



Holy Trinity Anglican Church

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2021

VESTRY REPORT

Prepared for the Virtual Vestry Meeting: Sunday, February 28th, 2021

Zoom Vestry Meeting at 11 am



Parish of the Valley

Diocese of Ottawa
Anglican Church of Canada

Holy Baptisms

Sophie Hawkins

Callie Hawkins

Charlotte Lavier

Myra Johns

Levi Neuman

In Memoriam

Holy Trinity Members

Lori Ann Degrechie

Carol Dunbar

Donna Gorr

Helen Desjardins

Florence Goddard

Mabel Johnson

Mike Sibley



Book of Kells Eternity Cross

TABLE OF CONTENTS

New Beginnings & In Memoriam	2
Table of Contents	3
Agenda	4
Notice of Motions	5
March 1, 2020 Vestry Minutes	6
A Message from our Incumbent	9
A Message from our Associate Incumbents.....	11
Wardens' Report	13
Church Attendance Report.....	14
Envelope Secretary	16
Financials- <i>Complete Financial package available for review at the Church Office</i>	18
Ministry of Money Working Group.....	25
Nominations Report – Church and Cemetery Leadership Teams 2021.....	26
The Work of the Church	29
Education	
Sunday School	29
Adult Educational Opportunities.....	30
Licensed Lay Reader Training.....	31
Baptism, Confirmation, and Marriage Preparation	32
Properties	
Holy Trinity Church & Aborn House	33
Holy Trinity Cemetery	34
Outreach	
Local: Supporting the Food Bank	36
Community	
Holly Bazaar	37
Revelations Newsletter	37
ACW Report	38
Hospitality & Worship	
Liturgy Overview, Choir & Servers	40
Greeters	41
Story of our New Logo.....	42
Memories of 2020.....	43

Sunday, February 28, 2021

11AM

Held via Zoom due to COVID-19

Co-Chairs:

The Rt. Rev. Michael Bird and the Rev. Matthew Brown

1. Opening Prayer
2. Review of Zoom Meeting Protocols
3. Attestation to the Solemn Declaration by all Meeting Participants
4. Appointment of the Vestry Clerk by the Churchwardens
5. Approval of the Agenda and Reception of Vestry Reports
6. Approval of the Minutes for the last Vestry Meeting held March 1, 2020.
7. Church Finances: Financial Report 2020 and Budget 2021
8. Election and Appointment of 2021 Officers: Holy Trinity Church and Cemetery
9. Vote of Thanks
10. Adjournment with Prayer

Thank you to everyone for praying for and attending this Vestry meeting.

Special thanks to our administrator, Gail Marion, and to all who helped prepare reports for the meeting.

NOTICE OF MOTIONS

Notice is hereby given that the following motions will be presented to Vestry 2021.

Vestry Agenda & Reports 2021

“That Vestry adopts the proposed agenda for February 28, 2021 and receives the Vestry reports package.”

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Vestry Minutes 2020

“That Vestry adopts the proposed minutes of the March 1, 2020 Vestry as the record of that gathering.”

Moved by: Naomi de Repentigny

Seconded by: George Hodgkinson

Financial Statements 2020

“That Vestry adopts the reviewed 2020 Holy Trinity Church Financial Statements and deems them to be an accurate representation of the financial position of Holy Trinity Anglican Church, Pembroke.”

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Church Budget 2021

“That Vestry adopts the 2021 church budget and directs Church Council to oversee its implementation.”

Moved by: Alexis Anderson

Seconded by: George Hodgkinson

Election of Church Officers 2021

“That Vestry closes nominations and installs the church’s office holders for 2021.”

Moved by: The Rev. Matthew Brown

Seconded by: Sabrina Clark

Election of Cemetery Board of Directors 2021

“That Vestry closes nominations and installs the Holy Trinity Cemetery Board of Directors for 2021.”

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Appointment of Financial Reviewer 2021

“That Vestry appoints Mr. Tim Moss, Chartered Professional Accountant, as the financial reviewer of record for Holy Trinity Anglican Church for the 2021 fiscal year.”

Moved by: George Hodgkinson

Seconded by: Charles Cheesman

MINUTES

Holy Trinity Anglican Church, Pembroke: Annual Vestry Meeting - March 1, 2020

Attendance: 52 Church Members

Co-Chairs: The Rt. Rev. Michael Bird and the Rev. Matthew Brown

Meeting Start Time: 12:14 pm, Meeting End Time: 1:07 pm

The call to order and opening prayer were held at 12:14 pm. by Bishop Michael.

2. Signing of the Attendance Sheet and the Membership Declaration by all Participants

3. **Appointment of Vestry Clerk** - With the consent of Vestry, Naomi de Repentigny was appointed Vestry clerk by the meeting co-chairs.

4. Approval of Agenda and Reports for March 1, 2020

Motion: That Vestry adopts the proposed agenda for March 1, 2020 and receives the Vestry reports package.

Moved by: Mike Sibley

Seconded by: George Hodgkinson

Carried

5. Approval of the Minutes for the last Vestry Meeting held March 10, 2019

Revise pg. 6, Area Ministry Progress Report, change, "now known at the Parish of the Valley", to "now known as the Parish of the Valley".

Revise pg. 8, Votes of thanks were offered to: Change "A.W.C." to "A.C.W."

Revise pg. 24 Three Church Council Members-at-Large: Change "Marie Cheeseman" to "Marie Cheesman"

Motion: That Vestry adopts the proposed minutes of the March 10, 2019 as the record of that gathering."

Moved by: Naomi de Repentigny

Seconded by: George Hodgkinson

Carried

6. Parish of the Valley Progress Report

Pgs.12-14, Read and Accepted

7. Church Finances: Financial Report 2019 and Budget 2020 pgs. 20-21

-general offering down by \$13 000 from last year

Karen Steinke was thanked for her contributions as Treasurer

Motion: "That Vestry adopts the reviewed 2019 Holy Trinity Church Financial Statements and deems them to be an accurate representation of the Financial position of Holy Trinity Anglican Church, Pembroke."

Moved by: Mike Sibley

Seconded by: George Hodgkinson

Carried

Church Budget 2020

+ General offering was lowered by \$5000

+ Fundraising has a higher projection

+ Deficit projected to (\$8738.00) budget was similar to last year

Motion: That Vestry adopts the 2020 church budget and directs Church Council to oversee its implementation.

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Carried

PWRDF

Motion: "That the proceeds of the open offering received on the first Sunday of every month in 2020 be directed to the Primate's World Relief and Development fund."

Moved by: Karen Steinke

Seconded by: Mike Sibley

Carried

8. Election and Appointment of 2020 Officers: Holy Trinity Church and Cemetery

pages 24 - 25 for a full list of the Church Leadership Team

New Appointments:

Mike Sibley has stepped down as Rector's Warden

George Hodgkinson will step in as Rector's Warden

Sabrina Clark will become People's Warden

Brian Devereaux will become Deputy Warden

Alexis Anderson will become Treasurer

Peter Jacques will be the Property Representative

Members at Large will be Bill Grubb, Rick Hoyland, and Marie Cheesman

Worship Team will be The Rev. Matthew Brown (chair), Gloria Gignac,

Rosemarie Gilbert, Jane Hanson, Paula Lundrigan, and Dorothy Porteous

Ministry and Money Team will be Sabrina Clark (chair), Alexis Anderson,

Marie Cheesman, The Rev. Matthew Brown

Motion: That Vestry closes nominations and installs the church's office holders for 2020."

Moved by: The Rev. Matthew Brown

Seconded by: Sabrina Clark

Carried

Note: George Hodgkinson will stay on as Property Rep. until Peter Jacques retires from his day job in June.

Election of Cemetery Board of Directors for 2020

Motion: That Vestry closes nominations and installs the Holy Trinity Board of Directors for 2020."

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Carried

Appointment of Financial Reviewer 2020

Motion: That Vestry appoints Mr. Tim Moss, Chartered Professional Accountant, as the financial reviewer of record for Holy Trinity Anglican Church for the 2020 fiscal year."

Moved by: George Hodgkinson

Seconded by: Sabrina Clark

Carried

9. Vote of Thanks

Karen Steinke was thanked for her service as Treasurer, with a gift at Church Council

Mike Sibley was thanked for his service as Rector's Warden with a gift of appreciation. He was also thanked for his ongoing I.T. support.

10. Other Business

The ACW ladies were thanked for the delicious Vestry lunch
Gail Marion was thanked for preparing the Vestry Report.

Information:

George Hodgkinson and Rob Hanson have been elected to Diocesan Council on behalf of the Parish of the Valley. Pat Leach is also on the governing council in Ottawa for a three year term. Diocesan Council is like "Synod, out of session".

Jennifer Cross and Lorna Sibley are working on completion of their Lay Reader Training.

Spotlights on the outside front and back of the church building have been restored thanks to Dale Twa and Wally Cochrane.

Maggie Jacques has taken over Sunday School Leadership from Sabrina Clark.

Election of New Bishop:

Episcopal Town Hall Meeting is on March 5th at 7:00.

Bishop Michael tells us that it is good information for us as parishioners to "engage in the process" of hearing what each candidate has to offer.

As Parish of the Valley, we have a lot of ballots because we have 4 clergy and 11 laity who are eligible to vote.

Members of last year's Synod will vote for the new bishop on March 14th, 2020. From our church, George Hodgkinson, Mike Sibley, and Naomi de Repentigny will be voting. Christopher Dunn is the newest candidate for Bishop, and his picture has been posted with the others at the side table.

Thanks!

Joyce Cowan thanked the new members of our choir. She also thanks The Intermittents for their music, and Paula Lundrigan, our organist and musical director.

George Hodgkinson thanked our clergy leadership team, and Mike Sibley for his I.T. skills.

Rev. Roger Steinke thanked Rev. Matthew for his leadership at Holy Trinity, on behalf of the congregation. We are blessed to have Rev. Matthew's humility, wisdom, and maturity. Rev. Matthew responded by saying that he felt blessed to be with us as well.

Newest Member of Congregation!

Some changes are anticipated with the birth of Rev. Matthew's and Rev. Gillian's new baby! In the next few months, Bishop Michael will be meeting with the archdeacons of the diocese to make decisions about parental leave. Matthew will be helping out with administrative leadership, Wednesday services and hospital visiting. He would like to take a parental leave to create bonds with his family!

Concerns brought to attention of Vestry

- + Could we have chimes played by the organ for special events?
- + Could the microphone in the kitchen be repaired so we can hear the service from downstairs?
- + Could the railing on the stairs outside be raised? Church Council could look into this.
- + There used to be a Memorial Book to record donations made to the church. What has become of it? It would be nice to have a record of major donations. It could be done in calligraphy. It becomes part of the church's story.
- + What will we be doing this year for our outdoor service and gathering? We are looking into this and an announcement will be made soon.

11. Adjournment with Prayer

Moved by: Lorna Sibley

Carried

Our meeting adjourned at 1:07 pm.



The Right Reverend Michael Bird

Dear Friends in Christ:

In the past few weeks, we have been reading through the first few chapters of the Gospel of Mark in our online services. What is clear in these scripture passages, is that right from the very early stages of Jesus earthly ministry, God's activity and presence in people's lives was so deeply revealed in the process of creating community. One of Jesus' initial acts was to call the first disciples and to begin to draw them and so many others together into a fellowship that would become the hallmark of the Christian Church down through the centuries. Over the past year, however, we have faced many significant challenges in this work of creating and empowering a sense of community unlike anything our church and our world has faced in a very long time.

With the advent of our pandemic restrictions and isolation over these past many months, our life as a community and a parish, has been severely tested and impaired and in so many ways. We have now seen our church buildings and worship spaces closed for the second time and during those periods we have lost the opportunity to be physically present to each other for Sunday services and for the coffee hours afterward. It will soon be a year since we have sung our hymns together and beyond the spiritual and relational impact that Covid19 has had upon us it has also affected the finances of our congregations, both in terms of our weekly parishioner contributions and all the other ways we have to raise funds, in order to meet out budgets.

In the midst of these serious challenges there have been some important learnings as well. I would like to highlight four things that have become apparent to me during this unprecedented and difficult year:

1. We have all been given an opportunity to comprehend just how much our church communities mean to us. Like so many Christians in every generation and in various places around the world who have been persecuted and deprived of their rights to practice religion, we now know what it is like to be separated from our gatherings, our ministries and the sacramental life of our church. I am convinced that it will be a very long time, indeed, if ever again, that we will take for granted all that we are blessed with as we gather in the name of our Lord each Sunday and throughout the week. My hope is that our engagement with our work and our witness beyond the walls of our church building will have a greater sense of passion and urgency once this pandemic is over.
2. We have seen a stunning level of leadership, dedication and perseverance on the part of our lay leaders and congregational members that has allowed us to defeat the obstacles we have encountered over this past year. Our efforts have served as a source of inspiration for people across our Diocese and beyond. This has particularly been true around our efforts in re-opening our worship spaces back in September and also the work of communications, newsletter publication and deliveries, the countless Zoom meetings, and the production of and participation in our online services. All these things have meant that we have done our best to stay connected with each other even when we have been physically distanced. Thank you one and all for your time, your commitment and for your unwavering support of the work we have shared in together.
3. I am so deeply grateful for the incredible clergy team that we are blessed with in the Parish of the Valley. Throughout this pandemic the team has met online each week and, often, several times a week to co-ordinate and support our parish ministries. Even in the midst of these many challenges we have witnessed so many wonderful moments. This was particularly true as Gillian and Matthew joyously welcomed their baby girl, Lily, our own Lily of the Valley and all of us in the parish were able to share in this wonderful blessing with them. It is great that Gillian has been able to take her maternity leave and that soon Matthew will be able to take his leave as well. This has been made possible, in part, by the arrangements made by our Bishop to have the Rev. Rick Durrett come and work with us and he has been a fantastic addition to our clergy team. Throughout these past many months, the clergy have worked creatively and tirelessly to offer every resource possible, and to join with lay leaders to make sure that all the key areas of our parish life have been provided for. I want to thank all our clergy, including our faithful and supportive retired clergy, for all that their gifted ministries have meant to me and to us all!

4. More than anything else, what has become profoundly apparent to me, in the midst of our Covid19 difficulties, is that we have been so richly blessed in fact that, as individual congregations, we have not faced these hurdles alone. Never has the wisdom and the benefits of our common life in the Parish of the Valley been clearer than when I look back on how we have walked this journey together! Just think of what the alternative could have looked like: five sets of online services (and believe me, I shudder to think of what my offerings would have looked like if I was here doing it on my own!), weeks of many of us trying to figure out how Zoom works (remember that in our parish we had Zoom up and running before the pandemic hit), five sets of church reopening materials, five study groups; the list goes on and on. Imagine the redundant and wasted hours of work and all the things that would not have happened at all. We are so much greater than the sum of our parts and this past year has made that abundantly clear to me and I hope that is true for you as well.

This year will see our parish Table groups begin to form around four areas of ministry: Finance and Governance, Worship and Life-long Learning, Outreach and Volunteer Opportunities, and planning for our Future. These parish working groups, or what we are calling “Working Tables,” are not decision-making bodies. Decisions continue to rest with the Corporations and Church Councils of each congregation. The Tables will, however, be responsible for bringing forward ideas, initiatives and resources for the whole parish, and they will provide us with opportunities for ministries that our congregations could never accomplish on our own. They will work with the material that has come out of the discussions and notes taken at past wardens and treasurers’ meetings, together with other individual suggestions received from members of the parish after feedback was requested through our Revelations newsletter.

This work, along with all the many things that we are already doing, will ensure that the Parish of the Valley will move from strength to strength in the days ahead. I give thanks to God for our wonderful parish community that continues to gather in spirit and in the name of our Lord Jesus Christ. God bless each and everyone of you.

Yours faithfully in the love of Christ,



Bishop Michael Bird

Incumbent, Parish of the Valley





To the Beloved in Christ in the Parish of the Valley,

Grace and peace to you in the name of Jesus.

Last year we began our shared Vestry letter with a time-honoured turn of phrase: “What a year it has been!” Well, clearly 2020 decided to take those six little words to a whole new level! Who could have imagined the unprecedented changes that these past twelve months have brought to our world and to our beloved community here in the Parish of the Valley? As members of your clergy team, we sometimes have struggled to recall just what our lives were like before the COVID-19 pandemic: before mandatory facemasks, physical distancing, business closures and “virtual” church services. We trust we’re not alone. This past year has reshaped the world as we know it and will surely continue to do so for many years to come.

One thing that we all agree has not changed, however, is the love, faithfulness and resilience of you, God’s beloved people here in the Parish of the Valley. Although it hasn’t always been easy, throughout this past year we have continued to find ways to come together in worship, support our church communities financially, and uphold each other in prayer through the power of the Holy Spirit. One of the first initiatives our clergy team instituted back in March 2020 was a weekly recorded Sunday service on YouTube, filmed through the internet platform Zoom. The early beginnings of our weekly “COVID service” were very humble, but through your gracious feedback and willing participation the services have now grown to become the cornerstone of our area parish’s worship life during the pandemic. Since last March a service of either Morning Prayer or Holy Communion has been recorded and made available through our parish website and YouTube channel every week, including special services at Easter and Christmas. Our weekly viewership average was approximately 150 “views” at times when our church buildings were closed, and 40 “views” when our churches were partially reopened. Since November 2020 our weekly services have also been broadcast on YourTV Ottawa Valley, which has significantly increased their reach. God has clearly found a way to use the Parish of the Valley to share good news at a time when our world truly needs good news, and for that we give thanks and praise!

Other “virtual” ministry initiatives this past year included regular Zoom coffee hours, Zoom book studies, Zoom lay reader training and even Zoom compliance. You might say that if there was a way, we put a “Zoom” in front of it! We especially enjoyed the Zoom coffee hour this summer where we got to meet Revds. Gillian and Matthew’s new daughter, Lily. Pastoral and worship ministries at Alice and Petawawa since July have been graciously led by the Rev. Rick Durrett during Rev. Gillian’s maternity leave, with Rev. Matthew assuming added administrative responsibilities for those congregations in addition to primary pastoral leadership in Pembroke and Beachburg. Canon Susan continued to offer primary pastoral leadership in Eganville, Killaloe and Tramore, and Canon Susan and Rev. Matthew together offered leadership to our parish’s many new digital ministries following the taking of Rev. Gillian’s leave. We can all say with confidence that working as a clergy team during this particular year has been a blessing!

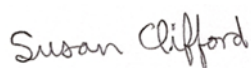
This past autumn our church buildings partially reopened, together with the other parishes in our diocese, in what was known as “Amber” stage. Strict health and safety protocols had to be developed and then implemented each week between September and December, including building capacity limits, physical distancing, no singing, mandatory masks and, in some cases, pre-registration for attendance. As a team we are grateful for the many hours of preparation and planning offered by the members of our Parish of the Valley Re-opening Task Force, together with the dedication of all those who volunteered to help with new COVID-related duties on Sundays. For us as your clergy, this fall was an incredibly different experience of worship, but it was still heartening to be together with many of you in-person for four full months after being away from the buildings from mid-March to the end of August. We were all especially grateful for the chance to share in Thanksgiving and Christmas celebrations together before the province wide mandatory lockdown resumed on Boxing Day.

The pandemic unfortunately did slow us in our efforts as a clergy team to draw the people of our area parish together for the purpose of joining with God to envision our shared future. The Parish of the Valley strategic working groups, now known as “Working Tables,” which were first committed to in the fall of 2019, and scheduled to begin their work in early 2020, are only now beginning to meet via Zoom as we move into the early months of 2021. Moreover, efforts to breathe new life into the decision-making and cost sharing structures of our area parish as a whole were significantly slowed, primarily by our need as a team to be continually adapting to the ever-changing nature of the pandemic. Numerous other community activities and fundraisers also had to be cancelled or significantly reshaped due to the constraints created by COVID-19. Still, we were amazed by the creative ways that beloved ministries such as bazaars, church dinners, dessert sales, mug sales and calendar sales adapted across the Parish of the Valley to new COVID friendly formats. These, together with regular e-newsletters and quarterly issues of the parish’s *Revelations* newspaper, the work of the Holy Trinity office and the weekly Valley Bulletin, have played a huge role in keeping us connected during these times of isolation. The introduction of a new parish wide Valley Advent Appeal also quickly became a blessing to many of our congregations thanks to many generous and humble hearts. The work of drawing our new area parish together continues to move ahead, with God’s help.

All this change and creativity has us hopeful that, as the new parish Working Tables begin their work this spring, we will feel emboldened to be creative in how we envision our parish moving forward. Bishop Michael, in his letter to Vestries, speaks profoundly about creating community and about the growth of our common life as a parish. We are called to recognize the gifts of every congregation, but, even more so, we are called to recognize our many shared blessings as a parish as a whole. We must recognize the deepening pool of love that we share as the body of Christ in the Parish of the Valley. We have so much to offer, and we look forward to fulfilling our call to share God’s love with one another, in our parish and in our local communities.

Together with Bishop Michael, it is our joy and privilege to serve as your parish clergy team. May our Parish of the Valley continue to be blessed as we journey forward.

Yours faithfully in Christ,



The Rev. Canon Susan Clifford
Associate Incumbent



The Rev. Gillian Hoyer
Associate Incumbent (On Leave)



The Rev. Mathew Brown
Associate Incumbent



The Rev. Rick Durrett
Interim Assisting Priest

This past year has proven to be one of many challenges, with our ability to adapt to many changes being tested numerous times. We have come through and faced these challenges with “flying colours”.

We have experienced Church services in various forms, being restricted to only worshipping in person with small numbers. When we were moved into the “Red Zone” due to COVID – 19 numbers, we were introduced to “Virtual” (electronic online) services.

Who would have thought you would be attending Church in your PJ's with a cup of Tea or Coffee in hand. To be able to do this, is due to the efforts of members of our Clergy team and various members of Holy Trinity and the Parish of the Valley.

While we were unable to host one of our major fundraisers, the roast beef dinner, successful “Virtual” Holly Bazaar, Pumpkin Auction and other initiatives were held. Many Thanks to all those involved in setting up and running these events. A new fundraising initiative was introduced this year, “the Advent Appeal” which turned out to be a remarkably successful venture. It was through these efforts that Holy Trinity was able to end the year with all our financial commitments met. Thank You too all.

I would be remiss if I did not acknowledge a very generous donation, we received from St Paul's Cobden to assist with covering some of the cost associated with the work that was done this past year by, Gail Marion, our Office Administrator for the Parish of the Valley.

Sabrina Clark is stepping down as People's Warden and I want to thank her for her unselfish dedication to our Corporation, Church Council and the Parish of the Valley.

May we be blessed and know that we are not alone in this time of uncertainty.

George Hodgkinson, Rector's Warden, on behalf of Sabrina Clark, People's Warden and Brian Devereaux, Deputy Warden.

CHURCH ATTENDANCE REPORT

Year	Average Sunday 8am Attendance	Average Sunday 10am Attendance	Average Sunday 9am Attendance (Summer)	Average Wednesday 10am Attendance	Total Christmas Attendance (Eve & Day)	Total Holy Week Attendance (Palm Sunday to Easter)
2017	12	74	59	8	171	346
2018	12	79	58	8	194	290
2019	10	80	56	9	196	402
2020 (Jan 1 – Mar 14)	9	64	NA	10	NA	NA
2020 (Sept 6 – Dec 31)*	NA	36	NA	NA	77	NA

*Attendance capacity limited to a maximum of 50 persons per service due to COVID-19 pandemic.

Online Viewership Report

This year due to COVID-19 the Parish of the Valley began broadcasting regular services on YouTube. Beginning in November services were also made available on YourTV Ottawa Valley on Cogeco. The following chart outlines weekly “views” on YouTube for our digital services. Each “view” represents a device playing the video, or a portion of a video, once. It does not capture if multiple people are watching at the same time in a household, or if a service is watched multiple times by the same person or family.

<u>Video Air Date</u>	<u>Total YouTube Views</u>
Sunday March 15 th	258
Sunday March 22 nd	314
Sunday March 29 th	267
Sunday April 5 th	258

Monday April 6 th (Holy Week)	118
Tuesday April 7 th	93
Wednesday April 8 th	187
Thursday April 9 th	184
Friday April 10 th	134
Saturday April 11 th	241
Sunday April 12 th (Easter)	236
Sunday April 19 th	185
Sunday April 26 th	189
Sunday May 3 rd	242
Sunday May 10 th	201
Sunday May 17 th	142
Sunday May 24 th	142
Sunday May 31 st (Pentecost)	166
Sunday June 7 th	147
Sunday June 14 th	140
Sunday June 21 st	155
Sunday June 28 th	151
Sunday July 3 rd	129
Sunday July 12 th	117
Sunday July 19 th	102
Sunday July 26 th	88
Sunday August 2 nd	85
Sunday August 9 th	81
Sunday August 16 th	81
Sunday August 23 rd	104
Sunday August 30 th	108
Sunday September 6 th (In-Person Services Resume)	101
Sunday September 13 th	105
Sunday September 20 th	66
Sunday September 27 th	55
Sunday October 4 th	56
Sunday October 11 th	54
Sunday October 18 th	50
Sunday October 25 th	42
Sunday November 1 st . (Broadcasts begin on YourTV Ottawa Valley)	19
Sunday November 8 th	28
Sunday November 15 th	15
Sunday November 22 nd	16
Sunday November 29 th	20
Sunday November 29 th (Eganville Advent Lessons & Carols)	83
Sunday December 6 th	27
Sunday December 13 th	23
Sunday December 20 th	18
Deanery of Pembroke Christmas Pageant	170
Parish of the Valley Christmas Service	137
Sunday December 27 th (Holy Trinity Lessons & Carols Service)	82

ENVELOPE SECRETARY'S REPORT

Overall Trends in Giving

- ‡ 40 weekly and 25 monthly envelope boxes were purchased
- ‡ 33 weekly and 14 monthly envelope boxes were issued; (7 weekly & 11 monthly boxes unused)
- ‡ 7 weekly and 11 monthly envelope boxes and 1 PAR contributions were not reserved for 2021 (due to moving, deaths, lack of use, or changing method of contributing)
- ‡ 24 parishioners increased their contributions by \$100 or more than in 2019
- ‡ 29 parishioners decreased their contributions by \$100 or more than in 2019
- ‡ 2 weekly and 0 monthly new envelope users and 1 new PAR user in 2020
- ‡ 5 receipts were issued to non-members for memorial gifts
- ‡ 16 receipts were issued to members not using envelope boxes
- ‡ 10 receipts were issued to identified visitors
- ‡ 47 receipts were issued to members using monthly/weekly envelope boxes
- ‡ 44 receipts were issued to members using the PAR system and 43 reserved PAR for 2021

Seasonal Giving



Total Offering of Church Members

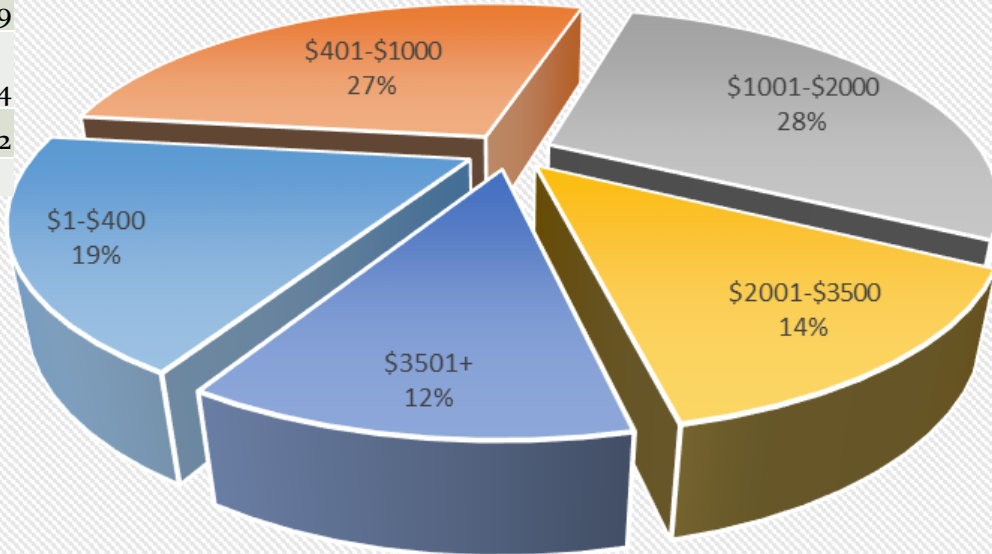
Total Dollars Per Year	Number of Church Members			
	2017	2018	2019	2020
1-400	28	28	19	15
401-1000	30	28	28	28
1001-2000	30	30	29	24
2001-3500	17	17	14	17
3501+	15	13	12	11

Receipts for income tax purposes are issued for all offerings and donations of \$10 or more .

Comparative Analysis Charts 2019 vs 2020

Offering	Quantity
\$1-\$400	19
\$401-\$1000	28
\$1001-\$2000	29
\$2001-\$3500	14
\$3501+	12

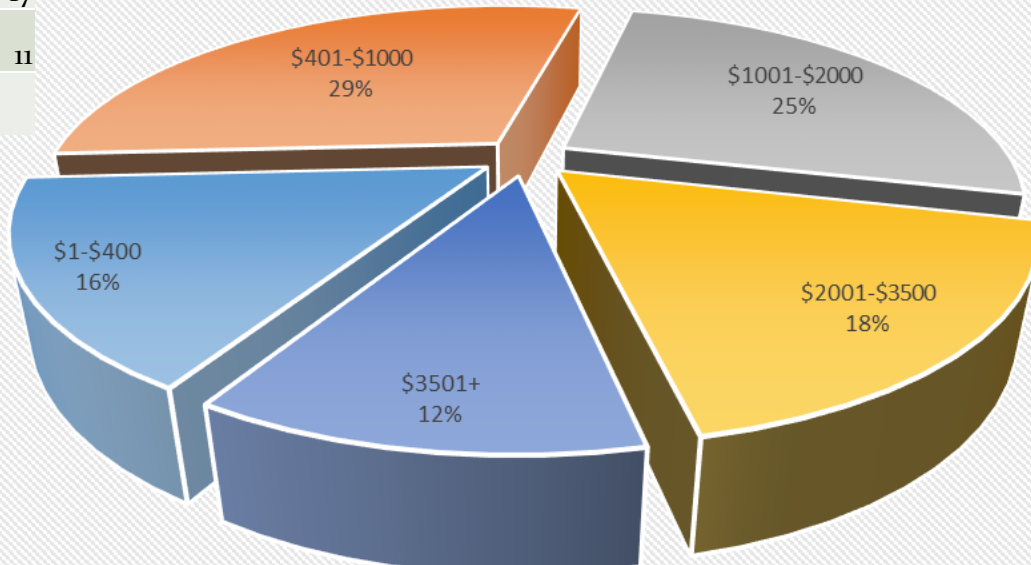
Annual Offerings by Church Members: 2019



Total Number of Envelope & PAR Donors: 102

Offering	Quantity
\$1-\$400	15
\$401-\$1000	28
\$1001-\$2000	24
\$2001-\$3500	17
\$3500+	11

Annual Offerings by Church Members: 2020



Total Number of Envelope & PAR Donors: 95

John Sterling, Envelope Secretary

Narrative Overview: 2020 Financial Statement & 2021 Budget

2020 Financial Statement

Members of our Holy Trinity Church Family work incredibly hard to raise funds to support our church's ministries. Although in 2020 we were unable to hold the numerous annual events we usually do, we were still able through the dedication of many to hold a virtual Holly Bazaar and to sell and deliver meals. In countless other ways, members of our Church Family gave generously of their time, talents, and financial resources to make our shared life together possible. New initiatives in 2020 included donations through Canada Helps; and coordination, communication, and an emphasis on community using Zoom, Facebook, YouTube, and YourTv. Thanks to everyone, we are blessed to be able to begin our annual assessment of the church's financial position from a place of profound gratitude.

Overall, Holy Trinity ended 2020 in a stronger financial position than at the end of 2019. Although a few of our December invoices were received late and so were paid in January 2021, we were essentially debt free at the end of 2020, having remitted all monthly assessments payable to the Diocese of Ottawa for 2020, as well as having paid the remittance for Dec 2019 that remained owing going into 2020. Notwithstanding, we did see large reductions in fundraising and in in-person giving as a direct result of the pandemic, some of which was made up for by establishing a Canada Helps giving option which raised \$15,720.88 over the nine months it was in use. With respect to general offerings as a whole (Canada Helps (2020 only), weekly collection plate, and pre-authorized remittances), Holy Trinity received \$172,181 in 2019, and \$187,408 in 2020, an increase of \$15,227, bolstered in part by a generous donation from St. Paul's Cobden.

The 2020 Vestry meeting approved an annual church budget that forecasted a year-end operating deficit of \$8,738. At year-end, our actual operating deficit for 2020 was \$0.00. Apart from the decrease in total revenue and savings due to the Diocesan waiver of remittances for March and April, deviations from the 2020 budget's projected revenues and expenses were minimal.

In response to the continued decline in general offering revenues, Holy Trinity's Church Council established the "Ministry and Money" working group at its January 2020 meeting. Chaired by Sabrina Clark, People's Warden, the mandate of the working group was to review Holy Trinity's current approaches to annual fundraising and to offer input to Church Council and the congregation on potential paths forward. While much of the work done by the working group in 2020 was providing advice and assistance to the Church Corporation respecting fundraising during the pandemic, we look forward to 2021 with great hope that its emphasis will be on analysis of income and expenditures with an eye to alleviating the annual year-end push to eliminate liabilities.

Tim Moss, CPA, was once again engaged by Holy Trinity as our financial reviewer of record for the 2020 fiscal year. Tim has now completed his 2020 financial review and no anomalies were discovered. A full copy of the reviewed financial statements prepared by Tim (totalling 14 pages in length) can be requested through the church office should any member of the Vestry wish to inspect the report in greater detail.

2021 Budget

The Corporation and Church Council are proposing that this year Vestry adopts a balanced budget for 2021, with no forecasted operating deficit. We are hopeful that this goal can be met because after the budget was presented for approval by the Church Corporation, we were advised by the Diocese that one month's remittance will be waived in 2021, reducing total remittances for the year by \$15,393.08.

Other highlights from the proposed 2021 budget include:

- *A small increase in expenses relating to ECOPS (the diocesan clergy stipend system.)
- *A small increase in our diocesan Fair Share expense (based on a three-year revenue average).
- *Temporary elimination of Synod costs due to its being online in 2021.

Respectfully submitted by Alexis Anderson, Treasurer, on behalf of the Church Corporation.

HOLY TRINITY ANGLICAN CHURCH
PEMBROKE, ONTARIO
BALANCE SHEET as at December 31, 2020

ASSET

Current Assets

Petty Cash	100.00	
Meridian Bank Account - GIFT	6,224.92	
Meridian Bank Account - Operating	7,491.51	
TD Bank Account - Operating	4,675.45	
Meridian Bank Acct-Designated Funds	10,149.85	
TD Bank Account - Designated	<u>18,876.74</u>	
Total Cash		47,518.47
Consolidated Trust Fund		284,525.45
GST Receivable (50% of GST Paid)	1,111.53	
PST Receivable (82% of PST Paid)	<u>2,849.27</u>	
Total Receivables		3,960.80
Prepaid Expenses		<u>500.00</u>
Total Current Assets		<u>336,504.72</u>
TOTAL ASSET		<u>336,504.72</u>

LIABILITY

Current Liabilities

Accounts Payable		14,728.38
Accounts Payable - Other		-14,728.38
Due to PWRDF		10.20
Pre-Paid Rent		<u>500.00</u>
Total Current Liabilities		<u>510.20</u>
TOTAL LIABILITY		<u>510.20</u>

EQUITY

Owners Equity

Consolidated Trust Fund		284,525.45
Funds Held for Capital Repair		8,324.12
Funds Held for Memorial Fund		17,284.90
GIFT Funds		8,226.99
Retained Earnings - Previous Year		-11,334.94
Current Earnings		<u>28,968.00</u>
Total Owners Equity		<u>335,994.52</u>
TOTAL EQUITY		<u>335,994.52</u>
LIABILITIES AND EQUITY		<u>336,504.72</u>

HOLY TRINITY ANGLICAN CHURCH
PEMBROKE, ONTARIO
2020 INCOME STATEMENT
AND BUDGET 2021

Line No.		Actual 2019	Actual 2020	Budget 2020	Budget 2021
1	REVENUE				
2	Offering (General/ Specified)	172,181	165,208	185,000	186,570
3	Offering - PWRDF	4,410	1,866		
4	Offering - Building Fund	1,530	760		
5	Offering - Memorial Fund	4,100	2,007		
6	Offering - Other Desig- nated	1,110	2,497		
7	Fundraising (Groups, Events)	18,250	5,089	2,500	11,033
8	Offering - Advent Ap- peal		14,200		14,000
9	Gift from St Paul's Cobden - Administra- tion		8,000		
10	Rental Income (Aborn House/Garage/Hall)	13,740	13,740	13,740	13,740
11	Investment Income	11,130	11,424	10,000	7,950
12	Diocesan Innovative Grant	5,000			
13	GIFT Campaign				
14	TOTAL REVENUE	231,451	224,790	211,240	233,293
15					
16	EXPENDITURES				
17	Diocesan Remittances				
18	ECOPS	79,310	65,763	78,915	80,121
19	Clergy Housing	19,176	13,698	19,642	20,092
20	Lay Staff	34,177	29,359	35,231	35,992
21	Insurance	9,080	7,859	9,431	11,526
22	Fair Share	34,998	29,383	35,259	36,982
23	Total Diocesan Re- mittances	176,741	146,062	178,478	184,713
24					

25	General & Administrative Expenses				
26	Repairs/Maintenance - Church	4,577	3,615	5,000	3,810
27	Repairs/Maintenance - Elevator	753	845	1,000	900
28	Snow Removal	2,704	1,687	2,800	2,200
29	Security	249	249	300	300
30	Office Expense/Postage	4,882	6,934	3,000	4,500
31	Water - Church	1,148	1,210	1,300	1,280
32	Hydro & Gas - Church	15,172	10,731	14,500	10,900
33	Telephone/Internet	2,739	2,570	2,800	2,400
34	Bank Charges	255	951	300	240
35	Honoraria			500	250
36	Accounting/Legal	2,079		2,300	2,500
37	Advertising	289		300	200
38	Clergy Discretionary Fund			500	100
39	Misc. Expenses	39	71		
40	Total General & Admin. Expenses	34,886	28,862	34,600	29,580
41					
42	Aborn House Expenses				
43	Hydro & Gas - Aborn	4,081	3,595	3,800	3,700
44	Water - Aborn	2,056	2,167	2,100	2,200
45	Taxes - Aborn	1,395	1,421	1,500	1,500
46	Repairs/Maintenance - Aborn	3,311	236	4,000	1,600
47	Total Aborn House Expenses	10,843	7,419	11,400	9,000
48					
49	Worship Expenses				
50	Service & Altar Supplies	2,987	961	1,400	300
51	Bulletin Inserts & Covers				
52	Flowers	682	75	600	50
53	Music/Choir	378	413	400	
54	Organ/Piano Maintenance	1,143	4,197	1,400	1,200
55	Organist Duties	6,640	3,170	6,600	6,350
56	Supply Clergy	153	54	1,000	750
57	Total Worship Expenses	11,983	8,870	11,400	8,650
58					
59	Program Expenses				
60	Fellowship	113		250	50
61	Pastoral Care	421		400	100
62	Outreach	43	407	300	400
63	Christian Education		182	250	100
64	Sunday School	687		500	500
65	Synod/Conference Fees	1,349		1,400	200
66	Total Program Expenses	2,613	590	3,100	1,350
67					
68	Directed Expenditures				
69	PWRDF	5,088	1,871		
70	Other Directed Funds	1,110	2,148		
71	Total Directed Expenditures	6,198	4,019		
72					
73	TOTAL EXPENSE	243,262	195,822	238,978	233,293
74					
75	SURPLUS/(DEFICIT)	(11,811)	28,968	(6,651)	

HOLY TRINITY ANGLICAN CHURCH
PEMBROKE, ONTARIO

GROWING IN FAITH TOGETHER (GIFT) FUND

BALANCE GIFT ACCOUNT December 31, 2019	\$ 8,226.99
Total Receipts 2020	\$ -
<u>TOTAL GIFT ACCOUNT 2020</u>	<u>\$ 8,226.99</u>
<u>EXPENDITURES - 2020</u>	
Church WiFi - 2020	\$ 760.20
Office Computer	\$ 1,241.87
<u>TOTAL EXPENDITURES</u>	<u>\$ 2,002.07</u>
BALANCE GIFT ACCOUNT December 31, 2020	\$ 6,224.92

MEMORIAL FUND

BALANCE MEMORIAL FUND December 31, 2019	\$ 17,284.90
Total Receipts 2020	\$ 2,001.00
<u>TOTAL MEMORIAL FUND 2020</u>	<u>\$ 19,285.90</u>
<u>EXPENDITURES - 2020</u>	
Piano Repair	\$ 692.13
Organ Repair	\$ 4,916.31
<u>TOTAL EXPENDITURES</u>	<u>\$ 5,608.44</u>
BALANCE MEMORIAL FUND December 31, 2020	\$ 13,677.46

FUNDS HELD FOR CAPITAL REPAIRS

BALANCE CAPITAL REPAIRS FUND December 31, 2019	\$ 8,324.12
Total Receipts 2020	\$ 550.00
<u>TOTAL GIFT ACCOUNT 2020</u>	<u>\$ 8,226.99</u>
<u>EXPENDITURES - 2020</u>	
Repairs	\$ 1,590.01
<u>TOTAL EXPENDITURES</u>	<u>\$ 1,590.01</u>
BALANCE CAPITAL REPAIRS FUND December 31, 2020	\$ 6,636.58

BALANCE DESIGNATED FUNDS ACCOUNT

Balance Capital Repairs Fund	\$ 6,636.58
Balance Memorial Fund	\$ 13,677.46
Balance GIFT Fund	\$ 6,224.92
Innovative Grant Remaining	\$ 511.44
<u>TOTAL DESIGNATED FUNDS ACCOUNT</u>	<u>\$ 27,050.80</u>

Holy Trinity Anglican Church

Notes to the Financial Statements (continued)

Year ended December 31, 2020

(Unaudited)

3. Consolidated trust fund (continued):

	2020 Market value	2020 Net book value	2019 Net book value
Evans Memorial Endowment Fund	11,122	4,493	4,493
Emily F. Ireland Bequest/Jr. Auxiliary	2,547	1,000	1,000
Maude Irwin Memorial	2,429	1,000	1,000
James Johnston Bequest	2,719	1,000	1,000
Dacey Robinson Bequest	25,404	9,612	9,612
Ada E. Thackray Endowment Fund	5,093	2,000	2,000
Margaret and Alex Coburn, Earl Seigel Memorial	1,598	1,000	1,000
John Wesley Shepherd Bequest	2,438	1,500	1,500
Vera Tanner Bequest	4,392	3,000	3,000
Edythe Rowan Estate	5,746	4,000	4,000
Katie Leach Trust Fund	13,155	10,000	10,000
Annabel Frivalt Fund	25,314	20,000	20,000
Mae Simpson Trust Fund	23,364	19,684	19,684
Trinity Pembroke Ministry Fund	11,218	10,000	10,000
Estate of Marion Pollock	25,535	18,203	18,203
Marion Pollock - Youth	6,384	4,551	4,551
Women's Auxiliary Trust Fund	3,311	1,300	1,300
Chadwick Bequest	8,847	5,000	5,000
Frivalt Bequest	12,657	10,000	10,000
Violet and Gordon Garrett Memorial	14,125	10,000	10,000
Estate of Ivan Morphy	11,082	10,000	10,000
Net proceeds on sale of Trinity House	181,538	135,597	135,597
Other funds less than \$500	4,224	1,585	1,585
	\$ 404,242	\$ 284,525	\$ 284,525

Ministry and Money Working Group

The Ministry and Money Working Group met for their first meeting in March of 2020. The first order of business was to develop the Terms of Reference. We hit the ground running and had the Terms approved by early summer. With a clear mandate, we set to objectively analyze Holy Trinity’s streams of revenue which gave focus to several tasks in the months to follow. Some of the completed initiatives to date include:

- + Life’s Big Moments Document
- + Parish of the Valley Mug Fundraiser
- + Advent Appeal
- + Advertising Policy for Revelations
- + Community Bank Account analysis and subsequent transfer of business to TD

We have worked collaboratively with the Parish Clergy Team, the Revelations Editorial Team, the ACW, the Holly Bazaar Committee, Corporation and Council. We have had a productive first year and with our Vision and Mission Statement guiding us, we look to continue to advance the overall financial position of Holy Trinity in the years to come.

Terms of Reference

1.	Name	Ministry & Money Working Group (MMWG)
2.	Vision	To sustain abundant life for Holy Trinity Anglican Church: a Church Family that gathers together for witness and worship, and grows together through prayer, stewardship, and loving action.
	Mission	The Ministry & Money Working Group works to help solidify Holy Trinity Church’s long term financial sustainability within the community, Parish and Diocese. Reporting to the Church Council, the MMWG will serve in an advisory capacity, and make recommendations to the Corporation and Church Council on matters that impact the financial position of Holy Trinity Church. The MMWG brings together individuals with a variety of experience: <ul style="list-style-type: none"> • To provide review and reflection on current fundraising strategies within the Church; • To be a collaborative, positive and rational voice for the enhancement of Holy Trinity’s fiscal well being; and • To advance the overall financial position of Holy Trinity.
3.	Membership	The Ministry & Money Working Group will consist of: Sabrina Clark (Chairperson) Alexis Anderson Marie Cheesman The Reverend Matthew Brown
4.	Accountability	The Ministry & Money Working Group will provide regular updates to the Corporation and Council. Any plans of action will be brought forward in the form of recommendations requiring approval by the Church Council prior to actions commencing.
5.	Meeting Schedule	The Ministry & Money Working Group will meet every 1 - 2 months.

Ministry and Money Working Group Report

February 17, 2021

The Ministry and Money Working Group recently reviewed 2020's monthly offerings to assess giving trends.

2020 Offering by Month													
Offering	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
General	\$9,943	\$12,849	\$11,483	\$15,110	\$11,094	\$14,956	\$12,783	\$7,500	\$14,435	\$11,716	\$13,599	\$29,027	\$164,495
Open	\$25	\$212	\$181	\$0	\$0	\$0	\$0	\$0	\$0	\$70	\$40	\$461	\$989
Easter	\$0	\$0	\$0	\$1,260	\$50	\$335	\$0	\$0	\$0	\$0	\$50	\$100	\$1,795
Thanksgiving	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$300	\$0	\$700
Advent Appeal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,200	\$14,200
Christmas	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50	\$7,017	\$7,087
	\$9,988	\$13,061	\$11,664	\$16,370	\$11,144	\$15,291	\$12,783	\$7,500	\$14,435	\$12,186	\$14,039	\$50,805	\$189,266



- Offerings averaged \$15,772/month, \$14,588/month (\$3,647/ week) excluding the Advent Appeal
- Almost 30% of the annual offering was received in December
 - This creates significant operational challenges and stresses for clergy, council, staff and the congregation
 - Without the Advent Appeal, would an additional \$14,200 have been generated from offerings?
- August was the lowest month for offerings, followed by January, May and March
- For five months of the year (Jan, Feb, Mar, Jun and Dec) Holy Trinity had a negative operating balance
- As a parish, we live in a state of collective financial anxiety

2021 Goals:

As a church community:

- Work to level out fluctuations in monthly cash flow
- Increase average monthly offerings to \$16,735 to avoid operating at a deficit (annual offerings budget = \$200,819)

Recommendation for Discussion:

- Given that much of our fundraising efforts continue to be in question for the coming year due to the pandemic, ask envelope holders to consider increasing their weekly offerings by \$5

2021 MMG Work Plan:

- Transition from the event/fundraising focus of 2020 to developing a stewardship strategy
- Engage in an ongoing conversation with the congregation regarding how we continue to make strong individual offering commitments to put Holy Trinity on a strong and sustainable financial footing

Parish of the Valley Clergy Team & Holy Trinity Church Corporation

Incumbent	<i>(appointed by Diocesan Bishop)</i>	The Rt. Rev. Michael Bird
Rector's Warden	<i>(appointed by Incumbent)</i>	George Hodgkinson
People's Warden	<i>(elected by Vestry)</i>	Charles Cheesman
Associate Incumbent	<i>(appointed by Diocesan Bishop)</i>	The Rev. Matthew Brown
Associate Incumbent	<i>(appointed by Diocesan Bishop)</i>	The Rev. Canon Susan Clifford
Associate Incumbent	<i>(appointed by Diocesan Bishop)</i>	The Rev. Gillian Hoyer <i>(on parental leave)</i>

Holy Trinity Church Council *(Consisting of the Church Corporation and the following members):*

Lay Members of Diocesan Synod	Alexis Anderson	(2 Year Term)
	Jennifer Cross	(2 Year Term)
	Ryan Paulson	(2 Year Term)
	Robert Hanson	<i>(Ex O: Diocesan Council)</i>
	George Hodgkinson	<i>(Ex O: Diocesan Council)</i>

Church Council Members elected by Vestry:

Deputy Warden	Lorna Sibley
Vestry Clerk & Church Council Secretary	Naomi de Repentigny
Three Church Council Members-at-Large	Richard Hoyland (1 Year Term)
	Marie Cheesman (2 Year Term)
	Brian Devereaux (3 Year Term)

Church Council Members appointed by the Incumbent:

Treasurer	<i>(nominated by Corporation)</i>	Alexis Anderson
ACW Rep	<i>(nominated by ACW)</i>	Helgard Hodgkinson
Property Rep	<i>(nominated by Corporation)</i>	Peter Jacques
Cemetery Rep	<i>(nominated by Cemetery Board)</i>	Robert Hanson

Other Offices Elected by Vestry

Alternate Lay Member of Diocesan Synod	Lorna Sibley Brian Devereaux
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Financial Reviewer	Tim Moss
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Other Offices Appointed by Church Corporation

Church Staff:	Administrator	Gail Marion
	Custodian	Gaétan Chaput
	Organist & Choir Director <i>(Contract)</i>	Paula Lundrigan

Envelope Secretary	Marie Cheesman
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Proposed Holy Trinity Working Groups 2021

Worship: <i>(Reporting to the Incumbent - inactive due to COVID-19)</i>	Membership	The Rev. Matthew Brown Gloria Gignac Rosemarie Gilbert Jane Hanson Paula Lundrigan Dorothy Porteous
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Ministry & Money: <i>(Reporting to Church Council)</i>	Membership	Alexis Anderson The Rev. Matthew Brown Marie Cheeseman
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Cemetery Nominations Report: Proposed Cemetery Board of Directors 2021

Chairperson	Robert Hanson
Vice-Chairperson	Dale Twa
Vice-Chairperson	Wally Cochrane
Treasurer	Jim Dunn
Recording Secretary	Lee Ann Plummer
Member at Large	June Syrie
Ex Officio on behalf of Incumbent	The Rev. Matthew Brown

Other Offices Appointed by Cemetery Board	
Cemetery Caretaker	Andrew Hein

Church Ministry Contacts 2021

President of the Anglican Church Women	Jean Ostrom
Altar Guild Contact Person	Jennifer Cross
Chalice Bearers Coordinator	Naomi de Repentigny
Counters Coordinators	Alexis Anderson
Sunday School Chairperson	Maggie Jacques
Greeters Coordinator	Arlene Severin
Sides-persons Coordinator	Pat Burn
Readers and Intercessors Coordinator	Nancy Clark
Lay Eucharistic Visitors	Iris Ball & Lorna Sibley
Decorating Committee	June Syrie & Lee Ann Plummer
<i>Revelations</i> Editorial Team	J. Ostrom, A. Anderson & N. de Repentigny
Telephone Ministry Committee	I. Ball, N. Clark, J. Cross & N. de Repentigny
Holly Bazaar	Doris Collins
Coffee Hour Coordinator	Doris Collins
P.W.R.D.F. Parish Representative	Maggie Jacques
Gardening Committee	Harold Rayson
Multimedia Contact Person	Alexis Anderson
Website Managers	The Revds. Matthew Brown & Gillian Hoyer

Governance and Finance

Bishop Michael Bird (Convener)
The Rev. Canon Susan Clifford
Dave Eagles
George Hodgkinson
Lucy Buttle
Lorna Sibley
Les Hill

Incumbent
Associate Incumbent
Epiphany Barry's Bay
Holy Trinity Pembroke
St. Stephen's Micksburg
Holy Trinity Pembroke
St. Paul's Cobden

Worship and Life-Long Learning

The Rev. Matthew Brown (Convener)
The Rev. Rick Durrett
Lorna MacLaren
Marie Zettler
Bill Grubb
Wanda Hiltz
Pia Voorand
Sharon Cybulski

Associate Incumbent
Interim Assisting Priest
St. Patrick's Lower Stafford
St. Paul's Cobden
Holy Trinity Pembroke
St. George's South Alice
Epiphany Barry's Bay
Ascension Killaloe/St. John's Tramore

Outreach and Volunteer Opportunities

The Rev. Rick Durrett (Convener)
Bishop Michael Bird
Tish Whitfield
Jennifer Cross
Myles Buttle
Sandra Sharp

Interim Assisting Priest
Incumbent
Epiphany Barry's Bay
Holy Trinity Pembroke
St. Stephen's Micksburg
Ascension Killaloe/St. John's Tramore

Futures Committee

The Rev. Canon Susan Clifford (Convener)
The Rev. Matthew Brown
Thérèse Narbonne
Pat Leach
Alice Ferguson
Judy Martin
Wendy Cayen

Associate Incumbent
Associate Incumbent
St. Paul's Cobden
St. Stephen's Micksburg
St. Paul's Cobden
Ascension Killaloe/St. John's Tramore
St. John's Eganville

THE WORK OF THE CHURCH

EDUCATION

Sunday School

Our Sunday School continued to be an important part in the life of Holy Trinity in 2020. Despite not meeting since March 2020, we managed to promote outreach, kindness and remembrance.

The Annual Pumpkin Auction for PWRDF had to go virtual and it was a success. Our administrator, Gail, donated pumpkins from the garden behind Aborn House and they were handed out at church 2 weeks before the event.

Rev. Matthew co-ordinated the event, bidding was done through Holy Trinity's Facebook page and the pumpkins were delivered well in advance of Hallowe'en. Through in person and online church donations and successful bids, almost \$500.00 was raised for the PWRDF.

The other outreach project was an Advent Wreath for shut-ins. The original plan was to have Sunday School youth work on this at church, but due to restrictions, this did not happen. Names were submitted of those parishioners unable to attend service due to health or logistics and of our Sunday School family members. Thirty-five (35) kits were prepared. Those going to shut-ins were completed, while kits going to our Sunday School were left for them to complete as an activity. The Advent Sunday reflections (prepared by Rev. Gillian) that were included, were the same being used every Sunday at Holy Trinity, so even if parishioners were separated by distance, we were all together as one. Kits were safely dropped off at church (when possible), all around Pembroke by the Clark family and throughout Laurentian Valley, Quebec and Petawawa by the Jacques family.

Holy Trinity received many thank you cards and calls for this small gift given to them to help celebrate Advent, to celebrate Hope., "I didn't expect to be remembered" or "Thank you for thinking of me". I hope to continue this type of outreach with our youth in the future.

What's next for our Sunday School? I am not sure yet. Our youth are growing up and we as a church community need to help them with their journey of finding where they feel they fit into worship and service at Holy Trinity and God's plans. As we see new families and youth come back to Holy Trinity, we need to continue to help make God's message of community awareness, kindness and service understandable and relevant in these times. The world and society have changed since when many of us were navigating our journey of faith as youth and many of us still continue to change and evolve with our journey of faith. Perhaps virtual sessions with them to explore where they feel their need to help can spark their love for serving others in Jesus' name.

Outreach can be within the walls of Holy Trinity, or taking it on the road with help. None of these projects could have been achieved without the support and prayerful contributions of our clergy team, wardens, church staff, Sunday School and congregation. We are stronger by working together.

Matthew 25:40

"The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'"

Sincerely,

Maggie Jacques

Holy Trinity Sunday School Coordinator

Adult Educational Opportunities

Christian education opportunities are an important part of our communal life, offering us moments as a Church Family to expand our knowledge and skillsets as we strive to better live-into God's mission. This year these events also created occasions for us to gather virtually from across the Parish of the Valley during COVID-19 and helped us to strengthen our faith as Anglicans as we all coped with the pandemic.

Throughout 2020 and early 2021 educational opportunities offered by the Parish of the Valley, included:

- “Wholeness and Holiness” approaches to reconciliation course presented in the Holy Trinity Church Hall in partnership with the Montreal Diocesan Theological College (pre-lockdown).
- Holy Week video reflections from the Valley clergy team offered via YouTube.
- “The Great Spiritual Migration” diocesan book study on Zoom facilitated for the Parish of the Valley by the Reverend Canon Susan Clifford.
- Weekly Advent hymn reflections for the parish prepared by Bishop Michael Bird.
- An Advent Bible Study on Zoom led by Lay Readers in training Jennifer Cross and Lorna Sibley.
- “The Universal Christ” diocesan book study on Zoom, again facilitated by Canon Clifford.
- Weekly Lent 2021 hymn reflections prepared by the Reverend Rick Durrett.
- “A River through the Desert” online Lenten pilgrimage presented by St. George's College in our Companion Diocese of Jerusalem.

One of the unexpected blessings of COVID has been the ability to connect with educational opportunities across our diocese and beyond through platforms such as Zoom. I pray this is an approach to learning that will continue to be a reality for us as we seek to grow in our faith in the months and years to come.

Respectfully submitted,

The Rev. Matthew Brown

Licensed Lay Reader Training

Vestry 2019 expressed a desire for greater access to Lay Reader training opportunities in the Parish of the Valley. Accordingly, the Valley clergy team, in partnership with the Diocesan Warden of Lay Readers, has established a training program for Lay Readers in our parish.

At present the Parish of the Valley has one Licensed Lay Reader and three Worship Assistants (Licensed Lay Readers in Training). This year due to COVID-19 our parish's lay reader training program was carried out entirely via Zoom. All of our parish's trainees have continued to progress in their learning and have successfully moved this past year from part one to part two of their training programs.

Licensed Lay Readers

Bev York Beachburg

Worship Assistants (Lay Readers in Training)

Wendy Cayen Eganville
Jennifer Cross Pembroke
Lorna Sibley Pembroke

Licensed by our Diocesan Bishop and accountable to our Incumbent, Licensed Lay Readers and trainees serve our parish as a whole, principally by offering services of the word (Morning or Evening Prayer) when clergy are not available to lead Sunday worship. Lay Readers further add to the life of our parish by actively participating in weekly liturgies (including reading, intercessing and serving) and by assisting the clergy with the leadership of book studies, workshops, and other adult educational opportunities.

The diocesan training requirements for Licensed Lay Readers are specified in the Diocese of Ottawa's "Lay Reader's Manual," available online at: <http://www.ottawa.anglican.ca/images/licensed-lay-readers/LLR-Revised-Manual-2017.pdf>

Trainees work in close collaboration with a clergy mentor, completing diocesan training requirements through a mix of individual study and their participation in distance learning opportunities offered by accredited Canadian seminaries. Once licensed, Lay Readers are also required to participate in continuing education opportunities offered twice annually by the Diocesan Warden of Lay Readers.

Serving as the lead mentor for our parish's Licensed Lay Readers in Training continues to be a blessing. I am especially grateful to each of the trainees for their openness to continue learning online during COVID-19 and for their ongoing support of our worship over this past year, virtually and in-person.

Respectfully submitted,

The Rev. Matthew Brown

Baptism, Confirmation, and Marriage Preparation

Baptism, confirmation, and marriage preparation at Holy Trinity are facilitated by the Associate Incumbent, who is assisted in this ministry by the clergy team and members of the Holy Trinity congregation. Materials and curriculum for each candidate's or couple's sacramental journey are assembled and adapted on an individual basis, so that the preparatory process might be reflective of, and responsive to, the lived-experiences of those who are journeying towards these sacramental moments.

This year due to COVID-19 baptismal preparation was carried out online and via telephone only. Candidates and their families were invited to prepare for baptism principally at home. The General Synod video "*Baptism: A Lifelong Celebration*," was used as our primary teaching material. Five baptisms were celebrated at Holy Trinity this year, all with COVID-19 "Amber" protocols in place. Each of these services was held on a Saturday morning to better accommodate attendance by the candidates' immediately family and friends. No marriages or confirmations were celebrated at Holy Trinity during 2020.

Those interested in exploring baptism, marriage or confirmation are always encouraged to speak with a member of the clergy team. It is a privilege for all of us as Christians to journey with our friends as they prepare to become "outward and visible signs of an inward and spiritual grace," be it through baptism, marriage or confirmation. May God continue to bless us as we explore these holy pathways together.

Respectfully submitted,

The Rev. Matthew Brown



PROPERTIES

Holy Trinity Church & Aborn House

We were busy even with the COVID-19 issues of this year with the maintenance of Holy Trinity and Aborn House. This is a list of items that have been done and of items that still need to be done.

Holy Trinity Church

Completed

Repairs and clean up to the Organ and pipes

Stairs to the OHP

The sign out front

Men's washroom urinal replaced

To do

Clean and repaint the flag pole

Fix the fence by the garden

Aborn House

Completed

Replaced door bell to the office

To do

Repair the side entrance hallway ceiling. (must do)

As I have only taken this position within the church since this past June, at times it has been busy. Maintenance issues have slowdown due to COVID-19 shutdown and has unfortunately delayed starting the repairs to the ceiling in Aborn House.

There were many little jobs around the church that were not listed, but got done because of Wally and Dale. Many thanks to them for all their hard work- I did get to hear many great stories, I'm just not sure how much was true!

Peter Jacques

Property Chair

Holy Trinity Anglican Cemetery

During last summer 2020, we rebuilt the equipment building on the Dominion Street side of the cemetery, after tearing down the old green shed which had not been used for years. We put a new expanded roof on the building with good over hang. We reclad all the walls with vinyl siding and imitation stone work on the street side and we had new white aluminum coverings put on the door frames. We sloped the ground around the building away from the building and put cement patio stones all the way around the building to take the water away. The building is now maintenance free and should out last all of your crew. Next year we will build some shelves inside the building.

The new sign was installed above the main entrance on the James Street entrance, courtesy of Wally Cochrane's son who did an excellent job. Next summer we are looking at installing a new fence on the Dominion Street side of the cemetery, to match the rest of our fences. We also are exploring installing new water faucets on the central road way. We are also in the throws of designing and costing the installation of a columbarium, landscaped garden in the center circle in the road way.

We would like to thank all those people who donated their hard earned money to the cemetery over the past year. All the major projects were paid for by your donations. Without the volunteer hours of work by our very able crew of Dale, Wally, Bill, Jim and Rob the work would never have been completed. THANK YOU one and all.

Chair Rob. Hanson and Treasure Jim Dunn have prepared the following short financial report on the cemeteries financial affairs as of December 31, 2020.

Consolidated Financial Report of Operations for 2020 Rounded

	<u>2019</u>	<u>2020</u>
<u>Assets as at Dec.15/20</u>		
Balance, Royal Bank	\$4,003.	\$6,195.
Balance, TD Wealth Care & Maintenance	134,163.	134,546.
Balance, Diocesan Trust	6,036.	6,036.
Petty Cash	0.	0.
<u>Total Assets as at Dec 15.</u>	<u>\$144,202.</u>	<u>\$146,777.</u>



20192020**Revenue**

Sale of Internment Rights (Net of C&M)	\$1,800.	1,680.
Donations	0.	6,164.
Care and Maintenance on Sales	1,200.	1,120.
Care and Maintenance on New Monuments	500.	100.
TD Wealth Interest Dec31	2,602.	2,931.
Diocesan Trust Interest (CTF)	153.	180.
Donations from Cemetery Service (Not Held 2020)	800.	0.
Administration Fees for Funerals	1,130.	850.
Total Revenue	\$8,185.	\$13,025.

Expenses

Caretaker	\$5,400.	\$5,400.
Landscaping, Top Soil, Trees	254.	452.
To TD Trust Acct. re C&M	1,860.	1,220.
Renovation of Equipment Building	0.	2,270.
Audit	0.	0.
New Sign above St. James Street Gate	0.	2,599.
Equipment, Maintenance, Supplies, Gas and Oil	0.	684.
Bank Charges	48.	48.
Water Services City of Pembroke	306.	181.
BAO License Fee	0.	0.
3 New Garbage Bins built by us, materials only	809.	0.
Total Expenses	\$7,868.	\$12,854.

Operating Profit for the Year \$317. \$171.

(The funds in TD Wealth are Trusted Funds and may only be used with the Diocese of Ottawa's approval.)

Respectfully Submitted,

Your Cemetery Board

Interments

	<u>2019</u>	<u>2020</u>
Full Casket	1	2
Cremation	4	7
Monuments	4	2

Supporting the Food Bank



2020 Food Bank Donations from Holy Trinity

COVID-19 has put a lot of strain on all Food Banks across Canada. Once again Holy Trinity has “stepped up to the plate”. Full stats are not available due to an unforeseen event, so what you see here is information that was readily available.

January 2020 to June 2020

Monetary donations \$270.00

Boxes of food items 2

December Food Bank Sunday

Monetary donations\$ 300.00

Bags of food items 25

Bag= approx. 5 lbs. / Box = approx. 10 lbs.

Total amount of food (lbs.) = 145 lbs. plus \$ donations

Thank You Holy Trinity for your kindness.

George Hodgkinson

Rectors Warden

Holly Bazaar

Due to Covid-19 restrictions we were unable to hold any Bazaar meetings and did not have our usual Holly Bazaar in 2020.

Our first **Virtual Holly Bazaar** held on November 23rd, was a great success due to the generosity of many and for all those willing to help with packing and delivering.

With the help of the Holly Bazaar committee, we were able to put together the orders and have them delivered on Monday the 23rd, with only two orders to be pick-up on Tuesday the 24th. With Covid-19 restrictions we were very careful to wear masks and distance.

From reports of those who delivered everyone was very grateful for the opportunity to purchase baking and handiwork for the Christmas season.

We do not know if we will be in a position to hold a bazaar in 2021 but if not, we can try again for a Virtual Bazaar.

Our Virtual Bazaar raised \$2,533.01 with another \$50.00 donation in 2021. All proceeds were donated to Holy Trinity Anglican Church for ongoing expenses.

Doris Collins– President Holly Bazaar

Revelations Newsletter

Revelations is a quarterly newspaper to help us know one another better and know what is happening in our church family. We attempt to publish a paper during Advent, late in Lent, early in the season of Pentecost and prior to Thanksgiving. The newspapers contain messages from our priests, wardens, various committees and about fund raising activities. There are ideas, family news, issues that interest and /or concern us, crafts, and puzzles. We try to give the reader a bit of information about the history of various churches in our Parish and a personal profile of one of our parishioners. As the time for publishing approaches (about a month in advance), articles are solicited and the crew of Jean Ostrom, Alexis Anderson and Naomi de Repentigny get to work, gathering the articles, taking pictures, arranging layout, editing the submissions. We are indebted to all the wonderful people who submit articles and ideas to share with our church family across the Parish of the Valley. For each issue we are blessed with wonderful articles, often from unexpected sources.

After Alexis has finalized the layout, the Parish newspaper is printed by Gail Marion in Holy Trinity, Pembroke church office, and put together physically by Jean and Naomi. With extending the distribution to all the churches in the Parish of the Valley, we try to print hard copies for all those who do not have an Internet connection, and ask those with Internet to read their newspapers on line. This is primarily to save printing costs, which can reach as much as \$1300 when we print hard copies for all families in the Parish. This cost has been partially covered by a Parish Innovation Grant, but this grant has now run out.

Future ideas for our newspaper are to solicit paid advertising and include an offering envelope once each year for parish families to assist in covering the cost of producing the paper for your consumption.

If you would like to help with preparing Revelations, in any capacity, your assistance would be very welcome.

We invite input from all the churches in the Parish of the Valley.

Jean Ostrom – Editor, Revelations

Anglican Church Women

The ACW is a group of women whose mandate is missions, and who provide support to many functions within and beyond the church.

Our meetings are held on the second Tuesday of each month from September to June, starting at 1:30 pm. It should be noted that all women who are members of the Anglican Communion are also members of the ACW, and although many do not attend meetings we are very grateful for the many ways they support the work of the ACW.

As with everything else, this year has been very different.

January was a month of preparations for two meals which we worked on in February and March. We also held several quilting sessions quilting a quilt top that had been donated to us several years ago. It was planned that this quilt be included in the bale for the north. However the bales were not sent this year and the quilt was sold through the virtual bazaar in November. Other items collected for the bale (toiletries, linens) were donated to The Grind for their transition house.

In February held our annual Pancake Luncheon which was very well attended. Karen Irvine was selected to serve as ACW secretary. Many thanks to Jane Hanson for serving us for the past two years in that capacity.

On March 1 the ACW prepared lunch for the annual Vestry meeting. Also in March the World Day of Prayer was held in Holy Name Catholic Church with participation from some of our members. Nancy Clark has been our inter-church representative. Dawn Price-Rakai will be representing us in the future. Holy Trinity hosted a meeting where we heard from the nominees for the position of Bishop of our Diocese. ACW provided refreshments for the meeting. We also prepared and served a turkey dinner for the regulars of The Grind with much assistance from many others. This was our last activity prior to the lockdown due to Covid-19.

Church calendars were ordered and sold in October through December. Thank you to Susan Devereaux and Alexis Anderson.

With the suspension of business in many restaurants and other outlets, we held a "Guess Who is Bringing Dinner" to give our congregation a welcome diversion. Through June and July members of our congregation enjoyed having a mystery cook bring dinner to their homes.

We thank all who have helped and supported the ACW with all our projects over the year. As we work together we share laughter, love and the burdens of our daily lives and are strengthened through our work and our play.

Respectfully submitted by Jean Ostrom – ACW President

ACW Year End 2020

December 31, 2019 Bank Balance \$ 579.66

RECEIPTS

Member Fees 287.35
 Fund Raising 3,612.47
 Funeral Lunch 910.00
 C.T.F. 624.70
 Calendars 114.74
 In/Out 100.00
 Fellowship of Least Coin 75.00
 Outreach 245.00
 Donation to ACW 500.00

EXPENDITURES

H.T. Missions 4,500.00
 Fund Raising 188.14
 Funeral Lunches 91.75
 Miscellaneous 41.03
 H.T. Memorial 100.00
 In/Out 100.00
 Inter Church 100.00
 Outreach 243.16
 Bank Charges 13.25

Sub Total 6,469.26

Sub Total 5,377.33

December 31, 2020 Bank Balance 1,671.59

Totals \$7,048.92 \$7,048.92

Respectfully submitted by: Nancy Clark, Treasurer ACW

HOSPITALITY & WORSHIP

Liturgy at Holy Trinity: A Year in Review

Liturgical practices at Holy Trinity undoubtedly changed more during this past year than they have in the past number of decades, but certainly not by choice! The reality of living with COVID-19 called us to lovingly adapt how we worship in order to fully live out Jesus' commandment to love our neighbours as ourselves during the unique circumstances of a global pandemic. At times we have also been called to suspend in-person worship entirely. It was not always an easy or comfortable year, but thanks to the steadfast grace and love of God we continued to make our way and faithfully offer our prayers.

January to mid-March 2020 liturgy at Holy Trinity looked like it did in many past years, with regular celebrations of the Holy Eucharist on Sundays at 8am (BCP) and 10am (BAS), as well as on Wednesdays at 10am (BAS). Our Holy Trinity choir, altar servers, readers, intercessors, greeters, sides-persons, altar guild and many others faithfully assisted with making joyous and prayerful weekly worship possible.

From mid-March to September our Anglican Diocese of Ottawa operated with "Red" COVID-19 protocols in place, meaning no in-person worship services were permitted during this time. All worship for the Parish of the Valley was carried out online using our parish website and YouTube to broadcast weekly videos. Like in-person worship, online worship soon became a collaborative effort, bringing together readers, bell ringers, musicians, lay readers and members of the clergy team from multiple locations.

In September our diocese moved from "Red" to "Amber" stage. In-person services were allowed to resume, but with numerous modifications. The wearing of facemasks became mandatory, as did registration for attendance. The number of attendees at any one service was limited to 50. Physical distancing requirements led us to develop a "foot traffic flow" system at Holy Trinity coordinated by a duty warden, registrar and ushers to prevent parishioners from coming into unnecessary contact with each other. No singing or physical exchange of the peace was permitted, and communion was administered to members of the congregation in the pews. A small altar was temporarily placed at the chancel steps to assist with the filming of services and also to allow the celebrant to be closer to the people during a time when no choir or altar servers were permitted in the chancel. The duties of the altar guild were temporarily assumed by the clergy. Services were held only on Sundays at 10am. The Sunday 8am and Wednesday 10am services were suspended due to cleaning and registration requirements.

To say that this fall was a "foreign" experience of worship is without question a gross understatement. Nevertheless, from September to December some of us were able to gather in-person as a Church Family at Holy Trinity to worship God and seek support from one another. Others were able to join us virtually from home, thanks to the blessings of the internet and television. God remained faithful through it all.

As we look now to 2021, we can anticipate that "adaptation" is the new name of the game. We will continue making modifications to our worship as we learn more about the virus and as we gradually move through the stages of our diocesan COVID-19 plan: from Red, to Amber, to Yellow, and finally to Green. With each stage we will be invited to give God thanks and return to practices that were once commonplace but have been taken from us by the pandemic. I pray the journey will be an opportunity for us as a congregation to deepen our understanding of worship as a blessing, and never take it for granted.

Respectfully submitted,

Rev. Matthew Brown

Greeters

For the year 2020, we had 36 Greeters who worked in pairs welcoming parishioners and guests to our worship services. Unfortunately, this schedule was short lived due to COVID-19. As a result, we had to move to being Ushers and many of our Greeters were unable to comply with these duties because of age or health issues.

As the Choir was no longer allowed to function, many members volunteered to act as Ushers. A huge “Thank You” to you !!!

Our new duties also involved participation in some extra services, mainly baptisms, which were held on a Saturday as only a limited number of people could attend.

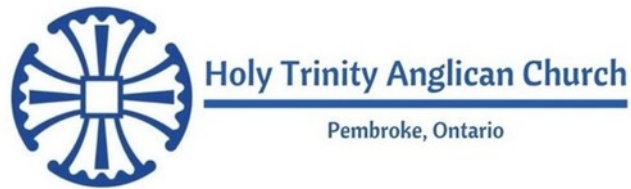
We pray that this pandemic will soon end and we are able to come together as a whole congregation again for worship.

Thank you Greeters even though your term was very short. I hope you will continue to serve when this pandemic is over and I will contact you with a new schedule at that time. Anyone wishing to volunteer to serve at a couple of services a year is more than welcome. Please contact Arlene Severin at 613 732 4929 or E Mail me at gary.severin@bell.net

Your willingness to serve is greatly appreciated. Let us continue to serve the Lord with gladness! Thank you.

Respectfully submitted by: Arlene Severin, Greeter/Usher Coordinator (10 am service)





A New Church Logo for Holy Trinity Pembroke *(submitted by Rev. Matthew Brown)*

This fall Holy Trinity Pembroke has been pleased to begin using a new church logo on its letterhead and in electronic communications. The new logo is the product of a design process that began in the fall of 2019. At that time a call for potential designs was put out to the Holy Trinity congregation as a whole. Four potential designs were received from Holy Trinity parishioners. From those four submissions a working concept was selected by the Church Corporation for further development, based on an original design created by Lorna Sibley. Further drawings were created in consultation with Lorna and presented to Church Council for additional feedback in the winter of 2020, just prior to the COVID-19 shutdown. The logo design was then finalized in the spring of 2020 with the launch of the logo planned for the fall of 2020.

The new Holy Trinity logo proudly features a “Canterbury Cross.” The Canterbury Cross is derived from a brooch that was discovered in 1867 in Canterbury, England. It is believed to date to the Saxon period (circa 850 AD). The cross has since become a common symbol for Anglican Christians around the world. Holy Trinity’s Canterbury Cross is depicted in blue, representing the baptismal waters that bind our Church Family together, making us all siblings in Christ. The selected font is also identical to font used in the logo of the Parish of the Valley, of which Holy Trinity is now proudly a member. Be sure to watch for the new logo at the beginning of Holy Trinity’s televised worship services which air on YourTV Ottawa Valley on Sundays at 10am.



The "original" Canterbury Cross, as displayed in Canterbury, England

Memories of 2020





Holy Trinity Anglican Church

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Parish of the Valley

Diocese of Ottawa
Anglican Church of Canada