

**St. Peter's on-the-Rock  
Annual Vestry Meeting  
August 27, 2017**

The meeting was opened with a blessing from The Rev Archdeacon Bill Gray

Attendance 40

**MOTION:** It was moved by K. McNeil that the minutes from the Annual Vestry meeting of St Peter's on-the-Rock dated August 28, 2016 be approved

Seconded by M. Cooper

Carried

**MOTION** It was moved by S. Wotherspoon that all the actions, decisions and other steps of whatever kind and nature taken by the Wardens and Select Vestry in the year 2016 be hereby approved and ratified by the meeting.

Seconded by D. Walter

Carried

**Sr. Warden`s Report - R. Dobbin**

Thank you for the opportunity to be your Senior Warden in this our 103<sup>rd</sup> year of St. Peter's On-The-Rock.

First of all I would like to thank all the 25 dedicated members of the Select Vestry who volunteer their time and talent to make St. Peter's such a successful and special place on this lake.

The work for 2017 began with the spring newsletter which was distributed by Pat Bunting by both email and postal mail. Email distribution has saved us a lot of time and a lot of money. If you have not provided us with your email address please do so. It eases Pat's job and is cost effective. Thank you, Pat

Our Spring Cleanup was held on Saturday, June 10<sup>th</sup>. The clergy cottage, the Church and the grounds were readied for summer by a number of volunteers and a special thank you to all who participated. A barbeque lunch followed the cleanup which was then followed by our first Select Vestry meeting, held on the porch of the freshly cleaned Clergy Cottage.

The first Sunday of worship was July 2<sup>nd</sup> when we welcomed back for the month of July and for their second summer, The Rev. David Giffen, his wife Heather and their now 3 year old son Rory. For the month of August, Archdeacon Bill Gray filled in to help us out at the last moment. We were to have The Rev. Stephanie Douglas Bowman begin a three year term August 6<sup>th</sup> but due to a family fatal accident she was unable to fulfill her commitment. We are hopeful that she will be with us next August. The Rev. Archdeacon Bill Gray has delighted us with his boating and fishing stories and his inspirational sermons.

I must first acknowledge the help given to me by our Past Warden, Cathy Nelson. She has been most helpful in guiding and shepherding me through this year. Cathy will be presenting her slate of nominees for the 2018 Select Vestry. Thank you, Cathy

Pat Bunting is doing an outstanding job in his second year as Treasurer. He works very hard to keep our church finances in order and as previously mentioned organizes and distributes the Spring Newsletter to all parishioners. Thank you again, Pat and we will hear more about our finances in your Treasurer's report.

Duncan MacIntyre has decided to retire as Property Manager after 8 years of service and significant accomplishments such as outfoxing squirrels, replacing docks, building a parishioners' washroom and a new roof for both the Church and the Clergy Cottage, to name a few. You will hear more from Duncan in his report and we thank you Duncan for your dedication to the preservation of this beautiful property.

Roz Titley as secretary has been the "best". Besides providing minutes of our meetings, her attention to detail, her little reminders, clarifications and her council have been invaluable to me and to previous Senior Wardens. A big thank you to you, Roz.

Helen Batten, as our Director of Music, is outstanding. She brought us the Elora Singers again this summer for a rousing baptismal Sunday. Helen also worked with Bern Kelly on The Music Scholars Program and with Graeme Dodworth who played the bagpipes in honour of his father Rusty Dodworth, on August 6<sup>th</sup>. Thank you Helen. I would also like to thank Bob Trennum who kindly steps in to take over when Helen is away and also leads us each year in singing the beautiful song he wrote about Stony Lake. Also thank you to Ruth Farrow for her wonderful accompaniments on the piano.

Bern Kelly is Chair of the St Peter's Music Scholars Programme which was conceived thanks to the generosity of Don and Margaret Walter and family. The theme of the programme is to offer music students the opportunity to perform for a diverse audience while enriching our worship and supporting outreach. We were privileged to hear two students perform this summer- Aby Stumpf played the French horn and Taylor Dalton, the piano. Thank you, Bern for your efforts in managing this programme.

Ruth Farrow has been our Clergy Cottage coordinator and has done a superb job in keeping the cottage clean and comfortable for our clergy. Ruth is stepping aside this year but will be available for assistance to our new coordinator. Thank you, Ruth.

Chris Bunting is our marketing or 'Stewardship' coordinator and has new ideas going forward to make St. Peter's more inclusive and open to all Stony and Clear Lakers. Look for some new programmes in 2018. Thank you, Chris.

Barbara Hatch has organized baptisms on the second Sundays of each month. It takes a lot of organizing with the families leading up to these baptisms. Thank you, Barb

Carol Corner is completing her first year as wedding coordinator and having managed it all beautifully is already booking weddings for 2018. Thank you, Carol

Sue Dutton, our archivist continues to update our records. This is a very important part of our history and for this we say thank you, Sue

Jane Ross is an accomplished 'wordsmith' and eloquently provides us each Sunday with the Prayers of the People along with the volunteer readers. Thank you, Jane

Connie Wahl, our Sacristan, quoted in her report "I love my little job every Sunday at St. Peter's". Well Connie, we love you too and thank you for assisting at communion every Sunday morning at the 8 am services and again at the 10:30am communion Sundays in July and August.

Sheila Gallagher is our inside flowers coordinator. Along with organizing her volunteers she provides us with beautiful flowers at the altar every Sunday morning. Thank you, Sheila

Keith Titley is our outside flowers coordinator. With the wet weather we have had this summer it has been a difficult job but the flowers and the garden are still beautiful. Thank you Keith for your efforts.

Sue MacIntyre has again this year done a remarkable job of recruiting readers for the first and second lessons at both the 8am and 10:30am services. Thank you, Sue

Betsy McGregor is our Sunday school coordinator. Betsy and her assistants have been outstanding leaders for the children and her enthusiasm for what she does shows as she leads the children in song as they go down the aisle at the end of each service. Thank you, Betsy

Doug Wotherspoon has shared the Sunday school portfolio with Betsy the past few years but has had to stand aside part way through this year due to work and family commitments. I want to acknowledge Doug for all your time and efforts. Thank you, Doug

To our docking coordinators, Connie and Glen Tranter and June and Mark Cooper, a huge thank you for standing on the docks, sometimes in rather inclement weather. Your faces are the first we see when we arrive at the docks and your smiles are always warm and welcoming. Thank you Connie, Glen, June and Mark

Jennifer Chambers is our coffee coordinator. She has organized and provided coffee, children's drinks and now hot chocolate for each social hour after our services. Thank you, Jenny

Ann Dobbin has been in charge of collections and collectors and in addition has helped me immensely in my role as Senior Warden. As she arm twisted me into this role, she promised to help and she has. Thank you Ann

Swatty Wotherspoon as Member-at-Large has provided background and council for all of us on the Select Vestry. He has many years of knowledge and experience in the workings of St. Peter's. Thank you Swatty

Last but not least is our Junior Warden Kathy McNeil. Kathy has been very supportive and will be a terrific Senior Warden next year—we will be in good and capable hands. Thank you Kathy

In review this has been a terrific summer at St. Peter's. In spite of the cool, wet weather we have had excellent attendance and participation. Some highlights have been:

- The visit by our Bishop Ryscilla Shaw on July 16th. She was to have completed her third summer at St. Peter's in August but because of her new duties as Bishop she was unable to do so and arranged for Archdeacon Bill Gray to be the replacement for August.
- The performances by two students of the Music Scholars Programme, Aby Stumpf playing the French horn and Taylor Dalton playing the piano.
- The Dodworth family providing a delicious lunch after the August 6<sup>th</sup> service in honour of their father Rusty, and Graeme Dodworth playing the bagpipes.
- The Elora Singers inspiring us with their beautiful voices and music during the August 13<sup>th</sup> service.

We have just two more Sundays remaining for this season- the Sunday of Labour Day weekend September 3<sup>rd</sup> and Thanksgiving Sunday, October 8<sup>th</sup>. The Rev Canon Milton Barry will be with us at Thanksgiving. Canon Barry was formerly at Grace Church On-The-Hill in Toronto and has now retired to Peterborough.

This has been a wonderful summer for me and it has been a pleasure and an honour to serve as your Senior Warden for 2017- the 103<sup>rd</sup> anniversary of St. Peter's On-The-Rock.

## Nominations Report - C. Nelson

**MOTION:** It was moved by D. Hough that the following slate be approved for the year 2018

Seconded by R. Farrow

Carried

Kathy McNeil, Sr. Warden  
Tony Whittingham, Jr. Warden  
R. Dobbin, Past Warden  
Chris Bunting, Stewardship  
Swatty Wotherspoon - Member-at-Large  
Helen Batten, Music  
Nathan Cambers, Property  
Secretary - Vacant  
Pat Bunting, Treasurer

Sue Dutton, Archives  
Barb Hatch, Baptisms  
Patty McDonald, Clergy Cottage  
Betsy Drake, Collections

Jenifer Chambers, Coffee Convenor  
Glen and Connie Tranter - Docking  
Mark and June Cooper - Docking  
Sheila Gallagher, Inside Flowers  
Keith Titley, Outside Flowers  
Jane Ross, Prayers of the People  
Sue MacIntyre, Readers and Liturgical  
Liaison  
Connie Wahl Farrell, Sacristan  
Bern Kelly - St. Peter' Music Scholars  
Betsy McGregor - Sunday school  
Dough Wotherspoon - Sunday school  
Carol Corner, Weddings

## Treasurer's Report - P. Bunting

### Financial Statements for Year 2016

- The 2016 statements were issued by Kevin A. Dunn, Chartered Accountant June 26<sup>th</sup>, 2017 and reviewed and approved by Select Vestry July 9<sup>th</sup>, 2017.
- At the 2016 Annual Vestry Meeting, it was identified that in the Financial Reports through 2015 that though reported annual Net Asset totals balanced to bank records, differences by account (operating, capital and memorial) were an issue. After investigation, the cause was attributed to the accounting software only allowing a single control account for St. Peter's that didn't effectively allow tracking of all inter-account activity. This has now been rectified through a software upgrade that enables income statements for each of the funds to be shown separately with separate tracking of income and expenses (reference Statement of Operations page 5.) Expense reporting is also being realigned to detailed budget line items. Reported transfers between funds reflects the required adjustments to

align the 2016 Financial Statements with each account's 2016 year-end bank statement (reference Statement of Changes in Net Assets page 4)

- Net income for 2016 net of the Music Fund build and Memorial donations was \$8,800. Annual giving net of the music fund build and memorial donations has decreased year over year by some \$8,000 or 18%.

MOTION: It was moved by P. Bunting that the 2016 Financial Statements issued by St Peter's accountant Kevin Dunn be accepted as written.

Seconded by: S. Wotherspoon

Carried

### 2017 Expense Budget

- A \$28,000 Expense Budget draft was distributed with the Spring Newsletter. The 2017 budget is based on 2016 actual expenditures (including HST) after elimination of one time charges, plus 13.5% contingency (\$3,400).
- The line item detail was presented for Select Vestry for review and approved July 9th.

MOTION: It was moved by P. Bunting that the budget for St. Peter's on-the-Rock for the year 2017 be approved in the amount of \$28,000 with the condition that any funding requirements that exceed \$28,000 would require the advanced approval of Select Vestry. Reports to provide budget status updates will be made available to the Wardens on an ongoing basis.

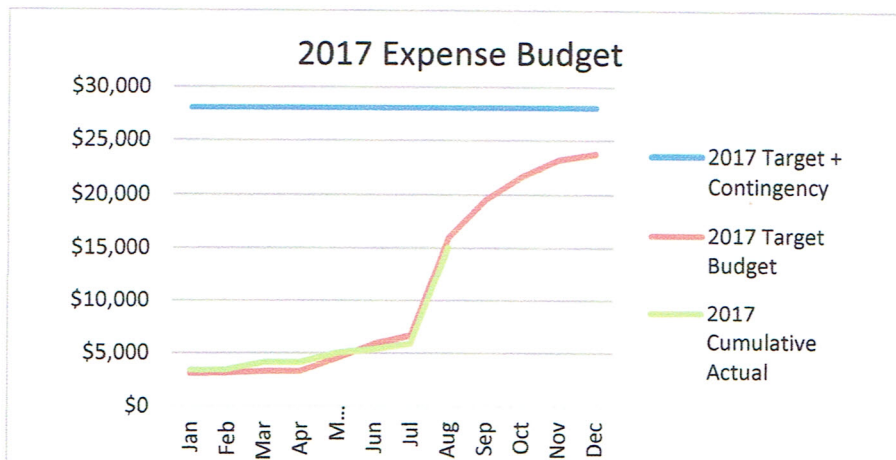
Seconded by: G. Farrow

Carried

ST. PETER'S ON-THE-ROCK ANNUAL EXPENSE SUMMARY

K\$	2015 Actual	2016 Budget	2016 Actual	2017 Budget
1 Church	\$ 13.2	\$ 12.6	\$ 11.8	\$ 12.0
2 Administration	\$ 5.8	\$ 3.1	\$ 3.1	\$ 3.0
3 Operating	\$ 4.6	\$ 5.1	\$ 5.3	\$ 5.0
4 Property	\$ 8.4	\$ 8.7	\$ 6.8	\$ 7.0
5 Cottage	\$ 1.2	\$ 1.2	\$ 0.9	\$ 1.0
<b>Annual Expenses</b>	<b>\$ 33.2</b>	<b>\$ 30.7</b>	<b>\$ 27.9</b>	<b>\$ 28.0</b>

- 1 Coffee, maintenance, honoraria, outreach, printing
- 2 Office supplies, newsletter, professional fees,
- 3 Telephone, insurance, taxes, hydro
- 4 Sexton, septic, plumbing, docks, boats, marina
- 5 Maintenance, supplies, furniture, equipments, cleaning



## Music Scholar's Programme Endowment Fund

- The Music Scholars Fund now stands at \$15,180 given donations from the Walter and Dembroski families plus the art auction. The objective of the fund is to provide annual income of \$500 to support the Music Scholar's Programme. The ultimate objective of the fund will be to enable a \$1,000 annual scholarship.
- After review and agreement by Select Vestry, the fund has been invested by RBC Dominion Securities following the Diocese of Toronto Investment Policy Guidelines (conservative, risk neutral balanced portfolio).
- Given these guidelines, St Peter's has proceeded and invested \$14,180 in the Fidelity Canadian Balanced Class B Fund as recommended by RBC Dominion Securities and hold \$1,000 in cash for 2017/2018 scholarships.

## The General Endowment Fund

- This is a new initiative that was discussed last year is to enable families to make bequeathments and other legacy gifts that will enable long term financial support for St Peter's.
- A committee has been convened (. Dobbin, S. Wotherspoon, C. Bunting and P. Bunting) to bring forward a final General Endowment Fund recommendation and guidelines for vestry review and approval.
- A review of options available has concluded that the most suitable investment vehicle for the purpose of a General Endowment Fund is for St Peter's to participate in the Diocese of Toronto Consolidated Trust Fund (CTF). The CTF was specifically created by the Diocese to enable parishes to manage such long term investments. This approach will be dependent on assurances that certain control requirements will be met.
- Once details have been finalized with the Diocese and approved by Select Vestry, details will be fully communicated (Spring Newsletter etc.). If there is immediate interest, please contact the treasurer.

**MOTION:** It was moved by P. Bunting that Select Vestry is to continue to develop and finalize a General Fund to enable the long term financial support of St Peter's.

Seconded by:

G. Farrow

Carried

## Discussion

- A flyer will be prepared by C. Bunting and ready for the newsletter in the spring of 2018 to outline the General Fund for the congregation.



- R. Drake felt it important that the vestry keep control of the funds through RBC vs. Diocese of Toronto's Consolidated Trust Fund.
- It was agreed by the meeting that a financial person be appointed to advise the select vestry on matters concerning investments. R. Drake will be included in the committee along with S. Wotherspoon, P. Bunting and R. Dobbin .

#### Membership List

- A new software package has been purchased called for maintenance of the mailing lists, donation tracking and tax receipts.
- 219 newsletters were email with 13 rejections
- 127 newsletter mailed with 6 rejections.

P. Bunting noted that revenue from mailers sent in the spring newsletter is off whereas Sunday collections have increased by 28%. It was recommended that the spring newsletter be mailed to the congregation for 2018 rather than relying on using email to circulate the newsletter as the donation form is in a different colour and this encourages donations.

#### Signing Officers

**MOTION:** It was moved by P Bunting that St Peter's have a maximum of four signing officers for dealings with the Royal Bank, that all cheques have two signatures and that the Past Warden Ross Dobbin, Senior Warden Kathy McNeil, Junior Warden Tony Whittingham and the Treasurer Pat Bunting be the designated signing officers.

Seconded by: R. Drake

Carried

#### Property - D. MacIntyre

The property faired very well over the past winter with no damage to the church or cottage. With the rather rainy summer, it has been difficult to paint various areas because of the damp wood. Unless we see a reasonable period of no rain, any outside painting will have to be done next year. I know this is a concern around the cottage for Ruth.

The small boat dock continues to show deterioration. It will need to be monitored.

Hydro One will be moving the electrical transformer off the hydro pole to a ground position. This is to upgrade the underwater hydro line and reduce the potential for lightning strike. The new position will be close to the lake and should not pose an eye sore. The hydro pole will remain to run the electric cables to the church and cottage. The work will be done towards the end of August or in early September and take about 3-4 hours. The new underwater line has already been installed.

I'm pleased to report that Johnny Scace and Charlotte Chambers will return next year as our sextons. Charlotte replaced her brother, Jack, as the sexton this summer.

This is my last year in charge of Property. I have had 8 busy years and I felt it was time to hand the position onto some else. I started off with major repairs to the cottage and a surprise, at the front entrance to the church. Also, new floors were installed in the church and cottage. This was followed by replacement of the big boat dock in preparation for the 100<sup>th</sup> Anniversary. No sooner had we caught our breath than our attention turned to replacing the roofs on the church and cottage. The shingles showed signs of deterioration and leaks.

I always felt that the clergy cottage was a private residence and the toilet ought not to be used by people simply walking in. Hence, the parishioner washroom was built. Little did I realize the hoops that had to be jumped through; getting appointed by the diocese to represent them to the Township of Selwyn. The irony is the Township didn't even have the island on their maps yet collected their taxes! The washroom has proven very successful.

Finally, I'm happy to announce that Nathan Chambers has agreed to take on the position of Property commencing in 2018. I know he'll do a great job.

I truly thank you for your support.

#### Other Business

- Newsletter should reflect the fact that pontoon boats are taking up more space. Remind people to bring smaller boats.
- Increasing the congregation as per the 2016 minutes. C. Bunting has prepared a plan which he will work with the wardens over the winter.
- Need to increase the Sunday school budget to encourage more children attending.

There being no further business the meeting was terminated at 1:20 pm



R. Dobbin, Sr. Warden



R. Titley, Secretary