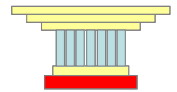


2021



A NEW BEGINNING

2017 VESTRY

SMM - St. Michael's Multicultural Anglican Church

... in Mount Pleasant

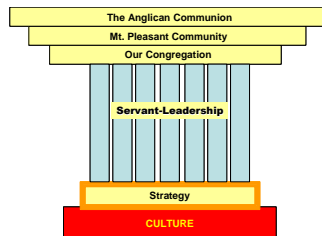


128th Anniversary Year

A Parish of
The Diocese of
New Westminster

409 E. Broadway
Vancouver, BC V5T 1W8 604.876-8191

stmikes-church.ca



19 February 2017

SMM - St. Michael's Multicultural Anglican Church

... In Mount Pleasant



128th Anniversary Year

A Parish of
The Diocese of
New Westminster

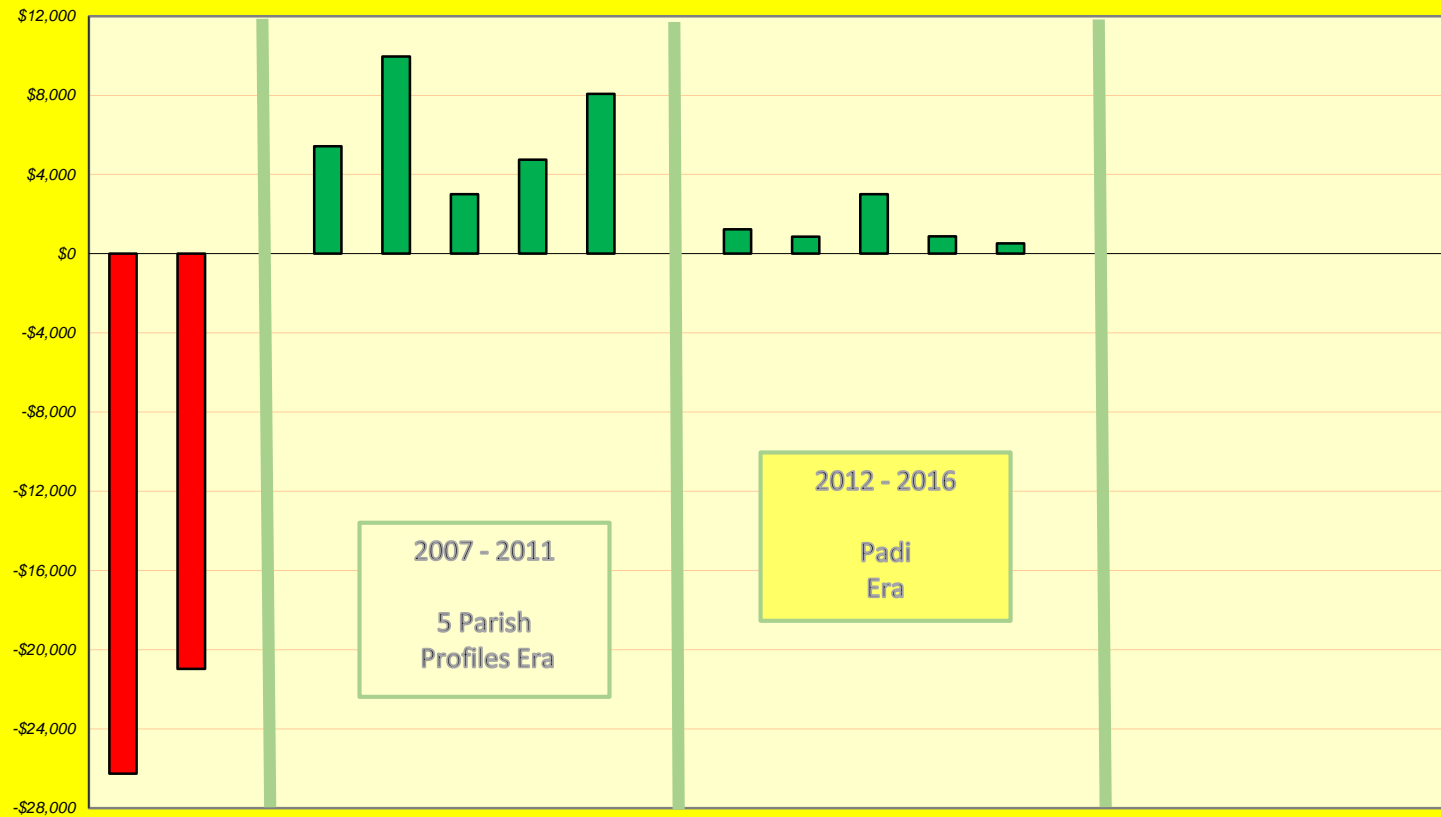
408 E. Broadway
Vancouver, BC V5T 1W6 604.676-8181

stmikes-church.ca

A 17 Year View of Profit & Loss at St. Mike's 2017 Vestry

10 Very Good Years (2007 - 2016)

To be Followed by 5 More of the Same?? (2017 - 2021)





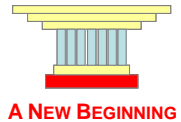
St. Michael's 2017 Annual Vestry Meeting

Feb 19, 2017 Agenda: CHAIRMAN: Moses Kajoba

Opening Prayer

- | | | | |
|----|--|--------------------|------|
| 1. | Review of Vestry Minutes | All | :00 |
| | 1.1 Feb. 21, 2016 (pages 3-5) | | |
| 2. | Financials | Fin. Comm. | :15 |
| | 2.1 Finance/Strat Plan Committee Report (pages 6-7) [Motion 2.1] | | |
| | 2.2. Church Income Statement & Balance Sheet (pages 8-9) | | |
| | 2.3 2017-2019 Strat Plan Budget (page 10) | | |
| 3. | Reports | | 0:45 |
| | 3.1 Minister's/SPC Report (page 11) | Padi [Motion 3.1] | |
| | 3.2 Warden's Report (pages 12 & 23) | Moses | |
| | 3.3 Stewardship (page 12) | Sandra | |
| | 3.4 Meal Ministry (page 13) | Brigitte | |
| | 3.5 EAM/FilCON 2017 Report (page 14) | Bart [Motion 3.5] | |
| | 3.6 Buildings, Grounds & Rental | Terry | |
| | 3.7 Sunday School | Rose | |
| | 3.8 ACW (page 15) | Judith | |
| | 3.9 MBSM | Richard | |
| | 3.10 Choir | Brigitte | |
| | 3.11 2021 Strat Plan Update (pages 18-22) | Greg [Motion 3.11] | |
| | 3.12 Day Care | Moses | |
| 4 | ODNW Nomination [Info Only - 2018 Motion 4] | Brigitte | 1:45 |
| 5. | Election of Officers (pages 16-17) | James | 1:50 |
| 6. | Any Other Business | | 2:15 |

Adjournment & the Grace



5 DATES/MEETINGS IN THE 2017 VESTRY SEASON

1. Jan 4 - Final pre-Vestry meeting with Accountant/Auditor
2. Jan. 10 - Final pre-Vestry Finance/Executive Committee Ratification
3. Jan. 15 - ACW/MBSM - Pre-Vestry Financial Education/Consultation Session
4. Jan. 17 - Final pre-Vestry Church Council Meeting
5. Feb. 19 - 2017 Vestry

MOTION 2.1 - FINANCIAL PLANNING GUIDELINES

For the third year in a row, the Finance Committee has presented the three financial planning guidelines that inform Finance Committee deliberations, as follows:

1. **No Deficits** - we have had no deficit since our \$20,000+ deficit in 2006.
2. **Givings Greater than Rents** – we first achieved this in 2010.
3. **Givings Cover the Assessments + Priest's Salary** – achieved in 2014.

The Finance Committee hereby moves that Vestry ratify these three guidelines as the official financial policy of St. Michaels Multicultural Anglican Church.

MOTION 3.1 - LAY ADMINISTRATORS FOR 2018

Per the displayed list, it is hereby moved by Padi that Vestry ratify these members of the congregation as Lay Administrators for SMM for 2018.

MOTION 3.5 - FILCON 2017

Further to the Vestry 2016 motion "*champion having the Episcopal Filipino American EAM Convocation in Vancouver in 2017,*" it is hereby moved by Bart Alatan, St. Michael's FilCON 2017 team chair, that the project plan for St. Michael's be the proposal on page 14.

MOTION 3.11 - 2021 STRAT PLAN REVIEW #1

The 2021 Strat Plan team hereby moves that the 2021 Strat Plan Review #1 (pages 18-22), as ratified by the team on 14 IX '16, be ratified by this 2017 Vestry.

MOTION 4 - 2018 ORDER OF THE DIOCESE OF NEW WESTMINSTER

In the SMM tradition of having the most recent winner of the ODNW nominate the next recipients, Brigette Castro hereby reminds SMM that there is no ODNW ceremony in 2017. SMM's 2018 Nominations for the ORDER OF THE DIOCESE OF NEW WESTMINSTER will be brought to Vestry in February 2018, using the criteria from the ODNW plaque in the Narthex, as follows:

The Purpose of the Order is the

SPECIAL RECOGNITION
of those who have given
OUTSTANDING VOLUNTARY SERVICE
to St. Mike's Multicultural for at least
10 Years (since at least 2007)

Feb. 21st, 2016 Minutes - St. Michael's Annual Vestry Meeting

CHAIR: Moses Kajoba

PRESENT: 45 people registered on the sign up sheet.

The Rev. Wilmer Toyoken gave the opening prayer at 12:05.

1. REVIEW of Agenda & Minutes:

1.1 21 February 2016 Agenda – MSC (Moved, Seconded & Carried); Terry Cutforth & Darcy Carruthers.

1.2 22 February 2015 Annual Vestry Minutes - MSC by Marg Cutforth, & by Terry Cutforth.

2. FINANCE COMMITTEE (pp. 5-8)**2.1 Finance Committee Report, 2015 Financial Statements & 2016 Budget**

Given the extensive time spent at the Congregational Educational Sessions with the Women's & Men's groups on the 17th & 24th of January, it was possible to cover the Finance Committee Report, 2 Financial Statements and the 2016 budget in just 30 minutes. Adopted as a block, moved by the Finance Committee, seconded by Darcy Carruthers, carried unanimously.

2.2 Rainbow Church – “mister Blake”

See the picture following. ‘mister Blake’ from the Sunday evening Rainbow Church congregation joined the Vestry for a presentation of a ‘photo op’ cheque. When St. Mike's needed a new furnace late in 2015, and were ill able to afford a new one, Blake came to the rescue and offered to pay half of it. The equivalent of the \$2,300 ‘photo-op’ cheque was received several weeks ago. Blake's presentation was so well accepted that the congregation spontaneously erupted into singing a hearty version of “For He's a Jolly Good Fellow.”



As difficult as it was to top that, Blake proceeded to do just that, and wrote out a cheque to the church for an additional \$1,500, to cover the giving's deficit in 2015. The general feeling was how fortunate St. Michael's is to have partners like this, and how the Lord does indeed provide! Thank you, Blake; thank you, thank you, from all of us. *Soli Deo Gloria*

3. REPORTS – Verbal & Written

11 reports were presented, some with associated Motions, some written, some verbal, as follows (in order of presentation):

The Rev. Wilmer Toyoken (SPC Committee/Minister's Report), Greg Tatchell (Finance Committee), Moses Kajoba (Warden's Report), Brigitte Castro (Meal Ministry), Terry Cutforth (Buildings & Rentals), Sandra Baldo (Stewardship; Bart Alatan in lieu of; nice walk, Sandra!), Padi (Sunday School, verbal), Judith Carling (ACW; Agnes Alatan in lieu of, verbal), Rafael Chan (MBSM; Padi in lieu of, verbal), Brigitte Laweng (Choir, verbal), Greg Tatchell (2021 Strat Plan, verbal), Moses (Day Care, verbal).

3.1 Minister's Report - Wilmer

In addition to highlights from the SPC/Minister's report (see page 9), three motions were made:

MOTION 3.1.1 - TWO ADDITIONAL CHURCH SERVICES [MSC (SPC, Fanny)]

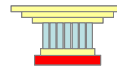
In response to a January 2016 Congregational Survey on Worship Services at St. Michael's, the Sanctuary Planning Committee moves as follows: that, in addition to the 2 existing Sunday Services, and the Thursday Evening Prayer Service, two services be added beginning the first week in April:

1. A third Eucharistic service on Sunday, at 4:00
2. A second Evening Prayer Service, on Tuesdays, at 5:00

MOTION 3.1.2 - EAM INITIATIVES - [MSC (SPC, Agnes)]

It is hereby moved that St. Michael's continue to have three formal representatives on the ACAM (EAM North) Committee, one ordained and two lay. These would be members of the Sanctuary Planning Committee; the Rev. Wilmer Toyoken, Bart Alatan (prime on the 2021 STRAT PLAN ACAM/EAM Smart Goal), and Greg Tatchell. Their responsibilities would include:

1. Continue to realize **SMART GOAL #17: Expand Lay Participation in the EAM Program.**
2. Act to further that Lay Participation by involving additional members of the congregation whenever possible.



3. As a means of further achieving 2, champion having the Episcopal Filipino American EAM Convocation in Vancouver in 2017
 4. As appropriate, participate as Executive members of ACAM/EAM
 5. In addition to our St. Michael's budget for ACAM, pursue additional funding opportunities through Diocesan programs.
- *As an addendum to Motion 3.1.2, two ACAM/EAM reports were tabled for inclusion with these minutes; a 3-page (pp 15-17) ACAM/EAM NORTH 2015 YEAR END REPORT; and a 16-page (pp 18-32) FORMATION WORKSHOP PROCEEDINGS from the 27 June 2016 Strategic Planning Workshop held at St. Michael's.*

MOTION 3.1.3 - CONGREGATIONAL DIOCESAN SCHOOL - [MSC (SPC, Terry)]

The Sanctuary Planning Committee moves that St. Michael's continues to encourage, budget for, and send 2 members of the St. Mike's Leadership team to the Weekend Congregational Diocesan leadership course in future years, continuing in 2017, and carrying on beyond.

- 3.2 Warden's Report - Moses** - Moses reported that all the leaders at St. Mikes are very happy with how everyone is involved in many of the activities at Church compared to 20 years ago when most people seemed to see their role as to "*show up for Sunday service and to put money on the collection plate*". This is a very good sign for the health of our Church. The primary order of business under this agenda item was ratification of the third year revisions to the Priest's Job Description (*see pp 12-14; signature sheet and Attachments not included*). Moved by Brigitte Laweng, seconded by Agnes Alatan, ratified unanimously. It was pointed out that two key documents were attached to the Job Description for emphasis and reference; the **TEAM OF TEAMS** organization chart (*as shown on page 4*), and the **21 SMART GOALS** (*from the 2021 STRAT PLAN*). A listing of Warden's 'Additional Responsibilities' are included on page 10.
- 3.3 Meal Ministry** - Brigitte Castro read from the Meal Ministry report on page 10, with its emphasis on reconstituting the Food Bank, and the 2016 plan to do this.
- 3.4 Building & Rental Report** - Terry Cutforth touched on highlights from 2015, including reference to the earlier presentation by Blake (see 2.2) re: replacing the furnace in December, as well as major changes to the kitchen, and work in the Mission, and the infamous 'Pope Machine'! Terry reinforced Blake's observation around having a 'Winterizing' Party to winterize all of the doors at St. Mike's. The Chair reinforced how St. Mike's is so well served by our 2010 ODNW winner, which remarks being met by a loud round of applause.

As Terry did in 2014 & 2015, he concluded the Building Report by repeating from those two Vestry's the important words

"Everything is in good shape."

- 3.5 Stewardship** - Sandra was unable to attend, but had arranged for a very able substitute (walk and all!).
- 2015 had been another blessed year for Stewardship. It is something we want to thank everyone for as we work around each other in 2016. Over the last ten years, we've been working hard and well towards our giving's that we became one of the self-sufficient churches in this Diocese because of that!! As we thank you all for your endless support, thank yourselves too for being able to share our blessings. From the Stewardship Committee, God bless us all!!*
- (54 envelope givers, 15 non-envelope givers, and 36 PAD givers makes for 105 identifiable givers – Salamat kasin and good luck!).*
- 3.6 Sunday School** - Wilmer spoke to the progress with the Sunday School with all the volunteer teachers. Funding for Sunday School was discussed. It was pointed out that only \$149 dollars was spent in 2015, but that \$1200 has been budgeted for in 2016 (at the request of the ACW), and which we encourage the leaders to spend. Vestry was apprised of the 2017 Grant opportunities for our youth & kids, that Padi would be applying for it, as well as the dramatic impact this grant has already had at Holy Cross in 2016 (12 hours per week).
- 3.7 ACW – Anglican Church Women:** This was the ACW's fifth year of reporting to Vestry (beginning at the 2012 Vestry). Membership continued to increase in 2015, with 2 new members, for a total of over 60 now (there are 7 inactive members; those who paid once on their membership since the start of this group). The 2015 fundraising activities were: 1) 3 pancake breakfasts at the hall before the Sunday services for purposes of not only raising funds, but also to serve breakfast for the St. Michael's Family, but for guests and visitors as well. In return the group raised \$830; 2) a Garage sale which raised \$663; and 3) the biggest fundraiser of them all, a concert sponsored by the men's and women's groups (the ACW share was \$1,000), leaving the ACW with a 2015 year-end balance of over \$5,300.
- 3.8 MBSM – Anglican Church Men** - This was the MBSM's second year of reporting to Vestry (beginning at the 2015 Vestry). Padi presented on behalf of the men's group, reporting that MBSM has 30+ members, and that 2015 activities for the group were as follows:
- Attend and Support the Financial Workshop led by the Church Finance Committee.
 - Coordination with the church and the ACW on the following:
 - i. Preparation and implementation of the church wheel chair access fund raiser event.
 - ii. Preparation and implementation of St. Michael's Summer Family Picnic and the Deanery Church Picnic.

- Continuing encouragement and support to every member by having a birthday prayer service and fellowshipping during their birthdays.
- Creation of a Mortuary Aid Program (MAP) among the groups, to financially assist member during their loss and to deepen the spirit of camaraderie among the brotherhood and their families.

3.9 Choir - The choir has grown with the addition of our young member Justice, Hiroki's wife Shiho, and Michael Toyoken, plus the occasional participation of Jose & Cecilia Panpanico. It was a blessing to have these new members, as they love music and are able to share their talent with us. I still commend the leadership of Hiroki and his guidance as we practice the hymns before and after the service. I look forward to the day when more men will join in to balance the ladies voices.

3.10 2021 STRAT PLAN - St. Mike's has made a commitment to do updates to the 2021 STRAT PLAN in 2017, 2019 & 2021. Activities to have the 2017 updates ready for the 2017 Vestry will occur this summer. It is not anticipated that there will be any substantive updates, other than the scoring models.

3.11 Day Care - Moses explained how the Day Care has become an independent unit since being registered as a Society in 2015, without the need for detailed reporting anymore, but which of course falls under St. Michael's, in the sense that the Board is comprised of members of St. Michael's (Moses, Padi, Terry, Marg & Greg). 2015 was an exceptionally good year for the Day Care, with the highest occupancy rate (97%) ever. As a result, unlike some of the previous years, 2015 was a satisfyingly good year for the Day Care Board.

Moses was acknowledged for the great amount of quality time that he gives in his role as Chair of the Day Care Board. The congregation responded with a hearty round of applause.

4. ODNW Nomination for 2015

As the St. Michael's ODNW recipient in 2015, James Baldo continued the St. Michael's tradition of having the current recipient propose the nominee for the following year, following concurrence by the Trustee's and Church Committee. Accordingly, moved by James, seconded by Fanny & Marg, passed unanimously, that the Nomination for the 2016 Order of the Diocese of New Westminster (ODNW) for St. Michael's be the Meal Ministry Chair, Brigitte Castro.

5. ELECTION OF OFFICERS & 'TEAM OF TEAMS'

5.1 ELECTION OF OFFICERS: The Nominating Committee continued the approach begun in 2012, adhering to the five Constitutional paragraphs pertaining to multiculturalism, and the three traditions. In developing the ballot and the candidates, James Baldo, as Chair of the Committee, ensured these eight criteria were abided by (as there is no Synod this year, it wasn't necessary to elect Synod delegates, but we did so to maintain continuity & eliminate any confusion).

The candidates were voted in as a slate, by acclamation (*see page 11*).

5.2 TEAM OF TEAMS: The 2016 TEAM OF TEAMS organization/authority chart/donut was used throughout the afternoon to guide the congregation clearly through the agenda. It was updated to align with the election and the correct number of ACW members (60+). Moved by James, 2ndd by Darcy, ratified unanimously (*see page 4*). This will be updated annually at Vestry.

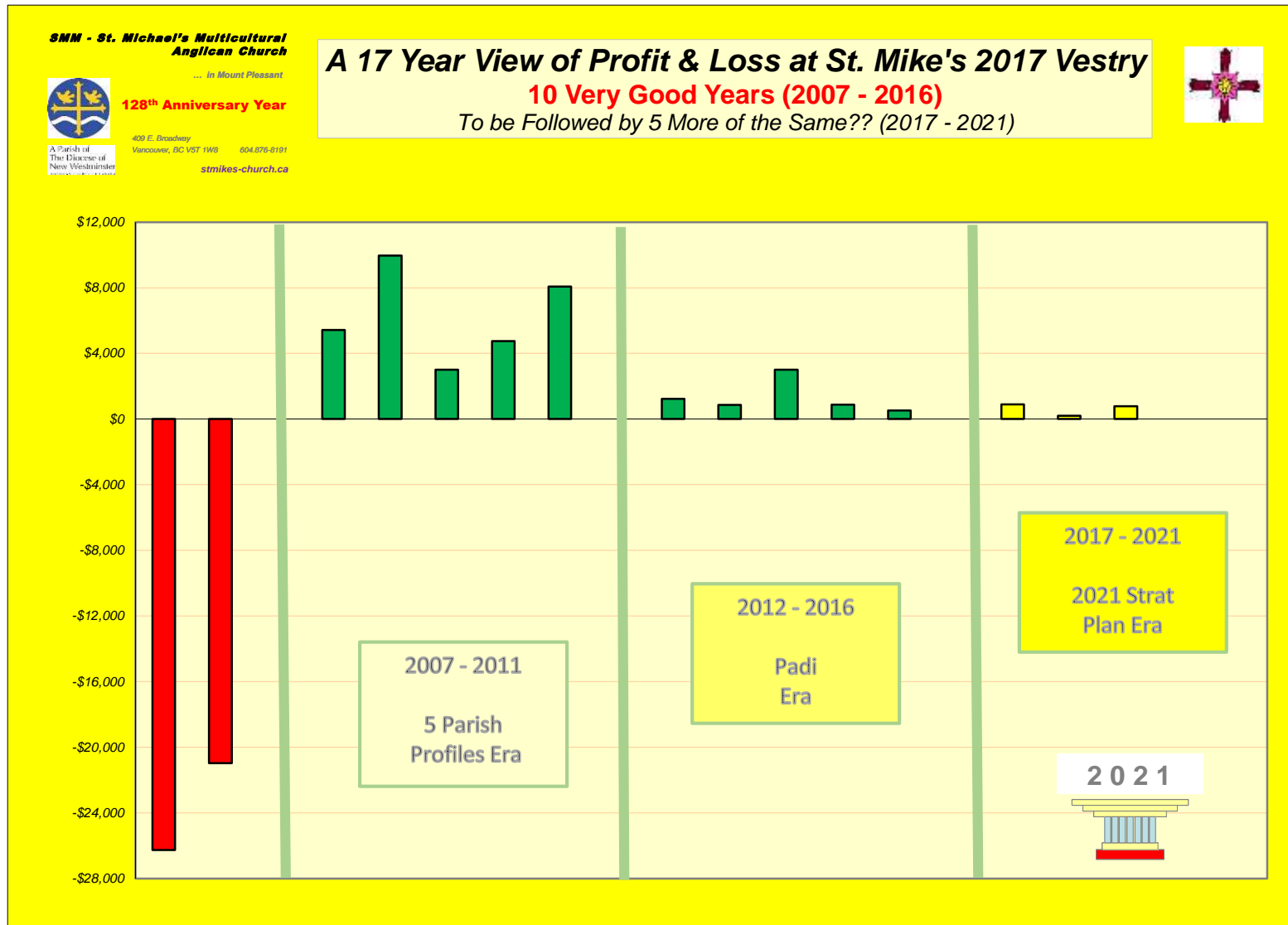
6. OTHER BUSINESS -

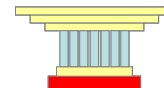
6.1 MEMBERSHIP - Cyril Castro asked for clarification around membership. The Chairman drew the distinction between three things; being a member of the church (self-declaration after one visit), being a member eligible to vote at Vestry (after 3 months as a member), or a member eligible for Office (more complicated!). The Chairman also emphasized that we are not rule bound, for the most part, and would not want to discourage anyone. **We welcome everyone at St. Michael's.**

6.2 ARCHIVES - given the significance of the last five years in St. Michael's history, there was a discussion around updating our files at the Archives, which had not been done since 2009. Terry asked the question whether the building blue prints had gone out to the Archives yet. Moved by Fanny, seconded by Shirley, passed, that the blueprints and all pertinent documents since 2009 be copied, packaged, and taken out to the Archives.

Vestry concluded a bit ahead of time at 2:08, with the St. Michael's circle of grace.

NOTE: Prior to final circulation and posting, the minutes, or their portion of the minutes, were reviewed/approved the week of Feb. 22nd by the following members of Church Council, who were present and made reports at Vestry; the Rev. Wilmer Toyoken, Moses Kajoba (Chairman), Greg Tatchell, Terry Cutforth, Bart Alatan (for Sandra), Brigitte Castro, Agnes Alatan (for Judith), Padi (for Rafael), Brigitte Laweng and James Baldo.





2.1 2016 FINANCIAL YEAR REPORTS - 2007 TO 2016

The Finance Committee (FC) hereby presents to Vestry the 2016 Financial Statements and the 2017-2019 Strat Plan Budget for St. Michael's Parish, along with a 17-year outlook on the facing page graph.

- In that graph, the Financials are given a 10-year view (2007-2016), so as to show our full history of 10 years in the black, after two very difficult years (2005 & '06) deeply in the red (-\$46,000+).

The ten years 2007-2016 can be thought of in two markedly different 5-year periods, as follows:

- 1. The Sunday Supply Era** ('07 - '11) – without a priest, but an active congregation, St. Mike's got its buildings & financials back into solid shape. We all worked hard for our church, and the effort bore much fruit, fruit we are still reaping in a significant way.
- 2. The Padi Era** ('12 - '16) - finally having our own priest, we were able to further solidify our building & financial bases, with a significant focus on the Sanctuary, while also bringing Padi's salary up to 90% (achieved 1-Jan 2017).

The graph on the facing page breaks out these two era's, plus adds a third, as follows:

Era 1: In the first 5-year period, '07-'11, St. Michael's replaced the furnaces, painted the outside of the Church, Church Hall, and Rectory, replaced the roof on the same three structures, and added *Stations of the Cross* to the Sanctuary. A lot of the effort of the Church leaders went into managing the considerable growth, as well as producing 5 Parish Profile's in trying to convince the Diocese to let us hire a regular priest.

Era 2: In the second 5-year period, '12-'16, significant energy went into renewing the Sanctuary. Seven items stand out; new electricals and lights; repainting the interior; adding new carpets & a new baptistery floor; resurrecting the side chapel and naming it after Susannah Wilson; dedicating the Narthex to the Cadman family; and, beginning the re-leathering of the organ for the first time since it came into the building in 1940. At our 125th Anniversary in 2014 we celebrated many of these achievements with our Bishop in attendance.

Era 3: The third, future, 5-year period, '17-'21, will be the third five-year period for quite a few of St. Mike's leadership team (and the second of Padi's tenure). We hope to bring him to 100% during this 3rd five-year period, and to continue progress on the 21 SMART goals set out in our 7-year 2021 Strat Plan (including topping off our \$200,000 Whittaker Strategic Reserve on 20 January 2018 – as Moses said, who would have believed it!).

3 COMMANDMENTS: In presenting the 2017-2019 Budget to Vestry for ratification, the FC reminds Vestry of the 3 Diocesan Commandments/Guidelines (below), the bedrock of our budget process since 2007.

- 2016 was the 3rd year in which we have achieved all three, which in our 10-year view reminds us that it took us 8 years (2007-14) to get our finances into sound enough shape that we were finally able to implement all 3.

- 1. No Deficits** - we have had no deficit since our \$20,000+ deficit in 2006.
- 2. Givings Greater than Rents** – we first achieved this in 2010.
- 3. Givings Cover the Assessments + Priest's Salary** – achieved in 2014.

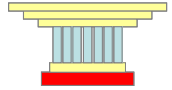
1ST STRAT PLAN REVIEW: Strat Plan Reviews were mandated for every 2 years, and 2016 represented the first of three such reviews over the 7-year life of the plan (2015-2021).

- The 2021 Strat Plan was ratified by the Strat Plan Team on 14-IX-14.
- Exactly two years later, on 14-IX-16, the same team ratified the first of 3 reviews. That 5-page report follows at the end of this package, for ratification by this Vestry.

2017: The very ambitious jump of \$10,000 in 'Givings & Miscellaneous' Income planned for 2016 was exceeded by \$1,000. With a parallel \$7,000 jump in rents, the Finance Committee (FC) was able to cover the costs of replacing a Furnace, the carpets in the Sanctuary, and beginning the project to re-leather the Organ stops, all without impacting the bottom line, or Whittaker Strategic Reserve growth.

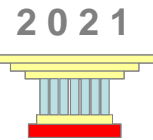
- The growth for 'Givings & Miscellaneous' in 2017 is only half of the 2016 growth, but still robust; the FC believes it is realistic. If we achieve this, growth will have been \$15,000 (20%) in just two years – quite an achievement. Special thanks go to the ACW & MBSM, and the Whittaker Fund.
- 'Givings & Miscellaneous' drops in 2018, primarily because we have no Interest Income in 2018. This will be the last year in which we will have none. In setting balanced budgets for 2017-2019, the FC struggled mightily, especially in 2018, but continued to take as their essential guidelines the 3 Commandments above.

Respectfully Submitted on behalf of the *FINANCE & STRATEGIC PLANNING COMMITTEE*
Greg Tatchell, Chair



6th Cut - Post Finance Committee Ratification Balanced Budgets 2017-2019		2016		
2021 Strat Plan - Incremental Years		Yr 2 Actuals		
I. Givings & Miscellaneous Income				
1.1	Open donations	5,967		
1.2	ACW/MBSM			
1.3	In Kind	1,421		
1.4	Whittaker Fund - Interest	-		
1.5	Whittaker Cheque - Surplus	2,396		
1.6	Parish Givings	67,177		
2	Special donations	5,000		
I. Total Givings		81,962		
II. Expenses				
		85%		
RENTS	i	Assessment	15,312	
	1 & 2	Salaries (4)	72,807	
	3	Utilities	2,248	80%
	4	Property tax	4,500	
	5.1	Insurance	13,704	
	7.1	Rep & Maint - Monthly	14,496	<i>Includes Carpets</i>
	7.2	Rep & Maint - Contractors		
	7.3	Organ & Sound Systems	5,279	<i>Organ Overhaul Start</i>
	8.1	Office and misc	2,338	
	8.2	Office supplies - Stewardship		
	8.3	Office supplies - Sanctuary		
	9	Telephone	1,497	
	10	Janitor supplies	1,852	
	11.1	Church supplies - General	3,662	
	11.2	Church Ed - Kids & Youth *	955	
	11.3	Church Ed - Adult		
	12	Unrecoverable GST	846	
	13	Bank Charges & Interest	561	
14	Meal Ministry	2,763		
15	2021-Strat Plng/Leadership Dev.	658		
16	EAM	1,331		
17	Contingency	4,325	<i>Furnace Replacement</i>	
18	In Kind	1,421		
II. Total Expenses		150,555		
III.1 Church, Hall & DC Rental Income (50%)		69,119		
.2 Interest Income (100%)		3,592		
IV. Surplus / (Deficit) = (I + III) - II		524.81		

Ratified by the Finance Committee 10 Jan 2017; Received by Church Committee 17 Jan 2017



31 Dec 16

ASSETS

Current Assets

Chequing/Savings

1000 - Royal Bank 21,375.89

1020 - Capital Project Account - Royal 3,636.67

Total Chequing/Savings 25,012.56

Other Current Assets

1300 - Prepaid insurance for 2017 13,606.00

1350 - GICs 232,558.38

1370 - Sales tax recovery - filed 4,850.04 (Received!)

1375 - Sales Tax Recovery -to be filed 539.61 (Received!)

Total Other Current Assets 251,554.03

TOTAL ASSETS 276,566.59

LIABILITIES & EQUITY

Liabilities

Other Current Liabilities

2150 - Due to Diocese - operating 20.28

2210 - Unearned revenue 17,957.13

2220 - Contingent liability SM Daycare 25,000.00

2225 - Accrued contingency expense 25,000.00

2520 - ACW reserve 5,484.05 (+411.32)

2540 - Wheelchair Access Project 8,200.00

Total Current Liabilities 81,661.46

Equity

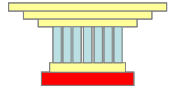
3900 - Retained Earnings 180,788.32

Net Income 14,116.81

Total Equity 194,905.13

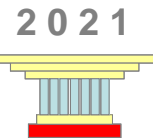
TOTAL LIABILITIES & EQUITY 276,566.59

Ratified by the Finance Committee 10 Jan 2017; received by Church Committee 17 Jan 2016



6th Cut - Post Finance Committee Ratification Balanced Budgets 2017-2019		2017	2018	2019	
2021 Strat Plan - Incremental Years		Yr 3 Budget	Yr 4 Planning	Yr 5 Planning	
I. Givings & Miscellaneous Income					
1.1	Open donations	5,000	5,000	5,000	
1.2	ACW/MBSM	3,000	3,000	3,000	
1.3	In Kind		1,000	1,000	
1.4	Whittaker Fund - Interest	6,264	-	4,000	
1.5	Whittaker Cheque - Surplus	2,561	1,500	1,500	
1.6	Parish Givings	70,583	74,112	77,818	
2	Special donations				
I.	Total Givings	87,408	84,612	92,318	
II. Expenses					
		90%	92%	95%	
RENTS	i	Assessment	16,198	16,810	17,704
	1 & 2	Salaries (4)	80,488	82,589	86,171
	3	Utilities	6,384	6,949	7,566
	4	Property tax	6,361	6,679	7,013
	5.1	Insurance	13,606	14,286	15,001
	7.1	Rep & Maint - Monthly	3,600	3,600	3,600
	7.2	Rep & Maint - Contractors	500	500	500
	7.3	Organ & Sound Systems	3,000	500	500
	8.1	Office and misc	2,100	1,000	750
	8.2	Office supplies - Stewardship	200	200	200
	8.3	Office supplies - Sanctuary	200	200	200
	9	Telephone	1,572	1,651	1,733
	10	Janitor supplies	1,945	2,042	2,144
	11.1	Church supplies - General	3,846	3,846	3,846
	11.2	Church Ed - Kids & Youth *	1,200	1,200	1,200
	11.3	Church Ed - Adult	300	300	300
	12	Unrecoverable GST	500	550	605
	13	Bank Charges & Interest	350	350	350
	14	Meal Ministry	3,660	3,660	3,660
	15	2021-Strat Plng/Leadership Dev.	1,500	750	1,000
16	EAM	3,000	750	1,500	
17	Contingency	3,000	3,000	3,000	
18	In Kind	1,000	1,000	1,000	
II.	Total Expenses	154,510	152,412	159,544	
III.1	Church, Hall & DC Rental Income (50%)	68,000	68,000	68,000	
.2	Interest Income (100%)	-	-	-	
IV.	Surplus / (Deficit) = (I + III) - II	898	200	774	

Ratified by the Finance Committee (10 Jan 2017),
and ratified by Church Committee (17 Jan 2017)



3.1 RECTOR'S REPORT

God's Blessing to one and all. As Priest-In-Charge of St. Michael's, I am pleased to report the highlights of St. Michael's ministry achievements in 2016.

1. Pastoral Ministry

St. Michael's have been doing fine with regards to pastoral ministry. With God's help, my pastoral care is not limited to our members only but is also extended to strange people around our community who come to ask for help. The door of the church and the rectory is always opened for an individual who knocks, sometimes even at night. Usually, they ask for food, coins for bus tickets, diapers for their baby, and medicine for their illness. In addition, pastoral care is also provided through my ministry of presence at hospital/home visitations, and in attending occasional activities of St. Michael's members.

2. Christian Education/Formation

For 2016, Spiritual formation of members at St. Michael's continued to be looked at. Our biggest achievement for this year has been Children's ministry. Confirmation classes have been initiated and two were confirmed by Bp. Melissa. They are now serving at the sanctuary as acolytes. Also, in coordination with St. Mathias and Saint Luke, 16 young people attended their 1-day youth camp last summer. The growth of the children's numbers in Sunday school encouraged us to apply for a grant from the Diocese. In coordination with the Diocesan Grant for Parish Development Committee, our grant application was approved last December for the amount of \$10,250. This will be used for 2017 Children Ministry, with the hope to start on 31 Mar 2017.

- Also, St. Michael's once again became a venue for student/diaconal internship formation. The last time St. Michael's participated in this program was ten years ago, during the time of the Rev. John Marsh (2006). This was revived last year in consultation with the Executive Archdeacon the Rev. Douglas Fenton, and the Director for Diaconal formation. Deacon Ross had been exercising his diaconal ministry with us since last summer. For 2017, Mr. Jeffrey Preiss is assigned here at St. Michael's as deacon intern for nine months as part of his diaconal formation. Jeffrey is looking to be ordained as permanent Deacon.
- Further, St. Michael's Lay Education/Formation continues through our participation at seminars/workshop/meetings such as the Diocesan School of Parish Development, Anglican Can-Asian Ministry (ACAM), Sexual Misconduct, Anti-Racism, MBTI, and others necessary for our parish.

3. Parish Membership Growth

Our parish membership is not from the Vancouver area only; some of our members are coming from as far away as Langley, Maple Ridge, and others from Victoria, Gibson's and Sechelt. Our Membership continues to grow through baptism, and the arrival of family members and working immigrants.

Parish Membership	2014	2015	2016
Family/Household Members	119	126	129
Total Number of Parish Members	268	286	295

4. Mission Services

a) Holy Eucharist (Average Sunday Attendance)

2014 (8am + 10am)	2015 (8am + 10am)	2016 (8am + 10am)
83.6	85.7	93.7

b) Others Services:

*Baptism – 8 * Burial – 3 *Evening Prayer – 80 *Birthdays – 15 *Car Blessing - 1

Looking forward to 2017, and with God's help, I am hoping that we continue supporting the development of our Children's Ministry, sustain the growth of our lay leadership, with more participation of members in the affair of our parish especially in attaining our parish goal to be vital and sustainable.

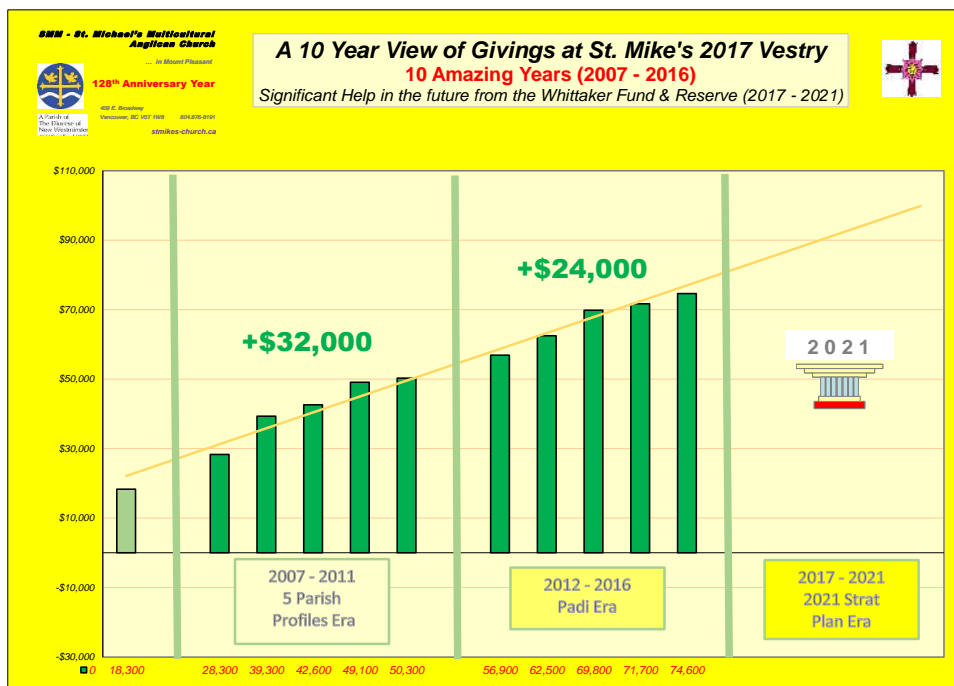
Submitted by Padi

3.2 WARDEN'S/TRUSTEE'S 2017 'EXTRA' ASSIGNMENTS

- I. **DIOCESAN REPORTS** - Co-ordinating Prime - Wilmer
 - 1. Diocese - counts - Wilmer
 - 2. Diocese - others - James & Bart
 - 3. Diocese - Financials - Greg
- II. **REGULATORY REPORTS** - Co-ordinating Prime - Greg
 - 4. WorkSafeBC - Financials - Greg
 - 5. CRA - Financials - Greg
 - 6. CRA - Others - Moses
 - 7. CRA - Rebate - Greg
- III. **VESTRY BALLOT** - Co-ordinating Prime - James
 - 8. Ballot - James (next page)
- IV. **CHURCH JOB DESCRIPTIONS** - Co-ordinating Prime: - Moses
 - 9. Job Description - Admin - Wilmer
 - 10. Job Description - Janitorial - Bart
 - 11. Job Description - Choir - Wilmer
 - 12. Job Description - Padi - Greg
 - 13. Job Description - Sunday School Hire(s) - Padi

3.3 STEWARDSHIP

- St. Michael's is deserving, we believe, of being called a miracle resurrection church; one measure of that miracle has been the growth in identifiable givings over the 10 years since the resurrection. The graph below shows the 10-year story.
- Can the growth continue? The graph below represents givings from the congregation. Over the next five years, there will be significant additional income from other sources. In 2017, other sources will add \$8,000+ to givings (10%); and, beginning in 2019, a minimum of \$6,000 per year.
- So. Again. Can we continue with the growth of the last 10 years, with this extra help? The Stewardship Committee believes Obama provides the answer; "Yes We Can."





December 19, 2016

The Outreach Committee
St. Philip's Anglican Church
3737 27 Ave W
Vancouver, BC V6S 1R2

SUBJECT: Thanks for all your support for the Tri-Parish Meal Ministry Program

Dear Catherine

Christmas greetings to you all of you, and, through you, Catherine to the St. Philip's OUTREACH COMMITTEE that so generously participates in and supports the Tri-Parish Meal Ministry Program in the Mt. Pleasant area.

We thought an update for you and your Committee might be timely?

After program changes initiated by the GVFBS in January of 2016, the program is starting to stabilize, and planning for 2017 is well apace.

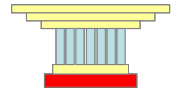
1. Financials - for 2017, we have a budget of \$6,260, \$2,600 of which comes from you in the OUTREACH COMMITTEE. What a difference you make, allowing us return to \$400 a month for the food for the Hot Meal, plus \$500 for Thanksgiving Turkeys. Additionally, in 2017, we are now resurrecting a second night of the Food Bank, after dropping down to only one in 2016.
- 2 Thanksgiving - this is the biggest Hot Meal event of 33 in the year. With the extra help provided by the Outreach Committee for this event, we are able to purchase 30+ turkeys, and then enjoy the fellowship of preparing them on the Friday.

Anne Anthony is a presence at these events, as, when she was an active presence in the Meal Ministry program, she would always arrive with her own electric carving knife, and lead the charge! We miss her a lot.

In addition to our thanks for your continued support, in a true time/treasure/talent context, we would like to offer to appear before your committee if you would like to know more, as we were happy to do in the past.

To all of you, the Joy of the Season
On behalf of the Meal Ministry Team at St. Michael's

The Rev. Wilmer Toyoken
Brigette Castro, ODNW, Meal Ministry Chair



**SMM – St. Michael's Multicultural
EAM's Aug 4-6 FilCon in Vancouver
FilCON 2017 Project Plan**

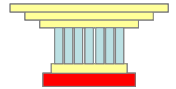
1. BACKGROUND:

1. At EAM 42 in Seoul in November of 2015, the FilCon delegation to Seoul was invited to Vancouver for their 2017 Convocation (*see formal invitation on page 2 of 6 attached, from Bart, Wilmer & Greg*). At EAM 42, JCON was also invited to Vancouver for their 2016 Convocation.
2. JCON 2016 in Vancouver was a great success; in the words of the Convenor, Gail Kawahara, it was the most successful Convocation they had had in her seven years of organizing these annual events. For her contributions in co-organizing the event with Gail, Michiko Tatchell was elected as an EAM National Co-Convenor at the event.
 - The FilCon 2017 Organizing Committee proposes to use the JCON 2016 Vancouver model in organizing FilCon 2017.
 - As a National EAM Co-Convenor for the Japanese EAM group, and as one of the two prime organizers of JCON 2016, Michiko has agreed to serve in a Consulting role for FilCon 2017.
3. As at JCON 2016, the role of the FilCon 2017 Organizing Committee is to support the Filipino EAM Convocation in having a successful event in Vancouver in 2017.
 - EAM is prime for the event, especially budgets, communications, hotels, and registration (as examples, the two registration forms from JCON 2016 are attached as *pages 3-6*).
 - We are assuming that the EAM prime for FilCon 2017 is the EAM Filipino Convenor, as was the case for JCON 2016.
 - This would mean that the Co-Chairs (which was Gail Kawahara from EAM and Michiko Tatchell from Vancouver for JCON 2016) for FilCon 2017 would be the Rev. Brent from EAM, and Bart Alatan from Vancouver.
 - Based on the experience of JCON2016, ten sub-committees are proposed, as follows:

2. COMMITTEES:**FilCon 2017 Co-Chairs: The Rev. Brent and Bart Alatan**

	Committee	EAM Prime	Vancouver Prime in Support
1	4-6 Aug Program/Schedule	Rev. Brent or Delegate	Bart/Padi/Greg
2	Registration	Rev. Brent or Delegate	BC/BL
3	Liturgy	Rev. Brent or Delegate	Padi
4	Transportation	Rev. Brent or Delegate	Lily Bad-ay
5	Food/Meals/T-Shirts	Rev. Brent or Delegate	Judith Carling
6	Youth Co-ordinators	Rev. Brent or Delegate	Florence Odias/Rose Pingian
7	Accomodation - Hotels	Rev. Brent or Delegate	Greg
8	Accomodation - Homes	Rev. Brent or Delegate	Sandra Baldo
9	Cultural Activities	Rev. Brent or Delegate	Bart/James
10	Communications/Budgets	Rev. Brent or Delegate	Fanny/Padi/Greg
11	Consulting		Michiko Tatchell

v5 - 12 Feb 2017



3.8 ACW

The ACW, as a strong working arm of St. Michael's Multicultural Anglican Church (SMM), can look back on the following 2016 accomplishments in its various ministries:

1. Altar Guild
 - a. Setting up the altar for Sunday services.
 - b. Flower sponsorships and flower arrangements.
 - c. Washing the vessels and linens used during communion.
 - d. Cleaning the Sanctuary.
 - e. Decorating the Sanctuary for special occasions (Thanksgiving, Xmas, etc.).
2. Lay Reading.
3. Lay Eucharistic Ministry.
4. Coffee hour arrangements.
5. Christian Education – Sunday School.

The ACW spearheaded/participated in a variety of activities and ministries in the church:

- Annual St. Mike's picnic & Deanery picnic.
- Christmas Pageant/Christmas Day Celebration.
- Food Bank
- Hotmeal and the Pista Day Bayan 2016.

Outside St. Michael's the ACW attended/participated in some training and seminars given by the Diocese, as well as outside the country (like EAM).

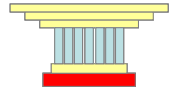
Financially, the ACW is solidly robust, with a 2016 year end total of \$5,895.37 on the Church Balance Sheet (a retroactive of \$411.32 will be applied in April). Growth in this ACW fund was possible through fund raising efforts such as pancake breakfasts and the summer garage sale. Our fund gives us the flexibility to sponsor activities that we feel are within our mandate; as an example in 2016 we covered the cost of a major expenditure in the kitchen to the extent of \$1534.11.

For 2016, the ACW is very proud that, making history, one of us received the ODNW award.

To God be the Glory.

On behalf of the ACW

Judith Carling, ACW Chair.



III. Church Committee Ratified 2017 BALLOT (Based on I & II above)

I. Members-at-Large (Para.'s 25 & 26)		WRITTEN VOTE (x)
Vote for 5 Only	Sandra Baldo (Stewardship Chair)	
	Grace Wandag (ACW Vice-Chair)	
	Darse Carruthers (MBSM Vice-Chair)	
	Bart Alatan (SPC + EAM/ACAM/FilCon 2017 Chair)	
	Brigitte Laweng (SPC Choir Co-ordinator)	

II. Synod Delegates & Alternates (Para. 24)		WRITTEN VOTE (x)
Vote for 2 Only	Judith Carling (ACW Chair)	
	Marg Cutforth (Day Care Board)	
Vote for 2 Only	Richard Padayos (MBSM Chair)	
	Florence Odlas (FilCON 2017 Youth Co-ordinator)	

III. Lay Directors/Trustees (Article 5)		WRITTEN VOTE (x)
2017 Vestry Vote	Greg Tatchell (Treasurer; 2021 Strat Plan)	
	Brigitte Castro (Assoc. Peoples Warden, Meal Ministry)	
	Terry Cutforth (Assoc. Rectors Warden, Buildings)	
No Voting	James Baldo (People's Warden, Nominating Cmtee Chair)	X
	Moses Kajoba (Rector's Warden, Church Cmtee & Vestry Chair)	X

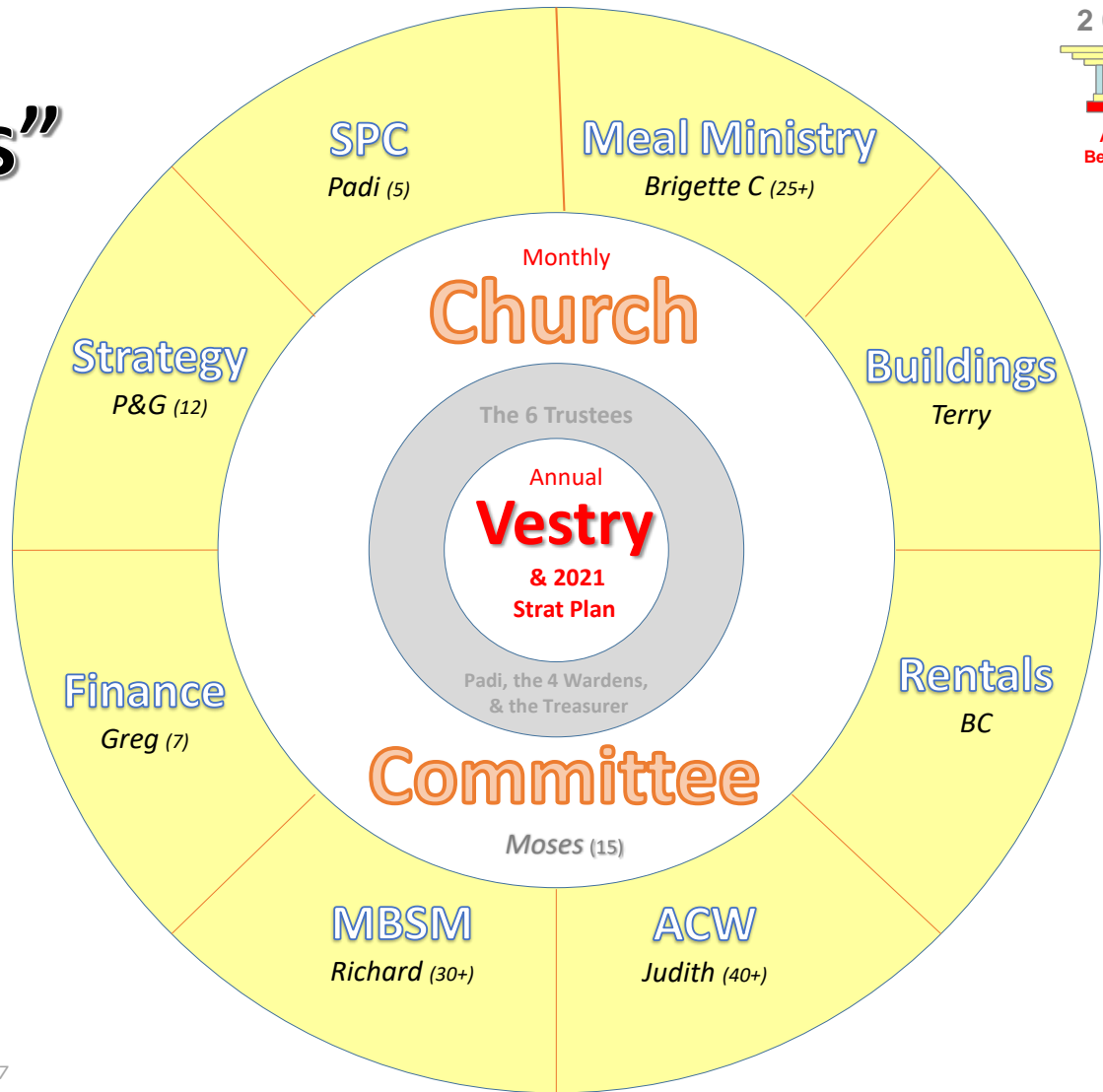
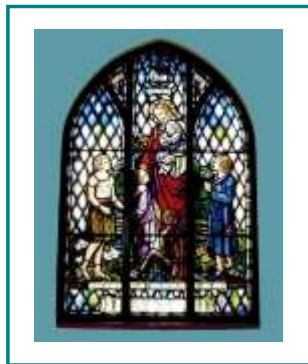
IV. Ordained Director/Trustee	
The Rev. Wilmer Toyoken	Incumbent



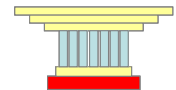
St. Michael's Organizational Structure "A Team of Teams"

2017

"Establish Authority"
Authority as laid down in the Canons
of the Diocese of New Westminster
and
the Constitution of St Michael's
Multicultural Anglican Church



- v1 – ratified by Church Council 23 June 2015; To be updated annually at Vestry
- v2 – ratified by Vestry 21 February 2016 (revised/received at 30 Mar CC)
- v3 – ratified by Church Council 17 Jan 2017; to be ratified at Vestry 19 February 2017



PRAYER FOR VISION 2021

***Loving God of past, present and future,
we celebrate your church through the life and witness
of the people of St. Michael's Multicultural Anglican Church.***

***May we seek to heed your call to our multicultural community,
to be outward looking, even as far as the extended Anglican Communion,
to role model for our Diocese a ministry of diversity and tolerance,
called into the fellowship of Jesus Christ,
to serve God's mission in the world.***

***As we plan for new beginnings in your church
help us to be open and honest with one another
as well as with ourselves.***

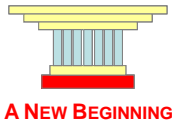
***May we together make bold decisions to further enrich
and develop St. Michael's unique way of being church.
We make this prayer in the name of your son, Jesus Christ,
through the Holy Spirit.***

Amen

2007-2021: 12 Seminal Documents

"Continued Implementation of Strategic Priorities"

1. Ministry Plan - March 29, 2007
2. Parish Profile (version 1) - September 16, 2007
3. Parish Profile (version 2) - February 8, 2009
4. Parish Profile (version 3) - April 8, 2009
5. Parish Profile (version 4) - February 21, 2010
6. Parish Profile (version 5) - February 20, 2011
7. 2021 Strat Plan: Vision 2021 - 14 September 14 (& 22 Feb 2015 at Vestry)
8. Implementation Mandate - 22 February 2015
9. 2-Year Strat Plan Review #1 - 14 September '16 (& Feb 2017 at Vestry)
10. 2-Year Strat Plan Review #2 - 14 September '18 (& Feb 2019 at Vestry)
11. 2-Year Strat Plan Review #3 - 14 September '20 (& Feb 2021 at Vestry)
12. ???2028 Strat Plan??? - February 2021



1. FROM THE 2021 STRAT PLAN EXECUTIVE SUMMARY

The 2021 Strat Plan report carried with it a recommendation to continue with a modified oversight mandate, and that for the next seven years (2014-2021), an updated membership & mandate proposal be prepared for the next vestry, as follows:

“CONTINUED IMPLEMENTATION: A second insight we take from the Diocesan Strategic Plan 2018 is their principle of *“continued implementation of strategic priorities.”*

- *The strategic planning team has recommended that it continue with a modified oversight mandate, tasked with oversight of the implementation, and that formal reviews in preparation for Vestry occur in 2016, 2018, and 2020. These reviews would have two primary objectives: one, update the PMR scores for that year (in the ‘Big Picture’ graph on the inside cover); two, provide status on the 21 SMART Goals.”*

2. MANDATE

The mandate for the 2021 Strategic Planning Implementation team would be as highlighted in the box above.

As per the constitution, this initiative would continue under the oversight of the Finance & Strategic Planning committee.

3. Membership

The members of the Finance & Strategic Planning committee would continue on the 2021 Strategic Planning Implementation team.

- Up to six additional members, as in 2012, would also serve as representatives of the congregation. Members who served from 2012-2014 would continue if they wished.
- Additional members, to make up any gap in the previous point, would be recommended by the Finance & Strategic Planning committee to Church Committee and the next vestry.

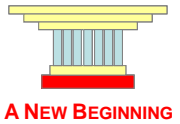
4. Schedule

1. 2016 - Meeting(s) to prepare a report for 2017 Vestry
2. 2017 - Vestry presentation of 2015-2016 progress, with recommendations.

3. 2018 - Meeting(s) to prepare a report for 2019 Vestry
4. 2019 - Vestry presentation of 2017-2018 progress, with recommendations, including recommendations re: the need for an updated Strat Plan.

3. 2020 - Meeting(s) to prepare for 2021 Vestry
4. 2021 - Vestry presentation of 2019-2020 progress (& updated Strat Plan?)

In the ‘odd’ years (i.e. 2015, 2017, & 2019), oversight of the 21 SMART Goals will be the responsibility of Church Committee, with bi-annual reviews.



5. 2016 – Review #1 – 2021 Strat Plan Update for 2017 Vestry

On the second anniversary of the 2021 Strat Plan Team's finalization/ratification (14 IX '14 at Whistler), the 2021 Strat Plan Team did their first 'official' review for the 2017 Vestry, as specified in the previous paragraph (see 4.1, highlighted in grey, on the previous page). As specified in the MANDATE ratified at the 22 February 2015 Vestry (see Section 1, highlighted in blue, on the previous page), the team undertook two primary focal points:

1. **18 'Sail' Objectives** - the 18-point Diocesan 'Sails' template was adapted as our model on which to measure progress, including 2 'actual' mileposts (2010 and 2013), & St. Mike's objective for 2018. On page 4, a graph shows progress in the two years since 14-IX-14.

See Figure 1: 18 'Sail' Questions/4 Overarching Goals after 2 years (page 4)

The data points for 2016 are in blue, and clearly show progress in all four areas. We predict that we are on track to achieve the 2018 objectives.

2. **21 SMART Goals** - on page 5, a graph summarizes progress on the 21 SMART Goals in the first two years (2015 & 2016) of the 7-year Strat Plan. The composite number as at 14-IX-'16 is 55% completion.

See Figure 2: 21 SMART Goals after 2 years (page 5)

As a team, we keep in mind that 7 years were allowed to achieve the 21 SMART Goals and the associated 'Sail' Objectives. We are very pleased with how much progress has occurred in the first two years of our 7-year program. In fact, the team was universally surprised that we had achieved so much – it seemed that creating the Strat Plan was a lot more work than implementing the Strat Plan!

A few significant highlights from the first two years of Strat Plan 2021:

1. **90%** - Three SMART Goals stand out as having 'over-achieved' at 90% completion – MEAL MINISTRY, PAD, and the SANCTUARY were well under way prior to the 2021 Strat Plan, but nevertheless continued to overachieve.
2. **Gold Medal** - It was in the area of LEADERSHIP that the most progress was made; after just 2 years, 64% of the SMART Goal work in this category is done. 3 of these were brand new objectives for St. Mikes (EAM, DSPD, and MBTI).
3. **17 of 21** – We made progress on 17 of the 21 SMART Goals. The only four which saw no progress were Via Media, Wheelchair Access, Narrative Budget, and Parking. It is felt that these are achievable over the next five years, but that we have been focusing on what is most important to St. Michael's at this time.

RECOMMENDATION: Our recommendation is to continue with the plan for the next two years, as is, as we have been doing for the past two years. Our progress (55%) has far exceeded expectations.

Respectfully Submitted to Church Council and the 2017 Vestry by the 2021 Strat Plan Team

- As unanimously ratified on 14 IX '16 by SB, BC, MC, TC, WT, BA, MK, JB, & GT

The Rev. Wilmer Toyoken & Greg Tatchell, Strat Plan Co-Chairs

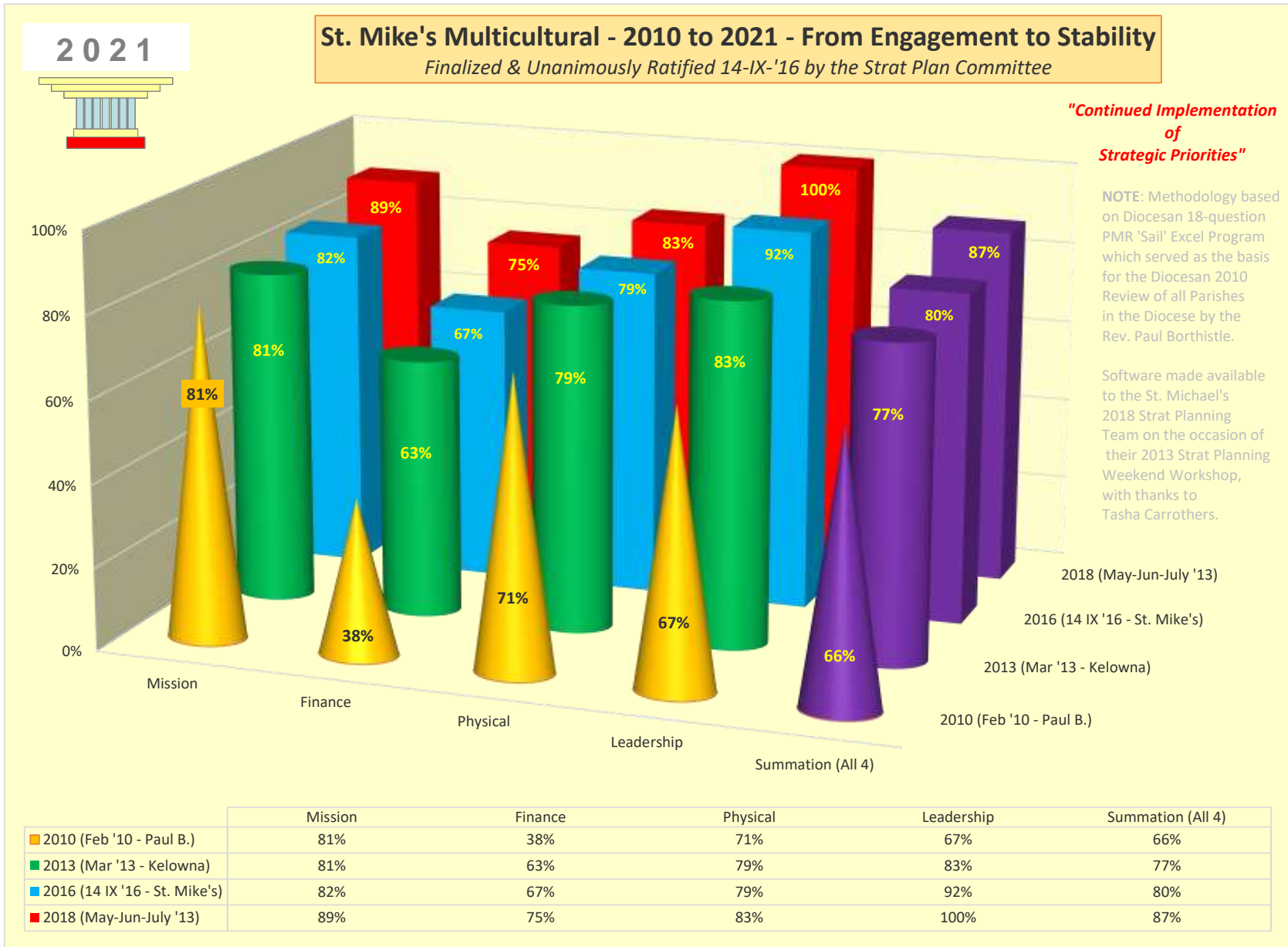


Figure 1: 18 'Sail' Questions/4 Overarching Goals – 2-Year Review #1 (14 IX '16)

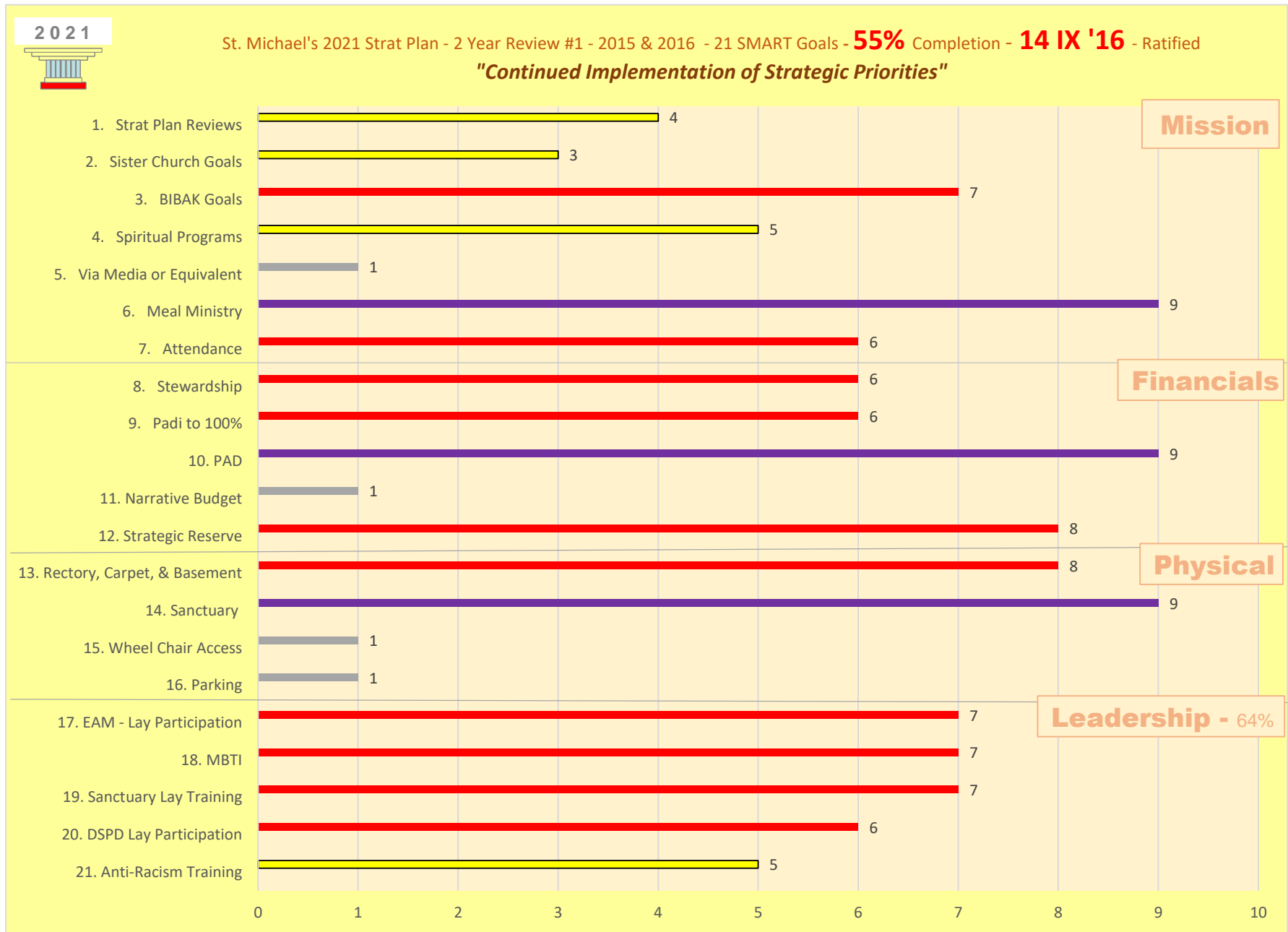


Figure 2: 21 SMART Goals - 2-Year Review #1 (14 IX '16)

PADI'S 2017 JOB DESCRIPTION - SPECIFIC RESPONSIBILITIES & TASKS

PRIEST (50% IN 2016, OBJECTIVE 50% IN 2017)

1. Lead worship, preach the Gospel, and administer the Sacraments so the congregation is given opportunity for spiritual renewal and to experience a fulfilling response to Christ. Continue to attend to the two additional services being added to the Worship life of St. Michael's, beginning in April 2016.
2. To provide this leadership in a full multi-cultural context. Work more closely with the People's and Associate People's Wardens in their program to give Multiculturalism more focus/visibility in 2016.
3. Participate in community, deanery, and wider church activities so that the mission of the congregation beyond itself is furthered. Continue to provide leadership to the ACAM/EAM Diocesan Unit, and help promote/support the 2017 Filipino-American Convocation process leading up to FilCON 2017 in Vancouver 4-7 August 2017.
4. Participate actively and visibly in St. Michael's primary Outreach initiative, the Meal Ministry program. To support and communicate with those Anglican Churches (St. Philip's, Holy Cross, etc.) that share in this Ministry with St Michael's.
transportation
5. Encourage and participate actively and visibly in all other St. Michael's outreach initiatives.

PASTOR (40% IN 2016, OBJECTIVE 30% IN 2017)

6. Provide for pastoral care of the parishioners so that individual and family joys, anxieties, and distress are addressed with Christian concern.
7. Provide leadership to staff, lay leaders, and the congregation, to help St. Michael's achieve the 21 Smart Goals over the seven years of the 2021 Strat Plan, as ratified by Special Vestry, so that its viability and sustainability is assured and its mission strengthened (see ATTACHMENT II).
8. Participate as part of the Executive/Finance Committee to ensure fiscally and ecologically prudent management/leadership in all the above activities. Assist the Warden's with the new 2016 (and beyond) program of meeting with the Men's & Women's groups twice per year.
9. Provide leadership to the parish's professional ministry team, support staff, and lay leaders in developing and implementing programs, so that the congregation fulfills its mission and reaches its goals. Continue to encourage participation in Diocesan Leadership Development and Anti-Racism programs, and help properly socialize the TEAM OF TEAMS organization/authorization chart.
10. Maintain a pattern of life that sets a wholesome Christian example.
11. Oversee the state of the property, and interact with renters as appropriate.
12. Continuing as an active member on the Board of the Day Care.

TEACHER (10% IN 2016, OBJECTIVE 20% IN 2017)

13. Challenge the congregation to recognize the needs of others so that parishioners respond with their time, abilities, and money within and beyond the parish.
14. Provide for a Christian education program through which persons of all ages will learn the content of the Christian faith and its application to daily living. Institute at least one program in 2016.
15. Especially, to provide leadership to the Sunday School Program, to ensure an active Sunday School is in place, including having a formal curriculum in place. Having actively successfully pursued a grant application for 2017, provide oversight and direction in implementing the program by 31 Mar 2017, and actively pursue an additional grant application for 2018.

As part of the Annual Report to Vestry in 2017 & 2018, provide approximate % breakdowns of time spent on these tasks in 2016 & 2017 (stated above).

As indicated under the dates at the beginning of this Job Description, and as stipulated in Article 12, paragraph 44.3 of the Constitution of St Michael's, yearly reviews/updates should occur as follows:

- | |
|--|
| <p>(g) An Executive/Finance Sub-committee will have responsibility for the following:</p> <ol style="list-style-type: none">i. a performance review, based on the job description & objectives of the Priest-in-Charge for the current year, and,ii. an update to the job description & objectives of the Priest-in-Charge for the upcoming year, |
|--|

Red text – amendments to the 2016 Job Description

Blue text – amendments to the 2017 Job Description

END OF 2017 VESTRY PACKAGE