Church of the Nativity

Annual Report 2021



To be presented at the Annual Meeting of the Vestry Sunday, February 20, 2022

AGENDA

ANNUAL VESTRY MEETING SUNDAY, FEBRUARY 20, 2022

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1.	Check In
2.	Call to Order & Prayer
3.	Appointment of the Vestry Clerk
4.	Approval of the Agenda
5.	Annual Vestry Minutes4-5
6.	Business Arising
7.	Silence and Prayer for the deceased, Thanksgiving for new life
8.	Report
9.	Elections & Appointments
10.	Financial Reports and Budget 12-17
11.	Motions
12.	Word of Thanks
13.	Prayer & Adjourn



CHURCH OF THE NATIVITY

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2021

CLERGY

The Reverend Canon Matthew Griffin, Rector The Reverend Canon David Linn, Honorary Assistant

PARISH OFFICERS

Mrs. Jan Collinson, Warden Mr. David Eccles, Warden Mr. Doug Lampman, Warden

LAY DELEGATES TO SYNOD

Mr. David Eccles Mr. William Pleydon Mrs. Linda Westfall (alternate)

PARISH STAFF

Mr. Peter Harding, Organist and Choir Director Mrs. Laura Brintnell, Parish Administrator Mr. Turner Shaw, Caretaker

The Church of the Nativity Annual Vestry Meeting Sunday, February 28, 2021

The Vestry of the Church of the Nativity convened on Sunday, February 28, 2021 online via zoom due to Covid-19 pandemic restrictions. There were 37 members in attendance. The Reverend Canon Matthew Griffin, Rector, chaired the meeting. Matthew opened the meeting with prayers. Laura Brintnell was appointed as Vestry Clerk.

Motion A: Adoption of Agenda

Carol Burnell moved to adopt the agenda as presented and John Robertson seconded. CARRIED

Motion B: Adoption of Minutes

Corrina Smith moved to accept the minutes of the 2020 Vestry Meeting and Helen Marriage seconded. **CARRIED**

Parish Registers

Matthew offered a word of prayer for parishioners lost last year. Recently John McBride passed and he acknowledged John's dedication to the church and asked we hold the McBride family in our prayers. Matthew gave thanks and rejoiced in the baptisms that were able to happen this past year and thanked God for bringing us through a difficult year.

Reports for 2020

Matthew thanked everyone who acted for and has supported the ministries who are represented in the reports. He recognized that even during a pandemic we continue to be the church and the world, we are God's hands reaching out and healing in so many ways.

Motion C: Election and Appointments

Matthew presented the candidates elected and appointed for 2021 and offered congratulations to those elected. Derek Smith moved to accept all members of Council and Sue Pleli seconded. **CARRIED**

Motion D:

Financial Reports for 2020

David Eccles commented what a different & unusual year and Corporation wasn't sure what to expect in March but thanks to the loving support & gifts of all our congregation we ended the year in good financial shape. Even in the midst of a pandemic, between the support of the parish and the government subsidy, we ended the year in a cash positive position. He acknowledged that the funds even performed well. Utilities were down with the church not being open for a significant period. Rental income is down but the SAM program is continuing in a modified fashion. He stated we are in a strong position going forward. A question was raised re: do we have to pay tax on the government subsidy? David stated we wouldn't need to repay; we were even able to use some of those funds to pay for capital expenses. He stated we don't have to pay the money back either.

A question was raised re: front porch steps, they are cracked already. Is it fixable or will they let it go? Doug made us aware that the company was notified but cracks aren't unusual and because of how it was prepared. Doug tried to repair it and stated it shouldn't leak.

Operating Budget for 2021

David presented the budget for 2021. He stated he anticipated reverse mirror of last year; closed for a significant portion but will hopefully open for 4th quarter and anticipated a budget close to last year due to the generosity of parishioners. David acknowledged that as things go on, modifications may happen as need be. He stated he didn't anticipate the smaller government subsidy to carry on much longer. The budget was approved by Corporation & parish council.

Doug Lampman moved that the budget be accepted and Arlene Sheridan seconded. **CARRIED**Matthew indicated it may be Easter or longer before we can gather again due to modelling and variants of concern. At vestry last year, we were preparing to make upgrades to the sounds system, but it was put on hold with other things taking priority. Now with services streaming and sound issues arising, Matthew explained it is in the works to once again improve the sound system, as well as, adding cameras. He noted two quotes were received and are waiting on a third. David chimed in to explain how we will pay for the expense of approximately \$20,000. He indicated from the operating surplus, wage subsidies and returns on investments. Matthew added an application was made to the new technology grant being offered by the diocese. A question was raised to ask what the total amount would cover. Matthew stated it was for improving speakers, sound, adding cameras, etc. to help with streaming; a comprehensive package.

Motion E: Authority for Signing, Borrowing and Entering Agreements

Matthew explained this is usually separate motions but this year we have combined it into one. Matthew read the motion and called the question.

Darrah Smith moved and William Pleydon seconded. CARRIED

Motion F: Gratitude and Affirmation of and for Corporation and Parish Council 2020

Matthew praised the wardens for the amazing work they have done through such a weird year. He also acknowledged and thanked everyone behind the scenes- caring for the gardens, raking leaves, organizing food drives, etc.

Helen Marriage moved and Larry Collinson seconded. CARRIED

Words of Thanks

Matthew is encouraged how everyone in the Nativity community continue to care for each other and also for the world around us.

Linda Westfall moved a motion to adjourn and Darrah Smith seconded. CARRIED

ENTRIES IN THE PARISH REGISTERS

January 1, 2021 to December 31, 2021

BAPTISMS

None

MARRIAGES

None

FUNERALS

John McBride Martha Lampman Betty Herbert Beryl Jones Edna Quenneville Diane Hoover Mary Kereluk



PARISH STATISTICS

	2018	2019	2020	2021
Families	75	74	72	65
Individuals	108	105	100	95
Total Members	296	290	275	260
Vestry Members	164	164	155	145
Identifiable Donors (over \$25)	148	150	118	102
Baptisms	4	4	2	0
Confirmations	0	1	0	0
Marriages	3	O	0	0
Funerals	13	8	3	7
Average Sunday Attendance	86	82		
8:30 am	19	18		
10:00 am	67	64		
Midweek Services - Wednesday	11	10		
Attendance in Easter Week	256	227		
Attendance at Christmas	201	171		

REPORT

When you open the average Vestry Report, you might wonder why "report" wasn't plural. Normally there are many reports, from many different groups. Since it's been a different couple of years, we're trying something new—one story, of what life was like for the Nativity in 2021.

To set the scene: the bishop halted all in-person services in March of 2020. We posted some short daily prayers to our Twitter and Facebook feeds each day in Lent, and then started a weekly newsletter to help us all stay connected. We did post some videos—a reflection from Matthew for Trinity Sunday, and a Prayers of the People video with intercessions sent in from parishioners. We encouraged folk to join Bishop Susan for her weekly Sunday Prayers, and the mid-week community met online, using Zoom. As COVID-19 case numbers came down through the summer, we resumed in-person worship in mid-September. We knew that we wouldn't be able to do Christmas Songs & Stories in person, so pre-recorded four videos in advance. And then case numbers started to soar again, and in-person services were paused in mid-December. We posted a video of setting the crèche, and then live-streamed Christmas Eve—all from Matthew's iPad.

That's the scene as 2021 began. We knew that parishioners deeply missed seeing and interacting with one another, missed the comfort of being in church. But as it was unsafe to hold in-person services, we started to live-stream each Sunday morning to Facebook. More and more people started tuning in—and chatting a bit with one another. Hearing Peter play such beautiful music was a much needed support!

Meanwhile, the SAM program was working like we were—no clients in person, some video-conferencing, mailing out activity packages, and much time on telephones. With fewer pressures on the building, we were able to finish the Halliday Room revamping. (Thank you again to the federal government's New Horizons grant program for funding that work!) With new carpeting, new windows, an air conditioner, fresh paint, and updated furniture, it looks wonderful. (Since it's only hosted one masked meeting, it still has that new room smell.)

We gradually expanded our Sunday Prayers. Instead of just Matthew & Peter each week, we began including some more people as readers. We did what we could to improve the sound quality—but despite what we tried, we weren't able to make it easy to hear and enjoy, even if parishioners reported how much they liked seeing familiar faces.

The live-streaming had to be better, and it had to be easier. This need brought about our big project of 2021. We'd been looking at improving the sound system in the church itself even before the in-person closure, so we made inquiries about tying that project in with a streaming solution.

Streaming is not just for when we can't meet because of a pandemic. Long-term parishioners who've moved far away have been able to join in our worship. People with cottages or trailers have tuned in. As people go to warmer climes during the snowier times in Hamilton, they'll still be with us. Some parishioners don't feel comfortable attending church when snow and ice are on the ground; others are home-bound. Another advantage of streaming is that it enables people who've never met us attend services virtually and get a sense of what we're like before making their way through the front doors. Streaming is about accessibility and connection, and it's here to stay.

Quotes were solicited, and we worked with the Bishop's Advisory Committee on Church Buildings, applied for and received a partial grant from the diocese to help with the cost of the upgrades—and thanks to our contractor, have made massive improvements!

All of the speakers in the church building were replaced and repositioned. We moved our sound control box out of the sacristy and into the chancel and upgraded our mixer. We added a wireless mic so that some of our great lectors who can't make it to the lectern can still be part of proclaiming God's word. And we installed two cameras—one at the back of the church, and one just up inside the chancel—and a system to easily stream from them.

The life and the work of the community kept going. The person who'd cut our lawns for the past few years retired, and we hired the people who have been doing the snow-clearing to take over. For a very reasonable cost, we've also had them helping with the gardens and landscaping—saving a lot of backbreaking work, and making the grounds look great.

One of the highlights of the year for a number of parishioners was an outside gathering of the Bag Ladies one summer's morning. The smiles on the faces of those able to be there was really heartening, to say nothing of their laughter as they reconnected in person. That also was an occasion for celebration—after the Palm Project was done from people's homes, rather than the Nativity's halls! The Bag Ladies were able to help many neighbouring churches, and a lot of people spoke about how meaningful it was to receive a palm cross over Holy Week and Eastertide. That project also meant that they were able to make donations supporting some of the causes they've continued to be part of: to St. Matthew's House, and to the PWRDF Christmas Appeal.

It was also an opportunity for them to mourn the death of Martha Lampman, who had been such a vital one of their number for many years. The sudden progression of her illness was a palpable reminder to us of the grief we've felt over this pandemic—both of the people we've commended into God's care and keeping, and of the fact that we weren't able to gather in person for a service shortly after the person's death. It's still hard to believe that sandwiches weren't going to be made for her funeral reception, after she'd organized the receptions for so many other families in their grief over many years as a member and head of the Catering group.

It will be a while yet before receptions can be part of the ministry we provide to people in their grief. Martha's care and attention to detail meant a plan was needed, though—and the Community Lunch group has agreed to take on the coordination of the Catering group's work.

The other reorganization of our ministries this year is a change for Altar Guild. Normally, their work expenses and income balance. Over Covid—and the closures of in-person worship in particular—the income from floral offerings and prayer candle offerings has been minimal. The Altar Guild bank account had only \$55 remaining. We made a plan. The account is being closed, and the balance transferred to the church. Our treasurer will keep track of the expenses and the receipts, so you'll see new line items in our budget. The Altar Guild will be able to continue their vital work, and we'll be able to see our worship expenses grouped together more easily for planning. A special thanks to Patty Costen for her work in managing the account for many years, and for facilitating flowers for the sanctuary.

In September, we resumed in-person services. Because we've been live-streaming the 10 o'clock service each week, we've greatly appreciated the ministry of the parishioners who have been managing the cameras for us—deep thanks to Owen, Abby, David, Jan, and Laura! This is also meant that many more

people were able to be part of funeral services for Martha and then for Mary Kereluk than would otherwise have been possible. We welcomed a guest preacher for St. Francis Day, and held a drop-in blessing of animals in the parking lot.

The wardens have been hard at work this year: caring for the building and grounds, tending the financials, and responding to the ever-changing guidelines for ministry from the diocese. While their work may be the most visible, so many people have been part of helping the work of the Nativity continue. It's been wonderful having devotional art from Jo-Anne and Alan on the altar so frequently. Our card ministry, led by Jeanette and Yvonne, has brought tangible reminders of our love and care to many going through challenges. The mitten tree was overflowing with hats and mittens to bring warmth to many in Hamilton. Parishioners have continued to connect with one another, offering support and nurturing our community.

It hasn't been an easy year. Your generosity has enabled the parish's ministries to continue, and we're deeply grateful. In fact, you'll notice that our 2021 financials balanced—thank you!

Despite all the challenges, we are nevertheless an Easter people. We trust in the God who continually surprises us by bringing light, and hope, and life. Saint John tells us about the evening of that first Easter Day, with the disciples locked inside their upper room—scared of what might happen to them next, trying to process what it meant that the tomb was found empty, wondering what to make of Mary Magdalene telling them that she had seen the Lord. Suddenly Jesus is there, in their midst, bringing them God's own peace. He reassures them that it's really him, showing them his wounded hands and side—that everything that happened really happened, and nevertheless he is alive.

Then Jesus does something that might make us shiver nervously, as used to our masks and distancing as we have become. **Jesus breathes on them.**

He gives them a remarkable gift in doing so. Jesus says, "Receive the Holy Spirit." (John 20.19-23)

God will not leave us comfortless. God does not expect us to walk alone; instead, God travels with us. God does not expect us do what's next only with our own supports and resources—but lavishes God's own strength on us.

So we continue to proclaim, "Glory to God, whose power, working in us, can do infinitely more than we can ask or imagine." We can rest in God when weary, and then walk boldly in God's ways—into 2022, and beyond.



PARISH COUNCIL 2021

Rector Matthew Griffin

Warden Doug Lampman

Warden Jan Collinson

Warden David Eccles

Lay Delegate to Synod David Eccles

Lay Delegate to Synod William Pleydon

Alternate Lay Delegate to Synod Linda Westfall

Treasurer David Eccles

Greening Facilitator Corrina Smith

Appointed & Elected Members: Carol Burnell

Martha Lampman Helen Marriage

Sue Pleli

Blanche Robertson Arlene Sheridan

Finances at a Glance

	2020	2021	2021	2022	
REVENUE	Actual	Budget	Actual	Budget	
<u>Offerings</u>					
Envelopes	83,992	85,000	73,013	73,000	
Pre-Authorized Givings	71,910	72,000	83,854	82,000	
Other	14,680	15,300	10,306	15,550	
Total Givings:	170,582	172,300	167,173	170,550	80.6%
Rental Income:	17,371	17,200	17,899	18,000	8.5%
Miscellaneous Income:	17,974	20,100	17,330	24,550	10.9%
Total Revenue:	\$205,927	\$209,600	\$202,402	\$213,100	100%
EXPENDITURES					
Building Operations	41,140	48,100	42,220	48,250	20.9%
Parish Operations	7,645	7,334	5,302	8,634	3.1%
Employee Compensation	97,187	126,500	115,181	140,500	60.8%
Diocesan Mission & Ministries	43,515	34,211	34,211	35,204	15.2%
Total Expenditures:	\$189,487	\$216,145	\$196,914	\$232,588	100%
	446.440		45.400	440.400	
Net:	\$16,440	-\$6,545	\$5,488	-\$19,488	
Investment Fund Withdrawal	0	0	0	0	
Surplus (Deficit) on Cash					
Basis	\$16,440	-\$6,545	\$5,488	-\$19,488	
Unrealized Gain on Investment Fund	16,515	8,800	14,895	12,000	
Surplus (Deficit) with Non-Cash Gain	\$32,955	\$2,255	\$20,383	-\$7,488	

Financial Overview:

Offerings from parishioners represent approximately 81% of our total revenue.

Our major expenditure each year relates to Employee Compensation. The Diocese of Niagara has recommended a 1.9% wage increase for all staff for 2022. This increase is incorporated in the budget for 2022

Balance Sheet December 31, 2021

	<u>2021</u>	<u>2020</u>
ASSETS		
Bank	\$35,104	\$28,976
CIBC - Memorial Fund	38,355	59,670
Petty Cash	200	200
Investment Fund at Fair Market Value	239,094	224,199
Rectory Fund at Fair Market		
Value	461,956	421,242
HST - recoverable current year	3,708	1,241
TOTAL ASSETS	\$778,417	\$735,528
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CAPITAL ASSETS	137,214	116,407
TOTAL ASSETS AND CAPITAL ASSETS	015 621	951 035
TOTAL ASSETS AND CAPITAL ASSETS	915,631	<u>851,935</u>
LIABILITIES		
Accounts Payable	1970	2039
Rector's Discretionary Fund	213	463
TOTAL LIABILITIES	2183	2502
TOTAL LIABILITIES	2105	2502
NET ASSETS		
Net Assets - beginning	849,272	801,066
Memorial Fund - annual contributions	3,180	7,000
Unrealized Gains - Rectory		
Fund	40,714	8,297
Surplus (Deficit) for the year	20,282	33,070
Net Assets-ending	913,448	849,433
TOTAL EQUITY	913,448	849,433
LIABILITIES AND EQUITY	\$915,631	\$851,935

Statement of Revenue and Expenditures for 2021 and Budget for 2022

REVENUE

REVENOL	Actual	Actual	Budget	Actual	Budget
	2019	2020	2021	2021	2022
Offerings					
Envelopes	91,604	83,992	85,000	73,013	73,000
Direct Deposit	57,334	71,910	72,000	83,854	82,000
Christmas Envelopes	6,065	4,565	5,000	5,130	5,000
Coin Cards	497	1,753	1,700	65	1,700
Easter Envelopes	3,580	3,586	3,500	3,485	3,500
Harvest Envelopes	2,680	4,055	4,000	1,425	4,000
Loose Offering	2,836	616	1,000	43	1,200
Sunday School	48	9	-	0	-
Initial Offering Envelopes	112	96	100	158	150
Total Weekly Offerings	164,756	170,582	172,300	167,173	170,550
Property Rental					
Harmony	1,635	935	800	660	1,000
Hall Rental - Misc	2,310	1,070	1,000	2,325	1,500
TOPS	1,250	420	500	0	600
SAM	14,112	14,352	14,400	14,352	14,400
Clean & Free	729	594	500	562	500
Total Rental Income	20,036	17,371	17,200	17,899	18,000
Miscellaneous Income					
Group Donations	3,000	0	-	0	-
Pop Cans	234	15	200	0	-
Altar Guild & Flowers	0	0	-	0	1,500
Nativity Marketplace	1,644	575	-	0	500
Special Event Fundraising	0	0	2,500	0	5,000
Rectory Fund	16,500	17,000	17,000	17,000	17,050
Other Income	1,337	384	400	330	500
Total Miscellaneous Income	22,715	17,974	20,100	17,330	24,550
Total Revenue	\$207,507	\$205,927	\$ 209,600	\$202,402	\$ 213,100

EXPENDITURES

LAPENDITORES	_	_	_	_	
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	2019	2020	2021	2021	2022
Building Operations					
Heat	9,615	7,151	7,500	5,939	6,500
Hydro	5,262	2,844	3,500	2,745	3,500
Telephone & Internet	1,557	1,557	1,600	1,752	1,800
Water	1,661	718	1,000	607	750
Groundskeeping	1,375	440	4,000	1,039	3,500
Snow Removal	6,098	5,935	6,000	6,075	5,200
Insurance	11,709	13,033	14,500	15,312	17,000
Repairs & Maintenance	10,109	9,462	10,000	8,751	10,000
Total Building Operations	47,386	41,140	48,100	42,220	48,250
Parish Operations					
Office and administration	3,872	4,450	4,000	2,682	4,000
Photocopier Lease	1,334	1,334	1,334	1,455	1,334
Bank Service Charges	282	275	300	230	250
Music	1,171	545	500	644	600
Offering Envelopes	206	224	250	170	250
Sunday School and Education	977	272	500	0	250
Altar Guild & Flowers	0	0	-	0	1,500
Worship Supplies	593	380	300	0	300
Fellowship	244	165	150	121	150
Synod Fees	375	0	-	0	-
Total Parish Operations	9,054	7,645	7,334	5,302	8,634
Salary Expenses					
Employee Compensation	126,750	132,765	136,000	131,873	140,000
Federal Wage Subsidy	0	-35,578	-10,000	-16,692	0
Vacation Coverage/Honoraria	1,161	0	500	0	500
Total Salary Expenses	127,911	97,187	126,500	115,181	140,500
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Diocesan Mission & Ministries	43,536	43,515	34,211	34,211	35,204
Total Expenditures	227,887	189,487	216,145	196,914	232,588
Net Operating Surplus (Deficit)	-20,380	16,440	-6,545	5,488	-19,488

	<u>Actual</u> 2019	<u>Actual</u> 2020	<u>Budget</u> 2021	<u>Actual</u> 2021	<u>Budget</u> 2022
Fund Activities					
Investment Fund Withdrawal	0	0	0	0	
Surplus (Deficit) cash basis	-20,380	16,440	-6,545	5,488	-19,488
Unrealized Gain on Investment Fund	14,799	16,515	8,800	14,895	12,000
Surplus (Deficit) with non-cash gain	\$-5,581	\$32,955	\$2,255	\$20,383	-\$7,488

Investment Fund and Rectory Fund Summaries for 2021

Rectory Investment Fund (restricted withdrawals)		
Balance as of January 1, 2020	\$	421,242
Withdrawals	-	17,000
Unrealized market value gain		57,714
Balance December 31, 2021	\$	461,956
Investment Fund (unrestvicted with during)		
Investment Fund (unrestricted withdrawals)		
Balance as of January 1, 2020	\$	224,199
Withdrawals	-	15,000
Unrealized market value gain		29,895
Balance December 31, 2021	\$	239,094

Statement Annual Memorial Fund Report For the year ending December 31, 2021

CIBC Bank Bal	ance at January 1, 2021		\$	59,670
RECEIPTS				
	Donations	\$ 3,180		
	Other Income	\$ 121		
	Investment Fund Gain- For Livestream	\$ 15,000		
	Technology Grant from Diocese-Livestream	\$ 1,950		
	Interest Income	\$ 71	\$	20,322
DISBURSEMEN	NTS			
	Bank Service Charges	\$ 97		
	Halliday Room Project	\$ 15,852		
	Sound and Video Livestream System	\$ 25,687	\$	41,636
CIBC Memoria	al Bank balance at December 31, 2021		<u> </u>	38,356



ENABLING & HOUSEKEEPING MOTIONS

Motion A:

THAT the Agenda be adopted.

Motion B:

THAT the minutes of the 2021 Annual Vestry of the Church of the Nativity be approved.

Motion C:

THAT the nominees be elected and appointed as the wardens and members of Parish Council for the coming year.

Motion D:

THAT the Financial Statements for 2021 be approved, and the budget for 2022 be commended.

Motion E: Authority for Signing, Borrowing, and Entering Agreements

THAT the Rector, the Wardens and the Treasurer of the Church of the Nativity be authorized as signing authorities for the purposes of banking for the coming year;

AND THAT the signatures of two of the above required on all cheques issued until our next annual vestry meeting.

AND THAT the Corporation be authorized to borrow at its careful discretion, should the need arise, until our next annual vestry meeting.

AND THAT the Corporation be authorized to approve licenses or space agreements so long as all requirements of the Diocese of Niagara are met.

Motion F: Gratitude and Affirmation of and for Corporation and Parish Council 2021.

THAT Vestry affirm the actions and decisions of Corporation and the advice of Parish Council during 2021, AND Vestry offers its thanks and appreciation to all who have served.