

Convening Circular

St. Mary Magdalene Anglican Church

Napanee Ontario

Vestry Meeting 2024



What is a Vestry meeting? From the Diocese of Ontario Website, “It is a gathering of qualified persons in a congregation to review the work of the past year, to chart a course for the year or years ahead and to elect key positions. It is a way each member shares in discernment and decision-making while also facilitating mutual accountability.”

Agenda

1. Incumbent takes the Chair. (Canon 13, Sec. 12).
2. Opening prayers;
3. Appointing Vestry Clerk (Canon 13, Sec. 12); (Vestry clerk is Warden Appointment)
4. Confirmation of the minutes of last annual meeting
5. The report of the Incumbent upon the condition, progress and needs of the parish
6. Presenting and adopting Church financial reports with auditor's certificate attached, or, report of the qualified financial individual. In presenting the Church financial reports, the Churchwardens shall report on all major issues relating to their duties which have arisen or been dealt with since the last annual meeting—Chris Yeomans, Peter Cory and Bill Russell
7. Adopting a budget for the ensuing year: Bill Russell (Treasurer is Warden appointment)
8. Envelope Secretary's report: Sharon Yeomans (Envelope Secretary is Warden appointment)
9. Appointments and elections: a) Churchwarden: Rector's Warden, Chris Yeomans agreed to appointment; People's Warden Peter Cory is willing to let his name stand, this is an elected position b) Deputy Churchwarden Mark Powell agreed to appointment Wray Harvey agreed to let his name stand for election as Deputy People's Warden (all wardens are ex officio members of PAC) c) Lay Members of Synod: both Valerie Smith & Fran Koch have allowed their names to stand for reelection (ex officio members

of PAC if reelected), Susan Withers as alternative (ex officio member of PAC if elected) d) Envelope Secretary, Sharon Yeomans e) Auditor Breanne Bradshaw, CPA, CA f) Other officers or committees: Parish Advisory Council: Sharon Yeomans, Cortwright Christian (Canon 15 requires at least two members of PAC be elected by Vestry). Treasurer is ex officio member of PAC.

10. Presenting reports of all organisations

11. General business, business arising from minutes

12. Adjournment