

Corporation Report to the May 15, 2011 Special Meeting of Vestry

Audited Financial Statements

We are grateful to our dedicated and skilful Treasurer, Vanessa Luce for her extraordinary diligence in shepherding our financial statements through the changing circumstances resulting from extensive negotiations with the diocese about amounts owed for Diocesan Mission and Ministry in this and past years and about amounts owed on our mortgage and parish loan. As announced at Parish Council on April 10, 2011 and at services on April 17th, we are delighted by the news that the Diocese of Niagara has confirmed that they are indeed matching the \$20,000 raised for debt reduction by the parish in 2009 and following. This matching amount will be credited towards our debt to the diocese. Our reissued and, now, audited financial statements for 2010 have taken these developments into account.

As can be seen in the various notices of motion included in the proposed agenda for the May 15th Special Vestry meeting, we commend the revised statements which Vanessa is distributing on May 8th to Vestry for adoption.

Paving Project

Our parking lot and grounds give visitors and newcomers one of their first impressions of the Church of the Incarnation. We are concerned that the current state of disrepair of our parking lot sends an uninviting message to the wider community. The work that needs to be done is to re-pave the current parking lot (of almost 24,000 square feet) and some repairs to the laneway from Old Abbey Lane. Marlene Thompson, in her capacity as the Chair of the Building & Property Committee, has sought estimates from three paving companies. Marlene reports that all of these companies have good to excellent Better Business Bureau ratings with good records of follow-up and trouble-shooting in addressing any problems in a timely manner.

The Corporation has favourably received a recommendation from the Building & Property Committee that we undertake a re-paving project as soon as funds become available. Grateful for Marlene's extensive foundational work on this plan and considering the input into that plan from Parish Council members at the Council's April 10, 2011 meeting, the following detailed parameters for the project express our intentions, subject to adjustment as needed, for how the parking lot project will be implemented:

- Remove the old asphalt; leaving the stone borders and widening the curve at the storage hut by four feet [leaving the stone border will stop the new asphalt edge from crumbling];
- Dispose of existing asphalt and other ground waste material;
- Supply and install new stone to existing granular base layer as required to restore prescribed industry levels.
- Grade and compact entire granular base with large vibratory roller, ensuring new curved area is well compacted;
- Leave parking lot area to settle for one week after granular base has been compacted [This gives a harder base];

- Re-level and compact granular base;
- Pave existing parking lot and extended new curved area with a two inch layer of HL8 base course asphalt and pave a 1 1/2 inch layer of HL3 hot surface mix asphalt compact depth;
- Ensure that the asphalt is spread evenly so that the parking lot perimeter edge has the same thickness of asphalt as the centre of the parking lot.
- Grade new curve near the storage hut to minimize mud run-off, and install a line of cement “bumpers” with re-bar to discourage drivers from driving vehicles beyond the limits of the lot at that location;
- Grade the incline leading from the parking lot toward the south-west corner of the church and the outdoor enclosed furnace compound, remove gravel and add to the granular base of the parking lot;
- Replace that area with top soil and sod and/or grass seed as desired;
- Re-line the parking spaces, directional arrows, slow and logos for handicapped parking spaces.

It is the Corporation’s intention to proceed with the paving project only at such time as we have sufficient funds in hand to cover the final quote, and a small contingency for unforeseen costs.

The cost of this project, in the order of magnitude of up to \$60,000 including HST, well exceeds the funds that could be available in our operating budget. As a result, the Corporation has:

- proposed to direct (with the donor’s approval) \$12,300 from a major donation of \$50,000 received for the purposes of debt reduction towards this project;
- sought the authority to apply the current balance of approximately \$20,000 in the Building Fund; and,
- asked the Stewardship Committee to launch a special fund-raising campaign, *Paving the Road Ahead*, with the twin goals of paying for the paving project and further reducing our debt to the diocese.

As of April 30th, the parish had received \$8,105 in response to the *Paving the Road Ahead* campaign launched on March 27, 2011. We are anticipating an additional \$6,155 in fulfillment of campaign pledges, for a total, thus far, of \$14,260. We are delighted by this generosity of so many members of the Church of the Incarnation. It puts us on the “road” to our goal. However, we have not “arrived” yet. As a parish, we have further work to do to gather in the resources needed for this project.

Resources for \$60,000 Paving Project Budget	Sought	In hand on April 30/11	Additional anticipated	Still needed
From a major gift	\$12,300	\$12,300		
From the Building Fund	\$20,000	\$20,000		
From <i>Paving the Road Ahead</i> Campaign	\$27,700	\$8,105	\$6,155	\$13,440

Nevertheless, given the seasonal nature of this kind of work, we would like to be in a position to act in a timely manner once sufficient funds have been secured. The Corporation is, therefore, seeking the authority and discretion to use the proposed portion (\$12,300) of the major donation received this year, the balance of the Building Fund, and the first \$30,000 (if needed) raised through the *Paving the Road Ahead* for the proposed paving project.

Proposed Funds Merger

As our Treasurer can testify, maintaining two similar funds (Building Fund and Property Renewal Fund) when neither fund has substantial resources in it, is an unnecessary complication. Since the responsibility for the mortgage repayment is being assumed by the operating budget in 2011 and following, and since the 2011 operating budget commits substantial amounts towards clearing a backlog of “minor” building and property renewal projects, the rationale for keeping these funds separate is less compelling. Combining these in one comprehensive and flexible fund will simplify accounting and will make it easier to communicate to potential donors about how they can give towards major maintenance and renewal for our building and/or property. Hence, we are bringing a proposal to merge the two funds into a Building and Property Fund to Vestry for consideration at this time.

Respectfully submitted,

The Rev'd Canon Terry DeForest, Priest-in-charge
Beth Hanna-Morrison & Julia Lockhart, Wardens
Peter Heys & Winkie Macdougall, Deputy Wardens
Vanessa Luce, Treasurer