| Diocesean Grants                |             | 60,000        |                 |                   |
| Diocese Area Grant              |             | 4,943         |                 |                   |
| St. Felix Project               |             |               | 43,969          | (43,969)          |
| Sound System                    |             |               | 12,228          | (12,228)          |
| TV & Installation for Projector |             |               | 1,373           | (1,373)           |
|                                 | <b>0</b>    | <b>64,943</b> | <b>57,571</b>   | <b>7,372</b>      |

**The Church of St. Stephen**  
Balance Sheet as at December 31, 2015

| ASSETS                          |  | Church<br>2015  | Church<br>2014  |
|---------------------------------|--|-----------------|-----------------|
|                                 | <b>Current Assets</b>                        |                 |                 |
|                                 | <b>Chequing/Savings</b>                      |                 |                 |
|                                 | General Fund                                 | 4,141           | 3,721           |
|                                 | Building Fund - CIBC                         | 19,725          | 47,681          |
|                                 | Petty Cash                                   | 200             |                 |
|                                 | <b>Total Chequing/Savings</b>                | <b>24,067</b>   | 51,401          |
|                                 | <b>Other Current Assets</b>                  |                 |                 |
|                                 | Pre-paid Expenses                            | 657             |                 |
|                                 | Rectory Trust Fund (Diocese)                 | 1,728           | 1,631           |
|                                 | GST/HST Recoverable                          | 6,830           | 7,335           |
|                                 | <b>Total Other Current Assets</b>            | 9,215           | 8,966           |
|                                 | <b>TOTAL CURRENT ASSETS</b>                  | <b>33,282</b>   | <b>60,367</b>   |
|                                 | <b>Fixed Assets</b>                          |                 |                 |
|                                 | <b>Building Improvement</b>                  |                 |                 |
|                                 | Church Roof                                  | 46,859          | 46,859          |
|                                 | <b>Less Accumulated Depreciation</b>         | <b>(16,401)</b> | <b>(14,058)</b> |
|                                 | Rectory                                      | 18,614          | 18,614          |
|                                 | St. Felix Project - Kitchen Renovation       | 43,969          | 20,707          |
|                                 | Capital Project (Parking Lot)                | 45,865          | 45,865          |
|                                 | Capital Project (New Sound System/Projector) | 13,602          |                 |
|                                 | Capital Project (Rectory Roof Repair)        | 1,300           | 1,300           |
|                                 | <b>Less Accumulated Depreciation</b>         | <b>(12,335)</b> | -               |
|                                 | <b>Total Fixed Assets</b>                    | <b>141,473</b>  | <b>119,288</b>  |
|                                 | <b>TOTAL ASSETS</b>                          | <b>174,755</b>  | <b>179,655</b>  |
|                                 |  |                 |                 |
| <b>LIABILITIES &amp; EQUITY</b> |  |                 |                 |
|                                 | <b>Liabilities</b>                           |                 |                 |
|                                 | Saints Cafe                                  | 7,946           |                 |
|                                 | Youth Ministry                               | 2,315           | 1,872           |
|                                 | The Women St. Stephen                        | 1,288           | 899             |
|                                 | The Men of St. Stephen                       | 1,195           | 1,140           |
|                                 | Sunday School                                | 422             | 695             |
|                                 | <b>Total Liabilities</b>                     | <b>13,166</b>   | <b>4,607</b>    |
|                                 |  |                 |                 |
| <b>EQUITY</b>                   | <b>TOTAL EQUITY</b>                          | <b>161,589</b>  | <b>175,048</b>  |
|                                 |  |                 |                 |
|                                 | <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>174,755</b>  | <b>179,655</b>  |
|                                 |  |                 |                 |
| <b>EQUITY FUND BALANCES</b>     |  |                 |                 |
|                                 | General Fund                                 | <b>(2,675)</b>  | 5,548           |
|                                 | Rectory Trust Fund (Diocese)                 | 1,728           | 1,631           |
|                                 | Outreach                                     | 1,338           | 901             |
|                                 |  |                 |                 |
|                                 | Building Fund - CIBC                         | 19,725          | 47,681          |
|                                 | <b>Investment in Capital Assets</b>          | <b>141,473</b>  | <b>119,288</b>  |
|                                 |  |                 |                 |
|                                 | <b>TOTAL EQUITY FUND BALANCES</b>            | <b>161,589</b>  | <b>175,048</b>  |



Fanella Hodge  
Rector's Warden



Norman DaCosta  
People's Warden

## **INCUMBENT'S REPORT**

*Jesus says "Upon this rock I will build my church and the gates of hell will not be against it." (Matt. 16:18)*

I was extremely impressed with Synod and captivated by the Theme "Treasures Old and New." The bishop challenged the church to balance, treasure and strengthen both the traditional and the contemporary fabrics of the ministry, especially those mission and ministries which are effective in making Christ incarnate in the community. We were challenged to continue to seek new ways (expressions) that are viable and sustainable. The church is called to be and remain missional. For me that means three things: looking up to God the source of our being, looking within the church to identify, discern and strengthen the gifts to be exercised and looking outward in the community for ways to make Christ known. The continued growth and future of the church depends on these.

As I write this report I am conscious that this will be my last to this vestry. I want to use this medium also to give a reflection on my time here for the last three and a half years.

### **1. SAINTS CAFÉ**

I will not say much on this subject except that I am inspired by the way it has evolved. Thanks to the St. Felix Centre for helping us to plant and nurture the seed and for enlightening us on how to be able to facilitate such ministry. My thanks also to the Committee chair Fenton Jagdeo and the excellent day to day management by the Odlums and DaCostas and to our committed chef, assistant chefs and volunteers for the smiles you put on the faces of our clients and the gratitude from their hearts and lips which rise like incense in the morning sacrifice. This is indeed a ministry of social justice and can be described as the church in the community for the community. For further information please refer to the Saints Café report.

### **2. BIBLE STUDIES**

During the year both Bible Study groups (Tuesday and Wednesday) have completed studying the first three chapters of Revelation which is an evaluation of the life and ministry of the seven churches of Asia Minor. This is a record of John's vision on the Island of Patmos and his instruction to write to the seven churches outlining the Spirit's evaluation of each church. The outline of each letter is as follows:

- i. The **CASE** (situation)
- ii. Who **CHRIST** is to them in their present situation.
- iii. The **COMMENDATION/S**, if any,
- iv. The **COMDEMNATION/S**, if any,
- v. The **CORRECTION/COUNSEL**
- vi. The **CHALLENGE** to **CONQUER**

We used the letters to assess our church as we reflected and meditated on what God was calling us to do in a time like this.

### **3. GOOD FRIDAY SERVICE WITH STATIONS OF THE CROSS**

I had my own fears as to how this would have worked but thank God it was a wonderful day. Thanks to Fenton Jagdeo and Connie Kendall who gave wonderful support in working out the logistics. I want to believe that individually we live and take the message with us but it is



imperative to begin to use the opportunities afforded us as a church to bring the message to the community. This was a moment and movement of evangelism as we worshipped on the streets, proclaimed why Good Friday is good and made our church visible to this community.

#### 4. **LENT & EASTER SEASONS**

During Lent, there was a focus on “The Wilderness Experience.” Five subthemes were used to express and explain the theme. They were:

- i. Wilderness: A Place of Forty
- ii. Wilderness: A Place of Testing.
- iii. Wilderness: A Journey
- iv. Wilderness: A Place of God’s Presence
- v. Wilderness: A Place of Covenant

Easter has always been my favourite of all the seasons. It was nice to see families, friends, visitors turned out in their numbers to celebrate the victory won for us by Christ. Even though the church was full, the attendance had decreased compared to the former two years. We were all surprised by the snow we got on that day.

#### 5. **MAY & JUNE**

These were busy months in the life of the Church. It was refreshing to hear, see and experience the women in action as they led the Mothers’ Day service, the men on Fathers’ Day, the children at the Children’s Service and also the young people at the End of Year Celebration and Graduation for children, youth, members of DYC and others who completed courses of studies. To all those who bring the sermon, meditation or words of encouragement during these time we are tremendously grateful. Let me make mention of Novlette Francis, Maraval Odlum and Bev. Brown on Mothers’ Day, Marc Cottle at the Children’s Service and Fenton Jagdeo Jr. At the End of Year Celebration. In addition I am grateful and impressed by others who rose to the challenge to preach other times during the year: Emeka Ichoku, Samuel Nwuso and George Quarcoo who each preached on a Youth Sunday during the year.

#### 6. **THE NEW PUBLIC ADDRESS SYSTEM**

This has been installed. A Group consisting of Fenton, Ricardo, Foster and myself has been worked assiduously with Custom Sounds Company contracted to install the new system. The money you recall was from one of the grants that we received from the Diocese the end of last year under “Communicating in a Wireless World.” Training was done for those who offered to assist with operating the system. For the future the plan is to have further training and a roster to ensure that all services are covered.

#### 7. **OPEN AIR EUCHARIST (& BBQ)**

The committee for Worship and mission met and planned for the **two open air services scheduled for July 26 and September 13 with July event including a BBQ and the September event including Ministries Fair.** Bro. Bruce Smith was our preacher at the July service. The September service was held inside because the time was too cold and wet to host the event on the outside. Thanks to Arlene, David and the band for the music and all the preparation put into these events, to the Worship Committee and all those who helped to make these events possible.

## 8. **WEEKEND REVIVAL**

For the last two years we had decided to host 'Revival Weekend' culminating with 'Back to Church Sunday'.

*Theme:* "Godliness with Contentment is Great Gain"

*Preacher:* The Rev. Gabriel Opoku-Ware (priest-in-charge of the Ghanaian Congregation at St. David's, Lawrence Ave)

*Dates:* September 24<sup>th</sup>-27<sup>th</sup>

*Schedule:* Thursday, September 24<sup>th</sup>, 7:00pm – Revival Service (Sub-theme – "Godliness")

Friday, September 25<sup>th</sup>, 7:00pm – Revival Service (Sub-theme – "Contentment")

Sat., September 26<sup>th</sup>, 2:00pm – Reunion Event (past & present clergy, parishioners and friends)

Sunday, September 27<sup>th</sup>, 7:00pm–Revival Service with Communion (Sub-theme – "Benefits")

Parishioners were challenged to invite their family and friends and to make sure they share in the revival as we all sought renewal as a church.

## 9. **SUMMER VACATION**

I was away on leave during the month of August. Canon Al Budzin was on call for pastoral emergency. Sunday services were presided over by Fr. Gabriel Opoku-Ware, priest-in-charge of the Ghanaian Congregation at St. David's, Lawrence Ave and Fr. Theadore Hunte, doctoral student at Wycliffe College and Associate Priest at St. Paul's L'Amoreaux. We thank them for their assistance and willingness to share with us.

## 10. **CELEBRATING OUR CULTURES**

This event was usually not hosted on our church property but two years when we were celebrating our 60<sup>th</sup> Anniversary we decided that we wanted our church to be more visible to the community, therefore to have it as an outdoor event and that went well. Last year, the day was wet and we had to host it in the parish hall. Thanks to the coordinators, the countries for sharing their cultures, foods, history, costumes, etc. and all for your participation and support.

## 11. **PRE-SYNOD/SYNOD**

On Saturday, October 24<sup>th</sup>, the church of St. Stephen hosted the Pre-Synod Conference for the York Credit Valley Area. An average of 100 persons was in attendance comprising of diocesan staff, clergy, synod delegates, wardens and treasurers. The agenda for the day included:

- Theme for Synod – "Treasures Old and New" which focuses on the balance between the traditional and the contemporary styles of worship and ministry.
- A motion to reduce the size of Synod
- A motion for clergy retirement
- Missional Moments

For information on synod please refer to the synod report prepared by the synod delegates.

**12. SENIOR'S SUNDAY**

Seniors Sunday was scheduled for Oct 5th but was rescheduled for Nov. 29th. Ms. Esther Atemo of the "Alzheimer Society" was our keynote speaker. She led us in a discussion sharing on dementia and alzheimers, their differences and similarities, how they can be identified, how we relate with loved ones who are diagnosed and the help we can get from the society.

**13. FIRST COMMUNION**

On June 7, Elijah Hunter, Kayla Telfer, Alexis Jones and Rochelle Cox were admitted to the communion after a period of first communion classes. We continue to give them support and encouragement.

**14. CHRISTMAS/ADVENT SEASONS**

**a. ADVENT**

During Advent a sermon series was done focusing on the theme "the Be's of Advent". Four Subthemes were used, they were:

- i) Be on your guard            ii) Be Refined            iii) Be Fruitful            iv) Be Kingdom people

**b. CONCERT/PAGEANT**

On Sunday December 13, the adult and junior choirs, the band, and a number of individuals lead us in a concert style service combined with a short pageant prepared and directed by Constance Kendall. The service concluded with the Eucharist. We thank Arlene, Earl, David, the band and Connie for organizing different parts of this event.

**c. CHRISTMAS SERVICES**

Christmas services were held on Christmas Eve (Dec. 24th) at 10:00pm and Christmas Sunday, December 27th at 9:00 & 10:30 am. Christmas Eve was packed as usual but I was away for Christmas Sunday and thanks to Fr. Leonard Abbah who was the celebrant and preacher at that service.

**d. NEW YEAR'S EVE**

December 31st we were happy to welcome our former incumbent, the Rev. Canon Stephen Fields who was our preacher and con-celebrant.

**15. ORGANIST**

At the Christmas Eve service we said goodbye to Earl Flynn who gave this church sterling service as organist and choir director for eight years. We will certainly miss Earl for his giftedness in music and the classical flavour he brings to our worship and wish him every blessing in his endeavours.

**16. RULE OF LIFE**

I want to highlight the importance of the "Rule of Life" which affords us the opportunity for spiritual development. Let me remind you of the "Rule":

† **STUDY**      a passage of Scripture every day for at least 15 minutes and ask the question "In light of what I have read, what is God calling me to be or to do today?"

† **PRAY**        at least three times a day

† **GIVE**        regularly to support the life and ministry of our Church

† **LIVE** for God, live for our Church, live for others  
The idea is to make this rule a discipline – a part of your daily life.

**17. MINISTRY IN OUR DIOCESE**

I continue to serve beyond our parish. I served as a member of Diocesan Council. I was also invited to serve as a member of Executive Board of Council but didn't take up the appointment because of my plans to take up appointment as rector of a parish in Newfoundland.

**18. ETOBICOKE/HUMBER CLERICUS**

Clericus is the meeting of clergy. I continue to find support and fellowship among the clergy in the Etobicoke/ Humber Deanery. Last year I asked us to pray for churches that were in conversation for amalgamation. Two of the churches in our deanery St. John, Weston and St David's Lawrence Ave have been amalgamated with Church of the Advent and The Good Shepherd, two churches in the Parkdale, West Toronto deanery. They now meet under a new name Sts. Mary and Martha on the Good Shepherd site. We continue to pray for God's vision, wisdom, strength and blessings as they forge together on this new path.

**19. CLERGY RETREAT**

Two retreats were organized for the York Credit Valley Area. A one day retreat in February at the Sisters of St. John the Divine Convent and an overnight retreat in September at Mount Carmel in Niagara Falls. These experiences were refreshing and empowering. The theme for the February retreat was "The renewal of our Ordination vows – finding joy in ministry" led by Sister Constance Joanna (SSJD) and September was "The Significance of Scripture in our Life". Retreats are vital and important avenues to rethink and discern God's presence, calling and leadership in the life of the clergy.

**20. JANE FINCH COALITION OF CHURCHES**

Our church continues to be part of this group which is an ecumenical meeting of pastors in the area driven by a mission to give support to the community in which we serve. Presently we are looking at how we can be supportive in the education sector specifically in helping to meet some of the needs within the schools in our local community.

**Unaccomplished Events**

**1. Congregational Retreat**

This was scheduled for early last year. The difficulty was finding a venue to host the retreat as most centres were booked for almost three years. The conductor and I worked out the retreat but were looking at a series of retreats. Mission was the focus. We narrowed our focus on the answer given in the catechism to the questions, "What is mission and how does the church pursue its mission?"

***"The mission of the church is to bring all Peoples into unity with God and with each other in Christ. The church pursues its mission as it prays, worships, proclaims the gospel and promotes justice, peace and love and by its transformation into the likeness of Christ proclaims His transforming presence."***

We had agreed that the retreats will have the following focus

- i) Prayer life and the opportunities and types of prayers available*
- ii) Worship and what it means for our life*
- iii) Evangelism*
- iv) Mission and Outreach (social justice)*
- v) Conversion and transformation*

We have now secured the Queen of Apostles in Mississauga for March 19, 9:30a.m. – 4:00pm and the focus will be on prayer. I encourage everyone to share in this moment.

## **2. Area/Satellite Groups**

I made a presentation at last vestry and got the blessing of vestry to establish area/satellite groups with the intension that these would help to facilitate spiritual growth, fellowship and offer opportunities for evangelism and mission where we live throughout the city. I was overwhelmed throughout the year and therefore apologize that this was not accomplished.

### **A REFLECTION**

In 2011 the then bishop of Jamaica had appointed me as one of the eight delegates for the Indaba Conversations. The Rev. Canon Stephen Fields was also a delegate for the Toronto Diocese. I was assigned along with a delegate from Hong Kong to experience the Parish of St. Stephen for a weekend. I remember that we had the privilege of meeting the Advisory Board and worshipping here on the Sunday morning. It was Children's Sunday and I had a transfiguration moment as I watched and experienced the children leading worship. I never visioned that by 2012 I would become the incumbent of the parish. So I want to thank you for choosing this Jamaican country boy and for allowing me to share in your ministry, vision and in your life. I am grateful for the many opportunities I had to learn from you, to teach you and also to share what I consider as the greatest calling of all.

As I prepare to take up my new appointment in Newfoundland I go conscious and grateful that St. Stephen has been a wonderful training ground for me. I will remember every laughter, every challenge that inspired growth, every opportunity I learned something new, every moment that led me to tears (happy and otherwise), every baptism, every wedding, every visitation, every meeting and every worship service. St. Stephen has pushed me to the limits and today I am a better person simply because this parish has made an indelible mark on my life.

I call upon you therefore to love your church and commit yourself to the proclamation of the gospel and the growth of God's kingdom in, among and around you. Continue to make the rule of life a discipline and be faithful to the worship, fellowship and opportunities for ministry within this place. Remember to do everything to advance the Downsview Youth Covenant and the Saints Café, the two outreach ministries. Make sure that whatever you do helps the building up of this place and not the tearing down of its fabric, foundations and all that this place is and can be.

Relationships are important, therefore, forge new partnerships and relationships within and outside the church and be a St. Stephen beacon. We can be a more hospitable church to ourselves and to those who visit and test the ground for membership. More persons need to step up to the plate because often a few persons are overworked and overburdened. Remember, “caring is sharing.”

Remember our children and young people – they are as much the church present as they will be the future. Do everything to encourage them and build them up but also listen to them and allow them the space and opportunity to give of themselves and to discern, enhance and use their gifts. Every generation depends on the leadership and vibrancy of the one before. Let us not fail them.

I wrestle each day that the church is not a representation of the community in which we live. The community is far more diverse in terms of its ethnicity, races, and cultures. The answer to that I don't have. What can we do to make the church a representation of the community?

I still believe that the three areas that must be embraced and become part of the DNA of this church are sports, the arts and technology. I know and do understand the economic struggles but I still believe the talents are among us and whatever the shortfall we can find within the diocese and the community.

**I would graciously ask that as a church the following be considered in the near future:**

- Stewardship Development – this is offered through the Diocese and is an intentional program offered with the help of a coach.
- National Church Development - two seasons of this program was done before my incumbency. We were not able to look into this during my incumbency. National church development is also a program offered by the Diocese with the assistance of a coach gear towards making the church a healthy one.
- The Future St Stephen: we have wrestled with the idea of making the church property/building more accessible for those who are physically challenged. This is not just for persons in wheel chair but also the many elderly parishioners and visitors for whom the stairs pose great struggle. The corporation has discussed at several levels the idea of looking at the furnace and the ductwork and also an overhaul of the electrical system. These are integral for the community to be a safe, secured and comfortable space for all, preserving our heritage and at the same time being stewards of what we possess and are given to manage.

Whatever you do keep in mind your mission statement and let it be your challenge :

**“To worship God, creating a caring Christian community through growth and celebration, using our gifts and talents to reach out in love to others.”**

**THANKS**

It was Martin Luther King Jnr who professed and lead the understanding of “the priesthood of all believers.” The church depends on the ministry of the laity. I continue to be encouraged by the commitments, the talents, the gifts, the support and the love you continue to manifest to the worship of God and the ministries you perform in this place. If we try to put value to our volunteer ministries we would realize that if that was put as part of the budget we would not be able to afford ministry.

I extend gratitude and appreciation to and for every parishioner, every group and every ministry. Many thanks to the corporation, treasurer, envelope secretary, the advisory board, Lay Pastoral Minister, organists, saxophonist, choirs, drummers, the band, young people, Sunday school children, servers, ushers and altar guilds, lectors, intercessors, counters, parish secretary, chalice bearers, Sunday school teachers, custodian, kitchen coordinators, strategic planning team, volunteer youth leaders and for all of you God's faithful people.

Novlette, Samuel and I are indebted to you for all the love, fellowship, the concerns, the relationships fostered while we sojourned with you for these past three and half years. We go with you all in our hearts and in our prayers.

According to N.T. Wright, **“If today's and tomorrow's church is to engage in mission, seeking both to implement the achievement of Jesus and his resurrection and thereby to anticipate the final renewal of all things, it must itself be renewed, resourced and reshaped for this mission.”** Our mission is to bring hope. It means that we have to be a people of hope, loving, fighting, and working for justice and peace.

St. Stephen – be a people of faith, hope and love.

***Fr. Kenute Francis***  
*Incumbent*

## **WARDENS' REPORT**

The past 12 months at St. Stephen's Downsview have been busy as usual. The Corporation was comprised of Norman DaCosta and Fanella Hodge, two individuals not new to the role and Chris Gleeson and Rachel Omologe, two individuals new to Church administrative work. Team work is a very important thing, without it we appear disjointed and not able to lead; fortunately team work was the foundation of the 2015 Corporation.

Support is also an integral part of any organization. Thank you to our Secretary Ashani Weerasinghe, Envelope Secretary Natasha Thompson, and our forever faithful Treasurer, Pat McIntosh, for their unwavering assistance provided to us this past year.

For the most part, the Corporation spent 2015 planning for our future. Below are highlights of accomplishments during the year as reported by the Warden or Deputy Warden responsible for that subject matter.

### **Finance (Fanella Hodge)**

- For the year ended December 31, 2015, the General Fund had a surplus of \$5016, a 10% increase above budgeted income.
- Highlights of the 2015 actuals Include:
  - 5% increase above budget for Envelopes and Open Offerings
  - 17% increase above budget for Special Efforts
  - 70% increase above budget for Faith Works.
- The building fund ended with a deficit of \$27,955. Please note that the building fund deficit is attributable to the grant funds for the kitchen renovation received in 2015, but expensed in 2016.

Thank you to the members of the Finance Committee, who assisted with ensuring we were accountable with your contributions. With their assistance our year-end financial documents were up-to-date and available to be audited in the middle of January.

On behalf of the Corporation and the finance team, thank you for your support and pray God's blessings as we continue with this important commitment. Your financial support helps us to continue with and provide needed assistance in this community. Thank you for being a part of it.

### **Human Resources (Chris Gleeson)**

- Performance reviews for all employees were conducted shortly after the 2015 Vestry
- A new, upgraded First Aid Kit was obtained and installed in the church office along with a corresponding log book in order to ensure that we have the appropriate and adequate levels of supplies in line with provincial standards.



- There has been ongoing dialogue at the corporation and advisory board level regarding First Aid certification. Subject matters such who may currently have valid certification, how many people and who should be certified and accordingly when and through which agency. A number of board members expressed that they believed lower cost options were available and the advisory board is waiting to see if and how this might be possible. Coinciding with this training a defibrillator was also inquired about and options were discussed a few times by advisory board given the cost associated. No concrete conclusion has yet been made as to how best move forward with this necessary acquisition but it obviously needs to be made a priority for the church.
- An emergency plan has been developed in conjunction with the local fire department and Diocese of Toronto and an initial draft was tabled utilizing both of the aforementioned entity's input. An additional review and final approval is required following revisions based on their most recent collective recommendations. Implementation of the plan will be forthcoming.
- Looking forward in 2016 it appears based on previous records that the majority of people holding positions in the church will require both the diocese sexual misconduct training and background checks updated.

#### **Property (Norman DaCosta)**

- One of the main items on our "To Do" list for 2015 was replacement of the furnace, however after investigating the issue and discussions with the Advisory Board and Finance Committee, it was determined that the heating and cooling issue also involved the duct work and the inability to sufficiently heat or cool the building. The Furnace technician advised that before we can proceed with this project, drawings of the Church building showing duct work is required. The Furnace Technician has recommended an engineering company, TIGRIS Engineering Inc. to complete the mechanical drawings.
- As we continue to look to the future and our Mission and Ministry in the Community, we must be become an inclusive Church. During our initial conversations with Fr. Al Budson from St. Phillips on their renovation journey, an Architect was referred to us who has given a \$3,200 quote to produce laser drawings. It is our hope that these drawings will be sufficient to serve both purposes (duct work and renovating to be accessible).
- With the Communications Grant received in 2015 the upgrade to the audiovisual system was completed at a cost of \$13,601. A special thank you s to K F Machinery Contractors and Chris for all electrical work done to accommodate the new A/V system.
- Painting of the church is completed, and eroding tiles at the back of the Church replaced.
- A Committee to review the options for the rectory has been formed and work is underway. Unfortunately the amount of work necessary and required information for this project was underestimated and a report will not be produced at this time. The six options being reviewed by the Committee are:

1. Demolish and rebuild
  2. Repair cosmetically
  3. Remodel and gut inside
  4. Remodel and extend
  5. Sell and purchase elsewhere
  6. Sell and rebuild on church property
- Some of these options are not viable and not a lot of work will be involved, however the following options will be researched thoroughly, including a visit to the CIBC to determine our financial viability, should we need to borrow to fund our option.
  - Please be reminded that pursuant to Canon 6 a decision to sell the current Rectory shall be determined by vestry and subject to the approval of the area Bishop.

### **Communications (Rachel Omologe)**

- Christ saw the need to effectively communicate the word of God to the Jews, the Gentiles and rest of the world. According to Gospel of Mark and Luke, he sent his disciples in pairs, to preach the Gospel and to spread the good news. We as the Church and body of Christ have a role to play in spreading the Gospel and reaching out to the world at large. An effective way of getting our message across is by social media.
- If you recall at last year's Vestry, we stated that our website would be a useful tool to promote our church and a medium to reach out to the general public through our internet presence. A communications committee was set up to administer our website, create a Facebook page as well as a YouTube page and regularly post updates on our website and social media pages. The committee was also set up to be responsible for the quarterly publication of our newsletter, The Martyr. My brothers and sisters, to the glory of God, our website has been launched, it is up and running and our social media pages are linked to the website. You will find details about the history of the church, our mission, our goal, our parish life, our worship, our faith and belief and many more exciting topics on our website.
- On our Facebook and You tube pages, daily updates are being posted, daily quotes and bible verses are posted on our Face book page the word of God, as preached every week, is shared on our You tube page. This is very important because our sermon, when uploaded on You tube, provides a means to individuals around the globe who for one reason or another are unable to attend church service or afraid to profess Christ in public, to be able to watch and listen to the word of God. Behold how good and perfect it is for brethren to dwell together in spirit, body, in our fellowship, in our act of kindness and in every way that brings glory to God. Special thanks to Dwight, other members of the committee and the wardens for stellar effort and relentless support.
- A special edition of "The Martyr" was published in July. The theme for the said publication is "Oh Canada", in celebration of Canada day. We thank everyone for his or her contribution. Due to circumstances beyond the control of members of the committee, the next edition was not

released as planned; instead, it was delayed to a later date. It is our intention to resume the quarterly publications. If you would like to be part of the committee, kindly speak with any of the wardens.

- Goal for 2016: Our goal is to continue doing what we do, spreading the word of God through social media and reaching out to the general public. We will be inviting the Webmaster, as an expert, for inspection, to provide us with information on how keep our website in a more sophisticated standard and to train new members, if need be.
- For more information about our website, kindly visit:  
<http://www.saintstephensdownsview.com/>

## **Conclusion**

On behalf of our Deputy Wardens, Chris Gleeson (Rector's Deputy Warden) and Rachel Omologe (People's Deputy Warden), we thank you for the opportunity to serve you and continue making St. Stephen's Downsview a beacon in this community.

We would also like to take this opportunity to thank Fr. Kenute Francis for sharing the last three and a half years with us. His vision, spirituality, encouragement and strong support of the work we do here has been a blessing.

We wish Fr. Kenute all the best as he continues his career in Newfoundland and Labrador. In our humble opinion, the Town of Bay Roberts is extremely fortunate!

Respectfully submitted by:

*Wardens – **Fanella Hodge & Norman DaCosta***

*Deputy Wardens – **Rachel Omologe & Chris Gleeson***

**Church of St. Stephen**  
**Advisory Board Report - Vestry 2016**

---

Following the February 2015 Vestry Meeting, the following members were elected and appointed to the Advisory Board, Church of St. Stephen:

| <i>Corporation:</i>             |                                  |
|---------------------------------|----------------------------------|
| <b>Norman DaCosta</b>           | Warden                           |
| <b>Fanella Hodge</b>            | Warden                           |
| <b>Chris Gleeson</b>            | Deputy Warden                    |
| <b>Rachel Omologe</b>           | Deputy Warden                    |
| <b>Patricia McIntosh</b>        | Treasurer                        |
| <b>Fr. Kenute Francis</b>       | Incumbent                        |
| <i>Board Members:</i>           |                                  |
| <b>Maraval Odlum</b>            | Chair                            |
| <b>Iris Linton</b>              | Co-Chair/Synod Representative    |
| <b>Orphtee Quarcoo</b>          | Secretary                        |
| <b>Nadeen Murray</b>            | Assistant Secretary              |
| <b>Beverley Brown</b>           |                                  |
| <b>Hyacinth Nwosu</b>           |                                  |
| <b>Monica Herman</b>            | Synod Representative (Alternate) |
| <b>Dwight Rosegreen</b>         |                                  |
| <b>Natasha Thompson</b>         |                                  |
| <b>Bannard John</b>             |                                  |
| <b>Emeka Ichoku</b>             | Synod Representative             |
| <b>Carol Blackmore-Griffith</b> |                                  |
| <b>Ricardo Walters</b>          |                                  |
| <b>Ezekiel Ekeh</b>             |                                  |

The Advisory Board held its first meeting on Saturday, March 28, 2015. We welcomed new and returning members to the Advisory Board.

At this meeting, Marval Odlum was elected Chair of the Board, along with Iris Linton as the Co-Chair. Orphtee Quarcoo and Nadeen Murray were elected as Secretary and Assistant Secretary, respectively.

In addition, it was determined that monthly meetings would continue to be held Saturday mornings at 10 am. Also, a tentative meeting schedule was discussed, and an update was provided on the previously established portfolios (Finance, Property and Building, Communications, Fundraising, Human Resources, Mission & Outreach). Lastly, it was determined that once a Board meeting is held, an update would be provided to the congregation at both the 9 am and 10:30 am services shortly thereafter.

Advisory Board meetings were held on the following dates:

- March 28, 2015
- May 23, 2015
- June 20th 2015
- July 25, 2015
- September 19, 2015
- October 31, 2015
- December 12, 2015
- January 23, 2016

At each meeting members received, reviewed, and discussed the financial statements, Warden's report, Incumbent's report, in addition to updates from sub-committees/portfolio groups, and other matters.

In 2015, the Advisory Board provided input and recommendations on the following matters:

- St. Stephen/St. Felix Café partnership
- Saints Café
- Acquisition of a defibrillator for the church
- Various fundraising initiatives
- Communications and Social Media related matters
- Climate Change presentation pertaining to carbon footprint and waste reduction in the church and community
- Contribution of refreshments for the Chorale's Free Will Concert
- Various matters pertaining to the Church and Rectory properties

It is recommended that the 2016 Vestry pass the following resolution:

*"Be it resolved that the 2016 Vestry commends all volunteers for their dedication and support, which enables the church to fulfill the work of Christ and its mandate".*

Report completed by N. Murray (Asst. Secretary, Advisory Board 2015/16)

## **THE LAY PASTORAL ASSOCIATE REPORT**

***'Blessed be the name of the Lord. He is worthy to be praised and adored.'***

We give God thanks for all he has enabled us to do as we served the youth of our church and community. It was a year where it was evident that God's grace and mercy has helped us to move forward with ministry at St. Stephen's within the walls and as we continued to reach out to the wider community.

As Lay Pastoral Minister, my primary role was offering support to the priest during Sunday services and as directed for other areas of ministry. I was also engaged in the following areas of ministry.

- Preaching at Sunday services and for the World Day of Prayer service
- Ministry in the wider church also continues locally in our deanery and on Area and Diocesan committees. These include membership on the York Credit Valley Area Council, Co-chairing the Diocesan Black History Service Committee and continued training as a Lay Anointer in the Diocese

### **YOUTH** - ***'Thanks, thanks, we give you thanks'***

We give God thanks for our ministries which encompass programs and activities for youth in the church and from the community. Efforts have been made to reach out to and engage all the youth of the church with the support of the Youth Ministry Team. Primarily youth have participated in Sunday services and a monthly youth service as servers, crucifer, acolytes, readers, intercessors and also doing presentations in liturgical dance and drama. In addition, youth have also participated in the following activities and special services; Youth Talk, Youth Choir, Confirmation preparation, the Shrove Tuesday pancake supper, the Diocesan Black History Service, the World Day of Prayer service, the Good Friday Walk, the year end graduation service, a career fair, the ministries fair and Christmas pageant. Youth have also been given the opportunity for leadership through volunteering at the Downsview Youth Covenant Camps and Homework Club.

### **DOWNSVIEW YOUTH COVENANT (DYC)**

The past year was a busy one for the DYC as we continued to build our outreach ministry. Having the privilege of doing ministry in the Downsview area gives us a wide mission field as we work with children, youth and their families which helps us to effect change in our society. The key programs offered through this ministry are the Homework Club, March Break and Summer Camps, Robotics and drumming programs, Friday socials, outings and trips. A team of committed staff and volunteers have supported participants over the year. We continue to see consistent participation and attendance maintained, and notable progress in the academic achievement of our students. This year we have also partnered with RBC in programming which allows youth to be actively engaged in sports.

We give God thanks to those who continue to toil as we work to build God's kingdom as we minister to the youth of our church and community. We give thanks to the priest and parishioners, staff, volunteers, donors, parents and participants for their contributions to these vital areas of ministry as we serve our young people and in so doing teach them to serve.

Respectfully submitted,  
Constance Kendall

## CHOIR REPORT

2015 was another spirit- filled and sprit- led year for St. Stephens' choir.

The choir continued to meet every Thursday evening at 7:30pm for practice. We also sang at the weekly Eucharist and other special services.

During the year one of our faithful members - Ms. Cameo Grant - retired after many years of committed service. We also lost the musical talents of our beloved saxophonist, Courtney Bolden, due to ill health.

We were fortunate to continue to have David During leading and developing the youth choir again this year. David was also our organist once per month. We wish to also thank Roger Gibbs for continuing to provide guitar and drumming lessons. All these talents were on full display during our Christmas Pageant. All these talents were on full display during our Christmas Pageant.

On Palm Sunday we sang **Ride On King Jesus**. The other songs performed during the Easter week were "**Lord Have Mercy**" (J.S. Bach), **When I Survey The Wondrous Cross** - solo by Bannard John, and **A Mighty Fortress is Our God** (arr. Gordon Young). For Pentecost we sang "**Feel The Spirit**" (arr. Ruth Elaine Schram) and during our week-end revival we performed , **'Tis Marvelous and Wonderful** (arr. Tom Fettke). For Christmas we sang **Calypso Noel** and **Good News! Everybody Listen**.

Thanks as always to our faithful members who attend rehearsals each week and assist in leading the church in worship. Thanks also to those members of the congregation who continually give us kind words of encouragement. It made our efforts lighter and more enjoyable.

Submitted by,

**Earl Flynn**

Organist & Choir Director in 2015

## **SUNDAY SCHOOL REPORT**

*And they were bringing children to him that he might touch them, and the disciples rebuked them. But when Jesus saw it, he was indignant and said to them, "Let the children come to me; do not hinder them, for to such belongs the kingdom of God. Truly, I say to you, whoever does not receive the kingdom of God like a child shall not enter it." And he took them in his arms and blessed them, laying his hands on them.*

(Mark 10:13-16 ESV)

We are excited to learn about Christ each Sunday as we endeavour to develop faith in our children that will last them a lifetime!

This year, in addition to worshipping together each Sunday in song and learning different stories from the bible, we continued to share with the congregation on the fourth Sunday of each month, Family Sunday, in which all children, teachers and assistants remain for the church services with their families. During these services, the children participate in song, reading, prayer and also in delivering the sermon, and displaying their talents in a number of different ways.

In 2014/15, in all classes, we continued our use of the curriculum entitled "Grow, Proclaim, Serve", which promises to grow faith by leaps and bounds. We enjoyed using this curriculum, with its vivid Christian tales and many engaging activities included for the children.

We began in the Fall of 2014 with stories about Creation, Growing in God's Image, story of Noah, Isaac, Jacob and Esau, Joseph and his brothers and then the story of Christmas. In the new calendar year, we began with an exploration of the child Christ as he grew from a boy of twelve into a man. The children heard bible stories about Jesus being baptized and Jesus in the Synagogue. In February the children continued to learn more about Christ and that Jesus loves and cares for us so we should love and care for others. This was exemplified through stories such as The Widow's Mite. In March, they enjoyed learning about The Good Samaritan and the Last Supper. As we prepared for Easter, we learned about Palm Sunday, Holy Week, the Crucifixion and the Resurrection. In the Grade 2 to 4 class, there are some amazing readers! A great emphasis is placed on encouraging each child to take part in reading the story. Children are given time to reflect and share their opinion on the reading. Activities pertaining to the story are completed in groups or individually. In mid-May, we began our preparation for Children's Sunday in June where they shared their talents in singing, dancing, prayer, and much more. It was truly a wonderful service and the children performed at their best once again.

We have beautiful and intelligent children at St. Stephen, and parents/grandparents and caregivers are asked to continue to listen, encourage and support our children as they grow in the life of the church and in Christ Jesus. We ask all members of the congregation to continue to pray for this vital ministry in the church and the faithful volunteers who tirelessly nurture and support the children, each Sunday, in their Christian education. We ask that members reflect on their own Christian faith and answer the call to be part of this important ministry in the future.

Submitted by

***Sunday School Team: Allan Austin, Natasha Austin, Fanella Hodge, Iris Linton, Nadeen Murray, Tamra Palmer.***



## **SYNOD REPORT**

The Diocese of Toronto's 156th regular session of Synod was held at a new venue this year – the Sheraton Parkway Toronto North Hotel & Suites in Richmond Hill on November 13. The session began at 11 a.m. with a Eucharist, followed by lunch and the business session. The theme of the Synod is “Treasures New and Old” from Matthew 13: 52, and Archbishop Colin Johnson reflected on that in his Charge. About 624 voting and non-voting members attended the first day of Synod.

### **Archbishop Delivers Charge**

In his Charge to Synod, Archbishop Johnson spoke about how leaders in the church, both clergy and lay, need to draw on both the traditional and the new as they “stand on the edge of chaos, seeking what was, and is, and is to come.

### **Archbishop Names New Canons**

Archbishop Johnson named the following honorary canons of St. James Cathedral. They will be installed on Jan. 10 at 4:30 p.m. at St. James Cathedral:

- The Rev. Canon Andrew Wesley
- The Rev. Canon Beth Benson
- The Rev. Canon Claire Wade
- The Rev. Canon Janet Read-Hockin
- The Rev. Canon Jenny Andison
- The Rev. Canon Judy Paulsen
- The Rev. Canon Nicola Skinner
- The Rev. Canon Paul J. Walker
- The Rev. Canon Simon Li
- The Rev. Canon Stephen Vail

### **Several Missional Moments Presented Throughout Synod**

- **Just Reach Out:**  
Sue Savage from the Parish of Penetanguishene spoke about its free community breakfast, funded by a diocesan Reach Grant.  
We Walk by Faith, Not by Sight:  
James Liu of St. James Cathedral and Morning Wang of St. George on Yonge spoke about the Diocese's Mandarin ministry
- **I'll Be Outside With Jesus:**  
The Rev. Maggie Helwig spoke about ministry to marginalized and low-income people at St. Stephen in-the-Fields
- **Striving to be the Hands, Feet and Voice of Christ in the Community and the World:**  
The Rev. Joan Cavanaugh-Clark from the Parish of Minden-Kinmount spoke about the many activities her parish is doing to engage the communities around it. The parish began many programs to engage with marginalized people in the surrounding communities

- **The Side Door:**  
Elizabeth Aine Achima spoke about The Side Door youth drop-in centre, part of the Church of the Resurrection
- **No mandatory retirement for office holders:**  
Synod approved changes to the Constitution and Canons that abolished mandatory retirement for office holders in the Diocese (clergy, the secretary of Synod, the registrar, the chancellor, the vice-chancellors and the Diocese's solicitor).
- **Synod defeats motion to reduce size of membership:**  
Synod defeated a motion that would have reduced the size of its membership. A number of members spoke against the motion, saying it would have excluded too many clergy and laity from the decision-making body. Archbishop Johnson said the opposition to the proposed changes showed how much many members valued Synod and their participation in it. He said some of the proposed items in the motion that did not need canonical change, such as the creation of Synod Forum days, might still be considered. He said the matter will go back to Diocesan Council.

### **Synod prays for massacre victims**

Synod paused to pray for the victims of the massacres in Paris on November 13.

### **Bishop speaks about work of Commission on Marriage Canon**

Bishop Linda Nicholls, the area bishop of Trent-Durham, spoke to Synod about the work of the Commission on the Marriage Canon, of which she is a member. The commission was created in response to a motion from General Synod 2013 to change Canon XXI on marriage to allow for the marriage of same-sex couples in the same way as opposite-sex couples.

She asked Synod members to pray for all those, both in the diocese and across Canada, involved in the discernment process, and for General Synod when it meets in Toronto next summer. "This is an important and difficult discernment for us as a church," she said. "We will find ourselves in different places, and there will be pain in the conversations. Pray that we will know the mind of Christ, that we will love one another in the process, and that we will, together, seek to do what is good and best for God's church."

### **The highlights from the second day of Synod**

Synod began at 9 a.m. on November 14 with worship, which included prayers for the victims of the massacres in Paris. A total of 607 voting and non-voting members were in attendance on the second day of Synod.

### **Synod receives reports and financial statements**

Synod received the following documents:

- Priorities and Plans 2013-2015 – Report Card.
- Financial Report for 2014.
- Audited Financial Statements for the Incorporated Synod for 2014
- Audited Financial Statements for the Cemetery Fund for 2014

### **Auditors appointed**

Synod appointed the firm of Grant Thornton LLP, Chartered Accountants, to conduct the audit of the Financial Statements of Synod, the Consolidated Trust Fund and the Cemetery Fund for the year ending Dec. 31, 2015, at a fee to be approved by the Audit Committee.

### **Synod approves diocesan priorities and budget**

Synod received the documents Priorities and Plans 2015-2017 and the Financial Budget 2016-2017 and approved the priorities and financial plans contained therein. Diocesan Council will implement and report back to Synod on the plans and take corrective measures from time to time as best serves the needs of the Diocese.

### **Parish assessment rate approved**

In order to meet the revenue needs of the Diocese for 2016 and 2017, in accordance with its priorities and plans for 2015-2017, Synod approved an assessment rate for parishes of 24.85 per cent for 2016 and 24.70 per cent for 2017. The assessment rate for parishes in 2015 is 24.85 per cent.

### **Synod applauds action on environment**

Synod passed a motion acknowledging and applauding the efforts being made by its Investment Committee to withdraw from the most environmentally damaging of the Diocese's investments, particularly those in tar sands oil. Synod encouraged the continuation of these efforts, in co-operation with its ecumenical partners and with national church structures.

### **Sisterhood invites women to live in 'God's rhythm'**

The Rev. Canon Sister Constance Joanna Gefvert of the Sisterhood of St. John the Divine made a presentation about the formation of a new monastic community within the sisterhood. The initiative, called "Spend a Year Living in God's Rhythm: Companions on the Way," invites up to 10 women, age 22 to 40, to live with the sisters at St. John's Convent in Toronto, where they will experience the Benedictine life of prayer, study, recreation and service to others.

### **Synod marks consecration of former Wycliffe principal**

Synod paused to pray as the Rev. Canon Dr. George Sumner, the former principal of Wycliffe College, was due to be consecrated the Diocesan Bishop of the Episcopal Diocese Dallas, Texas on November 14.

### **Synod elects General Synod members**

The following were elected to be members of General Synod:

- The Rev. Riscylla Walsh Shaw
- The Rev. Canon Jenny Andison
- The Rev. Canon Susan Bell
- The Rev. Canon Douglas Graydon
- The Rev. Canon David Harrison
- The Rev. Canon Mark Kinghan
- The Rev. Canon Heather McCance
- The Rev. Canon Kevin Robertson

- Mr. Chris Ambidge ODT
- Mr. Lawrence Barker
- Mr. Matt Koovisk
- Mr. Kennedy Marshall
- Mr. Israel Newell ODT
- Mr. Ryan Ramsden
- Ms. Marion Thompson
- Ms. Laura Walton
- Mr. Peter Bennett is the substitute lay member.
- The Rev. David Giffen, the Rev. Canon Barry Parker, the Rev. Susan Spicer, the Rev. Sherman Hesselgrave, the Rev. Jordan Wellington, the Rev. Timothy Haughton and the Rev. Keith Joyce are substitute clergy members.

### **Archbishop reflects on violence in wrap-up**

In his reflection at the end of Synod, Archbishop Johnson spoke about the massacres in Paris on Nov. 13. He called on everyone to remember in our prayers those who have been victims of senseless violence.

In closing he read a passage from Second Corinthians.

Submitted by

**Iris Linton and Ezekiel Ekeh**  
**Monica Herman**

Synod Representative  
 Alternate Synod Representative

## USHERS REPORT

*“Welcome one another, therefore, just as Christ has welcomed you, for the glory of God” Romans 15:7*

Imagine visiting a church and no one greeting you with enthusiasm or a smile; the ushers chit chatting and you are being ignored.

How would you feel? How would you react?

Think on this.

As ushers, we have chosen to serve God in this ministry, therefore, it is a responsibility and not an option, that we make everyone feel welcomed and comfortable when they enter our doors. We are blessed to have a committed group of individuals as a part of this ministry.

The ushers stand ready to escort visitors to a seat, assist in the order of service if required, answer questions or connect them to the Warden on Duty or Ministry Leader.

Let us cheerfully greet visitors, members and one another, so that St Stephens continues to be that warm welcoming community ,a wonderful place to worship, a home away from home as we live our Mission and Motto.

Remember:

*“The Son of Man came to serve not to be served” Mark 10:45*

Let us follow in His footsteps.

Submitted by

Maraval Odlum  
Co-Ordinator

## **MEN OF ST. STEPHEN (MOSS) REPORT**

The ministry of the men of the parish has contributed to the continued growth and development of the parish. This ministry is exercised through Worship, Christian Education, Outreach, Administration and Youth Work.

A handful of men remain committed to this work and seek to ensure that the dream of the founding members of the parish continue to be the reality of all who share in the life and work of The Church of St. Stephen. Our prayer and our dream is that more men come on board to make this a viable and vibrant ministry.

### **Aim and Purpose**

The Men of St Stephen shall be a brotherhood of Christian men, united in supporting and strengthening the community of The Church of St. Stephen, Downsview, through positive work and leadership.

The Men of St Stephen will seek to:

- build up together our life in Christ and promote fellowship among Christian men through, prayer, worship, service and special projects
- promote the welfare of the community by assisting in the ongoing development work in the church and wider community
- help in the maintenance and upkeep of the Church's property
- support joint activities sponsored by the Church at Parochial, Deanery, Area, and Diocesan levels, as well as providing a means for communicating information among males in the Church.

The Men of St Stephen voted to reduce the term of office for our executive positions from two years back to one year. The result of our last elections in April 2015 left both positions of President and Vice President vacant. The remaining executive officers continue to provide leadership to the group until our next elections in 2016.

President: vacant  
Vice President: vacant  
Secretary: Alwyn Murray  
Treasurer: Foster Odum  
Floor Member: Allan Austin

### **Accomplishments**

One of our featured events is our event for the mothers and women of the church. The men provided an evening of great food and entertainment for the ladies on Saturday May 9. The food was expertly and lovingly prepared by our very own chefs (Allan Austin and Father Kenute Francis) along with many culinary additions volunteered by the men. The ladies were treated to excellent service and the evening was made more special with the involvement of our youth who helped to provide entertainment and service for the evening. This incorporation of our "young men" was very well received by the ladies and we hope to continue that tradition.

The men were involved in many events in the church, which can include offering donations of food and drinks and assisting in setup and cleanup. Some featured events included the church cleanup on Saturday October 10 and the Open Air Service on Sunday September 13. The men's group showed their support to the family of Al Jeffries for their loss. Al was elevated to rank of honorary member of Men of St Stephen. The men contributed and served the drinks at the reception after the memorial for Al.

Our treasurer, Foster Odlum spent many tireless hours working around the church and we thank him for his service and contributions

Some members volunteer their time assisting at Saints Café. Special thanks to Fr. Kenute, Norman Da Costa and Foster Odlum who are present on Mondays, Wednesdays and alternate Thursdays.

As in previous years, the men try to make an extra effort to help out families/individuals in need during the Christmas season. The men purchased gift cards worth \$300 from Food Basics for this purpose. These gift cards were presented to Father Kenute to distribute to the families whom he has identified for this purpose.

One initiative that came out of our meetings was to reach out to some of our older past members who currently are not members of our group but were very helpful to us in the past. We identified three former members and presented them with a card and a gift to let them know that we are thinking of them and we are here for them if they need any assistance in the future. We think it is important to honour these members and we will continue to do so in the future.

The men continue to host coffee hour on the first Sunday of each month. This is an opportunity for the congregation to socialize and enjoy fellowship with each other.

### **Next Steps**

The Men of St Stephen would like to re instate the Rector's award. This award is given to our youth at the discretion of our Rector. In addition, the men would like to offer some financial assistance to students who are pursuing post-secondary education. We are in the process of drafting the criteria for this initiative.

In conclusion, I thank the other members of the executive, Foster Odlum and Allan Austin for their ongoing support. We will serve until next election given our commitment, dedication and with God's grace.

Submitted by

Alwyn Murray  
Secretary  
Men of St Stephen  
January, 2016

## **WOMEN OF ST. STEPHEN (WOSS) REPORT**

As we begin yet another new year, I would like to say thanks to every person who remained faithful to the mission of this group. We are relatively small in numbers but what we are called to do is tremendous and we have made a commitment to take the Word and the Works of God very seriously. As witnesses for Christ on this journey, no matter what role we are called to play in the Church or within our families, we should never find ourselves in the position where we are in love with the 'ministry' more than we are with God. We should never lose sight of the fact that God is the one who called and predestined each of us with a different mission. So, I encourage all of us to strive to remain steadfast as we labour, moving forward with great Faith knowing that it does not make things easy, it makes things possible.

From all reports, 2015 was very a successful year for us as a group. I am deeply grateful to the members of the WOSS Executive who went above and beyond the norm. We realized that preparation was vital so, we took the initiative and laid the groundwork for all of last year's events from as far back as September 2014. I do appreciate your efforts and clearly, it worked in our favor.

The Women of St. Stephen hosted the World Day of Prayer service on Friday March 6th. It was an evening of uplifting music and I would like to thank Arlene August for her efforts in helping to put the service together. Thanks to the musicians who took it up a notch that night and thanks also to Constance Kendall who preached a very stirring sermon based on the topic- 'Do you know what I have done to you? Thanks to all who took the time to attend. Thanks to the WOSS who provided the snacks for the meet and greet which followed the Service. Overall, it was a very refreshing and colourful event as we celebrated the Islands of the Bahamas. Please note this years' service will be hosted by Downsview United Church on Keele just north of Wilson Avenue on Friday March 4th at 7pm. The emphasis will be on Children as we celebrate the island of Cuba. All are invited to attend.

Fathers' Day - this celebration was well received. As it has been our custom for a very long time, this year was no different - we kept up that tradition by demonstrating to all the men in our congregation the depth of our love and appreciation as we pampered them with a mouth-watering cuisine, fine wine, relaxing music and a loving ambiance.

The long-awaited Women's Conference came together on Saturday October 3rd. A total of twenty-three women were in attendance and it proved to be a day that will not be easily forgotten. It was a very informative, deep, intimate and emotional day of sharing, caring and soul searching. Dr. Elaine Brown-Spencer was the speaker and she was nothing short of brilliant as she effectively ministered the word of God to us in her inimitable style. From all reports, not one person left that gathering the same way they came. It was a day when we truly and effortlessly forgot about ourselves, concentrated on and worshipped him. We look forward to another one of those sessions and we ask only that God leads us as he did that last time. Thank you Lord for making this possible.

It has been our custom to keep up with the addition of little ones to our Church family. Last year, we celebrated the anticipated arrival of baby Anastasia J., daughter of Tamra and Robert. This little bundle of joy made her way into this world on December 30th. We welcome our youngest member of St. Stephen to date, we congratulate her parents and we thank God for what turned out to be a speedy and safe delivery.



As women in the Church, we are ready to embrace this new year which has already presented us with news that are of great concern. Clearly, we will have our work cut out for us as we prepare ourselves to rise to these challenges which threaten us in various forms. There are people whom we care deeply about that are dealing with serious health challenges. People we admire and have come to love and respect will no longer be able to toil with us, turns out we will have to very painfully and reluctantly say goodbye. Nevertheless, we thank God for the opportunity and the time we shared together and we pray for their safe keeping as they move on. Our aim is to keep working always conscious of the fact that it was destiny that brought us all together and people come into our lives for a season - that is an established fact. As people of God, we are not called to stay in one place or to do the same things.. God has put something unique in each of us that somebody else can benefit from and change is indeed inevitable. Through all these things we will bless the Lord and remain united in this effort, being even more determined to ride the waves as they roll in... may God's holy presence be with those who continue to walk on this pilgrim journey, may God bless those whose destiny it is to remain.

Thanks to all those who worked tirelessly, sometimes on very short notice, thanks to those who donated in any way to enhance the work of the WOSS, thanks be to God for all the women in the Church of St. Stephen. May God rain down his abundant blessings upon us all this year and for years to come.

Submitted by

Bev. Brown,  
President  
Women of St. Stephen (WOSS)

## THE SAINTS CAFÉ REPORT

Saints Café finished the year on a healthy note: it welcomed in-need, and vulnerable members of the community; generated significant interest amongst parishioners; received generous donations; brought together a host of willing volunteers whose helping hands contribute to the ongoing success of the program which is now totally under the direction of St. Stephen!

In the fall of 2014 St. Stephen entered into a community partnership with St. Felix Centre, a downtown mission started by The Felician Sisters (Catholic), to run a program designed to support low-income individuals and families in the community by providing all visitors with a free daily lunch (Monday-Friday) and a worry free place to socialize. Less than a year later, St. Felix indicated that a decision was taken to “discontinue its involvement as a partner with The Saints Café initiative beyond the one year pilot” after an operations review. The following reasons were given:

- “There is insufficient evidence that the program is meeting a pressing need in the local community;
- Cost-benefit analysis shows a very high cost of providing each meal served at the Café.”

Subsequently, a working committee comprising Chris Gleeson (deputy warden), Fanella Hodge (warden), Fenton Jagdeo, Fr. Kenute Frances (priest), and Maraval Odlum (advisory board chair) convened and began the arduous task of figuring out what to do next. *(Recall: At The Vestry Meeting, two years ago, discussions touched on a notion that perhaps this was an endeavour St. Stephen should pursue on its own).*

To this end, the café’s doors were re-opened on Thanksgiving Day 2015, after a hiatus following the departure of St. Felix (July 10, 2015) who deserves credit for sowing an important seed that birthed a new concept in the Jane/Wilson/Chalkfarm/Exbury neighbourhood.

Saints Café operates Mondays, and Wednesdays from 8:00 am to 1:00 pm (lunch is served from 11:00 am to 12:30 pm). It has since served an average of 32 meals per day at a nominal cost per meal. While a majority of patrons dine-in, take-out is available to those wishing to do so.

The following financial provisions were made to operate & sustain the program:

| MISSION & MINISTRY/DESIGNATED INCOME |        | OPERATING EXPENSES |        |
|--------------------------------------|--------|--------------------|--------|
| Area Grant                           | 5,000  | Staff              | 7,200  |
| Gifts for Mission & Outreach         | 9,000  | Food               | 4,800  |
|                                      |        | Supplies           | 2,000  |
| Totals                               | 14,000 |                    | 14,000 |
| Income over Expenses                 |        |                    | -      |

Advertising is done by word of mouth, St. Stephen weekly bulletin, printed flyers, and through social media platforms Facebook: <https://www.facebook.com/saintscafe2259>, and Twitter: @saintscafe.

The committee meets once monthly. It receives and discusses progress, opportunities, challenges, resources, and other touch-point matters.

This report would be lacking if it does not acknowledge Bishop Poole for his unwavering support especially aiding with an area grant, the donors for their generosity and community partners such as *The North York Harvest Food Bank* for a consistent supply of food items and other resources; this group of faithful volunteers and staff: *Lucille Da Costa, Maraval Odlum (lunch coordinators), Lindon Bristol (chef, paid staff), Foster Odlum, Monica Herman (assistant chef), Norman Da Costa, Pauline Stewart (assistant chef & volunteer coordinator), Beverly Ross, Carol Blackmore-Griffith, Cicely Romain, Ericka Martin, Hyacinth Ferguson, Hyacinth Martin, Lotoya Gleeson, Rachel Sinclair, Rita John*, as well as those who drop in from time to time.

Everyone is welcome to share and experience this wonderful life enhancing outreach ministry of the church. The hope is to make a positive impact while “creating a caring Christian community through growth & celebration.”

One can safely say The Saints Café receives validation from its patrons whom have heaped unreserved praises for its hospitality; hot, healthy, and nutritional meals all of which are freshly prepared and served with love and compassion in a very safe space.

Report submitted by:  
The Saints Café Committee

## ENVELOPES SECRETARY'S REPORT

In 2015, 254 individuals, members and friends of the parish, made identifiable donations to our ministries.

| <b>FUNDS</b>                 | <b>2015</b> | <b>2014</b> |
|------------------------------|-------------|-------------|
| Regular Offerings            | 112,635.85  | 104,263.81  |
| Initial offering             | 982.35      | 482.00      |
| Lenten Offering              | 2,313.65    | 1,787.12    |
| Easter Offering              | 2,690.00    | 2,945.00    |
| Thanksgiving Offering        | 2,145.00    | 1,440.00    |
| Christmas Offering           | 2,730.00    | 3,560.00    |
| Memorial/Flowers/Candles     | 945.00      | 480.00      |
| Funeral/Baptism/Confirmation | 388.00      | 280.00      |
| Total Faithworks             | 8,919.00    | 6,005.00    |
| 60th Anniversary Offering    | 60.00       | 9,380.00    |
| Endow-A-Day                  | 1,078.65    | 775.00      |
| Designated Income/Donations  | 6,885.00    | 17,620.00   |
| Saints Café                  | 2,915.00    | 0.00        |
| Men of St. Stephen           | 1,194.89    | 1,136.00    |
| Women of St. Stephen         | 1,288.40    | 550.00      |

## Contribution Range Report 2015

| <b>Contribution Dollar Range</b> | <b># of Contributors</b> | <b>Total Given</b>  | <b>Average per Contributor</b> |
|----------------------------------|--------------------------|---------------------|--------------------------------|
| 0 - 100                          | 100                      | 2,200.35            | 41.52                          |
| 101 - 200                        | 19                       | 2,948.00            | 155.16                         |
| 201 - 300                        | 20                       | 5,275.70            | 263.79                         |
| 301 - 400                        | 17                       | 6,046.00            | 355.65                         |
| 401 - 500                        | 10                       | 4,349.50            | 434.95                         |
| 501 - 750                        | 29                       | 18,094.25           | 623.94                         |
| 751 - 1,000                      | 20                       | 17,408.00           | 870.40                         |
| 1,001 - 1,500                    | 14                       | 16,387.40           | 1,170.53                       |
| 1,501 - 2,500                    | 12                       | 22,698.00           | 1,891.50                       |
| 2,501 - 5,000                    | 10                       | 34,063.00           | 3,406.30                       |
| 5,001 - upwards                  | 3                        | 19,448.65           | 6,482.88                       |
| <b>Total</b>                     | <b>254</b>               | <b>\$148,918.85</b> | <b>\$15,696.62</b>             |

Submitted by

Natasha Thompson  
Envelope Secretary

## **ALTAR GUILD**

*“The Lord is in his holy temple; let all the earth keep silence before him.” Habakkuk 2:20.*

The Altar Guild consists of six teams, ten members who week after week dedicates themselves by offering their time to prepare the Altar for worship and holy communion.

These duties includes: Preparing the Altar for the Holy Eucharist and the cleansing of the sacred vessels afterward, Arrangement of flowers, Care of candles, Changing the hangings to proper colors for church seasons, special holy days, weddings or funerals, Polishing the silver vessels and dusting or polishing the brass, Washing and pressing the linens, Special occasional Easter, Thanksgiving and Christmas get together to dust and polish the Sanctuary furniture.

I must say a sincere hearth felt thank you to Fr. Kenute for his guidance and inspiration along the way. Also to Dorothy Barnett, Christine Cox, Jeanette Baker, Natasha Austin, Natasha Thompson, Tellece Woodbine-James, Novlette Francis and Cicely Romain.

I welcome others into this fellowship and share the knowledge we ourselves have received. Remember that you are not doing these services just to help the clergy and other members of the church - you are doing them for God. The Altar is His table; He is the Host, and it is a blessed privilege to have a share in its care and adornment.

Many blessings,  
Wendy Cottle

---

## **YOUTH CHOIR REPORT**

The St. Stephen's Youth Choir strives to contribute to and enhance the worship experience at St. Stephen's church. The choir performed a few times throughout the year, offering their own interpretation of songs including Oscar Peterson's 'Hymn to Freedom' and Leonard Cohen's Hallelujah. The popular calypso carol, 'Mary's Boy Child' was heartily rendered during the Christmas Concert.

The choir has experimented with practicing on every second and fourth Fridays. Availability of members for regular practice is a challenge which we seek to overcome. Currently, we are working on a model that encourages choir members to select their preferred songs and decide on a convenient time for rehearsals that might work better for all.

Submitted by  
David During

## FUNDRAISING COMMITTEE

As a Church, we have proven over and over again that hosting a successful fundraising event can be a tad challenging. It is always in our best interest to make that special effort reason being, our yearly budget depends on the profit of these activities to finance a portion of our day to day activities. It continues to be a competitive task as we strive to make our events profitable by not only just trying to hold on to our existing patrons, but to attract more. We are painfully aware that as a non-profit organization in this multicultural society, in order to stay afloat, the need is real to keep increasing the number of attendees to our various fund-raising events. Sometimes, it actually feels like a gamble seeing that we can never predict what else is happening on that same date, or, how many people will chose to support us at any given function. The fact has been and continues to be just this; we are demographically positioned to compete in a city that continues to offer a diverse range of events throughout each calendar year. More often than not, we find that there are numerous activities overlapping each other and in the end, that affects our numbers. It was the grace of God that brought us through last year as we managed to do more than just break even financially, we made an overall profit of **\$11,091**. For this we give God a resounding praise.

In 2015, we staged a variety of events - **Pre- Lenten Dinner & Dance, Fish Fry, Youth Tea Party, Summer BBQ, Talent, Celebrating Our Cultures & Evening of Elegance**. Heartfelt thanks to all those who worked very hard supporting the efforts of the Fundraising Team in ways that brought it all together. We managed to meet our goals and we thank God for the many occasions where we enjoyed good food, fun and great fellowship.

**Celebrating Our Cultures** was not as successful as we anticipated. Among other glitches, we had to move the event indoors as it was hampered by pouring rain. Nevertheless, we had a fair attendance of people who braved the weather and came inside to join us. This is proof that the word is definitely getting out there. We continue to be deeply grateful to our patrons for their on-going support, and we owe an immense debt of gratitude to all the people who worked tirelessly and made the best of a situation over which we had absolutely no control.

Our annual **Evening of Elegance Gala** was held at the Toronto Plaza Hotel last year. It was well attended, and all things considered, most people had a great time.

There has been a decrease in the amount of parishioners actually taking part in the yearly exercise where we are encouraged to grow our **Talents**. There seems to be the need for more involvement in this exercise.

The **Fish Fry** continues to be a success as more of our members are placing orders. People seem happy to be able to minimize the effort it takes to enjoy fried fish for Easter by placing an order and have them delivered.

The **Youth Tea Party** rocketed to another level as it turned into yet another very classy affair. From all reports, it was well attended and the English tradition of ladies sporting formal outfits accented by the flashy hats and gloves was carried out very effectively. Our patrons were amply fed and entertained and an enjoyable afternoon was enjoyed by all. Kudos to all involved!

The **Summer Barbeque** was simply amazing! We had many patrons who are not members of our Church in attendance. The weather was perfect and everyone had a memorable evening as we listened to good music, consumed delicious food and drink and overall had a remarkable time of fun and fellowship. Thanks to a team of people who put a lot of work into making that evening worth the time and effort.

Looking ahead, we have already embarked on plans for this year. In conjunction with the Corporation, we have made a decision to curtail some of our efforts and concentrate on making 5 events our top priority. We are on the final days of planning for our Pre-Lenten Event slotted for Saturday February 6th, and the proposed dates for the other 4 events are as follows:

**Walkathon – Saturday, May 14th**

**Celebrating Our Cultures – Saturday, June 25th**

**Revival Concert – Saturday, September 24th (Revival Services have been set for  
Thursday September 22nd - Sunday September 25th).**

**Evening of Elegance – Saturday, October 29th.**

**We will promote all fundraising events by continuing to utilize the services of the following outlets for 2016:**

**Banners, and Posters in strategic areas of the community**

**The Church of St. Stephen Website [www.saintstephensdownview.com](http://www.saintstephensdownview.com)**

**Online - The Anglican Website**

**On-air advertisements on CHRY and other stations as we can afford..**

We would like to take this opportunity to point out that as we put our heads together to execute these plans for 2016, please be advised that we welcome, anticipate and appreciate the expertise and input/ideas from all members of this congregation. Together, we can all work to improve on what was done in 2015.

Thanks to everyone for their continued commitment and tremendous input towards this ministry, God in his infinite wisdom sees all that we have done as a Church and he will supply all our needs as we continue to work in this part of his vineyard.

May God bless us individually, may God bless the work we do, may God richly dwell with us, may God protect and provide for us giving us his infinite wisdom and surrounding us with his everlasting love this year and always.

**Bev. Brown, Norman Dacosta, Monica Herman & Alwyn Murray (Fund Raising Committee)  
Church of St. Stephen**



2016 GENERAL FUND BUDGET

| <b>INCOME</b>                                  | <b>2015 Budget<br/>Actuals</b> | <b>2016 Budget<br/>Forecast</b> |
|--|--------------------------------|---------------------------------|
| ENVELOPES, OPEN AND SEASONAL OFFERINGS         | 131,105                        | 135,125                         |
| DESIGNATED INCOME                              | 7,907                          | 7,625                           |
| SPECIAL EFFORTS                                | 23,404                         | 22,650                          |
| DYC SHARED COST                                | 7,000                          | 7,800                           |
| FAITH WORKS                                    | 8,919                          | 9,200                           |
| BUILDING FUND DEPOSITS (Transfer to Bldg Fund) | 300                            |                                 |
| SAINT FELIX PROJECT                            | 5,000                          |                                 |
| OTHER INCOME                                   | 339                            |                                 |
| MINISTRIES (WOMEN, MEN YOUTH)                  | 3,143                          |                                 |
| INVESTMENT INTEREST - DIOCESE                  | 96                             |                                 |
| SAINTS CAFÉ                                    | 9,215                          | 15,000                          |
| 2015 HST/GST REBATE                            | 6,830                          | 3,000                           |
| CAPITAL PROJECTS PARKING LOT                   | 50                             |                                 |
| ENDOWMENT TRUSTS                               | 6,800                          | 6,800                           |
| <b>TOTAL INCOME</b>                            | <b>210,108</b>                 | <b>207,200</b>                  |
| <b>EXPENDITURES</b>                            |                                |                                 |
| PERSONNEL COSTS                                | 119,030                        | 114,584                         |
| MISSION & MINISTRY                             | 26,263                         | 34,453                          |
| OPERATING UTILITIES AND EXPENSES               | 31,391                         | 30,588                          |
| ADMINISTRATION                                 | 10,765                         | 11,396                          |
| SPECIAL EFFORTS OUTLAY                         | 10,020                         | 9,375                           |
| OTHER EXPENSES / BANK CHARGES                  | 470                            | 400                             |
| DESIGNATED EXPENSES                            | 3,255                          | 6,000                           |
| MINISTRIES (WOMEN MEN YOUTH) EXPENSES          | 2,629                          |                                 |
| BUILDING FUND DEPOSITS (Transfer to Bldg Fund) |                                |                                 |
| SAINTS CAFÉ                                    | 1,269                          |                                 |
| <b>TOTAL DISBURSEMENTS</b>                     | <b>205,092</b>                 | <b>206,796</b>                  |
| <b>SURPLUS / DEFICIT</b>                       | <b>5,016</b>                   | <b>404</b>                      |

**2016 BUILDING FUND BUDGET**

| <b>INCOME</b>                    | <b>2015 Actuals</b> | <b>2016 Budget Forecast</b> |
|----------------------------------|---------------------|-----------------------------|
| DESIGNATED INCOME/DONATIONS      | 3,220               | 5,000                       |
| RESTRICTED INCOME/DONATIONS      | 3,986               | 27,000                      |
| BUILDING FUND DEPOSITS           | 750                 | 750                         |
| OTHER INCOME                     | 7,346               | 7,500                       |
| <b>TOTAL REVENUE</b>             | <b>15,362</b>       | <b>40,250</b>               |
| <b>EXPENDITURES</b>              |                     |                             |
| TOTAL OPERATING COSTS            | 2,286               | 10,790                      |
| BANK CHARGES                     | 78                  | 100                         |
| OTHER EXPENSES - GST/HST EXPENSE | 2,938               | 2,613                       |
| RESTRICTED EXPENSES              | -                   | -                           |
| DESIGNATED EXPENSES              | 38,014              | 5,405                       |
| BANK FUND TRANSFER               | -                   |                             |
| <b>TOTAL EXPENSES</b>            | <b>43,316</b>       | <b>18,908</b>               |
| <b>SURPLUS/DEFICIT</b>           | <b>- 27,954</b>     | <b>21,342</b>               |

## 2015 PARISH STATISTICS WITH COMPARATIVE STATISTICS FOR 2010-2014

|                                    | 2010  | 2011  | 2012  | 2013  | 2014  | 2015  |
|------------------------------------|-------|-------|-------|-------|-------|-------|
| Baptism                            | 10    | 9     | 4     | 8     | 8     | 16    |
| Funerals                           | 3     | 3     | 4     | 5     | 1     | 2     |
| Confirmations                      | 6     | -     | -     | 19    | -     | -     |
| Weddings                           | 1     | 1     | -     | 1     | -     | 2     |
| Sunday School - Average per Sunday | 32    | 20    | 12    | 12    | 6     | 11    |
| Youth Talk - Average per Sunday    | -     | -     | -     | 12    | 11    | 12    |
| Parish Families                    | 202   | 201   | 236   | 238   | 210   | 172   |
| Easter Attendance                  | 342   | 303   | 325   | 315   | 337   | 286   |
| Easter Communicants                | 232   | 233   | 237   | 235   | 249   | 231   |
| Christmas Attendance               | 155   | 181   | 276   | 153   | 254   | 205   |
| Christmas Communicants             | 124   | 128   | 213   | 122   | 240   | 189   |
| Total Attendance on Sundays        | 7,851 | 7,000 | 7,004 | 7,883 | 8,050 | 8,153 |
| Average Attendance on Sundays      | 154   | 137   | 135   | 152   | 155   | 157   |
| Total Communicants on Sundays      | 4,858 | 4,831 | 5,289 | 6,184 | 6,605 | 6,796 |
| Average Communicants on Sundays    | 126   | 118   | 102   | 119   | 127   | 131   |

### BAPTISMS

- Yahannah Jean Lansdowne-Whyte
  - Jayda Rebekah Johnson
  - Aidan Stanley Gleeson
  - Kaylee Alexia Evans
- Taliyah Elizabeth Rebello-Sinclair
  - Adam Ryan Ali
  - Zayn Arran Ali
- Kellan Wachuku David Peacock
- Kelvin Chima Odinuche Ikechukwu
  - Alissa James-Goodfellow
  - Yasmine Mya Akosua Scott
- Genesis Sarai Lenore Matthews-John
  - Micah Austin Sterling Hunter
  - Nicole Shante Monica Stewart
    - Tamyra Marie Stewart
    - Tatyana Aaliyah Stewart

### FIRST COMMUNION

- Elijah Hunter
- Alexis Jones
- Kayla Telfer
- Rochelle Cox

### MARRAIGES

- Chris Gleeson & Latoya Slater
- Donna Duhaney & George Broomfield

### FUNERALS

- Beulah Grey
  - Albert Jeffries
- + ~~May~~ they rest in peace, and may light perpetual shine upon them +

## CALENDAR OF EVENTS 2016

### **JANUARY**

#### **Building a People of Hope**

- 03 The Epiphany
- 10 The Baptism of the Lord
- 31 Sri Lanka Independence (Feb. 04th)

### **FEBRUARY**

#### **Building a People of Scripture**

- 06 Pre-Lenten Dinner & Dance
- 07 Grenada Independence
- 09 Shrove Tuesday
- 10 Ash Wednesday
- 21 Annual Vestry (One Service at 10:00am)
- 28 Healing Service

### **MARCH**

#### **Building a People of Prayer**

- 06 Baptism (at 10:30am Service) & Ghana Independence
- 19 Congregational Retreat
- 20 Palm Sunday
- 24 Maundy Thursday
- 25 Good Friday
- 27 Easter Day

### **APRIL**

#### **Building a People of Grace**

- 24 Earth Sunday & Sierra Leone Independence (27th)

### **MAY**

#### **Building Communion**

- 01 Baptism (at 10:30am Service)
- 08 Ascension Sunday & Mothers' Day
- 14 Walk-a-Thon
- 15 Pentecost
- 22 Trinity Sunday & Guyana Independence (25th)
- 29 Anguilla Day (30th)

### **JUNE**

#### **Building a People for Evangelism**

- 19 Fathers' Day
- 25 Celebrating Our Cultures
- 26 Youth Sunday / St. Stephen & DYC Year End Celebration

|                  |  |
|------------------|--|
| <b>JULY</b>      | <b>Building a People for Mission</b>                               |
| 01               | Canada Day   |
| 10               | Baptism (at 10:30am Service)                                       |
| 31               | Open Air Eucharist   |
| <b>AUGUST</b>    | <b>Building a United People</b>                                    |
| 01               | Civic Holiday  |
| 07               | Jamaica Independence (03rd)  |
| 28               | Trinidad & Tobago Independence (31st)                              |
| <b>SEPTEMBER</b> | <b>Building Children and Youth</b>                                 |
| 05               | Labour Day   |
| 11               | Open Air Eucharist and St. Stephen's Ministries Fair               |
| 18               | Belize Independence (21st)   |
| 22               | Revival Weekend Service  |
| 23               | Revival Weekend Service  |
| 24               | Revival Weekend Concert  |
| 25               | Revival Service & Back to Church Sunday                            |
| <b>OCTOBER</b>   | <b>Building a People of Gratitude</b>                              |
| 01               | DYC Dinner & Silent Auction  |
| 02               | Nigeria Independence (01st)  |
| 09               | Thanksgiving Sunday (1st Talent Ingathering) & Uganda Independence |
| 16               | Baptism (at 10:30am Service)                                       |
| 23               | Zambia Independence (24th) & St. Vincent Independence (27th)       |
| 29               | Evening of Elegance  |
| <b>NOVEMBER</b>  | <b>Building Up Stewards</b>  |
| 01               | All Saints Day & Antigua & Barbuda Independence                    |
| 13               | Remembrance Sunday   |
| 20               | The Reign of Christ  |
| 27               | 1st Sunday of Advent & Barbados Independence (30th)                |
| <b>DECEMBER</b>  | <b>Building a People of Light</b>                                  |
| 03               | Senior's Lunch   |
| 24               | Christmas Eve  |
| 25               | Christmas Day  |
| 26               | St. Stephen's Day  |
| 29               | Christmas Sunday   |
| 31               | New Year's Eve   |

## APPENDIX 1

### **Social Justice Vestry Motion 2016: Answering the Call for Reconciliation**

The Truth and Reconciliation Commission of Canada (TRC) has given voice to the experiences of more than 6000 residential school survivors and their families and has called for action towards ongoing reconciliation from all levels of government, churches involved in the residential school system, and other stakeholders. As part of our efforts to respond to this call, this year's social justice vestry motion encourages parishes to carry out reflection and study within their congregations as well as calling on the government to implement key elements of the TRC's recommendations. We hope that your parish will join us in undertaking this work by passing this year's motion and committing to continue working towards reconciliation at every level of the church and in all parts of the country.

We, the vestry of \_\_\_\_\_ [name of parish] commit ourselves to work to implement the Calls to Action of the Truth and Reconciliation Commission of Canada. As part of this effort, we call on the Governments of Canada and Ontario to address the recommendations which the Commission's final report directs toward them. In particular, we call on the Government of Canada to immediately establish a public inquiry into the issue of missing and murdered Indigenous women and girls. We also call on the Government of Ontario, in consultation with Aboriginal peoples, residential school survivors, and the churches, to develop an age-appropriate, mandatory curriculum on residential schools and the contributions of Aboriginal peoples to Canada for all grade levels.

**Share the Good News!** Communicating the results of this vestry motion to the federal and provincial governments will be a key aspect of our advocacy work over the next year. Knowing that others are working alongside us in our pursuit of positive social and environmental change also helps us all to recognize that we are part of a wider movement. Consider sharing the results of your vestry motion with your wider community, other Anglican parishes, and through your ecumenical and interfaith relationships. **Please also let Ryan Weston, Social Justice and Advocacy Consultant at the Diocese of Toronto, know the decisions made by your vestry regarding this motion** so that we can track and promote the efforts of Anglicans across the Diocese of Toronto to take action on building right relations with Indigenous peoples. Ryan can be reached by email at [rweston@toronto.anglican.ca](mailto:rweston@toronto.anglican.ca) or by phone at 416-363-6021 ext. 240.



Diocese of Toronto  
Anglican Church of Canada

**NOTES**