



2023 ANNUAL REPORT

ST. STEPHEN'S
ANGLICAN CHURCH

PREPARED FOR THE ANNUAL MEETING FEBRUARY 25, 2024

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**DEDICATED TO WORSHIPPING
AND SERVING GOD;**

**GROWING IN FAITH IN JESUS CHRIST
THROUGH STUDY AND LEARNING;**

**ROOTED IN ANGLICAN TRADITION, YET
OPEN TO OTHER MOVEMENTS OF GOD'S
SPIRIT IN THE WORLD;**

**WELCOMING PEOPLE OF ALL AGES,
RACES, BACKGROUNDS AND SEXUAL
ORIENTATION;**

**REACHING OUT IN A SPIRIT OF
FRIENDSHIP AND SERVICE TO SHARE
GOD'S LOVE, JOY AND PEACE.**

Memorial List

**During 2023, we celebrated the gift of Eternal Life
for these fellow members of the Body of Christ.**

Hazel Kathleen Preece

W. Gordon Brown

Emme Elizabeth (Bette) Woofter

John Lawrence Taylor

Bertha Joyce (Bunny) Warner

Lee Anne Tibbles

William James Lloyd Hunt

Leadership and Administration

Clergy

The Reverend Nicole Janelle

Deacon

The Reverend Charmaine Evans

Music Director

Liz Tremblay

Administrative Assistant

Christina

Verger

Cristiana Hinojosa

Churchwardens

Robert Walker, Rector's Warden

Brigid Stewart, People's Warden

Cathi Nelson, Deputy Rector's Warden

Alice de Koning, Deputy People's Warden

Treasurer / Finance Committee

Alice de Koning

Jean Springer

Pam Miller

Cam Bush

Nicole Janelle

Charmaine Evans

Parish Council Members

Heather Dumka

Warwick Gray

Sheena Issac

Lynn Brooks

Jackie Mootoo

Ian Moore

Synod Delegates

Robert Walker

Jean Springer

Pat Cochrane

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2024 Annual General Meeting Agenda

SUNDAY, FEBRUARY 25, 2024

AGENDA

- 0.0 Opening
 - 0.1 Call to Order
 - 0.2 Appointment of Clerk
 - 0.3 Opening Prayer
 - 0.4 Memorials
 - 0.5 Appointment of Scrutineers
 - 0.6 Approval of Agenda

- 1.0 Adoption of Minutes
 - 1.1 Minutes of Annual General Meeting – February 2023
 - 1.2 Business arising from Minutes

- 2.0 Reports to the Annual General Meeting
 - 2.1 Reception of 2023 Reports
 - 2.2 Comments/ Questions?

- 3.0 Appointments and Elections
 - 3.1 Appointment of Scrutineers
 - 3.2 Election of Deputy People’s Warden
 - 3.3 Election of Parish Council Member
 - 3.4 Election of Synod Members
 - 3.5 Appointment of Deputy Rector’s Warden
 - 3.6 Appointment of Envelope Secretary

- 4.0 Financial Reports
 - 4.1 Operating Funds, Statement of Financial Position - 2023
 - 4.2 Designated Funds – Blue Envelope Giving - 2023
 - 4.3 Endowment Fund - 2023
 - 4.4 Motion to Accept Statement of Financial Position for 2023
 - 4.5 Parish Council Approved Budget – 2024
 - 4.6 Motion to Adopt the Budget for 2024

- 5.0 Report of Scrutineers (if necessary)
 - 5.1 Motion to Accept Scrutineers’ Report.
 - 5.2 Motion to Destroy ballots
 - 5.3 Motion for the Approval of Signing Officers

- 6.0 Other Business
 - 6.1 Members’ Comments / Questions
 - 6.2 Thanks and appreciation - Robert Walker and Brigid Stewart

- 7.0 Closing
 - 7.1 Announcements
 - 7.2 Motion of Adjournment
 - 7.3 The Grace

2023 Annual General Meeting Minutes

SUNDAY, FEBRUARY 26, 2023

- 0.0 Opening
 - 0.1 Call to Order:
The Chair, Pat Cochrane, called the meeting to order at 12:35 pm.
A quorum was deemed to be present.
 - 0.2 Appointment of Clerk
Moved: Jean Springer
Seconded: Clare Hooper
THAT Suzan Pedersen be appointed recording secretary. Carried
 - 0.3 Opening Prayer
The Rev'd Nicole Janelle opened the meeting with prayer.
 - 0.4 Memorials
The Rev'd Nicole Janelle remembered those who died in 2022.
 - 0.5 Approval of Agenda
Moved: Carly Grimsen
Seconded: Doug McKibbon
THAT the agenda be approved. Carried

Noted that there are only two parish council members to be elected. No scrutineers are needed.

- 1.0 Adoption of Minutes of February 27, 2022
Moved: Bob Beaty
Seconded: David Roach
THAT the Minutes of the Annual General Meeting of February 27, 2022, be approved.
Carried
- 1.2 Business arising from the Minutes
Alice de Koning noted that items 3.1 and 3.2 should record one Deputy Rector's Warden appointed and one Deputy Rector's Warden rector's warden acclaimed. She also pointed out that the motion at 4.4 contains a duplication of text. Both will be corrected for the record.
- 2.0 Reports to the Annual General Meeting
 - 2.1 Reception of 2022 Reports
Moved: Blake Kanewischer
Seconded: Doug McKibbon
THAT the annual reports for 2022 as distributed be received. Carried

Rev. Charmaine Evans noted that the PWRDF report is missing and will be circulated in the newsletter.

There was a question regarding the various terms used for the donations and it was suggested that these be clarified more clearly.

3.0 Appointments and Elections

3.1 Appointment of People's Warden

Rev. Nicole Janelle appointed Brigid Stewart People's Warden.

3.2 Election of Deputy People's Warden

The Nominee for Deputy People's Warden for the year 2023 is Alice de Koning. There were no nominations from the floor.

Moved: Rev. Nicole Janelle

Seconded: Pam Miller

THAT Alice de Koning be elected Deputy People's Warden. Carried

3.3 Election of Parish Council Members

Moved: Bob Beatty

Seconded: Alice de Koning

THAT Jackie Mootoo be elected to Parish Council for a two-year term. Carried

Moved: Patty Rhodes-Brink

Seconded: Mavis Clark

THAT Sheena Issac be elected to Parish Council for a two-year term. Carried

Carly Grimsen Seligman and Sheila Waslyshyn have finished their two-year term on Parish Council. Warwick Gray, Heather Dumka, Lynn Brooks, and Ian Moore will continue on Parish Council. They are on the second year of their two-year term.

3.4 Election of Synod Delegates

Robert Walker, Jean Springer and Pat Cochrane remain as delegates. There is a Diocesan Synod scheduled for later this year.

3.5 Appointment of Envelope Secretary

Moved: Rev Nicole

Seconded: Jennifer Walker

THAT Suzan Pedersen be appointed as Envelope Secretary for the year 2023. Carried

4.0 Financial Reports

4.1 Operating Funds, Statement of Financial Position, 2022 / Budget 2023

Lynda Greuel presented reports. She reviewed the 2022 financial statement which shows a deficit of \$38,487.79, but this is much smaller than anticipated.

Income:

In response to a previous questions, there are a number of ways to identify income from donors: white envelopes, pre-authorized donations through the Diocese or directly to ATB; donations handled by GiveWise, Benevity, United Way, Calgary Foundation.

Income there are many ways fo identifying

Of the \$335,450 of identifiable givings, \$30,000 was specifically given to reduce the deficit.

Interest income reflects the interest coming from the Endowment Fund. The capital is not touched.

Another source of income is rentals. Rentals of the sanctuary are \$20,125, rectory rental to a counselling/therapy service are \$33,964, and Memorial Hall artist studios provide \$29,534.

Apportionment shows as \$0 as it is now reported under Property Expenses.

Expenses:

Total staff costs are \$268,531. There are two full time clergy, including benefits, are included in this. Several positions are filled on a contract basis: administration, verger, technical support, nursery staff, musician. The new rector's move was also covered and the accountant's services.

Janitorial services are now provided by an outside firm and is no longer a staff position.

There have been some extra expenses under property. A new boiler was needed to replace a 60-year-old boiler, there was a leak in the roof, three toilets were removed. The 100 year old boiler is still working fine and provides heat for the Memorial Hall.

A flood in the basement kitchen in the Memorial Hall is under review for insurance coverage. There is asbestos in the kitchen which was soaked by the flood and needs to be removed. This involves remediation and sealing the kitchen.

Program costs include worship supplies, adult education resources, children's ministry, pastoral care, coffee hour, music resources.

The parish has no debts. All funds are held in the same bank account, including designated funds.

Lynda expressed thanks to the stewardship group for working to get support for covering the deficit.

Note: During COVID permanent administrative were not needed and Rev. Charmaine Evans did most of the administration during this time. The administrators previously on staff were at the point of retirement when the office was closed.

Charmaine and Nicole and members of the corporation have been engaged in the process of hiring a new administrator. They hope to sign a new administrator in the coming week.

Tim Crowe asked if the insurance claim for the flood remediation is reflected in the financials. This is still in process so it is not shown. Bills for the work to date and any upcoming bills will be reflected in the 2023 financials. Charmaine is waiting to hear back from the Diocese regarding the insurance for this work.

Doug McKibbin asked why there is no longer a treasurer.

There is now a registered accountant who oversees the finances: payment of invoices, electronic transfers. She enters this information into PowrChurch, which the clergy cannot access to change. The accountant can also see the bank on-line, but does not have permission to move money. The

clergy take care of any electronic transfers to pay bills.

Currently there is a finance committee that provides a third level of oversight. This is made up of the people's wardens, the stewardship committee, three parish members, and the clergy. Jack Walker maintains the investment funds.

Robert Walker noted the ultimate responsibility lies with the people's warden and the corporation.

Tim Crowe requested that the process be put down on paper.

Charmaine will write up an explanation of the process and put it in the Friday newsletter as well as making copies available.

Ian Moore asked about the asbestos remediation of the lower hall kitchen.

Once this has been done, the kitchen will be sealed off. Charmaine noted that it would cost between \$50,000 and \$100,000 to put in a kitchen acceptable to the City. The result is that there is no workable kitchen at the church.

Jennifer Walker asked about donations from parishioners coming through other sources e.g. Benevity, United Way. These agencies provide tax receipts directly. Donations come in various ways and we need to make sure it is recorded correctly for the tax receipts.

Yrjo Koskinen wanted to know why there was over \$100,000 in the chequing account.

This reflects an influx of over \$60,000 in December and is not the usual balance, which fluctuates.

He also questioned the negative entry for the Memorial hall Reno Group.

This is a designated fund and is currently in deficit.

The ATB MC is paid in full each month. The current balance sheet shows what has been debited since the last bill came due.

The current liabilities include the blue envelope account balances.

4.2 Motion to Accept Statement of Financial Position 2022

Moved: Lynne Brooks

Seconded: Clare Hooper

THAT the Financial Statements for 2022 as presented be approved. Carried

4.3 Endowment Fund

There are funds currently held by the Calgary Fund and the interest received on these funds is recorded under Endowment.

4.4 Parish Council Approved Budget 2023

Lynda presented a budget showing a \$40,278 surplus projection. Thank you to a successful stewardship drive.

The budget was presented and approved by Parish Council prior to being presented to the Annual General Meeting for approval.

In response to a question, it was noted that an adjustment to the clergy salaries was made to allow for cost of living.

Other Issues:

Lynda has been working with Open Doors II for a number of years. She noted that the Diocese has provided a grant of \$25,000 and this will be used to hire Altus Group to do a pro forma and a financial study. This still needs approval from Parish Council but is the next step in moving the project forward.

4.5 Motion to Approve Budget for 2023

Moved: Patty Rhodes Brink

Seconded: Jennifer Walker

THAT the Budget as prepared for January 31, 2023, be approved. Carried

5.0 Report of Scrutineers

5.1 Motion of approval of Signing Authorities

Moved: Linda Greuel

Seconded: Doug McKibbon

THAT Robert Walker Brigid Stewart and Alice de Koning be added as signing authorities, and that Lynda Greuel be removed. Carried

6.0 Other Business

Robert Walker expressed thanks from the parish to Lynda for her service over the past years.

Rev Nicole expressed thanks to the Stewardship Committee for their work to reduce the deficit and increase pledges. She also thanked Suzan Pedersen for providing administrative support over the past two years to Suzan Pedersen

Thanks to Carly Grimsen-Seligman and Sheila Wasylyshyn who have finished their two-year term on Parish council. Many thanks to them.

7.0 Motion of Adjournment

Moved: Tim Crowe

Seconded: David Roach

THAT the meeting be adjourned. Carried

The meeting ended with grace at 2:00 p.m.

Rector's Report



A few weeks ago, I preached on this quote from Annie Dillard's book *The Writing Life*:

"How we spend our days is, of course, how we spend our lives. What we do with this hour, and that one, is what we are doing."

At St. Stephen's, we strive both to do and to be with discernment and intention, while leaving room for the Spirit to blow where it may.

I hope that the days of the past year have been personally, communally and spiritually meaningful to you. If not, here's to praying that the coming year will better support your needs and longings.

As I reflect upon the last year, several highlights of our "life-in-community" emerge for me. I lift up a few I'd like to share:

Sunday Morning Church as a Time of Spiritual Nurture and Refuelling

Sunday morning is the time the church community as a whole gathers to

worship God, connect with one another and spiritually "refuel."

This year, the 8 o'clockers built community with one another by gathering nearly every Sunday for coffee and tea in the Canterbury Room. It has been lovely to see new connections being made and members getting to know one another more deeply. In addition, this group took on the practice of exploring a different liturgy from around the Anglican Communion once monthly, followed by a time for education.

The 10:30am parishioners experienced a different form of "liturgical adventuring" this year, which included labyrinth walks, Taizé services, outdoor worship, and themed services, such as the Lenten Blanket Exercise with Rev. Tony Snow and the Indigenous Sunday talk with Bible Study member Craig Bell. The choir led the congregation through a variety of musical styles, including music from *Sing a New Creation*, a hymnal recently released by the Anglican Church of Canada that puts new words to "old tunes."

Whether seated in the round, a horseshoe or facing forward, the 10:30-

ers showed a capacity for flexibility and innovation that helps to make the small, yet steady stream of newcomers to this service feel welcome.

Building upon a structure created in 2022, Children and Youth Formation continued to be integrated into Sunday morning through Children's Moments, Circle Time with Deacon Charmaine, Family Hymn Sing, Story Path, Youth Confirmation Class and opportunities for the children to participate actively in the service (Chancel Guild, Reading, Chalice Bearing, etc.). I am grateful to parents and staff members who support our children and youth in these offerings.

As we move forward in our worship life this coming year, be thinking about what parts of Sunday morning worship and community life fill your cup. Perhaps there are contributions you would like to offer over the coming year.

Connecting to our Community

This past year we connected to the broader community in new and exciting ways.





Support was extended to Connaught School and Alpha House through several donation drives for food, clothing, socks and other items.

In collaboration with our Neighbourhood Social Worker, a regularly meeting drop in group for Connaught School and Beltline families was also developed.

In the summer, our Beltline neighbours offered a Heritage Day Festival on the church lawn and our Music Director Liz Tremblay brought together artists for two outdoor pop up concerts. In addition, a walking group met to build community and observe how our neighborhood is growing and changing.

This fall, we opened our sanctuary up for yet another community building offering: an acapella concert organized and hosted by Ginny Binder along with a team of parishioners. Later in the season, a community game night with pizza was held in the sanctuary, well attended by Connaught School Families, including several currently living at Inn from the Cold.

Showing Solidarity

Last spring, the fundraising evening for Ukraine brought people together from across the city to offer solidarity while enjoying music, dance and art in the sanctuary.

On Labour Day Weekend, a group of parishioners braved the smoke to march in Calgary's Pride Parade.

This past fall and winter, we've been tolling the bell for peace every Sunday at 10am, calling for a complete ceasefire in Gaza, as well as a return of all hostages and prisoners.

Planning for the Future

The Open Doors II Committee spent much of last year overseeing a feasibility study of a proposed affordable housing project on the land that the Memorial Hall and Administrative/Educational Link occupies. While the envisioned project is not financially viable at this time, the community has gathered to receive this news and offer input. Members of Corporation and the Parish Council

are faithful in their discernment of the current and anticipated needs of the Parish. In 2024, we will need to make timely and decisive decisions about our buildings and ministries in order to ensure that St. Stephen's continues to thrive well into the future.

This fall, the Stewardship Committee helped us find a joyful path towards giving, and more recently has formalized the Legacy Circle and Planned Giving Program at St. Stephen's. This effort creates a pathway for the parish to receive bequests that build up our small endowment, ensuring that St. Stephen's can continue to be a place of spiritual nurture in the Beltline and larger Calgary community for years to come.

"How we spend our days is, of course, how we spend our lives. What we do with this hour, and that one, is what we are doing."

There are so many ministry moments from the past year to celebrate. My report does not touch on all of them, but as you peruse the other reports included in this AGM packet, you will gain a fuller sense of the pieces that make up our days here at St. Stephen's.

It is truly a joy and honour to serve as your priest and rector. I look forward to seeing where our plans and the Spirit blows this coming year.

May God and the spirit of Christ uphold us as we step into this new year together.

In gratitude for your ongoing presence and witness,

The Rev. Nicole Janelle

Deacon's Report



When I reflect on the year 2023, I recognize it has been a year of both highs and lows. Upper most on my mind has been our parish members. Since the reopening of the parish church our members have reflected their faithfulness by their donations and their support at worship services and programs. I thank you all for your faithfulness. Without our parishioners the institution of the church does not exist, and your voice is vital to our well-being and continuation of our work within and in our community.

A particular joy for me, is our bible study group. We gather each Thursday to discuss the gospel of the forthcoming Sunday. Our debate is lively with diverse views and ideas of how God speaks to us and what may be learned from scholarly interpretation. Our numbers fluctuate weekly, and we enjoy tea and coffee and about an hour's length discussion.

As our parish grows, I would like to see a more structured and continuous development of our child centered faith formation. I recognize that for parents and children spiritual and formation often occur on the same day and time.

I do think we have had some success with highlighting spiritual events.

St. Stephens not only offers AA and NA meetings, but we also offer support in our work with a few agencies offering pastoral care through listening to Step 5 and offering referrals to persons in need.

Since coming to this parish, the direction of my work has changed and it now has a large administrative component which includes ensuring the property is maintained, and resources for spiritual offerings are accessible. Some of the tasks include consulting with vendors, ensuring deposits are made and donations are recorded. Our financial reporting is supported by the efforts of Kroon's Consulting.

As clergy we also serve the Diocese of Calgary. My work within the diocese includes being a member of the Diocesan Council and the Registrar to the Diocese. The registrar is responsible for the planning and preparation of Synod, oversight of Diocesan Properties and Maintenance of Diocesan Archives. I am proud to be the representative of St. Stephen to the Diocese.

*Respectively Submitted,
Charmaine Evans*

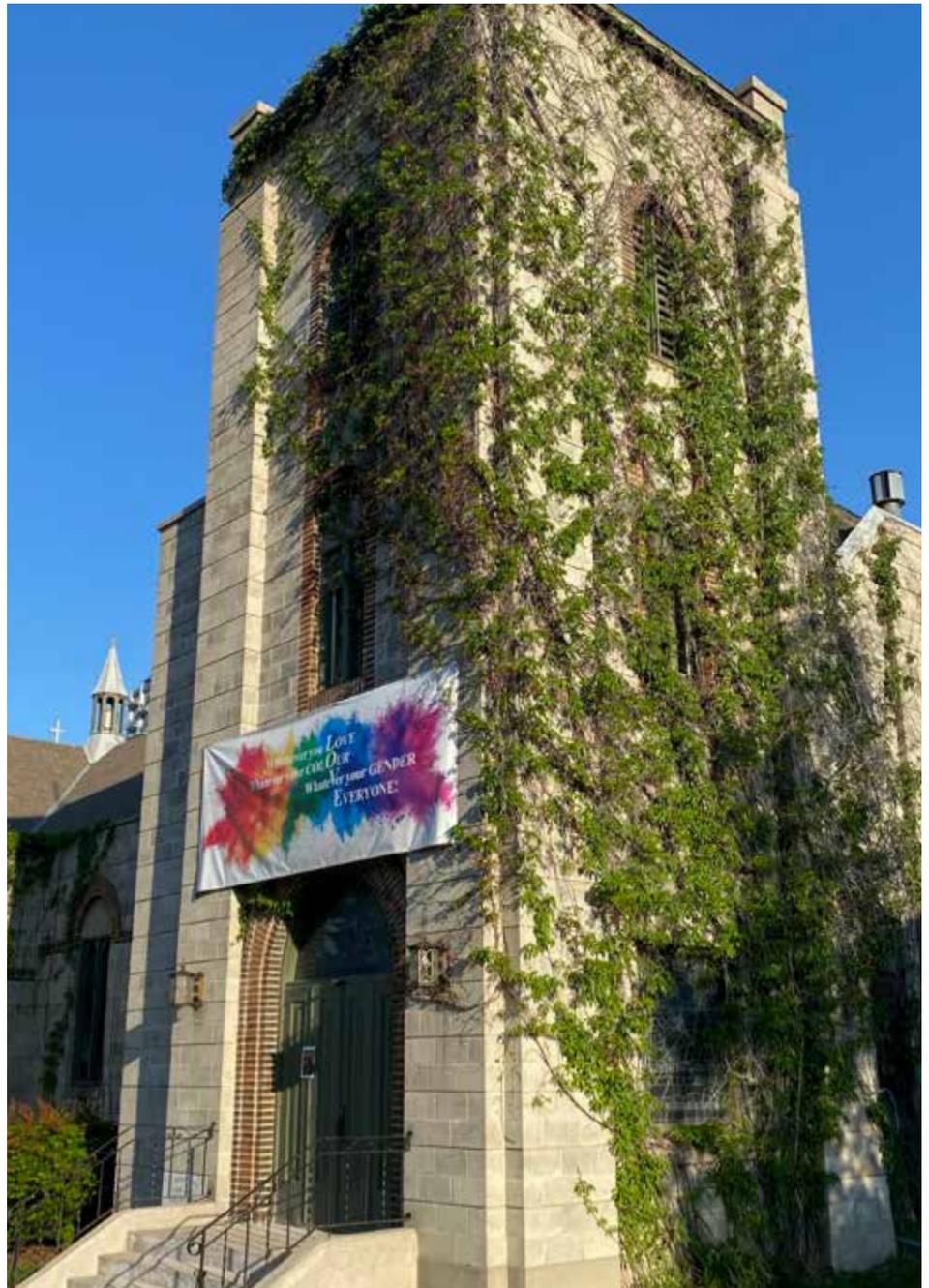


Wardens' Report

This past year has been a busy and somewhat tumultuous one for the congregation of St. Stephen's. We will attempt to provide an overview from the perspective of the wardens. We were delighted to welcome Dr. Alice de Koning as our new Deputy Peoples' Warden. She brings a valuable infusion of expertise to areas of vital concern to the growth of our parish. It is with regret that we see the departure of Robert Walker. His strong analytical skills his legal knowledge and his thoughtful and caring nature will be greatly missed.

We appreciate the committed efforts of our clergy. Our Priest, Reverend Nicole Janelle continues to explore ways in which we can expand our presence in a broader spectrum. She has pursued new concepts and procedures promoting inclusivity with the LGBTQ2S+ community and with that of the Indigenous people. We enjoyed the visit of the Reverend Tony Snow and members of his family who guided us through the meaningful blanket ceremony. The Reverend Janelle brings forward new and creative forms of worship and she has partnered with Chad Dudley in developing a more effective website.

Her ongoing connection with Connaught School continues to be valuable. This connection has included student tours of the church, weekly coffee meetings , community walks and a games night. St. Stephen's has demonstrated ongoing generosity to the school in three food drives, monetary donations and gift cards as well as clothing and household goods



for a newly-arrived Venezuelan family. A connection with CACG has been sustained and the parish delivered 86 pairs of socks to Alpha House in time for Christmas.

Our Deacon, the Reverend Charmaine Evans brings many contributions to the congregation with pastoral

visiting, outreach care to those who come to our door in need, the Children's Program, Bible Studies, and the unenviable role of overseeing the upkeep of an aging church and its properties both indoor and outdoor. It is important to note here that the increasing immediate issues surrounding the homeless population

and the activities witnessed on our property led to the decision by the Corporation to hire external security services for a period of time. The Reverend Evans brings valuable insights through her continued involvement with such agencies such as CUPS, The Mustard Seed, 1835 and 1839 House, and the DOAP team. She is currently serving as the Diocesan Registrar, and her thorough knowledge of the Church Canons is of real benefit to us all.

Of special note is our enormous gratitude to the members of the ODII committee. Lynda Gruel, Ian Moore, Patti Rhodes-Brink, Kalam Galle, Keith Moe and Yrjo Koskinen dedicated countless hours of time in trying to fulfill the possibilities envisioned by many who hoped that we could use our property to construct an important and meaningful building for the betterment of the many in our community who need affordable accommodation and other facilities to better their lives. Sadly it became evident that skyrocketing building costs in Calgary meant that it became impossible to sustain this project in its original vision. It has been a disappointment to us all, but a particular blow for the committee. With the closing of this door, however,

another will open. We remain hopeful and look forward to the continued work of ODII in its new phase.

We applaud the efforts of our volunteer committees: the Stewardship Committee (Jean Springer, Jennifer Walker, Tim Crowe, Heather Dumka, and Yrjo Koskinen) in its commendable efforts to mount an effective and extensive campaign; the Finance Committee (Jean Springer, Alice de Koning, Pam Miller, and Cam Bush) with its notable and valuable expertise; Parish Council and its enthusiastic participation and the Chancel Guild who enhance the beauty of our services. Of note too is the Meditation Group who assisted with gardening projects and with delivering donations to various locations. Thanks go to Jean Springer, Cathi Nelson and David and Linda Roach. Many have continued to organize and host much appreciated coffee hours after the Sunday services. We have been blessed too with an efficient technical crew who ensure that we can see and hear the service, and with volunteers who have helped with the ongoing repairs that our church requires.

We continue to be grateful for our wonderful staff. Our thanks go to

Liz Tremblay for her positive and uplifting contribution to the church. Not only does she lead the choir, she demonstrates her impressive musical talents by playing the organ, the piano, the cello and the guitar to enhance our services. She has been an energetic force in providing outdoor summer concerts, a bring-your-book-or-knitting Shubert concert and the immensely successful fund-raising event for the victims of the Ukrainian conflict.

Thanks goes too to the ever-patient Chad Dudley who handles the technical side of church life as well as overseeing the use of our facilities by external groups. We have welcomed the arrival of Christina Bergesen who brings efficiency and a cheerful disposition to the important role of Administrator. Our Verger, Christina Hinjosa, is consistently upbeat and thorough in keeping the services and the external events running smoothly.

We thank everyone in the congregation for your support and your interest in our beloved St. Stephen's. Your valuable questions are welcomed, and we urge you to help us go forward in upholding the desire to protect and preserve our parish. Your participation in the upcoming year and beyond is vital.

*Respectfully submitted
Robert Walker, Brigid Stewart, Cathi Nelson, Alice de Koning*



Admin Reports

Stewardship

Our Stewardship Campaign for 2023 started late in September and ran until the last week in November. We had five people who shared their Stewardship moments with us and who made a valuable contribution to our campaign. Our speakers this year were Guy Cochrane, Cam Bush, Alice De Koning, Warwick Gray, and Pam Miller. A sincere thank you to all of our speakers for their time and thoughtfulness in this venture. A special thanks to Todd Hirsch who closed our campaign with his inspiring Pledge Form Day song,

We were just short of our goal of reaching \$30,000 per month, and we still hope that we will achieve and surpass this goal in the next few months as we accept late pledges. This year we again faced unexpected maintenance costs, as well as increases in the cost of utilities and insurances. We received pledges from 75 members and a total of \$312,104 over our campaign.

We have noticed some increased interest in some of our ministries and it is our hope that this new energy will continue to build in 2024 as together our St. Stephen's community explores the full meaning of Stewardship.

As we journeyed through this campaign together, we thank our St. Stephen's family for their generosity and support. Under the leadership of Jennifer Walker, one of our team, we hope to launch a Planned Giving Program this Spring.

We look forward to working with you as together we do God's work.

Respectfully submitted
Jean Springer, Tim Crowe, Heather Dumka,
Yrjo Koskinen, Jennifer Walker

Administration

For Administration 2023 was a year of transition, security issues, and a bit of change with the Facility. A lot of time was spent training and going through the seasons while learning a lot about the facility, the community and church operations. With the closing down of Memorial Hall came a lot of clearing out of closets and making space for our regular weekly renters to move into the Creation Space. We have become very proficient in downloading files from our security camera to help the Police in their investigations on crimes that have happened in the community. Through these changes the administration goal has been to deliver smooth un-interrupted support to the Clergy, Parish Members and our community members.

Respectfully Submitted,
Christina

Communication

We've made some big strides to enhancing communication in 2023.

The launch of our new website has been a significant milestone, providing easy access to information that was once hard to find. With the integration of QR codes and a user-friendly web application, we've streamlined the process for congregants to access

information and sign up for events.

Nicole's consistent and engaging social media posts have been a delightful source of connection, bringing attention to the vibrant happenings within our parish and the broader world.

Looking ahead to 2024, we are excited about the prospect of sharing even more of the wonderful things St. Stephen's has to offer, both to our congregants and the wider community. To make this vision a reality, we invite more voices to join the conversation. Share your experiences, and moments of inspiration on social media, and don't forget to tag us [@ststephensyc](https://www.instagram.com/ststephensyc).

As we embark on this journey into the new year, let us continue to build a stronger, more connected St. Stephen's together.

Respectfully submitted,
Chad Dudley

Parish Stats

	2023	2022*	2021*
8:00am	12	15	15
10:30am	91	73	104
Ash Wednesday	29		
Palm Sunday	70		
Maundy Thursday	42		
Good Friday	64		
Easter Vigil	55		
Easter Sunday	119	140	286
Christmas Eve	218	187	189
Christmas Day	6		

*2021 and 2022 Hybrid Service Years

Worship Reports

Chancel Guild

The Chancel Guild began 2023, like the rest of parish, trying to resume routine and new normality for worship services. The Chancel Guild normally meets 3-4 times per year as a committee for planning with the clergy, but hasn't been able to do so for all of 2023. All of our planning and deliberations occurred online, through passing conversations in the sacristy, leaving small notes for each other on a bulletin board, making phone calls, or sending emails and text messages.

Full Eucharist by priestly intinction is still the order of the day and we extend our thanks to David Roach and Kathy Deyell who lovingly and expertly bake the bread that is blessed and broken at communion during the 10:30 am service. We continue to use wafers (both wheat and gluten-free) at 8:00 am and as reserved sacrament that is taken to those during the Deacon's pastoral care visits.

For those that donate flowers to be placed on the altar, it is our local florist, neighbour, and friend - Peaseblossom - with whom we work to provide fresh floral arrangements each week and the memorial wreath on Remembrance Day. Chancel members creatively source other plants and flowers (dried and fresh) for other services and festivals using their abundant resourcefulness. We have been working to reduce the worship expenses for the parish: a discount is often negotiated for the wine when it is purchased and then it too is often donated by a chancel member; plant

life is extended with fertilizers; and candles are used for their maximum burn life. We have opened an account at a floral wholesale in the NE which allows us to receive reduced pricing for some unique items used exclusively by Chancel Guild, such as the paper used to wrap flowers when they go to those in need following the service. Some of our supplies for services have been impacted by inflationary pricing and we have put in back up plans and have creatively reused items where we are able to do so and in other cases simply done without, like so many Calgarians.

It was Chancel Guild who was tasked with fulfilling the vision of our clergy to design and display artistically the "Nativity in the Rubble" using the actual rubble from the undercroft and the baby Jesus from our crèche.

The Chancel Guild welcomed one new member in 2023, Venessa Byron, and her orientation and onboarding is currently underway. The Chancel Guild continues to be in desperate need of new members; we are happy to train anyone seeking to be a member.

*Respectfully Submitted,
Heather Campbell
on behalf of
The Chancel Guild of St. Stephen's
Anglican*

Verger

As a verger, my role entails a range of responsibilities before, during, and after the church service. Prior to the service, I ensure that the premises are ready for parishioners.

This includes unlocking the outside doors and clearing pathways during winter for safe access. I also verify that the sanctuary chairs are properly arranged and place bulletins in the Narthex. Additionally, I take the time to tidy up the sanctuary and the Canterbury Room, ensuring a clean and welcoming environment. During the service, I play a pivotal role in maintaining security and assisting with logistics. I lock both the back and front doors adjacent to the Canterbury Room, ensuring the premises are secure. I also check that all administrative doors are locked. Depending on the expected attendance, I arrange extra chairs as necessary. At the midway point of the service, I conduct a headcount and leave a note with the total count in the Vestry Room. Additionally, I am available to assist with the coffee hour if needed.

After the service and coffee hour, I continue my duties to ensure the smooth conclusion of the day. I clear the collection plate and securely place it in the safe. I tidy up the sanctuary and Canterbury Room once again, ensuring they are left in order. I lock all the outside doors, turn off lights, and secure the indoor areas. Furthermore, I confirm that the elevator is locked and reconfigure the chairs to their original setup if necessary. By fulfilling these tasks diligently and efficiently, I strive to create a welcoming and safe environment for parishioners, maintaining the smooth operation of the church services.

*Regards,
Cristina Hinojosa*

Music

**“Music is a moral law. It gives soul to the universe, wings to the mind, flight to the imagination, and charm and gaiety to life and to everything”
-Plato**

I am so thankful that St Stephen's recognizes the value of music in peoples' lives and supports the efforts of the music ministry.

I believe we have followed this moral law this year with our musical offerings, reaching out to the community, offering our love, talent, time and support to vital causes as well as within the walls of our beloved St Stephen's.

In March in collaboration with Knox Presbyterian Church and other invited friends under the able direction of Paul Grindlay, we presented an exceptional concert to aid Ukrainians of Calgary Association. The Schubert Mass in G was the main musical focus of the concert featuring a wonderful string orchestra of volunteer professional musicians, also moved by the plight of so many to offer their services free. With great support from UOCA, volunteers and particularly our own Cathy Nelson and Patty Rhodes Brink spearheading the silent auction, we were able to pack the church and offer over \$19,000 to UOCA to help send vital medical supplies to Ukraine.

During Lent, music and meditation was offered and, whilst not well attended, was a special experience and worth repeating. Easter of course is always a joyous time and, once again, the choir provided fitting musical tributes.

Several soloists throughout the year

have added greatly to our worship and many thanks, in no particular order, are extended to Todd Hirsch, Bob Beaty, Ian Moore, Francis Byron, Anne Brown, Clare Hooper, Tora Shand, Sheri De Brujin.

During the summer break members of St Stephen's and the local community were treated to two lawn concerts which were well appreciated and worth building on in the future.

A Sunday afternoon concert of the rarely performed and quite beautiful Schubert Octet saw audience members knitting, writing Christmas cards, drawing etc whilst enjoying the music. It was a lovely afternoon of beautiful music with interesting musical tidbits provided between movements to add context and enjoyment. Once again, each musician donated their time to support St Stephen's in fundraising efforts.

In November, the choir were invited to perform for a Meals on Wheels fundraiser. This was a lovely opportunity to prepare a varied repertoire of seasonal music whilst supporting a very needed [sadly] resource in Calgary.

The Christmas season was a flurry of carols, from our joyous Advent lessons and carols to the more meditative services.

I would personally like to thank each choir member for their dedication, love, and generous hearts. It has been a full year! You have indeed given "soul to the universe, wings to the mind, flight to the imagination and charm and gaiety to life and to everything"

Always extending a warm invitation to anyone who feels moved to join this eclectic group, whether for a season or for a longer stay. Everyone is welcome.

**“Music expresses that which cannot be said and on which it is impossible to be silent.”
Victor Hugo**

*Respectfully submitted by Liz Tremblay,
Music director*



Program Reports

Meditation Group

The meditation group is a weekly drop-in group offering the practice of mindfulness meditation. The technique of mindfulness meditation allows us to observe our thoughts as they drift into our minds but not focus or dwell on these thoughts, simply acknowledge and release. The focus on our breathing helps to provide a calming, relaxing meditation session. Meditation helps reduce stress and provides a sense of well-being; it's amazing how good one feels after a meditation session.

Each month the group is provided with the meditation theme which is used for reflection and as a basis for the meditation upon which we can share our thoughts, our personal experiences and how it impacts our

lives. The meditation format includes the presentation and discussion of the topic, followed by twenty minutes of silent meditation, the session is then concluded with any thoughts arising from the meditation.

The meditation themes used this year include:

- Counting our blessings, Meditation focal point, Light and color,
- Our Lenten Journey, Signs of spring, Easter stories, Reflections
- Being Thankful, Remembrance and Hope/Peace/Joy/Love.

Meditation meets Tuesdays from 6 – 7pm in the Sanctuary (enter through the chapel) and is open to everyone, no experience necessary.

Please come and join us in our weekly meditation practice.

*Respectfully submitted,
Linda Roach*

Company of Men

The Company of Men is a group of men that meets on Zoom on the second Saturday of every month from 8:30 - 10 am. The group shares what they are working on through telling their stories.

Our model for the group is the Jubilee Circle, a form of appreciative inquiry and discussion. We always start our share with this question, "what are you working on?" We share without judgment and can share our stories while not giving all the details. Once a story has been told, men offer their own life's personal reflection based on what has been evoked by the story they have just heard.

The only rule that we follow is that there will be no giving of advice. This allows us to take away our own work so that we may find our own resolve. Most Saturday mornings, we are privileged to hear two or three stories along with the many ruminations from the men in the circle. The group has several men who can guide the group through the story-telling model we use since we have no defined leadership.

If this sounds like something that would be of interest to you, we would be most happy to have you join us in The Company of Men. Feel free to contact me if you would like the zoom link, have any questions or would like further information.

*Respectfully submitted,
David Roach*



PWRDF

The Primate's World Relief and Development Fund (PWRDF) is a Canadian Anglican organization which supports relief and sustainable development projects in Canada and around the world. Our Blue Envelope program at St. Stephen's contributes to the work of PWRDF during the months of May and December. This year we raised a total of \$1700 for PWRDF.

Various projects were highlighted in our newsletter during May, and the World of Gifts program was promoted during December. During Lent, PWRDF provided daily reflections which could be accessed through their website or through a link in our Newsletter.

Further information about PWRDF and the many projects that they support can be found on their website at: www.pwrdf.org.

The 2022-2023 annual report is available at: www.pwrdf.org/wp-content/uploads/2023/08/annual-report-2022-23.pdf.

*Respectfully submitted by,
Heather Dumka
St. Stephen's Parish Representative for
PWRDF*



Financial Reports

Income and Expense

St. Stephen's Anglican Church
Income and Expense by Year
 January - December

	Year ending Dec 2023	Year ending Dec 2022	Year ending Dec 2021	Year ending Dec 2020	Year ending Dec 2019
INCOME					
INCOME					
CONGREGATION INCOME					
1 IDENTIFIABLE	344,221.21	335,450.12	273,495.68	257,284.94	334,111.89
2 FESTIVAL	39,106.85	24,840.00	17,040.00	9,619.64	16,653.00
3 UNIDENTIFIABLE	2,429.50	9,904.58	155.37	413.00	4,460.00
4 ENDOWMENT INCOME	11,556.00	11,545.00	2,000.00	5,360.00	4,941.00
5 CHURCH USE / RENTAL	18,685.00	20,125.00	4,225.00	5,630.00	14,583.87
6 CANTERBURY RM USE RENTAL	710.00	0.00	0.00	515.00	10,256.89
7 CREATION SPACE USE/RENTAL	400.00	0.00	0.00	225.00	175.00
8 LOWER HALL USE / RENTAL	0.00	0.00	0.00	-667.20	13,227.30
9 RECTORY USE / RENTAL	34,921.99	33,964.46	32,625.49	27,036.96	25,880.66
10 MEMORIAL HALL - OFFICE	13,530.45	29,534.50	30,301.13	24,319.80	21,273.30
11 PARISH FD RAISING PROCEED	1,288.95	0.00	0.00	0.00	0.00
12 OTHER INCOME	20,257.88	0.00	248.62	8,738.17	0.00
13 Adult Education	351.00	688.05	130.00	19.00	0.00
14 Subtotal Congregation Income	487,458.83	466,051.71	360,221.29	338,494.31	445,562.91
15 APPORTIONMENT	0.00	0.00	0.00	-27,088.00	-58,806.00
16 Subtotal Income	487,458.83	466,051.71	360,221.29	311,406.31	386,756.91
17 INVESTMENT ACCOUNTS	0.00	0.00	0.00	0.00	0.00
18 Investment income	2,472.00	3,040.08	0.00	0.00	0.00
19 Realized gain/(loss)	4,656.96	-7,272.96	0.00	0.00	0.00
20 Unrealized gain/(loss)	0.00	-1,403.62	0.00	0.00	0.00
21 Investment expenses	-9.29	-29.01	0.00	0.00	0.00
22 Subtotal Investment Accounts	7,119.67	-5,665.51	0.00	0.00	0.00
23 TOTAL INCOME	494,578.50	460,386.20	360,221.29	311,406.31	386,756.91
24					
25 EXPENSES					
26 STAFF EXPENSES					
27 SALARIES and Contract Staff	281,640.98	268,531.69	139,823.62	123,697.41	260,809.53
28 Subtotal Staff Expenses	281,640.98	268,531.69	139,823.62	123,697.41	260,809.53
29 PARISH PROPERTY	0.00	0.00	0.00	0.00	0.00
30 SECURITY	10,384.81	3,631.49	1,710.66	2,023.34	0.00
31 UTILITIES	45,757.51	39,326.11	32,607.50	28,693.72	20,307.22
32 REPAIRS AND MAINTENANCE	58,803.20	38,457.89	23,031.13	32,257.70	25,831.23
33 CLEANING, JANITORIAL	27,204.31	28,685.99	24,432.94	10,318.73	3,098.11
34 TAXES	1,948.54	1,916.15	1,876.24	1,866.00	1,730.04
35 INSURANCE	24,598.32	13,693.43	12,441.00	4,999.70	7,583.40
36 Apportionment expense	61,161.00	66,452.04	54,166.56	0.00	0.00
37 Subtotal Parish Property	229,857.69	192,163.10	150,266.03	80,159.19	58,550.00
38 ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
39 TELEPHONE AND FAX	1,807.57	1,831.42	2,165.90	775.34	384.36
40 PHOTOCOPY/PRINTING	6,192.51	7,697.54	3,526.29	4,983.90	5,983.94
41 POSTAGE	662.09	722.64	660.10	1,384.75	729.69
42 OFFICE SUPPLIES	4,628.21	2,504.95	3,303.87	6,801.63	6,999.55
43 PROFESSIONAL FEES	5,587.74	11,372.37	26,126.47	24,439.50	14,194.70
44 OFFICE EQUIPMENT	4,861.24	0.00	954.47	0.00	2,572.68
45 BANK FEES	1,334.52	1,296.77	1,446.85	973.33	1,570.85
46 MISC - ADVERTISING	0.00	0.00	0.00	113.39	0.00
47 MISC - OTHER	0.00	0.00	135.08	3,669.51	618.88
48 Subtotal Administration	25,073.88	25,425.69	38,319.03	43,053.35	33,054.65
49 PROGRAMS	0.00	0.00	0.00	0.00	0.00
50 WORSHIP - MUSIC	0.00	25.00	190.69	2,508.67	2,895.20
51 WORSHIP - RESOURCES	761.79	485.00	1,591.07	5,801.13	508.95
52 WORSHIP - SUPPLIES	2,219.16	5,644.35	3,692.22	2,201.00	2,581.93
53 WORSHIP - SOUL FOOD	743.23	60.94	0.00	0.00	0.00
54 EDUCATION - YOUTH GROUP	0.00	0.00	0.00	0.00	111.72
55 ED - SUNDAY SCHOOL	1,289.13	1,054.63	384.07	375.00	824.08
56 EDUCATION - ADULT	803.59	1,124.89	290.48	248.04	339.02
57 EDUCATION - SPECIAL EVENT	223.60	147.74	0.00	0.00	335.00
58 EDUCATION - RESOURCES	0.00	0.00	0.00	0.00	946.07
59 PASTORAL-RECTOR'S EXPENSE	138.03	0.00	0.00	0.00	1,029.38
60 PASTORAL - COFFEE TIME	0.00	2.89	417.78	200.27	250.55
61 PASTORAL - ASSOCIATE EXP	0.00	0.00	69.24	635.22	1,440.43
62 PASTORAL - RECEIPT & SR LU	2,384.82	968.19	54.33	2,770.33	2,942.04
63 PASTORAL CARE - GIFTS	900.00	3,239.88	5,173.75	1,618.77	2,920.75
64 PASTORAL CARE - RESOURCES	0.00	0.00	0.00	0.00	13.90
65 PASTORAL - SPECIAL EVENTS	1,044.00	0.00	0.00	0.00	1,341.08
66 Subtotal Programs	10,507.35	12,753.51	11,863.63	16,358.43	18,480.10
67 TOTAL EXPENSES	547,079.90	498,873.99	340,272.31	263,268.38	370,894.28
68 EXCESS or DEFICIT INCOME/EXPENSE	-52,501.40	-38,487.79	19,948.98	48,137.93	15,862.63

Budget Proposal

1	2023, 2024 Financial Projections - Anticipated Income and Expenses			
2		2023	2023	
3	Projected Income	2023 Year End	2023 Budget	
			2024 Parish Council Approved Budget	
4	Identifiable	\$344,221	\$410,588	\$341,474
5	Festival (Easter, Thanksgiving, Christmas)"	\$39,106	\$15,000	\$20,000
6	Unidentifiable (Open Offerings)	\$2,429	\$8,000	\$2,000
7	Endowment	\$11,556	\$10,000	\$11,500
8	Rentals:			
9	Church Use (Sanctuary)	\$18,686	\$25,000	\$20,000
10	Canterbury Room	\$710	\$0	\$800
11	Creation Space	\$400	\$0	\$2,000
12	Rectory	\$34,921	\$36,000	\$36,000
13	Memorial Hall (Artist Studios)	\$13,530	\$34,994	\$0
14	Parish Fundraising	\$1,289	\$0	\$1,500
15	Other Income	\$258	\$0	\$0
16	Adult Education	\$351		\$300
17		\$467,457	\$539,582	\$435,574
18				
19	Diocesan Benefit Grant	\$20,000	\$20,000	\$0
20				
21				
22	TOTAL INCOME	\$487,457	\$559,582	\$435,574
23	Subtotal Investment Accounts	\$494,587		
24				
25	Projected Expenses			
26	Clergy Salaries and Benefits			
27	Total Clergy	\$191,558	\$194,307	\$206,950
28				
29	Other Staff Expenses			
30	Workmen's Compensation	\$1,504	\$700	\$1,700
31	Music Director	\$29,118	\$27,866	\$28,525
32	Vergers	\$7,433	\$6,500	\$6,500
33	Administration / Envelope Secretary	\$27,875	\$29,000	\$28,000
34	Technical Support	\$20,100	\$31,000	\$23,000
35	Supply Clergy	\$1,850	\$0	\$600
36				
37	Parish Property Expenses			
38	Security	\$10,384	\$0	\$10,500
39	Utilities	\$45,757	\$43,000	\$48,000
40	Repairs & Maintenance	\$58,803	\$40,384	\$47,000
41	Cleaning	\$27,204	\$29,000	\$25,000
42	Taxes	\$1,948	\$1,796	\$1,830
43	Insurance	\$24,599	\$15,200	\$25,000
44	Apportionment	\$61,161	\$61,161	\$66,070
45	Total Other Staff and Parish Property Expenses	\$317,736	\$285,607	\$311,725
46				
47	Office Expenses			
48	Telephone	\$1,807	\$2,000	\$1,800
49	Photocopier & Printing	\$6,193	\$1,800	\$5,000
50	Office Supplies	\$4,628	\$2,000	\$4,600
51	Bank Fees	\$1,335	\$1,300	\$1,500
52	Professional Fees	\$5,588	\$13,000	\$7,000
53	Equipment	\$4,861	\$3,000	\$2,500
54	Postage	\$662	\$1,000	\$800
55	Total Office Expenses	\$25,074	\$24,100	\$23,200
56				
57	Programs			
58	Music Resources	\$761	\$690	\$800
59	Supplies	\$2,219	\$5,800	\$2,300
60	Soul Food	\$743	\$100	\$800
61	Total Program Expenses	\$3,723	\$6,590	\$3,900
62				
63	Education			
64	Youth Group	\$0	\$100	\$300
65	Sunday School	\$1,289	\$1,000	\$1,000
66	Nursery	\$2,200	\$2,000	\$2,200
67	Adult	\$804	\$1,200	\$850
68	Special Events	\$224	\$200	\$250
69	Total Education	\$4,517	\$4,500	\$4,600
70				
71	Pastoral			
72	Rector	\$138	\$150	\$150
73	Coffee Hour	\$200	\$200	\$200
74	Gift & Honorariums	\$3,284	\$4,000	\$3,500
75	Resources	\$0	\$0	\$0
76	Special Events	\$1,044	\$0	\$1,050
77	Total Pastoral	\$4,666	\$4,350	\$4,900
78				
79	TOTAL PROJECTED EXPENSES	\$547,274	\$519,454	\$555,275
80				
81	Total Projected Income	\$494,587	\$559,582	\$435,574
82	Total Projected Expenses	\$547,274	\$519,454	\$555,275
83	Surplus/Deficit	(\$52,687)	\$40,128	(\$119,701)
84				
85	TOTAL SURPLUS /DEFICIT	-\$52,687.00	\$40,128.00	-\$119,701.00

Balance Sheet

ASSETS	
CASH	
CASH	
PETTY CASH	\$200.00
ATB Chequing Account	41,945.97
Paypal Account	1,395.48
Cash Account - Investment	1,278.24
Subtotal Cash	44,819.69
ACCOUNTS RECEIVABLE	
GST RECOVERABLE	1,671.21
OTHER RECEIVABLES	2,080.00
Subtotal Accounts Receivable	3,751.21
OTHER ASSETS	
Prepays	1,090.35
TRUST ASSETS	
MANAGED FUNDS @ LEEDE"	78,992.00
TOTAL ASSETS	\$128,653.25
LIABILITIES	
CURRENT LIABILITIES	
ACCOUNTS PAYABLE	\$3,257.87
RECTOR'S DISCRETIONARY	2,811.47
MEMORIAL GARDENS	2,266.74
PWRDF	885.00
COMMUNITY OUTREACH PROJ	2,240.00
MEMORIAL HALL RENO GROUP	-6,097.09
CHANCEL GUILD	2,918.37
CALGARY FOOD BANK	5.00
ACW	40.00
OUTREACH NATIONAL	170.00
Accrued Liabilities	5,306.00
ATB MC	6,048.25
Subtotal Current Liabilities	19,851.61
TRUST OBLIGATIONS	
OUTREACH LOCAL	27,599.29
SHANNON TRUST	11,925.50
Subtotal Trust Obligations	39,524.79
DESIGNATED OBLIGATIONS	
MEMORIAL FUND	2,906.88
OUTREACH BEYOND FUND	559.90
CLERGY ASSISTANCE FUND	19,754.90
CLERGY HOUSING FUND	31,149.39
ROOF REPAIR FUND	930.00
ORGAN & PIANO REPAIR FUND	7,571.88
OTHER DESIGNATED OBLIG	1,213.83
Subtotal Designated Obligations	64,086.88
TOTAL LIABILITIES	123,463.28
OPERATING FUND EQUITY	
OPEN EQUITY	\$5,189.97
TOTAL FUND BALANCE	5,189.97
TOTAL LIABILITIES AND FUND BALANCE	\$128,653.25

Endowment Funds

Our parish is the beneficiary of two Endowments funds in 2023. Please see the line titled Endowment under income. The St. Stephens Endowment Fund valued at approximately \$133,000.00 provided us with a grant of \$6,772.00. We are the beneficiaries of a grant from a private Endowment fund The Wallace and Gretchen Luthy Fund in the amount of \$4,784.00



ST. STEPHEN'S
ANGLICAN CHURCH