

THE CHURCH OF ST STEPHEN DOWNSVIEW

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Diocese of Toronto
Anglican Church of Canada

VESTRY REPORT

2024 ACTUALS
2025 BUDGET



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PARISH PROFILE

Parish: **St. Stephen, Downsview**

Deanery: **Etobicoke - Humber**

Diocese: **Toronto**

Denomination: **Anglican**

Clergy:

**The Venerable Reverend Father
Theodore Hunt,
Incumbent**



CONTACT

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VISION & MISSION

With the arrival of 2025, the Diocese of Toronto is moving into a new and exciting phase of its strategic plan, Cast the Net.

The 20 Calls, which were endorsed by Synod along with the strategic plan in 2023, encourage Anglicans in all parts of the diocese to renew their spiritual lives, to seek justice for all, to support faithful and fruitful ministry, and to live and work as the body of Christ, each connected to the whole and each valued for their unique gifts.

The group is hoping that parishes will embrace one or more of the calls this year. Parishes can choose calls that they are already involved in or take up new ones – whatever best suits their capacity, context and vision.



BISHOPS' MESSAGE

To the clergy, churchwardens, and
parishioners of the Diocese of Toronto:
Beloved Siblings in Christ,

“...be renewed in the spirit ...”
Ephesians 4:23

In this Season of Spiritual Renewal, the Diocese of Toronto is exhibiting a burgeoning health and vitality that inspires us daily. To God be the glory! As your bishops, as we travel around to visit our parishes, we have witnessed the Holy Spirit engaging in marvelous ways with people, groups and ministries right across this Diocese – from Mississauga to Minden, from Cobourg to Collingwood. The Season of Spiritual Renewal, this invitation to spiritual growth, has been enthusiastically received in so many ways, including the sharing of prayer resources, participation in online workshops, and our bishops' Advent study online.



We are also looking forward to **#LiveLent: God's Story, Our Story**, a daily Lenten resource with a helpful guide for small group use.

We are excited that the next phase in this Season of Spiritual Renewal is called “Lift Up Our Hearts.” Over the coming year, large worship services will take place across the Diocese on five **Saturday afternoons at 2 p.m.** Each celebration of the Eucharist will feature excellent music, moving testimony, and preachers from within our own Diocese, each with their own unique approach to spiritual renewal. We hope you will plan to join us for one or more of these marvelous gatherings. Come on your own, bring a friend, or hire a bus! We will see you there:

- March 22 – St. James Cathedral (preacher: the Rev. Molly Finlay)
- March 29 – Trinity Church, Streetsville (preacher: the Rev. Canon Stephanie Douglas)
- May 31 – All Saints, Whitby (preacher: the Rev. Gerlyn Henry)
- September 27 – St. James, Orillia (preacher: the Rev. Dr. Rob Hurkmans)
- October 25 – St. Paul's, Bloor Street (preacher: the Rev. Dr. Alvaro Adderley)

The call to spiritual renewal, however, was just the first of 20 Calls articulated in the Cast the Net strategic vision adopted by Synod and this Diocese in 2023. Over the coming year, you will hear us repeatedly emphasising the need for each congregation to review and consider all of the 20 Calls and then choose which two or three your parish will focus on.

As you gather today for Vestry, this could be the perfect opportunity to start considering the question. A small group – the Netminders – has prepared resources to help you, which you can find on the [Cast the Net web page](#). While it's important to remember that no congregation could possibly answer all 20 Calls, we strongly believe that each congregation can consider two or three. Leading up to our diocesan Synod in November, we hope that every parish will be able to identify which of the Calls they are living into.

We are pleased to welcome our new Executive Director, Varun Balendra ODT. A familiar face around the Diocese, Varun has served in many volunteer capacities over the years, and we look forward to working together in this new capacity. By the time of our diocesan Synod on Friday, Nov. 7 and Saturday, Nov. 8, we expect that we will be introducing a new Secretary of Synod and a new full-time Diversity, Equity and Inclusion Advisor, whose primary focus areas will be supporting the work of the Anti-Bias, Anti-Racism (ABAR) and other DEI training, and supporting individuals and parishes to grow, build community, educate and engage.

Some other new faces at Synod may include guests from the Diocese of

Brasilia. This past June, at the Cathedral Church of the Resurrection in the city of Brasilia, the two diocesan bishops of Brasilia and Toronto signed the covenant that brings our two dioceses into a companion relationship. Since the signing of our agreement, a small representative group from each diocese has been meeting monthly – in both Portuguese and English – to pray together and to plan events. For example, clergy from both dioceses will gather online for a joint study day on liberation theology on March 25. In the fall, a youth delegation from Brasilia will join our own youth at the Re-Charge youth retreat at Muskoka Woods camp. And we anticipate sending a delegation from Toronto to Brasilia in 2026. We have even developed a shared logo for our relationship that combines elements of each of our own logos: our Diocese of Toronto dove springing from their Ipe Tree. You can expect to hear more about this companion partnership as we enter into the second year of it.

Closer to home, the partnerships within our own Diocese continue to flourish. When we speak of casting the net, we are referring to the supportive, creative and collaborative ministry that occurs in each deanery and regionalization, between parishes and congregations, amongst church neighbours and colleagues. We are grateful to our hardworking and devout clergy and our dedicated lay leaders, especially churchwardens, treasurers, administrators, musicians and the countless church staff and parish volunteers who are Christ's hands and feet of ministry in our communities. We are so grateful for all of your faithful work in our parishes and beyond.

We have embarked on a feasibility study to discern if this is the right time for the Diocese to conduct a major financial campaign. Over the next six months, M&M International, a Toronto-based fundraising firm, will listen to parishes large and small, soliciting feedback on a case for support.

It is proposed that if a campaign does go forward, the majority of funds raised will remain in the parishes, with a smaller portion supporting the 20 Calls at the diocesan level. Your feedback and commitment will make the difference as we look into this additional way of working together.

Lastly, we want to encourage each Vestry meeting to consider this year's social justice motion: "Protecting and Expanding Harm Reduction in Ontario." The Church has a role to play in calling on government for responsible actions in caring for our most vulnerable neighbours, to ensure life-saving protections for those experiencing addictions and other challenges. Please consider how your parish can speak up, and out, for those who require advocacy. As we anticipate going to the polls in the coming year – federally and provincially – let us remember our baptismal promises as we cast our ballots, choosing candidates who align with our values. And let us pray for them.

For it is in praying that we are drawn ever deeper into relationship with the Triune God and become more attentive to the will of our Heavenly Creator. In this Season of Spiritual Renewal, we ask every reader of this letter to commit more deeply to a life of prayer, that it may infuse your every day with Grace as you witness to the Love of Christ in your life and to the world.

In your prayers, please pray for all three of us, your College of Bishops, both in your personal daily devotions as well as your parish's weekly intercessions. Know that we are praying for you too, giving thanks for our common life together across our wonderful diocesan family.

Yours faithfully in Christ Jesus,

The Rt. Rev. Riscylla Shaw
Suffragan Bishop of Toronto

+ *Riscylla Shaw*

The Rt. Rev. Kevin Robertson
Suffragan Bishop of Toronto

+ *Kevin Robertson*

The Rt. Rev. Andrew Asbil
Bishop of Toronto

+ *Andrew Asbil*

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HIGHLIGHTS

70th Anniversary

- Guest Speakers
- Bishop Andrew Visit
- Bus Trip
- Evening of Elegance



Community Service Recovery Fund (wrap-up)

Sanctuary: Audio-Visual Systems upgraded

Finance: Software upgraded and added Pllenty for receiving payments online

Assessed: Training, Building Architecture, Financial Management.

*The Assessments will inform
our planning and process improvement going
for at least the next three years.*

Programs

- Saints' Cafe Continues
- Downsview Youth Covenant (DYC) discontinued



RECTOR'S REPORT

In November 1953, a Sunday school opened in what was then the Crang Auditorium; with the purpose of serving the community in the area where our present parish would come to be located. On May 2nd 1954, the Rev. Frank Weston Fry and his family arrived in the parish to a service of reception. Then, on May 9th 1954, the first regularly held services began in a portable church; the foundations of the present-day worshipping community of St. Stephen, Downsview.



The Venerable
Ref Fr Theadore Hunt
Incumbent

Commencing on October 1st 2023, and continuing through to October 31st 2024, our parish community of St. Stephen, commemorated 70 years as a Christian community of faith, under the theme: "Three Score and Ten: Walking Wisely in the Light of the Lord." During this year of celebrations, we were pleased to be led in mission by The Rev. Kenneth Korsah; Priest of the Ghanaian Anglican Church in Canada, and also by the Rev. Canon Leonard Abbah and the Rev. Canon Dr. Stephen Fields.

The Rt. Rev. Andrew Asbil; Diocesan Bishop for the Diocese of Toronto, graciously consented to be our preacher and celebrant at our parish's anniversary service on May 12th, 2024; and we were truly delighted to have so many friends and visitors join us for the celebrations on that occasion. The year was also marked by many other opportunities for thanksgiving and celebration including our annual walk-a-thon, a parish clean-up day, a trip to Sight & Sound Theatre in PA to see the live production of Daniel, and, to culminate the year, a parish banquet – an Evening of Elegance – attended by just under 200 members, and friends! We are profoundly grateful for God's faithfulness to His mission and our ministry with this community over the past 70 years, and we look forward in hope to the continuance of the

same in the years to come!

I am pleased to report that our ministries have remained consistent over the past year; serving those both within and beyond our walls. I know that I have been personally delighted to see many return to their ministry roles in this post-pandemic period, and many others come alongside to offer themselves for the work at hand. Our Altar Guild, Welcomers, choir, counters, readers and intercessors, Sunday school and acolytes have all continued faithfully in their work; supported by the efforts of our music team, staff and Parish Administrator, Wardens and other volunteers working behind the scenes. This year we were pleased to have the added technical support of a new group of volunteers from the congregation who were trained to manage the livestream week-by-week.

To this end, I continue to be grateful for the faithful and steady support of our Corporation, Advisory Board and Administrative team. Our Wardens – Orphtee, Shalon and Ericka – have faithfully and effectively discharged their duties; quietly, and selflessly in the service of God and of this congregation. They are owed a profound debt of gratitude. Our Advisory Board members – Fanella, Nadeen, George, Connie, Patricia, Cheryl, Bosun and Ebele – by their counsel and advice, have helped to keep the concerns of the Parish at the forefront of our work together. Our Parish Administrator, Greg, has continued to go above and beyond in helping us to improve our internal processes and operations in general. With his guidance and under his oversight, a number of training videos have been produced which will help to support present and future volunteers to become more effective and efficient when engaging the ministries and operations of the parish. Our Custodian, Allan – again effectively, quietly, and selflessly – has ensured that our worship space and our facilities in general, are clean, ready and available for worship week-by-week.

Our weekday offerings of morning and evening prayer continue on Zoom, Monday to Friday at 7:15am, and Sundays at 6pm, respectively. The Tuesday evening prayer and Bible study group, led by Beverley

Brown and Ezekiel Ekeh, continues week-by-week at 7pm; now on Zoom.

Our Thursday evening Bible study continues to meet via Zoom at 7:30pm. This past year we studied Paul's letter to the Ephesians, the Book of Daniel, and the Book of Job. At present, we are studying Paul's letters to the Colossians and Philemon.

Our Saint's Café has continued faithfully over the past year to serve thousands of pre-packaged meals and grocery items to an ever-increasing number of friends from the surrounding community and beyond. As a parish community we remain grateful for the dedication of our Coordinator, Patricia, and her faithful and joyful team of volunteers who offer this ministry week-by-week.

Their work is supported by donations and other contributions from our community partners: Black Creek Community Health Center (BCCHC), Elizabeth House, North York Harvest Food Bank, Second Harvest Food Bank, TAIBU Community Health Centre and many others!

We were privileged this year to participate once again in Prison Fellowship Canada's (PFC's) Angel tree program for the 8th year, sponsoring 7 children across 4 families; both here in Toronto, and beyond. Aspirationally, we hope to begin partnering with PFC in both in-prison ministry, and ministry to those recently released. We also hope to begin reaching out more intentionally to serve the seniors' care homes and other institutions within our community. We give God thanks for these growing opportunities for ministry and outreach.

We are also thankful to God for the steady progress we have made in maintaining and improving our worship space in support of all the ministry outlined above. As a Corporation, and having received a mandate from our last Vestry meeting in 2024, we have begun – with the support of grant funding – to undertake a feasibility study and preliminary costing estimate for the renovation of our kitchen and other spaces at the basement level, along with a consideration for the installation of a Limited Use Limited Application (LULA) elevator. More

information will be shared with the Parish community in the coming months as it becomes available. It is our belief that any renovation work undertaken by the Parish needs to be comprehensive and forward-looking in its anticipation not only of present needs, but of the needs for the next 70 years and beyond!

We have inherited a wonderful tradition of worship and of commitment to serving the community and beyond. It is a tradition of which we should be proud! As we move forward, ever-leaning on and following our Lord who leads us, it is my hope and prayer that what we have received, and continue to build upon, will continue to serve the generations to come. I am grateful for the privilege to serve as your Incumbent, for your support as fellow laborers in this part of God's vineyard, and for the support of my family; who often and patiently bear the weight of my absences.

Theodore Hunt+

The Venerable Theodore Hunt

WARDEN'S REPORT

As we reflect on the past year, we extend our heartfelt thanks to the entire parish for their unwavering support and active participation. We are grateful for the privilege of serving the Church of St. Stephen, Downsvue throughout 2024 and we look forward to the coming year with optimism and joy.

The Corporation

The Corporation, consisting of Rev. Father Theadore Hunt (Incumbent), Emeka Ichoku (People's Warden, until June 2024), Orphtee Quarcoo (Rector's Warden), Sharon Jeffers (Deputy People's Warden), and Ericka Martin (Deputy Rector's Warden), met monthly throughout the year, with additional meetings convened as needed.

2024 Advisory Board

The 2024 Advisory Board included the following members:
Patricia Castello Steve Clarke (July 2024) Fanella Hodge
Rev. Father Theadore Hunt Ebele Felix Emeka Ichoku (until May 2024)
Cynthia Ifekwem (until June 2024) Sharon Jeffers Constance Kendall
Ericka Martin Nadeen Murray Cheryl Prescod
George Quarcoo Orphtee Quarcoo Bosun Williams

Church Maintenance, Repairs, and Other Projects

Various maintenance and other projects were undertaken and completed in 2024, including:

- Replacement of the side door
- Sound system upgrades
- Installation of the front facing livestream camera
- Transition to a new donation management system
- Ongoing streamlining of financial management processes, supplemented by a thorough audit completed by an external Accountant

- Development of a comprehensive training programs for various ministries in the church including the Welcomers, Livestreaming, Counting ministries
- Engaged the services of an Architect to develop preliminary drawings for future comprehensive renovations to the parish hall
- We extend our gratitude to our Sexton, Allan Austin, for his unwavering commitment to maintaining the church property.

The Rectory

We are diligently planning the renovation of the church's rectory and actively seeking funding opportunities to commence the project.

Meanwhile, regular visits to the property have been conducted, along with routine maintenance tasks such as lawn care and snow removal.

Ministry Partnerships

Thanks to our ongoing partnerships with Black Creek Community Health Centre and Prison Fellowship Canada, we were able to minister to many individuals in the community and beyond through the Saints Café and the Angel Tree Program. We are grateful to the dedicated volunteers for their time and talent in supporting these meaningful ministries.

Parking Lot

We continue to have several individuals renting parking spots. The income generated from these rentals will be used to maintain the parking lot and fund other capital projects.

The Corporation is dedicated to preventing unauthorized parking on the property. We continue to refine our system, which includes ticketing unlawfully parked vehicles, to effectively manage spot rentals.

Outlook for 2025

As we look forward to the year ahead, our hope is to continue to build on all that we achieved as a parish in 2024.

The Wardens would like to extend their heartfelt thanks to the members of St. Stephen, Downsview for their continued prayers, love, support, and collaborative efforts towards the parish's successes over the past year. With God's help, we are very hopeful for all that can and will be accomplished in 2025 for our church, our community, and beyond.

To God be the glory!

Orphtee Quarcoo
Rector's Warden

Shalon Jeffers
Deputy People's Warden

ERika Martin
Deputy Rector's Warden

FINANCIAL SUMMARY



Charitable Gifts
2024

\$189
Thousand



Operating Expenses
2024

\$403
Thousand



Deficit
2024

\$3
Thousand



Carried Over to
2025

\$41
Thousand



AUDITOR'S REPORT

Janice Charko Professional Corp.
78 Mount Olive Drive
Etobicoke, Ontario M9V 2C8



March 17, 2025

The Vestry of the Church of St. Stephen, Downsview

Re: 2024 Audit

I have examined the accounts of the Churchwardens of St Stephen, Downsview, as at December 31, 2024, and the statements of receipts and disbursements for the year ended on that date. I have verified the bank balances of the General Funds, the Building Fund, the Discretionary Fund, and the Rectory Fund (held in the Diocesan Consolidated Fund) as instructed in Canon 14, Section 14. My examination included a general review of the accounting procedures and such tests of the Churchwardens' records and other supporting evidence as I deemed necessary in the circumstances.

In my opinion, the accompanying financial statements present fairly the financial position of the Church as of December 31, 2024 and the results of its operations for the year ended on that date.

Audited by:

A handwritten signature in black ink that reads "Janice Charko".

Janice Charko FCPA, FCGA, CFP, C.Dir

REVENUE BY YEAR

PL by CLASS as of 2024-12-31

source: Qbdata

INCOME

INCOME FROM INDIVIDUALS

RECEIPTABLE

41110 · Unrestricted

155,524

168,325

158,922

155,640

180,373

41120 · Restricted

19,092

15,340

30,273

13,308

15,870

41130 · Charitable Fundraising

9,977

10,695

130

10,695

10,695

TOTAL RECEIPTABLE

184,593

194,360

189,324

179,643

206,938

NOT-RECEIPTABLE

41200 · Non-Charitable Giving

3,416

7,781

8,152

7,844

8,727

41310 · Sales

7,422

3,914

47,796

4,005

4,177

41320 · Rental

6,110

7,905

10,126

10,615

11,223

TOTAL NOT-RECEIPTABLE

16,948

19,600

66,074

22,464

24,127

TOTAL INCOME FROM INDIVIDUALS

201,541

213,961

255,398

202,107

231,066

INCOME FROM ORGANIZATIONS

NON-GOVERNMENT

42000 · Indirect Donations

1,063

784

2,101

510

784

43110 · Non-Gov Grants

133,149

26,791

70,100

59,693

60,000

43120 · Diocesan Assistance

1,605

3,422

0

0

0

43150 · Lease Income

9,413

2,100

4,100

6,000

6,000

43130 · Discounts

2,619

0

0

0

0

TOTAL NON-GOVERNMENT

147,850

33,097

76,301

66,202

66,784

GOVERNMENT

43210 · Grants - Federal

428

100,000

0

0

0

43220 · Grants - Provincial

7,500

7,500

0

0

0

TOTAL GOVERNMENT

7,928

107,500

0

0

0

TOTAL INCOME FROM ORGANIZATIONS

155,778

140,597

76,301

66,202

66,784

OTHER INCOME

MISCELLANEOUS

44100 · Financial Income

6,820

40,751

9,194

6,530

7,219

TOTAL MISCELLANEOUS

6,820

40,751

9,194

6,530

7,219

ACCRUALS

45110 · Deposit Gifts to use later

0

-38,641

-12,815

0

0

45120 · Use Gifts Previously Deposited

0

13,634

16,180

6,000

0

45210 · Deposit Grants to use later

-140,632

-100,719

-56,549

0

0

45220 · Use Grants Previously Deposited

42,125

31,118

94,300

0

0

TOTAL ACCRUALS

-98,507

-94,608

41,115

6,000

0

TOTAL OTHER INCOME

-91,687

-53,856

50,309

12,530

7,219

TOTAL INCOME

265,632

300,702

382,009

280,839

305,069

EXPENSE BY YEAR

PL by CLASS as of 2024-12-31 source: Qbdata	2022 Jan - Dec	2023 Jan - Dec	2024 Jan - Dec	Budget 2024	Budget 2025
EXPENSES					
DIRECT EXPENSES					
CHURCH					
51000 · Worship Service	-2,834	-2,224	-6,926	-2,216	-2,352
53100 · Worshipper Care	-4,574	-3,044	-48,342	-2,745	-3,189
TOTAL CHURCH EXPENSES	-7,408	-5,268	-55,268	-4,961	-5,541
OUTREACH					
53200 · Supplies	-25,378	-11,976	-11,579	-12,744	-14,060
54100 · Missions Inside Canada	-6,455	-4,294	-6,051	-692	-4,750
TOTAL OUTREACH	-31,833	-16,270	-17,630	-13,436	-18,810
ORGANIZATIONAL EXPENSE					
56100 · Mandatory Alotment	-20,676	-16,406	-15,621	-15,995	-17,562
56300 · Membership Fees Paid	-50	-800	0	-851	-851
TOTAL ORGANIZATIONAL EXPENSE	-20,726	-17,206	-15,621	-16,846	-18,413
TOTAL DIRECT EXPENSES	-59,967	-38,744	-88,519	-35,243	-42,764
INDIRECT EXPENSES					
GENERAL EXPENSES					
61000 · Personnel	-146,806	-159,415	-177,098	-157,742	-171,091
62100 · Maintenance	-31,601	-49,278	-64,807	-20,902	-24,079
62200 · Services	-26,530	-38,211	-35,945	-37,471	-39,830
62260 · Property Tax	-3,024	-10,197	-9,378	-11,214	-11,220
63000 · Administration	-7,731	-9,636	-16,952	-8,980	-10,283
TOTAL GENERAL EXPENSES	-215,692	-266,737	-304,179	-236,309	-256,503
MISCELANEOUS EXPENSES					
65000 · Finance Expense	-6,642	-3,418	-8,735	-3,495	-4,710
69999 · Unknown Expense	0	0	0	0	0
TOTAL MISCELANEOUS EXPENSE	-6,642	-3,418	-8,735	-3,495	-4,710
TOTAL INDIRECT EXPENSES	-222,334	-270,155	-312,914	-239,804	-261,213
TOTAL REGULAR EXPENSES	-282,300	-308,899	-401,433	-275,047	-303,977
NET INCOME FROM OPERATIONS	-16,669	-8,197	-19,424	5,792	1,092
CAPITALIZATION & AMORTIZATION					
71000 · Unrealized Capital Gain or Loss	0	-509	-128		
72000 · Capitalize Current Expenditure	24,315	34,767	42,813		
83000 · Depr and Amort Expense	-17,598	-20,232	-26,326		
TOTAL CAPITALIZATION & AMORTIZATION	6,717	14,025	16,359		
NET INCOME	-9,952	5,828	-3,065		

REVENUE BY CLASS

PL by CLASS as of 2024-12-31

source: Qbdata

	2024				
	Church	Foodbank	Property	Rectory	Jan - Dec
INCOME					
INCOME FROM INDIVIDUALS					
RECEIPTABLE					
41110 · Unrestricted	147,276	11,646	0	0	158,922
41120 · Restricted	28,673	0	1,400	200	30,273
41130 · Charitable Fundraising	0	0	130	0	130
TOTAL RECEIPTABLE	175,948	11,646	1,530	200	189,324
NOT-RECEIPTABLE					
41200 · Non-Charitable Giving	8,152	0	0	0	8,152
41310 · Sales	47,796	0	0	0	47,796
41320 · Rental	0	0	10,126	0	10,126
TOTAL NOT-RECEIPTABLE	55,948	0	10,126	0	66,074
TOTAL INCOME FROM INDIVIDUALS	231,896	11,646	11,656	200	255,398
INCOME FROM ORGANIZATIONS					
NON-GOVERNMENT					
42000 · Indirect Donations	2,101	0	0	0	2,101
43110 · Non-Gov Grants	5,100	65,000	0	0	70,100
43120 · Diocesan Assistance	0	0	0	0	0
43150 · Lease Income	0	0	4,100	0	4,100
43130 · Discounts	0	0	0	0	0
TOTAL NON-GOVERNMENT	7,201	65,000	4,100	0	76,301
GOVERNMENT					
43210 · Grants - Federal	0	0	0	0	0
43220 · Grants - Provincial	0	0	0	0	0
TOTAL GOVERNMENT	0	0	0	0	0
TOTAL INCOME FROM ORGANIZATIONS	7,201	65,000	4,100	0	76,301
OTHER INCOME					
MISCELLANEOUS					
44100 · Financial Income	9,194	0	0	0	9,194
TOTAL MISCELLANEOUS	9,194	0	0	0	9,194
ACCRUALS					
45110 · Deposit Gifts to use later	-3,944	-8,871	0	0	-12,815
45120 · Use Gifts Previously Deposited	3,348	12,832	0	0	16,180
45210 · Deposit Grants to use later	0	-56,549	0	0	-56,549
45220 · Use Grants Previously Deposited	83,621	3,179	7,500	0	94,300
TOTAL ACCRUALS	83,025	-49,409	7,500	0	41,115
TOTAL OTHER INCOME	92,218	-49,409	7,500	0	50,309
TOTAL INCOME	331,316	27,237	23,256	200	382,009

EXPENSE BY CLASS

PL by CLASS as of 2024-12-31

source: Qbdata

	2024				
	Church	Foodbank	Property	Rectory	Jan - Dec
EXPENSES					
DIRECT EXPENSES					
CHURCH					
51000 · Worship Service	-6,926	0	0	0	-6,926
53100 · Worshipper Care	-43,442	-4,900	0	0	-48,342
TOTAL CHURCH EXPENSES	-50,368	-4,900	0	0	-55,268
OUTREACH					
53200 · Supplies	-1,700	-9,803	-77	0	-11,579
54100 · Missions Inside Canada	-6,051	0	0	0	-6,051
TOTAL OUTREACH	-7,750	-9,803	-77	0	-17,630
ORGANIZATIONAL EXPENSE					
56100 · Mandatory Alotment	-15,621	0	0	0	-15,621
56300 · Membership Fees Paid	0	0	0	0	0
TOTAL ORGANIZATIONAL EXPENSE	-15,621	0	0	0	-15,621
TOTAL DIRECT EXPENSES	-73,739	-14,703	-77	0	-88,519
INDIRECT EXPENSES					
GENERAL EXPENSES					
61000 · Personnel	-160,957	-8,273	-7,868	0	-177,098
62100 · Maintenance	-42,242	0	-20,976	-1,590	-64,807
62200 · Services	-1,104	-4,100	-26,262	-4,479	-35,945
62260 · Property Tax	0	0	0	-9,378	-9,378
63000 · Administration	-16,935	0	-17	0	-16,952
TOTAL GENERAL EXPENSES	-221,238	-12,373	-55,122	-15,447	-304,179
MISCELLANEOUS EXPENSES					
65000 · Finance Expense	-5,337	-161	-3,124	-112	-8,735
69999 · Unknown Expense	0	0	0	0	0
TOTAL MISCELLANEOUS EXPENSE	-5,337	-161	-3,124	-112	-8,735
TOTAL INDIRECT EXPENSES	-226,575	-12,534	-58,246	-15,559	-312,914
TOTAL REGULAR EXPENSES	-300,314	-27,237	-58,323	-15,559	-401,433
NET INCOME FROM OPERATIONS	31,002	0	-35,067	-15,359	-19,424
CAPITALIZATION & AMORTIZATION					
71000 · Unrealized Capital Gain or Loss	-128	0	0	0	-128
72000 · Capitalize Current Expenditure	35,319	0	7,494	0	42,813
83000 · Depr and Amort Expense	-1,918	0	-15,827	-8,581	-26,326
TOTAL CAPITALIZATION & AMORTIZATION	33,273	0	-8,333	-8,581	16,359
NET INCOME	64,276	0	-43,400	-23,940	-3,065

ASSETS

BS as at 2024-12-31	2022	2023	2024
source: QBdata	Dec	Dec	Dec
ASSETS			
Current Assets			
11200 · CIBC General	74,213	78,194	21,169
11300 · CIBC Saints Cafe	8,560	2,174	16,339
11400 · CIBC Building	44,951	74,052	60,082
11500 · CIBC Discretionary	29,133	60,165	13,589
12000 · Accounts Receivable	5,170	2,000	-300
10000 · Undeposited Funds	-164	0	0
10010 · ePay Not Yet Funded	0	0	210
14100 · GST/HST Rebate Receivable	1,926	3,742	3,031
14700 · Transfer in-progress	0	200	11,396
Total Current Assets	163,790	220,526	125,516
Fixed Assets			
17100 · CHURCH			
17110 · Church Land	120,000	120,000	120,000
17120 · Church Building	600,000	600,000	600,000
17130 · Church Building Improvements	172,593	173,793	177,183
17140 · Amortization on Church building	-637,731	-644,420	-650,889
17150 · Church Equipment & Furniture	35,306	66,673	72,287
17160 · Amortization - Church furniture	-15,681	-19,879	-28,867
17170 · Church Computers	0	2,168	35,606
17180 · Amortization - Church Computers	0	-354	-2,272
Total 17100 · CHURCH	274,487	297,980	323,048
17200 · RECTORY			
17210 · Rectory Land	85,800	85,800	85,800
17220 · Rectory Building	343,200	343,200	343,200
17230 · Rectory Building Improvements	23,424	23,424	23,424
17240 · Amortized rectory Building	-186,049	-195,009	-203,589
Total 17200 · RECTORY	266,375	257,415	248,834
Total Fixed Assets	540,861	555,395	571,882
Other Assets			
16300 · Diocesan Investments	2,522	3,031	3,409
TOTAL ASSETS	707,174	778,953	700,807

LIABILITIES

BS as at 2024-12-31 source: QBdata	2022 Dec	2023 Dec	2024 Dec
LIABILITIES & EQUITY			
20000 · Accounts Payable	-29,273	-14,218	-9,374
21100 · GST/HST Payable	-7	-70	22
21300 · Credit Memo Outstanding	0	100	0
22100 · CRA PAYROLL PAYABLES			
22110 · Over-Under Payment	196	196	-81
22310 · Salaries Payable	0	0	0
22140 · Income Tax Withheld	0	-2,931	1,201
22150 · CPP Payable	0	-777	342
22160 · CPP withheld	0	-777	287
22170 · EI withheld	0	-260	131
22180 · EI Payable	0	-358	127
Total 22100 · CRA PAYROLL PAYABLES	196	-4,907	2,007
22300 · EMPLOYEE PAYABLES			
22230 · LTD Payable	0	0	0
22320 · Vacation Payable	0	0	0
22340 · Salaries Payable OLD	586	0	0
Total 22300 · EMPLOYEE PAYABLES	586	0	0
Total 22000 · PAYROLL PAYABLES	782	-4,907	2,007
24000 · UNEARNED GRANTS			
24100 · Church Unearned Grants	-63,011	-83,621	0
24200 · Saints Cafe Unearned Grants	1,157	15,023	-42,657
24300 · Property Unearned Grants	0	-7,500	0
24900 · Security Deposit	0	-250	-250
Total 24000 · UNEARNED GRANTS	-61,854	-76,348	-42,907
Total Liabilities	-90,352	-95,443	-50,252

EQUITY

BS as at 2024-12-31 source: QBdata	2022 Dec	2023 Dec	2024 Dec
Equity			
30000 · Opening Balance Equity	121,716	123,704	123,704
31000 · SEGREGATED NET ASSETS			
31200 · Fixed Assests (Equity)	-540,671	-555,395	-571,882
31300 · Building Fund (Equity)	-44,951	-74,052	-60,082
31400 · Diocesan Investments (Equity)	-2,522	-3,031	-3,159
32000 · UNSEGREGATED			
32110 · WOSS reserve	-1,954	-2,184	-1,716
32120 · MOSS Reserve	-315	-541	-1,354
32130 · Youth Reserve	-1,688	-1,688	-1,938
32140 · Sunday School Reserve	-1,017	-1,017	-1,017
32150 · Unidentified Discretionary	-29,133	-60,185	-36,808
32200 · Saints Cafe Equity Reserve	-43,752	-46,068	-37,798
39000 · Unrestricted Net Assets	-82,487	-57,225	-61,569
Net Income	9,952	-5,828	3,065
Total Equity	-616,821	-683,510	-650,555
TOTAL LIABILITIES & EQUITY	-707,174	-778,953	-700,807

BUILDING FUND

BUILDING FUND	IN	OUT	BALANCE
Opening Balance 2024-01-01			74,051.78
41321 · Hall Rental	1,726.00		75,777.78
41324 · Parking	5,525.00		81,302.78
65100 · Bank Charges		78.00	81,224.78
24900 · Security Deposit		250.00	80,974.78
21300 · Credit Memo		950.00	80,024.78
17130 · Church Building Improvements		7,494.07	72,530.71
17170 · Church Equipment		14,790.82	57,739.89
HST Rebate	2,342.03		60,081.92

Notes:

1. The security deposit received in 2023 and refunded in 2024
2. The “credit memo” = parking tickets issued in error
3. “Church building improvements” = anti-hate grant
4. “Church Equipment” = AV & WiFi funded by the CSRF grant
5. “HST Rebate” is on the building improvements & equipment

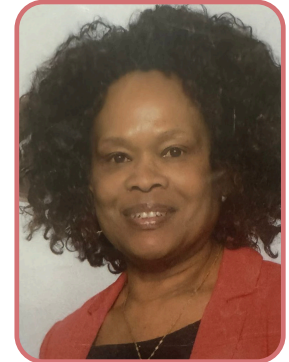
CHARITABLE GIVING

As you see in the table below, St Stephen's issued charitable tax receipts to 243 individuals for the 2024 tax year.

Of these 243 individuals, 56 (23%) accounted for 79% of the dollar value of donations.

This is about the same concentration in giving as in 2023.

The next page shows the breakdown of giving by category and further breaks down the "specific project" category by specific project.



Iris Linton
Envelope Secretary

2024 Distribution of Donations					
Range	count of donors	sum of dollars	% of donors	% of dollars	
\$0.01 - \$500.00	158	\$17,660.31	65%	9%	
\$500.01 - \$750.00	12	\$7,254.00	5%	4%	
\$750.01 - \$1,000.00	17	\$14,860.20	7%	8%	
\$1,000.01 - \$1,500.00	18	\$21,970.63	7%	12%	
\$1,500.01 - \$2,500.00	17	\$33,386.25	7%	18%	
\$2,500.01 - \$5,000.00	12	\$40,045.75	5%	21%	
\$5,000.01 - \$10,000.00	9	\$54,071.90	4%	29%	
\$10,000.01+	0	\$0.00	0%	0%	
	243	\$189,249.04			

23% of donors (56 people) account for 79% of dollars donated
187 people (77% of donors) account for 21% of dollars donated

TOTAL CHARITABLE GIVING

Categories	Church	Foodbank	Property	Rectory	Grand Total
41111 · Regular Offering	138,981.66	11,656.00			150,637.66
41112 · Memorial Offering	1,246.50				1,246.50
41113 · Christmas Offering	1,345.00				1,345.00
41114 · Lent Offering	1,090.00				1,090.00
41115 · Easter Offering	1,800.00				1,800.00
41116 · Thanks Offering	2,557.88				2,557.88
41117 · Initial Offering	360.00				360.00
41118 · Sunday School (C)	390.00				390.00
41121 · Specific Project (C)	18,854.50		1,400.00	200.00	20,454.50
41122 · Endow-a-Day (C)	2,530.00				2,530.00
41123 · Faithworks (C)	5,645.00				5,645.00
41128 · Discretionary Fund (C)	1,830.00				1,830.00
41133 · Other Fundraising (C)			130.00		130.00
Grand Total	176,630.54	11,656.00	1,530.00	200.00	190,016.54



SPECIFIC PROJECTS

Specific Projects	IN
(blank)	2,945.50
04 Rectory:Rectory Repairs	200.00
02 Church:Youth Ministry	250.00
02 Church:Women of St Stephen (WOSS)	1,326.50
02 Church:Walkathon 2024	8,245.50
02 Church:Talents Fundraiser 2023	400.00
02 Church:Sanctuary Poinsettias 2024	60.00
02 Church:New Vestments	2,700.00
02 Church:Men of St Stephens (MOSS)	587.00
02 Church:Generational Ministry	50.00
02 Church:Evening of Elegance 2024	1,975.00
02 Church:Easter Egg Hunt	20.00
02 Church:Angel Tree 2024	535.00
02 Church:70th Anniversary	260.00
01 Building (Capital): 70th Anniversary Bldg Upgrade	900.00
Grand Total	20,454.50



The table above shows only the charitable giving directed to each specific project. See the appendix for complete details.

BUDGET 2025

Revenue		Direct Expenses		Indirect Expenses	
41100 · CHARITY		51000 · WORSHIP	0.00	60000 · INDIRECT	0.00
41110 · UNRESTRICTED		51100 · Music Expense	300.06	61000 · PERSONNEL	0.00
41111 · Regular Offering	153,827.39	51300 · Liturgical Supplies	1,754.63	61100 · CLERGY	0.00
41112 · Memorial Offering	678.35	51400 · Candles & Flowers	223.00	61110 · RECTOR	0.00
41113 · Christmas Offering	2,710.31	52000 · CHRISTIAN EDUCATION	0.00	61111 · Rector Pay & Benefits	79,074.31
41114 · Lent Offering	11,857.23	52100 · Christian Education	500.00	61113 · Rector Housing Allowance	19,238.72
41115 · Easter Offering	1,994.79	52300 · Children's Christian Education	0.00	61114 · Rector Utilities Allowance	4,329.46
41116 · Thanks Offering	2,211.62	53000 · OUTREACH	0.00	61120 · OCCASIONAL CLERGY (T4A)	0.00
41117 · Initial Offering	671.13	53100 · GENERAL	0.00	61121 · Occasional Clergy	733.28
41118 · Sunday School (C)	103.25	53120 · Hospitality	1,143.39	61130 · Archdeacon Subsidy	0.00
41120 · RESTRICTED	0.00	53130 · Website	317.46	61200 · STAFF (T4)	0.00
41121 · Specific Project (C)	8,105.13	53140 · Event Expense	415.76	61210 · PARISH ADMINISTRATOR	0.00
41122 · Endow-a-Day (C)	1,700.00	53150 · Travel Expense	326.72	61211 · Salary - Parish Administrator	33,494.86
41123 · Faithworks (C)	4,990.00	53160 · Items purchased for resale	352.88	61212 · Salary - Content Creator	0.00
41124 · Sixty-five Strong (C)	800.00	53200 · RECURRING	0.00	61213 · Pension - Parish Administrator	2,934.40
41127 · Missions (C)	0.00	53220 · Purchased Food & Supplies	7,492.31	61214 · LTD - Parish Administrator	0.00
41128 · Discretionary Fund (C)	0.00	53230 · Gift Cards	5,702.37	61215 · other - Parish Administrator	0.00
41129 · Church Group	0.00	54000 · MISSION	0.00	61220 · SEXTON	0.00
41130 · CHARITABLE FUNDRAISING	0.00	54000 · MISSION - Other	0.00	61221 · Salary - Sexton	5,524.15
41131 · Sponsor Participants (C)	10,625.00	54100 · INSIDE CANADA	0.00	61290 · STATUTORY PAYROLL	0.00
41133 · Other Fundraising (C)	70.00	54110 · Support to Canadian Charities	325.82	61291 · CPP Expense	2,180.01
41190 · Donations Returned (C)	0.00	54120 · Support to Individuals	0.00	61292 · EI Expense	1,049.26
41200 · NON-CHARITY	0.00	54140 · Discretionary	0.00	61293 · Vacation Expense	1,834.91
41220 · NEAR CHARITABLE	0.00	54130 · Faithworks Expense	4,274.03	61300 · CONTRACT STAFF (T4A)	0.00
41221 · Loose Cash (NC)	4,061.40	56000 · UMBRELLA ORG	0.00	61310 · Organist	4,155.81
41223 · Sunday School Loose (NC)	148.45	56100 · Mandatory Allotment	16,939.36	61320 · Occasional Musician	2,761.94
41224 · Other Fundraising (NC)	2,538.14	56300 · Membership Fees Paid	826.00	61330 · Honoraria (T4A)	3,789.28
41225 · Giving for Org Outside Canada	160.00			61340 · Chef	0.00
41226 · Participant Sponsor (NC)	124.93			61400 · OTHER PERSONNEL EXPENSE	0.00
41234 · Baptism-Wedding-Funeral (N)	1,550.00			61420 · Staff Recognition (non-taxable)	414.34
41270 · Expense Re-billed to Individual	57.00			61430 · Police Records Check	292.20
41290 · Funds Returned to Giver (NC)	0.00			61450 · Staff Training	0.00
41300 · GOODS & SERVICES REVENUE	0.00			61500 · Casual Labour (T4A)	3,238.95
41311 · Sales Revenue (NC)	4,041.46			62000 · OPERATIONS	0.00
41321 · Hall Rental	5,000.00			62100 · MAINTENANCE	0.00
41324 · Parking	6,056.75			62110 · Lawn & Snow	10,481.89
42000 · INDIRECT DONATIONS	0.00			62120 · Operating Supplies	2,880.72
42100 · Canada Helps	250.00			62130 · Repairs	4,000.00
42200 · United Way	514.59			62150 · Maintenance Contractors	5,662.94
42500 · Collected by Another Church	19.50			62160 · Property Improvement (capital)	0.00
43000 · ORGANIZATIONAL GIVING	0.00			62180 · Correcting Our Error	0.00
43100 · NON-GOVERNMENT	0.00			62200 · SERVICES	0.00
43110 · Non-Gov Grants	60,000.00			62210 · Security Monitoring	1,114.64
43120 · Diocesan Assistance	0.00			62220 · Heat	14,258.90
43130 · Discounts	0.00			62230 · Water and Waste	4,244.13
43150 · LEASE INCOME	0.00			62240 · Electricity	7,171.22
43153 · Hall Lease	6,000.00			62250 · Internet	1,126.19
43155 · Utilities Re-billed to Lessee	0.00			62260 · Property Tax	10,719.76
44000 · OTHER INCOME	0.00			62270 · Insurance	11,797.13
44100 · FINANCIAL	0.00			63000 · ADMINISTRATION	0.00
44121 · Interest Earned	20.00			63100 · Office Supplies	666.18
44122 · Investment Income	7,198.98			63200 · Office Equipment	1,948.51
45000 · ACCRUAL	0.00			63300 · Photocopier Lease	3,948.00
45100 · ACCRUE RESTRICTED GIFTS	0.00			63400 · Photocopy Expense	0.00
45110 · Deposit Gifts to use later	0.00			63500 · Postage & Shipping	878.27
45120 · Use Gifts Previously Deposited	6,000.00			63600 · Telephone	917.43
45210 · Deposit Grants to use later	0.00			63700 · Online Services	1,709.46
45220 · Use Grants Previously Deposited	0.00			65000 · FINANCE	0.00
49999 · Unknown Income	30.00			65100 · Bank Charges	193.10
				65200 · Late Payment Fees	50.71
				65300 · Interest Expense	866.67
				65500 · HST Expense	3,450.68
				69999 · Unknown Expense	0.00

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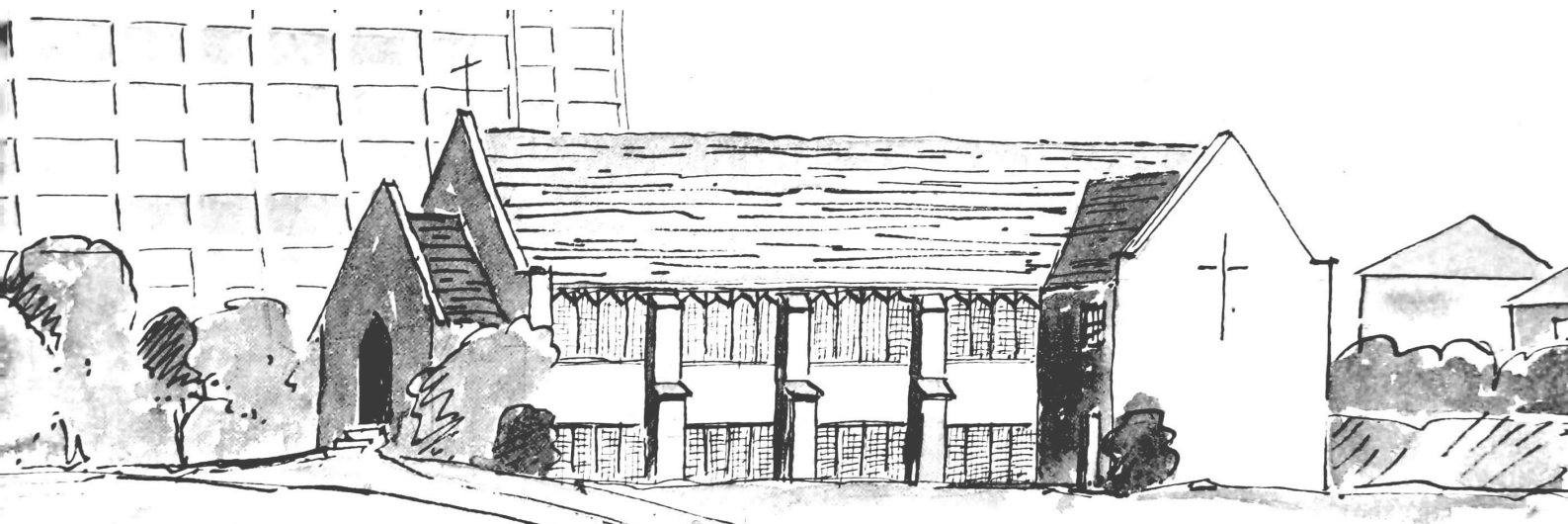
Parish Life

Appendices

PARISH VS CHURCH

Put simply, a parish is the community, while the church is the infrastructure that supports the community.

In this section, groups within the parish of St Stephen Dowsview tell the story of their experience with the church as the body of Christ, and what they plan to do in 2024.



ADVISORY BOARD

Advisory Board members:

Patricia Castello
Steve Clarke (July 2024)
Fanella Hodge (Secretary)
Rev. Father Theadore Hunt
Ebele Felix
Emeka Ichoku (until May 2024)
Cynthia Ifekwem (until June 2024)
Shalon Jeffers (Secretary)
Constance Kendall
Ericka Martin
Nadeen Murray (Chair)
Cheryl Prescod
George Quarcoo (Chair)
Orphtee Quarcoo (Secretary)
Bosun Williams

Meeting Dates:

Saturday, April 13, 2024
Saturday, May 18, 2024
Saturday, July 13, 2024
Saturday, September 14, 2024
Saturday, November 9, 2024
Saturday, December 14, 2024

Meeting Format:

Meetings were held virtually through Zoom from approximately 10 A.M. to 12:00 P.M. and were led by the Chair, with minutes recorded by the secretary. Prior to each meeting, advisory board members were provided

with the relevant material including minutes from the previous meeting and financial statements to help members come prepared with questions and concerns for discussion and reflection. Each meeting began and ended with a prayer.

Events Highlights:

70th Anniversary Service

Walk-a-thon

Bus Trip – Sight and Sound Theatre

Evening of Elegance Mission Services

Throughout the year, advisory board members:

- Shared ideas for increasing the church's visibility and ongoing engagement with the youth and young adults
- Advised on maintenance of the rectory and renovations
- Made recommendations on remodeling of the parish hall
- Provided suggestions for 70th Anniversary events and initiatives
- Reviewed quotations for various capital projects and shared insights on prioritization
- Suggested creative ways for general fundraising, drawing in new parishioners, and unique ways to minister to parishioners; particularly, the youth and young adults
- Made recommendations for the presentation of financials to Vestry and financial considerations for the 2025 budget

Thank you to all the members of the 2024 Advisory Board who gave their time to support the church's ministry.

Orphtee Quarcoo
Secretary

SAINT'S CAFE

Saint's Café is continuing to be a vital service in our community and is expanding with the influx of refugees and Asylum seekers.

With help from our partners, we are able to meet the growing demands for groceries, hot meals and other requests.



Saint's Café is continuing to be a vital service in our community and is expanding with the influx of refugees and Asylum seekers.

With help from our partners, we are able to meet the growing demands for groceries, hot meals and other requests.

In November, we hosted another successful Community event which was well received by our guests from the congregation as well as community members.

Thanks to our volunteers, neighbors and some Saint's Café clients, we had a bountiful harvest from Violet's Garden this summer. Many of our clients have benefited and enjoyed the produce from this venture. Luke 10:2 He told them, "The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into his harvest field.

BCCHC also visited us during our program with their Mobile Clinic and it was well received by our patrons and volunteers.

In 2025, we anticipate the request for hot meals and groceries will increase due to food insecurities and growing. Every week we are faced with new clients requesting meals and groceries, friends bringing friends. Currently we are exceeding capacity and our kitchen facility can only accommodate so much.

Our wish for 2024 is to have improved kitchen space and equipment in order to meet the increased demand for our service.

We also need a dedicated chef who can prepare meals to accommodate the anticipated increase in meals.

Our continued success will not be possible without the following groups and individuals:

- Black Creek Community Health Centre
- North York Harvest
- USecond Harvest
- Thornhill African Canadian Association & Roy Sinclair
- Pat who delivers bread and other items.

Last but not least, our very important and dedicated group of volunteers. We love and appreciate you dearly, words cannot express what your commitment mean to us.

Patricia Castello

Saints Cafe Coordinator

COUNTERS REPORT

For where your treasure is, there your heart will be also (Matthew 6:21).

Summary

In teams of two or three, the counters count the weekly offertories and prepare the bank depositions while the Wardens track and account for donations made through e-transfers.

Counters' Responsibilities

Weekly, the counters:

- Count the offertory
- Enter financial information into counting software and relevant spreadsheet(s), ensuring that the deposit amount is accurately reported and consistent with the total appearing in the spreadsheet(s)
- Organize and place offertory envelopes and deposit information in the Envelope Secretary's mailbox for entry and reconciliation in the appropriate accounting software
- Prepare weekly bank deposit envelope(s) and deposit accordingly

The 2024 counting team consisted of:

- Winsom Bennett
- Fanella Hodge
- Iris Linton
- Janet Morrissey
- Nadeen Murray
- Orphtee Quarcoo
- Angela Whyte

Thank You

A sincere thank you to all the counters for your time, hard work,

dedication, and patience!

Future Counters

Interested in joining a supportive and fun group of counters? Volunteers are always welcomed, and training is provided.

Please speak with the counting coordinator, Orphtee, if you would like to be a part of this important ministry within our church.

Orphtee Quarcoo
Secretary

MEN OF ST STEPHEN (MOSS)

James 1: 2-3

Count it all joy, my brothers, when you meet trials of various kinds, for you know that the testing of your faith produces steadfastness.



The ministry of the men will contribute continuously to the development of the church and this parish. This ministry is executed through corporate worship, Christian education, outreach, fellowship and support for the youth.

Aim and Purpose

The Men of St Stephen shall be a brotherhood of Christian men, united in supporting and strengthening the community of The Church of St. Stephen, Downsview, through positive work and leadership.

The Men of St Stephen will seek to:

- build up together our life in Christ and



promote fellowship among Christian men through, prayer, worship, service and special projects -promote the welfare of the community by assisting in the ongoing development work in the church and wider community -help in the maintenance and upkeep of the Church's property -support joint activities sponsored by the Church at Parochial, Deanery, Area, and Diocesan levels, as well as providing a means for communicating information among males in the Church.

We encourage members to continue to support us by paying their dues. This will allow us to have enough funds to cover the costs for the high school graduate financial gifts and other initiatives.

President: Allan Austin

Vice President: vacant

Secretary: Alwyn Murray

Treasurer: Ezekiel Ekeh

Accomplishments:

The Men of St Stephen put on the very popular Mother's Day celebration this year. With all generations of men coming together, we were able to put on a very enjoyable event for the ladies filled with good food, prizes and entertainment. No other event brings the men together more than this one and it is always our absolute pleasure to do so.

This year, we were able to honour the 2023 and 2024 high school graduates with a cheque for \$120 and a certificate recognizing their accomplishment.

The following graduates were honoured:

2023 2024

Aliyah Sealy Chimdi During

Chicka Ekeh Matthew Austin

Elijah Jeffries-Hunter Meleah George

Ethan McCalla

During the Christmas season, the men's group tries to help out when we can. This year, we donated \$100 to the Angel Tree Network and \$300 to the Rector's Discretionary Fund. Both initiatives were in great need and this time of year it's good to be able to help out in some small way.

Next Steps

We will be honouring the ladies in the church as we plan to put on another Mother's Day celebration this year. It is our pleasure to do this for the ladies and it always brings the men together.

As we have done in the past, we will be honouring the high school graduates of 2025 with their graduation gift. We remain committed to supporting these graduates as they go onto their post-graduation studies and all the youth in general.

This past year, a representative from St Hilda's mens group reached out to us to discuss possibly doing some joint fellowship ventures. We weren't able to pursue it last year; we will try to do that this year.

We hope to gather together as a group this coming year. If any of the men in the church wishes to join the group, please reach out to Allan Austin (ninja5050@yahoo.com) or Alwyn Murray (anmurray246@gmail.com) to be added to our contact list.

We encourage all of our members to reach out to each other and pray for each other. We should continue to reach out to the wider congregation in the church and pray for each other's health and wellness!

In conclusion, I thank the other members of the executive for their continued support in helping to guide the group.

A handwritten signature in black ink that reads "Alwyn Murray". The script is cursive and fluid, with the first letters of "Alwyn" and "Murray" being capitalized and prominent.

Secretary, Men of St Stephen's

WOMEN OF ST STEPHEN (WOSS)

It was with great thanksgiving, excitement and enthusiasm that the Women of Stephen stepped out in faith and started making plans to resume all our activities which had been suspended because of Covid. We, as a Church family, had been pretty much under the radar since we emerged from the throes of that deadly pandemic. This would be our first event in years, and, having lost some of our members to other congregations, it was quite a challenge. However, with the help of God, we persevered and were able to pick up where we left off and successfully arranged not only our Annual Conference in May, but also our annual celebration for Fathers' Day in June and the Seniors' Luncheon in December.



As it stands right now, we are not anywhere near where we were before numerically, however, with the grace of God we will get to where He wants us to be at the appointed time.

Last year's Conference was a resounding success, we had a total of 53 women in attendance and even though we had a major glitch at the



beginning, however, with the help of God, we were able to end the day in a very good place. This reflection provides me with a perfect segue; our last conference was the final time most of us had an opportunity to interact with one of our seniors, Miss Joyce Lodge, (the mother of Natasha RoseGreen). She died peacefully at home on Monday November 4th, 2024. May her soul rest in God's perpetual peace.

We have tentatively penciled in this year's WOSS Conference for Saturday May 3rd, 2025 @ 9:30am. As soon as Dr. Elaine Brown Spencer confirms her availability for this date, we will start doing whatever is necessary to put everything in place to make this another phenomenal event. In the meantime, I would like to encourage those of us who have not yet paid our dues for this year to do so as soon as possible. Please note that our dues will remain at \$60.

One of our former Sunday School Superintendents - Frances Greenidge Asiedu, returned as one of our keynote speakers. It was a phenomenal presentation, and she was very well received. As is always the norm, there was the usual outpouring of emotions and love as we got up close and personal with Dr. Elaine Brown Spencer before the day came to a close.

Last year's Fathers' Day Celebration was a subtle reminder to us that we were left with a huge void as too many of our men were missing for many different reasons. Some had moved on to other congregations, others had moved out of the city, others were sick in hospitals or moved into nursing homes, while others had transitioned to a place of quiet rest. Many of us were experiencing a feeling of emptiness, everything kept reminding us of better times when we were all together, but this is life as we know it. They are no longer with us but thanks be to God we took every opportunity to show them how much we loved, respected, and appreciated them during those precious years that God kept us all together.

It goes without saying that time heals all wounds, but for us, it will take some time for us to come to grips with the staggering number of men who are no longer in our midst, but to God be the glory we have some very precious memories.

Our annual Seniors' Christmas Luncheon continues to be a huge success and last year was no exception. Last year a festive and energetic team of women led by Fanella Hodge, came together and put on a most delightful celebration for our Seniors. The food was a variety of sumptuous Christmas favourites and was very well received.

The ambiance was exhilarating - a mixture of delightful chatter and laughter over the background of festive music. There were prizes and surprises, and I would be remiss if I did not mention the musical renditions and Bible Quiz led by Kanier Hodge who is our beloved balladeer.. Thank you Kanier!

Thanks to all the women who continue to work tirelessly every year, this is always the event that brings the curtain down on our yearly activities, fittingly, it also gives us an opportunity to spend some quality time with some of our Seniors.

We give God thanks that there are quite a few of them that are still able to be up and about.

This new year is already in the second month, it is never too late to ask God to continue to direct and inspire us as we prepare to continue our labor with love in peace and unity in this brand new year. My prayer is that we will be able to meet as a group sooner rather than later and formulate the changes we need to make going forward. We have been blessed with new people who have expressed interest in what we do as a group and others who have demonstrated that they are passionate about what we do, and are willing to be incorporated in this group as we work together in this community of faith.

The same God who brought us together in this Church from all corners of this earth, will continue to use us as He sees fit, protect us from all harm and danger and preserve us all for years to come. Happy New Year everyone, nothing is impossible when we put our trust in God.

God bless you all!

A handwritten signature in black ink that reads "Bev Brown". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

President, Women of St. Stephen

TUESDAY PRAYERS & DEVOTIONS

Our Tuesday evening gatherings in 2024 were uplifting, enlightening and inspiring. We resumed in January right where we left off and dove right into the book of Matthew Chapter 23. We made a significant change to our original format, and, it turned out to be an excellent decision. Thanks to our brother Ezekiel Ekeh, we agreed to take it a bit slower and read just one chapter each week. This gave us more time to go through more slowly, deliberately and methodically.



I report confidently and without the slightest hesitation that Tuesday evenings have turned out to be a learning experience for all of us. Each week we would read the designated chapter, then, we would go through verse by verse and absorb the stories in batches as they are written. This way, we were able to study each sequence of events as we read through the account of Jesus' life as documented in the four gospels. It is fascinating to see how each writer told the same story from different angles. Last year, our studies ended a bit prematurely as we had to suspend our sessions to make way for the Advent Series which started on November 26th and ended on December 17th.

We ended the year having read up to John Chapter 10.

As a very dedicated group, we continue to pray for every situation that arises in our midst. As born again believers, we are holding fast to the promises of God who assured us that 'no weapon that is formed against us shall prosper,' 'anything we ask He will do it' and, 'He will grant us the secret desires of our hearts.' The results have been astounding, so many testimonies have poured in but, we give the glory to God as without Him we can do absolutely nothing.

I consider myself truly blessed to be a part of such a dedicated, dependable and loving group of people, and to spend some real quality time together as we bask in the holy presence of God. I have come to realise that when we study the scriptures, we get a glimpse of who we are in Christ, and gradually, we begin to figure out our purpose in this life. Thank you Lord!

Last year we welcomed Marjorie Gregory and Lorna Higgins into our prayer circle, we thank God for them as they join us on this remarkable journey and I pray for God's grace as we endeavour to maintain our momentum.

Our members who were on the journey at some point last year were:

Ezekiel Ekeh

Marjorie Gregory

Charesse Henriques

Lorna Higgins

Margaret Hurdle

Norma Hutchinson

Rhona McColman

Margaret Quarcoo

Cecil Romain

Beverley Ross

Sashana Tracey

Irene Garnett

Our commitment to our Church family as we give thanks to God for the authority he has given to us, is that we will remain in the gap and continue to intercede for every person who is sick, for all those who are elderly and not able to help themselves, those in pain and discomfort, those who are in need, those who are in some degree of bondage, those who are suffering from satanic attacks and those whose faith is wavering.

Prayer knows no distance and has no boundaries, we will never give up, we will stand on the promises of God and release our faith as we call upon him in expectancy and believe Him for our healing.

Have a blessed and rewarding 2025, may God in his infinite mercy enable us all to thrive in 2025 and grant us the secret desires of our hearts.

We believe that Jesus is the holy son of God, we believe He died so that we may live, we believe He rose again from the dead and is now seated on the right hand of His Father making intercessions for us, this is what we believe.

God bless you all!

A handwritten signature in black ink that reads "Bev Brown". The script is cursive and fluid, with the first letters of "Bev" and "Brown" being capitalized and prominent.

Bev Brown, Coordinator

ALTAR GUILD

A year-round commitment of parish volunteers whose ministry is to care for the parish's altar, vestments, vessels and altar linens. Also responsible for preparing the altar for holy communion, baptism, wedding, and funeral. Their work includes setting the altar before and after each service, changing and cleaning linens, as needed, making sure the sacristy is stocked with wafers, wine and other necessities, and filling the butane candles for each service. Other responsibilities include changing the hanging and decorating the church for Easter, Thanksgiving and Christmas.



This past Fall, we had a parish clean-up day for the sanctuary. Members and other members of the congregation worked and fellowshiped together. It was a great day well spent. I want to take the time to thank all members of the Altar Guild, Christine, Jeanette, and Cicely, for your dedicated time week after week. Special



thanks to Bev Brown, Janet M, Roslyn, Natasha and Allan, Rita, Angela, Patrica, Lorna, Fanella, and Margaret H. Altar Guild is a quiet, contemplative and rewarding ministry. Members of the current Altar Guild invite all interested parties to join us in this ministry. Gracious God, bless your church and all who minister at the altar and care for sacred vessels and linens. Give us an awareness of beauty and mindfulness in holy places to enable others to worship through Jesus Christ, our Lord and Saviour. Amen.

Wendy Cottle

Altar Guild Coordinator

SUNDAY SCHOOL

"Start children off on the way they should go, and even when they are old, they will not turn from it." (Proverbs 22:6)

In the Bible, God tells us that children are a blessing and a gift! Their spirits are filled with innocence, joy, and laughter. Jesus tells us to be like children and to come to Him full of faith and trust



At CSSD children and youth ministry has always been an important ministry. Children grow up in the Church and develop strong bonds with each other that they continue into adulthood. We may not see them weekly or as often as we would like, but the bond to the Church is never broken.

During the pandemic we pivoted to online Sunday School which was well attended. It has been a couple of years since we resume in-person Sunday School. While we do not have the same in-person participation as we did online, we continue to meet and have fun. If we happen to miss a Sunday, it warms my heart to hear the children ask why we did not have Sunday School.



In 2024 we started with an average of 8 to 10 children each week, however a couple of our beloved families, for varied reasons, no longer attend which resulted in our attendance decreasing to 3 to 6 per week.

Despite the decrease in attendance, we continue to learn about Jesus through Bible stories, song, games, and crafts. Our lessons focused on the Gospel reading each Sunday. The children are provided with weekly bulletins that can be taken home to finish activities or share with their family members.

Like other CSSD ministries, the Sunday School ministry struggles to obtain and retain volunteers. Currently those assisting with Sunday School have been doing so for the past 10+ years. Special thank you to Wendy Cottle who this year joined our team to help as she is able given her multi-ministry involvement. Ongoing love and appreciation to Allan and Natasha Austin who can always be counted on to teach and assist where needed from year to year.

I have been involved with Sunday School at CSSD for over 25 years and I am looking forward to collaborating with the Corporation to obtain hardware and software to evolve Sunday School to a hybrid platform. In addition, it is my hope to one day soon transition the coordination and management of CSSD Sunday School to someone who loves and is as committed to it as I am. Until then we will continue to meet and teach our children about the love of Jesus.

To God Be The Glory!

A handwritten signature in black ink that reads "Fanella Hodge". The script is cursive and fluid, with the first letter 'F' being particularly large and stylized.

Sunday School
Coordinator

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Who We Are

Parish Profile

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APPENDICES

These appendices contain details that support the corporation report

- Parish Stats
- Project Reports

and sections that support the Vestry meeting

- 2024 Calendar of Events
- Minutes of Vestry 2023
- Agenda Vestry 2024.

The Agenda is last in case you want to detach and reference both the agenda and the Vestry Report during the 2024 Meeting of Vestry.



STATISTICS

Snapshot...

What we do...

- Sunday Worship, in-person at 9AM & 11AM
- Livestream the 11AM service
- Extract the sermon from the livestream and post as a “podcast” on YouTube
- Extract four, one-minute clips from the sermon and post on TikTok, YouTube, Facebook, and Instagram.
- Each video includes our website address as either the text or a QR code



How we measure what we do...

- Ushers count the number of people present at each worship service
- YouTube, TikTok, Facebook, and Instagram count the number of times each video is viewed
- Our website tracks the number of distinct users who visit and which pages they view.

So what?

1. We have been able to break-even financially because enough parishioners who cannot attend every week have remained engaged with the church.
2. People online are paying attention to what we post.
3. If we were to organize “meet-and-greet” events for online worship participants to meet each other, and our parishioners, in-person... and... we assign “web greeters” to greet online worshipers in YouTube chat and invite them, personally, to our meet-and-greet events... five to ten guests would probably come to each meet-and-greet event.

STATISTICS

Worship Participation

WHAT WE COUNT

- Ushers count the people in-person at each worship service, 9AM and 11AM
- YouTube counts the views for each video
- Zoom counts the number of participants in each Zoom call

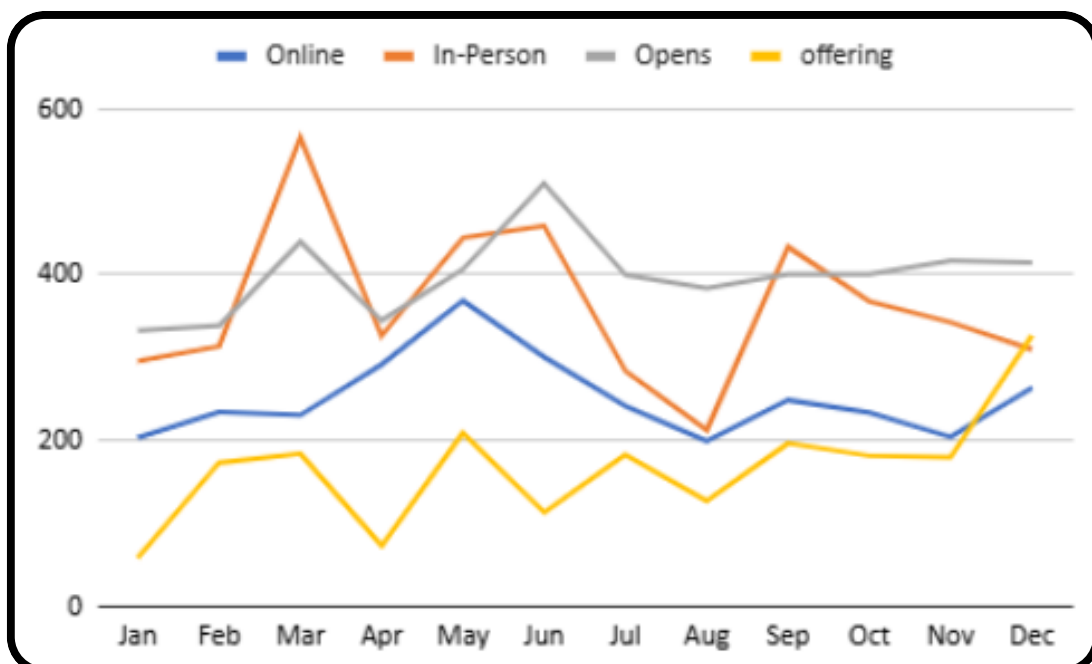


As a reasonableness check, we track:

- The trend to charitable giving (\$)
- The number of newsletters opened

ANALYSIS:

- **GOOD:** Online & In-person participation in worship is stable, with both showing the same number of people over time
- **GOOD:** Some people, who had attended St Stephens in the past, but cannot now attend in-person every week, are using online to stay connected with St Stephens
- **BAD:** Few online participants who have never attended in person, start attending in-person.



STATISTICS

TikTok & YouTube

On YouTube, each week, we post...

- The worship service livestream & replay
- The sermon as a video blog
- Four, one minute clips from the sermon

On TikTok, each week, we post...

- Four, one minute clips from the sermon

As you see in the charts below, we get thousands of the views.



TikTok

3063

Posts views

152

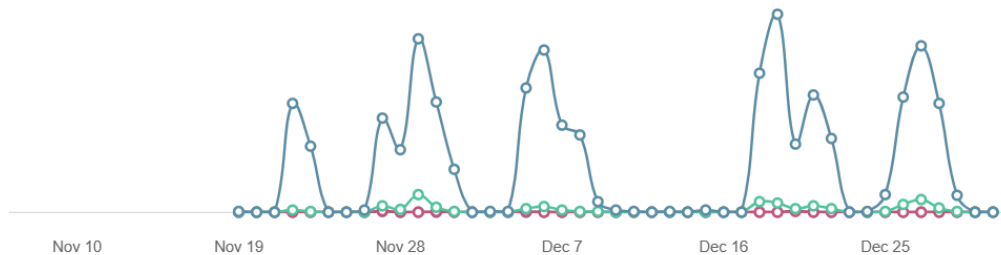
Likes

5

Comments

3

Shares



YouTube

8951↑
Video views

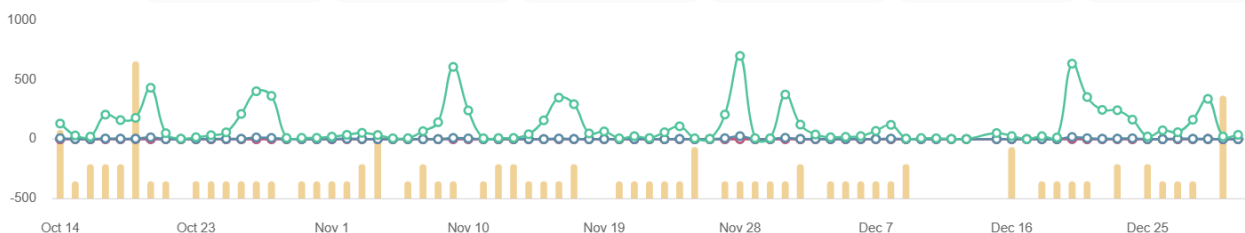
213↓
Likes

21↑
Dislikes

11↑
Comments

36↑
Shares

94↓
Videos



STATISTICS

Facebook & Instagram

We also post the four, one minute, clips from each weekly worship service to Facebook and Instagram.

As you see in the graph below, Facebook (which also owns Instagram) changed their algorithm in November.

We have changed the service we use to post videos to Facebook and Instagram and will watch to see if we see an improvement in view count.

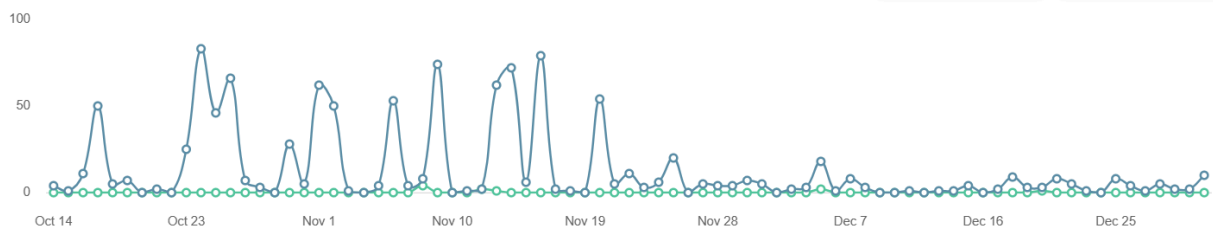


Posts viewed in period

Facebook

1053↑
Impressions

10↓
Reactions



Organic Summary
Instagram

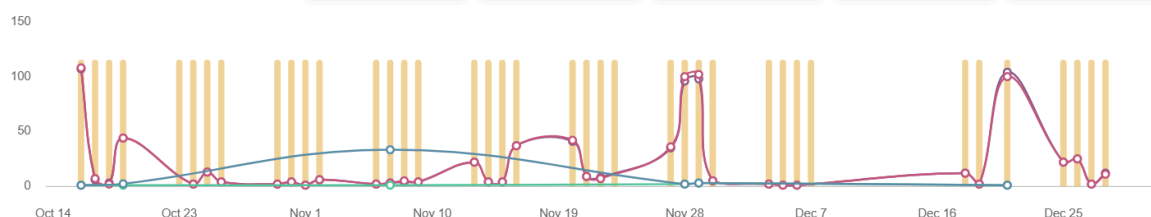
1.2↑
Engagement

9↓
Interactions

19↓
Avg. reach per reel

747↓
Video views

39↓
Reels



STATISTICS

Web Site

The website statistics you will see on the next page corroborate the story told by the YouTube and TikTok statistics.

Each video we post has our website address as an image at the top of the screen.

The website statistics report that most of the people who come to our site for the first time have either typed the address into the address bar of their browser or searched for “StStephenDownsview”.

This shows people are (1) actually watching the videos, and (2) taking note of the website address and looking for more information.

No surprise, the most popular page is the announcements.

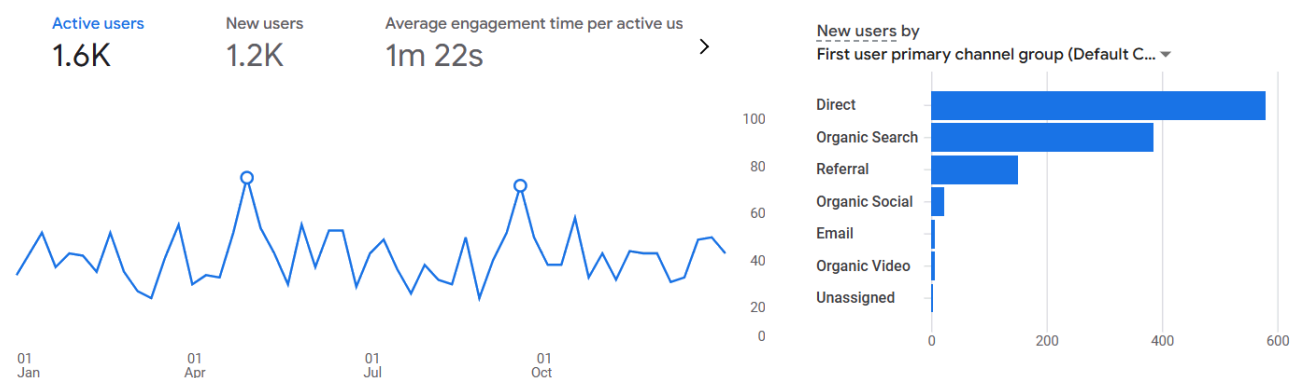
Note that the second most popular pages are pages about who we are. The photos in this report come from those page... so... the photos matter and YOU matter to people who are seeking a relationship with church.



STATISTICS

Web Site

	PAGE TITLE AND SCREEN CLASS	VIEWS
1	Announcements - St. Stephen's Downsvew Anglican Church	2,768
2	St. Stephen's Downsvew Anglican Church A diverse and caring Christian community	1,732
3	Members - St. Stephen's Downsvew Anglican Church	538
4	Worship - St. Stephen's Downsvew Anglican Church	437
5	About Us - St. Stephen's Downsvew Anglican Church	297
6	Ministry Team & Staff - St. Stephen's Downsvew Anglican Church	270
7	Your Giving - St. Stephen's Downsvew Anglican Church	253
8	Sermons Archives - St. Stephen's Downsvew Anglican Church Archive -	192
9	Contact Us - St. Stephen's Downsvew Anglican Church	165
10	Community Outreach - St. Stephen's Downsvew Anglican Church	126



STATISTICS

Parish Operations

BAPTISM

2024-09-15 Cataleya .S. Charles-Aruoaye
Alero Benedicta Amedu
Caleb Maleek Fullah

2024-11-03 Austin Davey
Amelia Davey

FUNERAL

2024-04-27 Courtney Bolden

2024-05-03 Alton Ballantyne

2024-06-15 Oscar Grey

2024-06-22 Annette Williams

2024-07-06 Leopold Austin

2024-11-04 Joyce Lodge



	Column1	2017	2018	2019	2020	2021	2022	2023	2024
Baptism		8	5	5	2	6	3	3	5
Funeral		4	6	1	1	1	1	2	5
Confirmation		-	-	-	-	-	7	-	-
Weddng		1	4	2	-	-	-	-	-
Sunday School - Average per Sunday		-	-	11	-	-	-	-	-
Parish Families		207				242	242	149	260
Easter Attendance		28	264	326	117	35	188	276	311
Easter Communicants		230	291	263					226
Christmas Attendance		127	109	127	14	57	16	67	83
Christmas Communicants		63	93	106				47	78
Total Sunday Attendance		3,927	6,504	6,284	-	-	4,797	6,994	4,487
Total Sunday Communicants		5,153	5,153	5,076	-	691	4,565	3,985	-
Total Livestream Views		-	-	-	-	6,521	5,446	3,009	3,284

SPECIFIC PROJECTS

The reports below show all income for each project, non-charitable and grants as well as charitable giving, and matches the expenses for each project to the revenues.

Ending Balances

Project surpluses do NOT carry over to 2025, unless, you see the following entry:

45110 - Deposit Gifts to use later

This is a requirement of the Income Tax Act: Funds for which we issue tax receipts must be used for charitable purposes and cannot be allowed to accumulate. Projects that straddle the fiscal year are an exception, but only for one year-end.

The CRA also tolerates an exception for projects interrupted by COVID (this applies to MOSS and WOSS) but expects the balance carried over to decline year-to-year and eventually reach zero.

Property Improvement

Specific Projects	IT	OUT	IN	NET
▣ 01 Building (Capital):Anti-Hate Grant 2023		7,366.81	7,500.00	133.19
43220 · Grants - Provincial			7,500.00	7,500.00
62160 · Property Improvement (capital)		7,188.00		-7,188.00
65500 · HST Expense		178.81		-178.81
▣ 01 Building (Capital):70th Anniversary Bldg Upgrade			900.00	900.00
41121 · Specific Project (C)			900.00	900.00

Community Service Recovery Fund (CSRF)

Specific Projects	IT	OUT	IN	NET
⊕ 05 CSRF Grant: Volunteer Management System		20,295.19	15,000.00	-5,295.19
⊕ 05 CSRF Grant: Video Editing System		14,541.79	5,000.00	-9,541.79
⊕ 05 CSRF Grant: Sanctuary Systems		31,924.44	40,000.00	8,075.56
⊕ 05 CSRF Grant: Project Administration		14,474.82	15,000.00	525.18
⊕ 05 CSRF Grant: Parish Communication System		7,862.44	15,000.00	7,137.56
⊕ 05 CSRF Grant: Backoffice Systems		11,261.05	10,213.95	-1,047.10
				-145.78

The Community Services Recovery Fund (CSRF) was a one-time grant from the Government of Canada, administered by the Unity Way, to support charities and non-profits as they focus on how to adapt their organizations for pandemic recovery.

The “focus” has three areas, of which applicants must choose one:

- Focus Area A: Investing in people
- Focus Area B: Investing in systems and processes
- Focus Area C: Investing in program and service innovation and redesign

Project expenditures must adhere to the scope outlined below; improvements to the church property and rectory are ineligible, and we will have to report project progress to the United Way. See the PDF on [eligible and ineligible](#) costs for details.

Our COVID experience taught us that we need to blend online and in-person to reach and serve our community for worship and community service. “Program delivery redesign” (Area C), aims to increase the comfort level of our pool of potential volunteers with new tech and methods, and reduce our cost by aligning our tech and processes with our current and future needs.

The CSRF project completed June 2024. If you sum the balances on the previous page, you will notice that the total cost to St Stephen’s was \$145.

Church Events & Programs

Specific Projects	OUT	IN	NET
02 Church:Women of St Stephen (WOSS)	4,529.23	4,529.23	0.00
41121 · Specific Project (C)		1,796.50	1,796.50
45110 · Deposit Gifts to use later	2,265.54		-2,265.54
45120 · Use Gifts Previously Deposited		2,732.73	2,732.73
51300 · Liturgical Supplies	278.69		-278.69
53120 · Hospitality	365.00		-365.00
53220 · Purchased Food & Supplies	680.00		-680.00
61330 · Honoraria (T4A)	500.00		-500.00
61420 · Staff Recognition (non-taxable)	440.00		-440.00
02 Church:Right Way Discipleship	1,160.50		-1,160.50
62130 · Repairs	1,105.87		-1,105.87
65500 · HST Expense	54.63		-54.63
02 Church:Men of St Stephens (MOSS)	3,222.00	3,222.00	0.00
41121 · Specific Project (C)		1,797.00	1,797.00
41224 · Other Fundraising (NC)		810.00	810.00
45110 · Deposit Gifts to use later	1,428.20		-1,428.20
45120 · Use Gifts Previously Deposited		615.00	615.00
53120 · Hospitality	634.10		-634.10
54120 · Support to Individuals	1,159.70		-1,159.70
02 Church:Good Friday Fish Fry 2024	150.00	553.63	403.63
41311 · Sales Revenue (NC)		553.63	553.63
53220 · Purchased Food & Supplies	150.00		-150.00
02 Church:Generational Ministry	274.00	720.00	446.00
41121 · Specific Project (C)		720.00	720.00
51300 · Liturgical Supplies	274.00		-274.00
02 Church:Evening of Elegance 2024	17,779.40	17,127.28	-652.12
41121 · Specific Project (C)	0.00	1,975.00	1,975.00
41311 · Sales Revenue (NC)	0.00	15,061.88	15,061.88
53140 · Event Expense	16,804.95	90.40	-16,714.55
53220 · Purchased Food & Supplies	509.92		-509.92
65500 · HST Expense	464.53		-464.53
02 Church:Easter Lilies 2024	96.32	121.50	25.18
41112 · Memorial Offering		121.50	121.50
51300 · Liturgical Supplies	96.32		-96.32
02 Church:Choir CD Sale		50.00	50.00
41311 · Sales Revenue (NC)		50.00	50.00

Specific Projects	OUT	IN	NET
02 Church:Bus Trip Aug 15-18 2024	27,373.62	30,658.75	3,285.13
41311 · Sales Revenue (NC)	1,755.00	30,658.75	28,903.75
53140 · Event Expense	25,618.62		-25,618.62
02 Church:Bible Study - winter 2024	37.60	213.25	175.65
41311 · Sales Revenue (NC)	10.00	213.25	203.25
52100 · Christian Education	27.60		-27.60
02 Church:Bake Sale 2024-03-31		1,563.00	1,563.00
41311 · Sales Revenue (NC)		1,563.00	1,563.00
02 Church:70th Anniversary	480.00	1,320.00	840.00
41121 · Specific Project (C)		330.00	330.00
41224 · Other Fundraising (NC)		750.00	750.00
61121 · Occasional Clergy	480.00	240.00	-240.00
02 Church:2024 Calendar	200.00	251.50	51.50
41311 · Sales Revenue (NC)		251.50	251.50
53160 · Items purchased for resale	200.00		-200.00

2025 EVENTS

March

- **02:** Sexual Misconduct Training
- **04:** Shrove Tuesday Pre-Lenten Event
- **05:** Ash Wednesday - 40 Days of Giving Begins
- **07:** “Stations of the Cross” **6:30PM**
- **08:** World Day of Prayer
- **12:** Lenten Reflections (Wednesdays in Lent **5:30PM**)
- **30:** Youth Sunday

April

- **11:** “Stations of the Cross” devotion ends
- **12:** Parish Spring Clean-up Day
- **13:** Palm Sunday
- **16:** Lenten Evening Reflections End
- **17:** Maundy Thursday
- **18:** Good Friday & Fish Fry (Fundraiser)
- **19:** Holy Saturday / 40 Days of Giving Ends
- **20:** Easter Sunday / Bake Sale
- **26:** Newcomers Social Event
- **27:** Launch Talents Fundraiser / Sierra Leon Day

May

- **03:** WOSS Women’s Conference 9:30AM
- **11:** MOSS Mothers’ Day Celebration
- **17:** Spring Bowl-a-thon
- **25:** Guyanna / Anguilla (May 30)

June

- **01:** Ascension Sunday
- **08:** Day of Pentecost / Holy Baptism
- **15:** Trinity Sunday / WOSS Fathers’ Day Celebration

- **22:** “Class of 2025” Graduates Celebration
- **29:** Pre-Summer Event to thank volunteers

July

- **01:** Canada Day
- **06:** Begin Single, 10:00 a.m. service
- **13:** Parish Open Air Service & BBQ

August

- **03:** Jamaica Day
- **31:** Youth Sunday / Trinidad & Tabago Day

September

- **07:** Blessing of the Backpacks / Bake Sale
- **14:** Resume 9 a.m. and 11 a.m. services
- **20:** Walk-a-thon
- **21:** Back-to-Church Sunday / BBQ & Jumping Castle

October

- **01:** Nigeria Day
- **05:** Uganda Day
- **11:** In-person event for online participants
- **12:** Harvest Thanksgiving Sunday
- **19:** Zambia Day
- **26:** Service of Blessing for New Marriages

November

- **02:** All Saints Sunday (baptism)
- **09:** Remembrance Day
- **15:** Fall Bowl-a-thon
- **16:** Legacy Giving Sunday / Talents Fundraiser Ends
- **22:** Community Dinner
- **30:** 1st Day of Advent / Youth Sunday / Barbados Day

December

- **06:** Seniors' Lunch (WOSS)
- **07:** 2nd Sunday in Advent
- **14:** 3rd Sunday in Advent
- **19:** Service in Memory of the Faithful Departed
- **21:** 4th Sunday in Advent / Children's Christmas Pageant
- **24:** Christmas Eve Service 10:00PM (Wednesday)
- **25:** Christmas Day Service 10:00AM (Thursday)
- **28:** 1st Sunday After Christmas
- **31:** New Year's Eve Service 10:00PM (Wednesday)

January

- **04:** The Epiphany of the Lord (transferred)
- **11:** The Baptism of the Lord (& Holy Baptism)

February

- **01:** The Presentation of the Lord (& Holy Baptism)
- **15:** Annual Vestry Meeting **11AM**
- **17:** Shrove Tuesday, Pre-Lenten Event
- **18:** Ash Wednesday - 40 Days of Giving (Lenten Fundraiser) Begins
- **20:** Stations of the Cross, Fridays during Lent, 6:30PM
- **25:** Lenten Evening Reflections, Wednesdays during Lent, **5:30PM**

MINUTES 2024

Sun Mar 10, 2024, 2259 Jane St, North York

Attendees

Theadore Hunt (Chairperson), Fanella Hodge (Vestry Clerk), Shalon Jeffers, Orphtee Quarcoo, Beverley Brown, Constance Kendall, Foster Odlum, Maraval Odlum, Allan Austin, Arielle Prescod, Bosun Williams, David During, Emeka Ichoku, Stephanie Ichoku, Nicole DaCosta, Lucille DaCosta, Norman DaCosta, George Quarcoo, Greg Watson, Janet Morrissey, Patricia Costello, Myrna Blair, Lanre Williams, Iris Linton, Irene Garnette, Ericka Martin, Nadeen Murray, Winsom Bennett, Angela Whyte, Steve Clark.

Meeting Notes

The 2024 Vestry Meeting commenced at 12:49 p.m. with a prayer led by Fr. Hunt followed by a welcome and call to order.

Appointment of Vestry Clerk

MOTION to appoint Fanella Hodge as Vestry Clerk moved by Orphtee Quarcoo, seconded by Nadeen Murray. The Motion was CARRIED.

MOTION TO APPOINT Janet Morrissey as scrutineer moved by Orphtee Quarcoo, seconded by Foster Odlum. The Motion was CARRIED.

Approval of the Agenda

Amendment made by Fr. Hunt to separate Approval of the Agenda and Minutes to Approval of Agenda. The adoption of the minutes of meeting from the 2024 vestry will be following the motion for time to adjourn.

MOTION to approve the agenda for today's meeting, as amended, moved by Emeka Ichoku, seconded by Pauline Stewart. The Motion was **CARRIED**.

Approval of the Agenda

Amendment made by Fr. Hunt to separate Approval of the Agenda and Minutes to Approval of Agenda. The adoption of the minutes of meeting from the 2024 vestry will be following the motion for time to adjourn.

MOTION to approve the agenda for today's meeting, as amended, moved by Emeka Ichoku, seconded by Pauline Stewart. The Motion was **CARRIED**.

MOTION FOR Time of Adjournment

MOTION to adjourn the 2024 Vestry Meeting at 2:00 p.m., with the opportunity to change or extend, if necessary, moved by Beverly Brown, seconded by Nadeen Murray.

Motion to Adopt Minutes of 2023 Vestry

Amendments/Deletions/Corrections

- Check spelling of Fr. Hunt's name.

MOTION to adopt the Minutes of Vestry Meeting held on February 25, 2023, as presented, moved by Irene Garnette, seconded by Angela Whyte. The Motion was **CARRIED**.

Matters Arising from the Minutes

Fr. Hunt proceeded to thank Nadeen for being the 2023 Vestry Clerk and for the great job producing the minutes as well as all her work at St. Stephen, Downsvew.

There were no matters arising from the minutes.

Ballot to Elect Vestry Officers

Ballots were distributed by the scrutineer to those eligible to vote.

To be eligible you must have been present at a minimum of three services for the year, one being the Easter service.

Nominations

Position	Nominees	Elected/Acclaimed
People's Warden	Emeka Ichoku	With no nominees from the floor Emeka Ichoku is acclaimed as People's Warden.
Deputy: People's Warden	Shalon Jeffers	With no nominees from the floor Shalon Jeffers is acclaimed as Deputy People's Warden.
Lay Members to Synod – 1 Position	Fanella Hodge George Quarcoo	George Quarcoo was elected to the position Lay Member of Synod.
Members At Large – 3 Positions	Ebele Felix Nadeen Murray Fanella Hodge	There were no additional nominees from the floor. Ebele Felix, Nadeen Murray and Fanella Hodge are acclaimed as Members At Large to the Advisory Board.
Envelope Secretary	Nominations from the floor: Cynthia Ifekwem - Nominated by Emeka Ichoku	Cynthia Ifekwem is acclaimed as the Envelope Secretary for 2024.
Parochial Tribunal – 2 Positions	Fanella Hodge	Fanella Hodge is acclaimed in the role of a member of the Parochial Tribunal. A second representative may be appointed by Fr. Hunt.

Fr. Hunt expressed his gratitude to Ericka Martin for the service she has given in the role as Deputy People's Warden.

Fr. Hunt will also appoint three Advisory Board Members At Large. Iris Linton will be taking a step back from the role of Envelope Secretary, a role that she has held for many years. Iris has committed to training the person or persons who step into the role. Fr. Hunt provided a quick overview of the position prior to asking for nominees from the floor.

Fr. Hunt provided a brief explanation of the role of the Parochial Tribunal.

Corporate Reports

Incumbents Report

Highlights of the Incumbent's report are as follows:

Fr. Hunt indicated it has been a year of growth. We have had many new friends, locally and internationally, that have joined us weekly for worship and other services either in person or via live stream. There has also been a steady return to ministries, in particular several new young servers who are currently preparing for Easter. Thankful for the 40 days of giving to make our Easter celebration a grand one.

Fr. Hunt also shared his pleasure with the steady support from the Corporation and the Advisory Board throughout the past year, in front and behind the scenes. Gratitude was also given to Canon Peter for his service by stepping in on the Sundays when the Rector was away. Acknowledgement to Bev, Connie and Emeka for their support of leading services and morning prayer last Summer.

We continue to offer online services and amenities, morning prayer, mid-week prayer and bible study groups. We are open to other opportunities to meet virtually.

Fr. Hunt flagged the work of the Saints Café. The program is currently at, if not over, capacity. There is a lot of work to be done and volunteers are always needed. One year ago, we set out to hire a volunteer coordinator to alleviate some pressure for our coordinator, but that did not materialize. We continue to move forward but recognize that structural changes (kitchen capacity) and volunteer resources are required. Members are encouraged to read the Wardens report for an update regarding the Rectory. A loan hasn't been secured to renovate the property, but we have been working to make sure the property does not deteriorate. In addition to regular site visits, the Wardens have procured the following updates: a new water heater and furnace were installed, and

locks were changed. We remain hopeful that we can approach another lender to secure a loan for the renovation.

Because the Rectory is currently vacant, we have been flagged for the vacant home tax. While we will see if there is anything we can do to reverse this decision, it impresses upon us that we need to do all we can to move this project along.

There have been stringent efforts by the Corporation to connect with the Downsview Youth Covenant (DYC) regarding their status as we have not received any lease payments for a while. As stewards of this property, we have determined not to renew the lease agreement with DYC and will have to find new tenants. We recognize the important work of the DYC, and the Corporation has decided that when the DYC is able to return as paying tenants, we will extend that privilege to them.

Property improvements at the Church include replacing lights with new LED lights, new motion detector, smoke alarms, aluminium gutters and downspouts as our copper downspouts were stolen. We are grateful to Foster Odlum and his contact who helped us to replace the side door. We appreciate the donation as we only had to pay for the hardware. As a tribute to our late sister Violet, the flower beds have been built and ready for the Spring.

As part of our 70th anniversary celebrations, we have identified the following projects for the coming year: property perimeter fencing, new accessible deck, parking lot resealing and restriping.

The following questions or comments were received from the floor:

- **Allan Austin: Regarding DYC** it hurts my heart to hear this is what it has come to. DYC has supplies and furniture, what will happen to those things?
 - As per the lease they are given time to remove any equipment and supplies they have on site. The move can be coordinated with our office.

- **Maraval Odlum:** Saints Café has reached capacity, what is capacity and what happens next?
 - There are new patrons coming every week. We have reached the limits what we can accommodate. Unless we can get more volunteers and an updated kitchen, we may get to a point where we won't accept any further new patrons.
- **Patricia Adams:** We don't want to turn anyone away. The main challenge is to get the kitchen renovated. The renovated kitchen should include larger sinks, proper stoves, and industrial equipment. There is also a need for a regular chef.
- **Beverly Brown:** Can we get help from the Diocese or Black Creek Community Centre? Consider changing how we distribute e.g., only one meal per person, can only collect for yourself.
 - These are all very real concerns. Last year architect helped us to understand distinction between calling it a kitchen and an industrial space. It is a big undertaking to install industrial equipment at a basement level. We will have to revisit building code, fire capacity etc. Such a renovation will cost hundreds of thousands of dollars. Is this the direction we want to go in or something simpler? If it is the will of the Vestry, we can investigate to see what it might cost us. This will be a significant undertaking.
- **Ebele Felix:** Suggestion that we explore what grants are available to us. Investigate how other churches/organizations have organized such projects.

Fr. Hunt invited question or comments regarding the remaining reports found on pages 12-20 and 28-30.

CSRF Grant

Greg Watson, the Parish Administrator, provided an update regarding the Community Services Recovery Fund (CSRF) grant. This is a grant from the federal government that is administered by the United Way.

The purpose of the grant is to regularize lessons learned from the pandemic. The grant was used to improve our live stream, cameras in the front and side of the Church, a new sound system and a new envelope software. Greg shared highlights of the report including attendance stats and plans to launch a spiritual renewal. Fr. Hunt thanked Greg and encouraged everyone to read the report if they haven't already.

2023 Financial Reports

Bosun Williams, Treasurer, presented the 2023 financial statements and the 2024 budget. Fr. Hunt provided the following notes/points of clarification:

- The auditor is still working on the audit but anticipate that it will not change materially from what we have prepared so we can accept financials as presented.
- Although we are completing an audit, the Diocese has removed the requirement of audit for parishes with an annual income under \$500,000.

Fr. Hunt thanked Bosun, Greg and Iris and everyone who assist us with the financials.

MOTION to accept the financials statements of 2023 and the 2024

Budget, as presented, and to reappoint Janice Charko as auditor for the year ended December 31, 2024, moved by Iris Linton, seconded by Irene Garnett. The Motion was **CARRIED**.

Motion to Extend the Meeting

MOTION to amend the adjournment time of the 2024 Vestry Meeting with a 30-minute extension from 2:00 p.m. to 2:30 p.m., moved by Emeka Ichoku, seconded by Nadeen Murray. The Motion was **CARRIED**.

Other Business

Fr. Hunt reminded us of Greg's presentation and his reference to a season of spiritual renewal. You will hear more about this in the coming

weeks and months. Over the next two years the Diocese will engage in a season of renewal. Parishes will be invited to engage in renewal of participation in activities, prayer, worship, study of scripture and most importantly in sharing our witness with those who may not know. We are hopeful it will be a season that will draw all of us in. We need to begin to think about what it is that we can do at St. Stephen, Downsview to develop those practices that develop renewal in this community.

The Scrutineer, Janet Morrissey, provided the results of the election of the Lay Representative to Synod. George Quarcoo was elected.

The meeting adjourned at 2:11 p.m. with a prayer led by Fr. Hunt.

Prepared by:

A handwritten signature in black ink that reads "Fanella Hodge". The script is cursive and elegant, with the first letters of each name being capitalized and prominent.

Fanella Hodge,
Vestry Clerk

2025 VESTRY AGENDA

- ✓ Opening Prayer
- ✓ Appointment of Vestry Clerk & Scrutineer
- ✓ Motion to Adopt Agenda
- ✓ Motion for Time of Adjournment
- ✓ Housekeeping Notes
- ✓ Motion to adopt 10-Mar-2024 Vestry Minutes
- ✓ Ballot to Elect Vestry Officers
 - Confirm Nominations
 - Distribute Ballots
 - Collect Completed Balots
- ✓ Corporation Reports
 - Incumbent's Report to Vestry
 - Wardens' Report to Vestry
 - 2024 Financial Reports
 - Envelope Secretary's Report
 - 2025 Budget
 - Motion to accept Corporation Reports
- ✓ Advisory Board Report
- ✓ Parochial Organizations' Reports
- ✓ Appoint 2024 Vestry Officers
 - Announce Ballot Results
 - Install 2024 Vestry Officers
 - Motion to Destroy the Ballots
- ✓ Other Business
- ✓ Adjournment