

# St Michael's Annual Meeting 2020

Tuesday November 24



## Meeting convened on Zoom at 7:30pm

*Meeting chaired by the Vicar, The Reverend Steve Webster*

### 1. Introduction

(19:30) Welcome (SW)

- Acknowledgement of the Wurundjeri people of the Kulin Nation as we meet on their traditional lands
- Welcome to everyone
- Reading from Philippians 1:9-11
- 135 years of St Michael's has seen many Annual meetings
- 2020 has been a peculiar year, but it's good to "meet" together online
- There will be a time for asking questions and giving comments later in the night

(19:45) attendance recorded via Zoom RSVPs

Present:

1. Steve W
2. John S
3. Emma S
4. Kim M
5. Penne W
6. Emilie F
7. Christine Ha
8. Peter S
9. Margaret S
10. John Y
11. Sharyn Y
12. Nicola R
13. Chris R
14. Julian M
15. Hannah Y
16. Su-Hsien K
17. Denise N
18. Barb W
19. Jack V
20. Anne W
21. Mary Ann L
22. Hilary T
23. Katja W
24. Jacqui W
25. Noelene H
26. Shelley K
27. Bob L
28. Audrey L

29. Cathy W
30. Elizabeth R
31. Grant M
32. Greg D
33. Suzy D
34. Cindy S
35. Dianne S

## **2. Minutes of previous annual meeting presented – SW**

(19:52) Annual Reports and previous minutes available online

- Previous meeting held November 12, 2019
- Motion: that the minutes from the 2019 Annual Meeting be received as a true and accurate record.
  - Moved by: Anne W
  - Second: John S
  - Further Comments: None
  - Result: Carried

## **3. Parish electoral roll – SW**

Steve Webster submits parish electoral roll

Motion: That the latest version of parish directory be received as the electoral roll for tonight's proceeding. This is available for members to check tonight.

## **4. Annual report**

(19:55) Vicar's Report – Steve Webster

- Thanks to Emma for putting the report together
- The annual report is a great record of this strange year
- Summary:
  - Thanks to those whose ministry continued and pivoted during this year
  - Comment from Bp Genieve: "nothing has changed at St Michael's except the medium [live-streaming] – everyone is still involved and contributing to the church"
  - Thank you for those who have stayed "in-touch" during this time, by attending church and other ministries during the week
  - More people have attended church more regularly during COVID than in previous years – the live-streaming works well for lots of people and will need to continue into the future
  - Thanks to the outgoing parish council for their work under extraordinary conditions
    - Matthew D and Gillian B are not renominating – thank you for your wonderful service during the year!
  - Thank you to everyone who has been involved in making the Sunday services and all our other ministry happen each week
  - Great encouragement from many good things this year, despite the anxiety and stress from the outset

- Opportunity given to add comments or amendments to existing reports. No amendments given.
- Opportunity given to ask questions or comment on the reports. Further opportunity to comment later on. No questions or comments given.

## 5. Finance Report

(20:05) John S

- Comments from SW
  - Very thankful for our online financial setup (direct debit giving).
  - Shelley served as treasurer a few years ago and was responsible for setting up online direct debiting
  - We were already receiving 80% of our giving online at the start of 2020
  - Very grateful to those who have gone before and set us up so well
- Summary:
  - We did very well managing our finances this year
  - Due to lockdown we were concerned about our income – hall hire would have to cease, Sunday bowl collections would cease too
  - We were concerned that we might have to review staffing and expenses
    - An anonymous donation of \$30,000 – very thankful! – and Job Keeper meant that we didn't have to make any changes to our staffing
  - Job Keeper was organised through the diocese and will be available until March 2021
  - Very grateful for the increase in direct debit offering under enforced lockdown measures
  - We received donations for the installation of a water tank next to the Williams Hall.
  - Smith Trust provided a substantial grant (75%) towards the restoration of the bell tower and external works to the office, and the rest will be provided by St Michael's
  - We will be installing solar panels on the church and vicarage buildings which will reduce our CO2 emissions and have a payback period of about 8 years. This will be paid for from our savings account
  - Thank you to Peter S for his role as treasurer – it makes a tangible difference when finances are presented clearly and concisely
  - These accounts will be audited in February 2021
  - More information in the report (page 14)
  - Comments from SW
    - Finances will be audited in February 2021 – normally this would happen before the annual meeting, but is delayed due to COVID
- Motion: to receive the unaudited finances
  - Moved by: Anne W
  - Seconded by: Cindy S
  - Further comments:
  - Result: Carried
- Comments on finances:
  - Cindy S - thanks to those who have done the previous grant applications

- Shelley K - Our church finances are looking reasonably healthy! Great work Peter and others.
- Cindy S - Steve I would just like to express my thanks to those who took on roles this year and stepped into new roles. We have been very blessed
- 2020/21 Budget (SW)
  - Assumption that there will be no income from hall hire – this may change, but we’re aware of all possibilities
  - Generally we receive a surplus from play group fees, which are absent this year
  - JobKeeper has helped us to retain our staff and offset losses from hall hire
  - JobKeeper will end in March 2021
  - Full budget will be published
  - If we continue with our current level of giving, we will be able to travel through until March comfortably, but there will be a review in March, as we face the end of Job Keeper. There may be a mini budget in March
  - Very thankful for direct debit giving
- Comments on 2020/21 budget:
  - Shelley - Thank you to you, Steve and the PC for doing such a wonderful job during this trying time.
  - Denise N – does the total JobKeeper figure [in our budget] take into account the coming reductions to the JobKeeper payment?
    - Peter S – yes it does
  - Cindy S - other than job keeper are there any other government grants that we might be eligible for
    - SW - We have applied for 3 state government grants
      - One has been used to purchase live-streaming equipment
      - One application was rejected – this is being followed up
      - One application is still being processed
    - SW – thanks to Anne W and Peter S for their work in submitting the grants
  - Julian M – Does JobKeeper come straight in and straight out of the account? Is it a subsidy?
    - Steve W – No. For our Children’s Ministry assistant and our Office Assistant, the funds are passed directly onto them. For our assistant minister and vicar, JobKeeper offsets the overall salary and ministry benefits, and so acts like a subsidy to assist the church in its staffing.
    - Steve W – office assistant and children’s ministry assistant are currently receiving more than their usual pay because of JobKeeper. In our circumstances, JobKeeper has helped to increase our savings and pay our staff through to the end of September 2021.
  - Julian M – What’s the total amount we received through JobKeeper over the last 9 months?
    - Peter S – it’s hard to know. The way the diocese has distributed the money is complex and is harder to track. For the year ahead it will be easier to track as it will be given as income. This past year it has been given in the form of expenses that we haven’t had and salaries we

haven't had to pay, which is why when we reported, our expenses were lower than we expected.

- Steve W – we will know the figure in February
- Dianne S – In the expenses, where do things like long-service leave appear?
  - Peter S – they show up under vicar as a bundled amount. That figure includes overheads, so is not a complete cash sum
  - Steve W – the diocese now handles all our salaries. This has been a difficult transfer. In the past it has been handled by our own bookkeeper. Again, at the end of February we will know more.
- Julian M – Why was the parish/diocese eligible for JobKeeper?
  - Steve W – the diocese was asked to submit its JobKeeper application as a single entity, not as individual parishes. This is because the diocese is now an incorporated body and is viewed by the government as the central agency governing all parishes. It's a strange process, but we do benefit from it.
- Motion: to receive the 2020/21 budget document
  - Moved by: all present
  - Result: Carried
  - Comments: Budget has already been adopted by the Parish Council

## **6. Other reports**

(20:15)

- No comments

## **7. Parish Council 2018 Nominations - SW**

(20:25)

- 2020/21 PC duly appointed (with applause), no election required:
  - Emilie F
  - Mary Ann L
  - John S (warden)
  - Peter S (treasurer)
  - Jack V
  - Katja W
  - Barb W (vicar's appointment)
  - Anne W (warden)
- Thanks to councillors no longer offering for service: Matthew D and Gillian B

## **8. Parochial Nominators Incumbency Committee 2018**

(20:28)

- Dianne S and Chris W are duly appointed as our parochial nominators.
- Applause for all those who have taken office

## **9. General questions and comments**

(20:30)

- Mary Ann L – wonderful annual report, thank you, Emma! Looks great and is a great reflection of things that have gone on during the year. Thank you to those who contributed reports.

- Steve W – report will be online soon
- Cindy S - I would just like to express my thanks to those who took on roles this year and stepped into new roles. We have been very blessed
- Anne W – Thanks to the treasurer, Peter S, for all his work this year!
- Anne W – Thank you to the Reconciliation Action Group that has really started to build some deeper foundations and some great events through the year.
- Steve W – thanks to Sharyn Y who has been the chair of the Reconciliation Action Group. There is a formal element to her role as she presents to the Parish Council each month. We are looking for a new chair for the coming year.
- Margaret S – Thanks to Di A, Hilary T, Catherine W, Catherine M, and Kim M for all their work in keeping up with the playgroup mums during the year. It was great to meet up with everyone again this week in the park – the first time in a few months. The effort to keep in touch with all the families has been fantastic.

## **10. Conclusion - SW**

(20:40)

- We need to appoint an auditor for 2020/21
  - Shario B has been our auditor in the past and we would like to appoint him to this role again.
  - Moved by: John S
  - Seconded by: Christine Ha
  - Result: Carried
  - Comments: None
- Thanks to everyone for attending
- The grace said
- Enjoy some time chatting to each other before we close
- Sharyn Y – thanks to Steve for all his work adapting to online church

**Meeting concluded at 20:45**