



**CHRIST CHURCH
CATHEDRAL
FREDERICTON NB**

**Anglican Diocese of Fredericton
168 Church Street, Fredericton, New Brunswick E3B 4C9
christchurchcathedral.com**

**ANNUAL REPORT
FOR THE YEAR 2016**

**For Presentation to the Annual Congregational Meeting
Scheduled for
February 19, 2017**

The Five Marks of Mission

The Five Marks of Mission are an important statement on mission which expresses the Anglican Communion's common commitment to, and understanding of, God's holistic/integral mission.

- To **proclaim the Good News** of the Kingdom
- To **teach, baptise and nurture** new believers
- To **respond to human need** by loving service
- To **transform unjust structures** of society, to challenge violence of every kind and pursue peace and reconciliation
- To strive to **safeguard the integrity of creation**, and sustain and renew the life of the earth



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**The Corporation of the Cathedral
of Christ Church, Fredericton NB
as at 31 December 2016**

The Rt. Rev'd David J. Edwards, Bishop of Fredericton
The Very Rev'd Geoffrey Hall, Dean of Fredericton

Bishop and Chapter

The Rt. Rev'd David J. Edwards (Bishop)	The Very Rev'd Geoffrey Hall (Dean)
Vacant (Canon)	The Ven. Patricia Drummond (Archdeacon of Fredericton)
Mr. James Morell (C1-1), Lay Chair	Mr. Kevin Percy (C1-1), Treasurer
Ms. Janet Mahar, Recording Secretary	
Dr. Edmund Biden (C2-2)	Buildings and Property
Dr. Keith Radford (B2-1)	Worship
Mr. Eric Hadley (B2-1)	Mission/Outreach
Mrs. Bonnie Greenwood (C1-1)	Christian Formation
Ms. Catherine Schmidt (B1-3), Vice-Chair	Health and Pastoral Care
Ms. Dianne Wilkins (C1-3)	Administration and Finance
Mrs. Kathryn McBride (B1-3)	Social and Hospitality
Mrs. Gail MacGillivray (C1-2).....	Communications

B-Bishop appointed / C-Cathedral elected / (Term of 2 - Year of 3)

Delegates to Synod

Mr. Jamie Yeamans
Mr. James Morell
Mr. Nat Fetter

Substitute Delegates to Synod

Ms. Gwen Davies
Mrs. Kathleen Snow
Mrs. Victoria Hachey

Notice

The Congregational Annual Meeting of Christ Church Cathedral, Fredericton NB, will be held at the Cathedral Memorial Hall on Sunday, February 19, 2017 at 2:00 p.m.

All members of the Cathedral are urged to be present at the meeting.

Nominations for Bishop and Chapter and Lay Delegates to Synod with the nominee not present need to have gained their consent.

Please bring this report with you.

Agenda

1. Open and Prayer
2. Approval of Minutes of February 21, 2016 Congregational Annual Meeting
3. Presentation and reception of reports
4. 2016 Financial Statements and report
5. Presentation of the 2017 Budget
6. Elections:

 Bishop and Chapter
 Lay Delegates and Substitutes to Synod
7. Greetings
 A motion that greetings be sent to our Bishop, Bishops Nutter, Lemmon, Hockin and Miller and to former Dean Keith Joyce.
8. Adjournment and close

[A short meeting of the Bishop and Chapter follows immediately to appoint the Advisory Committee to the Bishop on Appointments]

Draft Minutes of the Annual Meeting February 21, 2016

The Annual Meeting of the congregation of Christ Church Cathedral was called to order by Dean Geoffrey Hall at 2 p.m. on Sunday, February 21, 2016.

In attendance: Dean Geoffrey Hall, Jim Morell, Lay-Chair, Bishop and Chapter, Donna Crowe, David Crowe, Jamie Yeamans, Carrie Culligan Yeamans, Gwen Davies, Kate Rogers, Paul M. Macdonald, Catherine Macdonald, Jane Schink (Hand), Carole Hines, Diane Stevenson, Chris Stevenson, Gail MacGillivray, Carol Dixon, Marilyn Lewell, Anne Rutter, Carol Brander, Wendy Brien, Gordon Brien, Jan Bonga, Rita Cyr-Bonga, Margie Mallory, Diane Radford, Keith Radford, Doris Norman, Douglas Milander, Ann Deveau, Willis Noble, Nicholas Tracy, Sarah Petite, Michelle LeBlanc, Alan Hall, Tom Fetter, Catherine Schmidt, Kurt Schmidt, Kathy McBride, Kaye Small, Allison Kingston, Kirsten McKnight, Beverly Morell, Mabel Doak, Dianne Wilkins, The Venerable Patricia Drummond, Sally Grace, Peter Jacobs, Cheryl Jacobs, Kelley Hall, Isabel Cutler, Nathan Cutler, Eric Hadley, David Garland, Ken Howlett, Carolyn Howlett, Rev. Elaine Lucas, Gretta Wells.

1. **Open and Prayer:** Dean Geoffrey Hall opened the meeting with prayer, after which the meeting proceeded, chaired by the Dean, supported by Lay-Chair of Bishop and Chapter, Jim Morell.
2. **Approval of the Minutes of February 22, 2015:** Motion (Carol Brander/Eric Hadley), that the Minutes of February 22, 2015, be approved with the revision of proper spelling of Ron Stevenson's name from "Stevens" to "Stevenson." Carried.
3. **Presentation and Reception of Reports:** Motion (Carolyn Howlett/Isabel Cutler) to accept each of the individual reports contained in the Annual Report, as distributed. Question: Isabel Cutler questioned what the status was of Designated Funds. Answer: No change to date. Motion Carried.
4. **Presentation on Every Member Visitation (Jamie Yeamans):** This will be the first visitation in 14 years. It will be carried out from April 23 to May 7, 2016. Its purpose is to share information and seek feedback on our Cathedral life and to reconnect. Stewardship progress and goals will be a necessary part of this undertaking. Participation is invited, 40 volunteers will be required to cover approximately 200 homes. Training for visitors will take place on April 16, and kits will be available for each visitor. Jamie asked for prayers and support for this important project. Question: Gwen Davies asked if visitors are going singly or in pairs? Answer: Pairs would increase the visitor need to 80 people. However, we may have to review this.
5. **2015 Financial Statements and report (Martha-Jo Hoyt):**
 - a) Martha-Jo presented the financial statements for 2015, along with a proposed budget for 2016. We ended the year with a balanced budget due mainly to an increase in envelope giving during November and December. On the expense side we had higher than normal heating costs and a lot of low-income Sundays due to winter storms. We are still dependent on using the interest from endowments and other trust funds, and this is not desirable. The interest from many of these funds is intended to be used for a specified purpose, and our

goal is to be able to stop being dependent on interest from these funds. We had budgeted for a one-time payment to the diocese for our share of the Joint Properties - Shared Space Project, but we received no invoice in 2015 despite there being approximately \$40,000 in outstanding costs. Important cost savings were realized in electricity and telephone budgets. The health ministries and pastoral care were under budget.

Questions: Tom Fetter noted that the \$250,000 one-time grant from the Diocese was given for Cathedral Hall improvements. He suggested we try not to use some of this money to repay the diocese for our share of planning costs. Catherine Macdonald asked why the \$11,000 is still in the 2016 budget? Answer: Because we may receive an invoice in 2016.

- b) **2016 Budget:** Martha-Jo reminded us that by far the largest portion of our income is from envelope receipts and offerings, and it allows us to carry out all of our ministries and meet normal operational expenses. The 2016 budget includes two new expense budgets - one for helping refugee families and one for an undetermined new initiative related to young families/youth.

Questions: Catherine asked why the budget contains an amount for the Summer Concert Series. Answer: Even though he is leaving Willis Noble has already arranged for its continuance.

Tom Fetter asked in regard to the new Young Families/Youth ministry, whether there has been any thought to how it might be spent? Answer: No decision has yet been made on this. We would like younger families to lead this, and welcome volunteers for this. The Venerable Patricia Drummond announced that the Youth and Inter-Generational Diocesan Committee will be offering a coffee house at St. Mary's church on this coming Friday evening at 7 p.m. She urged all who are interested to attend.

Kate Rogers asked whether the Christian Education Ministry (Christian Formation) and Young Families/Youth ministry would be working together. Answer: We look forward to working this out during the coming year.

Chris Stevenson asked about the \$15,000 budgeted for a Parish Nurse. Answer: The future of this ministry is still under discussion and, without concrete plans and decisions Bishop and Chapter felt it best to leave the 2016 budget at the 2015 level.

At the conclusion of this item Dean Hall reminded us that a budget is only a plan for what we anticipate spending during the year, but that changing circumstances often result in budget adjustments.

Motion to accept the 2015 Financial Report (Alan Hall/Tom Fetter).

Motion to receive the 2016 Budget (Catherine MacDonald/Kathy McBride). Both motions Carried.

Dean Hall mentioned that Martha-Jo is stepping down after three years as a member of Bishop and Chapter and as our treasurer, and thanked her for her dedicated service. He also noted that Gretta Wells is finishing her term on Bishop and Chapter. She has provided able service and leadership as secretary and as chair of the Christian Formation Committee. He stated that other members of Bishop and Chapter will continue in 2016.

6. **Nominations and Elections:**

Dean Geoffrey Hall, chair of the nominating committee, presented his report to the meeting as follows:

Bishop and Chapter

Bishop's Appointments: Eric Hadley, Keith Radford and Catherine Schmidt.

Nominated: Carol Dixon

The chair called for nominations from the floor three times. No further nominations. Michelle LeBlanc moved that nominations cease. Carol Dixon was elected by acclamation. The vacant position can now be filled by election by the Chapter.

Delegates to Synod: A diocesan synod is planned for 05 November of this year. Nomination as per the updated Nominating Committee Report as circulated: Jim Morell, Nat Fetter, Jamie Yeamans, Victoria Hachey, Gwen Davies and Kathleen Snow. He noted that our Bishop has urged us to have someone between the ages of 16 to 26 as a delegate. The chair called for nominations from the floor. No further nominations. Gail MacGillivray moved that nominations cease. Carried. The Nominating Committee Report becoming the ballot, votes were cast for three only in order of election. Cheryl Jacobs and Sally Grace agreed to be scrutineers. It was agreed that results would be reported next Sunday. (*Secretary's Note re election results: Mr. Jamie Yeamans, Nat Fetter, James Morell, Gwen Davies, Kathleen Snow, Victoria Hachey .*)

7. The Dean asked if there was further business. There being none, Sarah Petite moved that the meeting be adjourned at 3:02 p.m.

The meeting closed with prayer.

Respectfully submitted,
Gretta Wells, Bishop and Chapter Secretary
Geoffrey Hall, Chair

Note: As is customary, greetings were extended to former Bishops Harold Nutter, George Lemmon, William Hockin and Claude Miller and to our present diocesan Bishop, David Edwards, along with a copy of our annual report.

Report of the Dean of Fredericton

Looking forward, looking back

At least once each year it is a healthy and good exercise to stop and look backward. That's not a useless reminiscence, but rather an opportunity to allow what God has been saying over the past year inform what happens in the next. In my day to day ministry, the days fly by, the weeks turn one into the other and the months the same – its Christmas and before I know it we're preparing church bulletins for Easter.

And each week I have a checklist of sorts. My best intentions are to collect as many checks as possible: an effort to meet church members on their home turf (home or workplace visitation), attention to those who are either celebrating something special or in some form of distress or sickness, preparation for the corporate experience of Sunday worship. For the most part, if I've managed to complete those commitments, I consider it a good week spent. But ... but there is so much more. Every week brings with it unique needs and requirements. There are meetings. Oh the meetings, all important to both diocesan and cathedral life and they bring a busy punctuation to everything else. They too are important, but its sometimes difficult to see the immediate result. While Christ Church Cathedral is not a huge pastoral charge, it is among the largest in the Diocese of Fredericton. Being the one stipendiary priest brings with it a level of responsibility that is significant. I'm thankful for the honorary assisting clergy, the ministries of our staff, group and committee chairs, members of Bishop and Chapter and others who take our corporate life seriously and offer so much. I simply couldn't do what I do and we couldn't be what we are, without all of you.

New Staff

2016 was a year full of changes and challenges. This year we welcomed three new members of staff: David Drinkell, Kathleen Snow, and Lou McKnight. All have been a blessing to our team. Adam Lewis joined us for a time. It's the unique gifts that each of them bring to their work that brings us closer to a comprehensiveness to which we need to aspire. The Christ Church Cathedral "package" and how we accomplish what we do is important for us, important for Fredericton and important for our Diocese. We can do better, but we are on the way.

A Diocesan Cathedral

Being a Cathedral doesn't afford us an easier road than our sister parishes in the Diocese. Our boundaries are those of the Diocese, coterminous with the Province of New Brunswick. We hold a special place among Anglican churches in this part of God's vineyard and with that place comes both rich blessing and great responsibility. The Cathedral should always be a church towards which our Diocese can look to see a best practices example of the challenging task of being Christian in the midst of our cultural context which, it would seem, is growing ever more secular. Excellence in worship, a leader in mission both far and near, exemplary pastoral care, a place where we are being formed into disciples of Jesus Christ. In short, we are a light on the hill and being that consistently takes effort, commitment and a huge dose of the grace of God.

Bishop and Chapter

The Chapter experienced several membership changes during 2016. Resignations of Bob Garland and Carol Dixon were received regretfully and we thank them for the contribution they so graciously made during their terms. We welcomed Ed Biden, Bonnie Greenwood and Kevin Percy, and to God we are thankful for their response to the call to serve. To members with terms concluding, Kathy McBride, Catherine Schmidt and Dianne Wilkins we express sincere thanks for their contributions.

During the Fall, members of Bishop and Chapter read "Divine Renovation: From a Maintenance to a Missional Parish" by James Mallon. In December a planning meeting identified several areas where as a church community we are doing very well. Two priorities needing attention were identified for the immediate future: 1) Ministries of Christian formation and 2) hospitality, welcoming and invitational ministries

The Good News

The good news over the past year is important to note:

- Confirmation preparation was held February to June, partnering with the Parish of New Maryland, and in June six Cathedral candidates were confirmed
- In May we began a regular schedule of the daily offices read in the Cathedral, Monday to Friday, 8:45 and 4:45 with help from a team of leaders – a very important addition to our regular worship schedule.
- Bishop and Chapter has continued to move into a council model of leadership and governance as we work towards functioning committees and drawing the circle of leadership ever wider
- The Cathedral hosted diocesan ordinations on 26 June and 18 September
- With permission obtained from our Bishop, home Communion administrators were trained, and began this ministry mid-year
- Financially we saw strengthened commitment in giving of about 11%. Commitments made to Parish Nursing is a significant part of that increase and certainly indicates we are being responsive to the corporate commitments we've made
- Several individuals responded to an invitation to become servers and we have been blessed with their service during worship
- In December David Drinkell began a regular Friday schedule of 12:10 organ concerts
- Choral Evensong continued on the first Sundays of the month
- Ministries, including the Director of Music, Parish Nurse and Sexton, were celebrated with commissioning on 20 November, the Reign of Christ
- Combined worship with all encouraged to join at 10:30 a.m. was held on Easter, Pentecost and the Reign of Christ Sundays

Some challenges

Needless to say, day to day operation and ministry is in itself a tremendous challenge. On the two "growing edges" identified by Bishop and Chapter I'll briefly comment.

Christian formation

First of all, the word "formation" is new to many of us. It is not a substitute for the word "education." Formation is a much broader term, recognizing that traditional education is only part of becoming Christian, something we are all doing every day. Worship, involvement in God's mission and purpose for the Church, our witness to family, friends and the society in which we live, personal encounters with the divine – all of this and more are part of how we are shaped and formed into what God is calling us to be. How we are all constantly being moulded, "formed," into disciples of Jesus Christ have come to light especially over the last few decades all across the Christian Church. Its not just the latest fad. Responsible for its recognition over the last several decades, is the reality of a growing secularism, or perhaps more accurately examples of religious faith publically displayed and practiced being squeezed out of everything from Scouts to schools, Sundays to social life. Formation was somewhat automatic in times past. Community was different. The church was once central to the social and educational life of where we lived. What is being discovered is that if we as church are not intentional about

formation at every age and stage of life, it may not happen. The absence of two or three generations of Christians in our midst is clear evidence. Parents leaving faith formation of their children to the corporate church, now too often clearly not equipped for the task, leaves a gaping hole.

Volunteers to run the programmes many of us expect should be automatic have become more and more difficult to engage. Do we have these people among us? I believe we do, but everyone will point to how busy their lives have become and that church, religion and faith now compete with many other important priorities. Few feel they are “qualified” and perceive they need training, co-ordination and coaching. It is for that reason that Bishop and Chapter and the Christian Formation Committee are seriously considering how we might bring that intentionality to how Christian formation happens at Christ Church Cathedral. It is yet another area behind which we will all need to get to take positive steps and begin to close the gap that many have been identifying for quite some time. Some will ask, “Is this about Sunday School?” The answer is “Yes.” But its about much more than Sunday School and includes an intergenerational approach to how we grow together in the faith. Those with experience have something invaluable to share with the younger in our faith family and, as is always the case, children always have something unique and valuable to teach us all. My prayer is that we stay tuned as we work our way forward because it is perhaps among the most critical of elements that will influence our present and determine our future.

Hospitality, welcoming and invitation

Hospitality is a biblical imperative. As a community of faith, the way we embrace those who are new, different and seeking is among the most important aspects of how we are the Church. “But my church is very friendly!” is not an uncommon sentiment I hear all too often. What we don't often see is that the “my” in that sentence is the operative word. For those who already “belong,” my church is a friendly place! I know the people. I'm familiar with the surroundings. I know how things work. For the person unfamiliar, it can be, and is, an intimidating place to be indeed. While many believe a hand shaken and a copy of the Sunday bulletin at the door on a Sunday morning fulfills the hospitality requirement, that's only the beginning.

This is the second priority for emphasis identified by Bishop and Chapter. How does a person who doesn't yet belong to our congregational family become one of us? How do we consistently provide a sincere welcome to those who wander in and most often wander back out? Who is watching membership lists and assuring that those who are regular worshippers are identified correctly there? Does anything happen when someone quietly and unnoticed is no longer with us in worship? Does the onus lie entirely on the newcomer to attend to the necessary details of inclusion? Do we corporately and individually consistently make effective invitation? Is our church an inviting environment? Are we really an inviting place? Do we really want others to join us in the search for God in our midst? These are significant and difficult questions and the answers may surprise us all. And interestingly, we'll unlikely find all the true answers among us.

Without a doubt, there are sensitivities that need to be recognized, but there is much that we can do to improve. Again being intentional and building in some systems and processes will go a long way to creating bridges where there now exists difficult terrain and sometimes even a great gulf in terms of membership boundaries and borders.

Conclusions

I continue to consider Christ Church Cathedral a very good place for me to be. After a decade in administration, my priestly vocation has been renewed over the past few years as I have the

opportunity to preach regularly and attempt to be a pastoral presence in community. There are challenges. I could easily become overwhelmed. While I often wish I had the energy that was mine twenty years ago, it would seem That God has helped me learn the lesson one more time to take steps one at a time. I have a history of being a slow learner.

Pray if you will this coming year for Christian formation and hospitality, welcoming and invitation ministries.

The Cathedral is such a diverse and gifted church; our potential is incredible. I pray that we continue, by the grace of God, into 2017 relying of the Spirit of the One who calls us into his glorious light.

Respectfully submitted,
Geoffrey Hall. Dean of Fredericton

From the Registers

The Diocesan Statistical Return for the year 2016 will be submitted before the 15 March deadline. The following is a summary.

Population

Households	
Families	155
Individuals	120
Membership	
Children	80
Adults	430
Other	
Confirmed persons ..	450
Communicants	350
Identifiable givers ...	336

Groups and Roles

Church School	
Schools	01
Teachers	03
Students	10
Attendance	08
Groups	
Men's Groups	1
Membership	24
Women's Groups	4
Membership	40
Youth Groups	01
Membership	08
Choirs	02
Membership	30
Other Groups	05
Membership	30

Worship

Holy Eucharist	
Inside	217
Outside	18
On Sundays	150
On Weekdays	85
Admin of Reserved	57
Other	284
Total Services	
On Sundays	158
On Weekdays	366

Individuals

Making Communion	
At Easter	349
By Reserved	85
Yearly Totals	
Normal Sunday	210
Easter	367
Pentecost	225
2 nd in September	181
Christmas	546
Buried	07
Baptized	05
Marriages	02
First Communions	0
Confirmations	06
Received	0
Grand Totals	
On Sundays	13160
On Weekdays	4810

Holy Baptism

Richard Xuan
Paul Xuan
Vivian Wang
Samuel Raymond John Munn
James Thomas Culligan Yeamans
Cameron Josephine Hachey
Madelyn Chelsey Vaike Kaleva
Sawyer Elizabeth Underhill
Isabelle Violet Keetch

*Let your light so shine before others that they may see your good works
and glorify your Father in heaven.*

Confirmation

Kathleen Valerie Boyle
Ava Jane Elizabeth Christie
Olivia Rama Ishani Rogers
Caroline Cecilia London Vanicek
Vivian Wang
Iris Kathryn Rogers Wolfe

*May the Holy Spirit, who has begun a good work in you, direct and uphold you
in the service of Christ and his kingdom.*

Burials

Gerald James Mayo
Perley Byron Embleton
Cynthia Lea Poley
Percy Alfred Bamford
Frederick W. Hubbard
Barbara Joan Landry
Donald Sullivan
Aulder William Manzer

Rest eternal grant unto them, O Lord, and let light perpetual shine upon them.

Marriage

Daniel Gerald Clayden and Jennifer Helen Percy
Glenn William Icton and Erin Elizabeth Spinney

What God has joined together, let no one put asunder.

Report of Bishop and Chapter

The year 2016 was a year that could be described as one of transitions, staff changes and new directions for our congregation, and therefore for Bishop & Chapter. Right up until the fall a great deal of the time and energy of Chapter members and the Dean was spent on the many tasks associated with hiring new staff members. Replacing three vacancies in Chapter membership, two of which were unexpected, was an additional challenge. With the departure of Willis Noble as our organist and music director, of Isabel Cutler as our parish nurse, of Kevin Hayward as our sexton, and of David Garland as our interim sexton the Chapter and its committees had to re-write new position descriptions, launch search processes, interview candidates and work out a multitude of details related to having new employees. While the interim periods presented their challenges the end result has been very positive. We have welcomed David Drinkell as our new organist and music director, Kathleen Snow as our new parish nurse and Lou McKnight as our new sexton. All three are settling in to their roles very well, and their contributions to our congregational life are appreciated.

The changes in Chapter membership resulted in Bonnie Greenwood being elected to the vacant position as chair of Christian formation, Ed Biden coming on as chair of property and buildings (following the resignation of Bob Garland) and Kevin Percy becoming our treasurer in December (following the resignation of Carol Dixon).

Despite not having a full compliment of staff and volunteers the Chapter has carried on admirably, and - by God's grace - we are pleased to report to the congregation on several noteworthy advancements and new developments in support of God's mission for us as His church. Here are a few, in no particular order:

- **All Members Visitation** - In April/May, under the leadership of Jamie Yeamans, Bishop & Chapter members took a leadership role in our first All Members Visitation in 14 years. The results were very positive. Volunteer visitors gathered useful information that the Chapter has used and will continue to use. Noteworthy was the feedback related to shortcomings in the area of children, youth and young families and in congregational communication/information processes. Improvements and changes in both areas will be pursued in 2017. Personal information was updated and people were pleased to have been asked for ideas and opinions.
- **Refugee Family Welcomed** - Under the auspices of our Mission and Outreach Committee the Cathedral has been an important supporter of the Archdeaconry of Fredericton's sponsorship of a refugee family. We have provided financial assistance and, more importantly, several members of our congregation have taken lead roles in welcoming and guiding the four members of the Weah/Gmah family as they begin to adjust to a new and strange environment/culture.
- **Changing Our Church Culture** - In the fall members of Bishop & Chapter agreed on the need for us, as a congregation, to 'change the culture of our church.' All members read a leading-edge book titled *Divine Renovation - From a Maintenance to a Mission Parish* by Fr. James Mallon of Halifax. Then, following an all-day Saturday retreat with Bishop Edwards, two new priorities were established for 2017 and beyond: 'a new approach - cradle to grave Christian formation' and 'becoming a more outward looking, more welcoming and more hospitable congregation'. The Christian Formation and Hospitality committees of Bishop and Chapter will develop action plans around these two priority areas, building on the ideas that surfaced during the retreat.

- **Stronger B&C Committees** - This past year has seen progress in increasing the responsibility and authority of each of the eight committees of Bishop and Chapter. Each committee will soon have an approved mandate and defined responsibilities, a working budget that is known to all, a full membership, and a more regular meeting schedule.
- **Parish Nurse** - Under the leadership of the Health and Pastoral Care Committee and small support group, our parish nurse is now a permanent, part-time salaried position, which means we can continue to offer much-needed and much-appreciated health-related support to individual congregation members with specific needs, as well as to various congregational groups.
- **Budget Survey** - A congregational survey regarding the 2016 budget was completed in January and helped guide the development of the past year's budget. The survey showed that we have many different perspectives on money matters - both our offerings and our expenditures.
- **Offerings Have Increased** - Our year-end financial statement indicates that income from the congregation's weekly offerings (envelope and pre-authorized bank transfers) is up over 2015. It is especially good to note that more and more members are using automatic bank transfers for weekly offerings. This is an easy way for members to assure 52 week consistency and is very helpful from a cash flow perspective. Bishop & Chapter is pleased with this and grateful for the congregation's support of our various ministries.
- **Vision Statement - Properties** - Following a congregational meeting in October Bishop & Chapter formally approved a Cathedral properties vision statement that was proposed by Bishop David Edwards. The vision statement speaks to the future of the Cathedral, Memorial Hall and Odell House (the deanery) as well as two diocesan properties. The Dean and the Lay-Chair are part of a small group providing advice to the Bishop in this matter.
- **Maintaining the Cathedral** - Bishop & Chapter officially received a comprehensive report on the condition of the Cathedral building which was done by Heritage Standing Inc. Included were specific recommendations regarding short- and long-term maintenance issues that are worrisome and need to be dealt with. The property committee will prepare an action plan to address those needs.
- **Safe Church** - The Chapter was made aware of the expectations of our Bishop and the Diocesan Council regarding implementation of a new and far-reaching diocesan policy designed to create 'Safe Church' environments in all Anglican churches. The congregation will hear more in the coming year about its implications for us.

As we look forward to 2017 we are grateful for all of God's blessings to us as a congregation, and we are optimistic about our future as we continue to grow, love, learn and serve in His name.

Respectfully submitted,
Jim Morell, Lay Chair of Bishop and Chapter

BUILDINGS AND PROPERTY

Guild of St. Joseph

Membership

We have 23 full members plus 4 honorary members. As well, there are a number of other congregational members who have willingly assisted when the need arose. Their generosity has

made it possible to carry out a variety of tasks that otherwise would be difficult or impossible to tackle on our own.

Business Meetings

We meet on the first Monday of each month. Meetings typically last for about an hour and are followed by a brief social period where coffee and Timbits are enjoyed.

Finances

We continue the past practice of a voluntary contribution at each meeting. These contributions cover the cost of the coffee and Timbits as well covering the costs of our guests at our social events during the year. The main fundraising activity of our guild is revenue from the annual Shrove Tuesday Pancake Supper. The net revenue from this in 2016 was \$993.54

In addition to the pancake supper, we are also fortunate to be able to access the interest from the Hoyt Bequest and these are used to cover projects from Cathedral groups who lack funds to carry out projects.

Funding for the purchase of materials and supplies for projects requested by the Bishop & Chapter are provided by the Cathedral Property Committee. Similarly, project requests from Cathedral groups such as the ACW, who do have the revenue to cover projects, are charged back to them on a cost recovery basis.

Work Sessions

Work sessions are scheduled on an “as needed basis”.

Fellowship

We have 2 special social events with our spouses and special guests - the Christmas dinner in December and a barbeque in June.

Activities in the Past Year

- Halloween watch
- Raked (and removed) leaves in the fall & removed fallen tree limbs (throughout the year)
- Provided set-up for special events in the Cathedral and Hall
- Set up and took down the crèche and tree at Christmas time
- Assisted with the “greening of the Cathedral” at Christmas time
- Maintained the kneelers and pews in the Cathedral
- Carried out minor repairs in the Hall & major cleaning of the kitchen
- Provided transportation to and from Saint John Regional Hospital
- Hosted annual St. Joseph Day celebration
- Repaired and painted inside entry doors to the main hall
- Repaired shelving units in the downstairs hall storage room
- Built coat rack for Sunday School room
- Enlarged opening in outdoor storage shed
- Carried out repairs to lawn mower
- Participated in the Diocesan Display
- Cut down and removed 2 dead trees on Cathedral Green
- Attended Guild of St. Joseph Annual Meeting (Minto)
- Carried out “sexton duties” during the search for a new Sexton
- Maintained a preparedness in the event of spring flooding

Executive for 2016-2017

President: David Crowe

Treasurer: Phil Belyea
Secretary: Gary Barfitt
Chaplain: Claude Miller (The Most Rev'd.)

Respectfully submitted,
David Crowe, President

CHRISTIAN FORMATION

The Committee mandate is to create an action plan that will enable and encourage the development and growth of 'cradle to grave' Christian Formation. As we strive to establish the priorities and create initiatives, activities such as Charis, Alpha, and Spaghetti Tuesdays are currently being offered and organized. It is however, the issue of the Sunday School and other such offerings for the Cathedral children, with which we continue to struggle.

I wish to thank the Dean, Pat Drummond, Jamie Yeamans, Cheryl Jacobs, and Tom Fetter for their involvement and membership on the committee. I also want to express appreciation to Cheryl and Tom for their on-going time, effort, and leadership with their activities. Special thanks also to Gretta Wells for her work as chair of this committee during her term on Bishop and Chapter.

Respectfully submitted,
Bonnie Greenwood, Chair
robgre@rogers.com

Sunday School

A children's Sunday School was offered during the 10:00 service from January to June. There were 16 young people registered with good regular attendance. After an opening worship time, the group normally divided into two classes: one for children in grade 4 and younger and the other for those in grades 5-8. Sunday School started at 10:00 and then the children and teachers would head over to the Cathedral to join their families for the Eucharist. Many thanks to regular fellow teacher, Vicki Andrews.

Sunday School was not offered in the fall. This was primarily due to the lack of a coordinator through the past year and a shortage of teachers, especially with new Diocesan Safe Church guidelines brought in. This became an opportunity however, to consider if this is the best format for making disciples of our children, or should we look to more intergenerational initiatives such as the new comprehensive baptism, early communion and confirmation preparation.

A meeting of parents, grandparents, and other interested persons was recently held to discuss Christian formation for children at which it was clear that it is the desire of some families for the regular Sunday morning option.

Respectfully submitted,
Cheryl Jacobs

Charis

A Cathedral Charis group is a small group, normally up to 12 people, which meets regularly for fellowship, bible or Christian book study, prayer and mutual support as followers of Jesus. Being part of a committed group of believers helps us to reinforce the core of what we believe so we

can live it out authentically, know God better and maintain the desire and strength to serve others. A small group makes church more personal.

There are two on-going Cathedral Charis groups: one meeting weekly on Monday afternoons and one on Wednesday evenings. We also recognize that there are many Cathedral members in similar groups not specifically Cathedral based. This ministry would welcome additional group hosts and/or leaders, even for more short-term endeavours such as the proposed Lenten book study, "Noticing God."

Respectfully submitted,
Cheryl Jacobs

ALPHA

The ALPHA course was offered at the Cathedral in the fall of 2016. Approximately 40 people were involved as participants, group leadership and meal team. We used the new ALPHA Film Series, a very professional and engaging video series published in 2016. One couple participating noted the course was "life-changing" for them.

ALPHA is a ten-week introduction to Christianity where participants eat, watch and talk together. All questions are encouraged. Sessions include "Who is Jesus?" and "Why did Jesus die?" as well as practical teaching on prayer, bible reading and healing. In the middle of the course there is a longer weekend session, focused on the person and work of the Holy Spirit.

Christ Church Cathedral ran ALPHA a number of years ago so it is exciting to be doing this again. ALPHA is not intended to be a one-off event, but an on-going mission tool. Another course will start March 29, 2017 on Wednesday evenings. The team encourages you to participate and to invite a friend or family member, or many, who would like to know more about the Christian faith. Also watch for a media campaign, promoting ALPHA in the Fredericton area in March. This will be a great way to start a conversation about ALPHA and Christianity!

Respectfully submitted,
Cheryl Jacobs, on behalf of the Alpha leadership team

Spaghetti Tuesdays

2016 marks the third year that Spaghetti Tuesdays has operated during the University term, providing a welcoming place for young adults to share a meal and conversation in a non-threatening and undemanding atmosphere. The group's mandate is to provide hospitality to people of any and no Faith, and in that context to promote the emergence of genuine community and caring.

A number of people have volunteered to help the meals occur – we owe a debt of gratitude especially to Kaye Small, who whenever she's been in town has happily and generously kept things ticking along in the kitchen, ensuring that the sauce/noodles/salads/desserts prepared by whomever are ready. Several Congregation members have stepped up regularly to provide part of the meal – Elspeth and David Drinkell, for instance, bring us fresh baked bread most evenings.

That said, we're feeling some of the "winds of change" blow through the group. Many of the students who were part of our original group have graduated and moved away, and we have seen our numbers dip. The flavour of the group has started to switch over to young families

rather than young single students, and while we welcome and enjoy both the parents and the kids, the original mandate of outreach with University kids is diluting. There is some significant discussion now about whether Spaghetti Tuesdays has run its time, and whether another strategy to befriend and support the young adult age group could be more effective. Please hold us in your prayers, as we come to the point that we need to make decisions.

Respectfully submitted,
Tom Fetter

COMMUNICATIONS

Now wrapping up our second full year of meetings, the Communications Committee continues to strive to improve communications within the Cathedral congregation and to reach out to the wider Fredericton community.

The Christ Church Cathedral website (www.cccath.ca) which was launched in December of 2015 has seen additions and improvements in an ongoing effort to ensure that content is kept fresh and appealing. Thanks to the efforts of Gregg Finley we have added periodic Book Review features which have been well received. Thanks to our new organist, David Drinkell we also have a monthly music feature. We are always on the lookout for congregation members who have an interest in writing and invite them to contact us if interested.

In addition to the ongoing website work, this year, the Communications Committee has focused on the following:

- an updated church photo directory
- revised Welcome Cards
- table toppers for the monthly breakfasts
- securing an inventory of souvenirs and making them available for the 2016 tourist season
- producing an insert for the Christmas services bulletin directed to potential newcomers/visitors to Christ Church Cathedral
- completion of a Process Document outlining communications methods, contacts and responsibilities
- obtaining permission from Bishop and Chapter to purchase and install new signage on the Brunswick Street side of the Cathedral
- periodic insertion in various public media re Cathedral activities and distribution of posters advertising events

This year, we also gratefully welcomed Rebecca Butler to our committee.

Respectfully submitted,
Gail MacGillivray

HEALTH AND PASTORAL CARE

As reported at last year's annual meeting, the first priority for 2016 in this area of ministry was to work toward the succession of the Parish Nurse following Isabel Cutler's retirement. We are so pleased to have been successful in ensuring a continuation of this ministry, with the hiring of Kathleen Snow as our new Parish Nurse in September. As many of you are aware, getting to this point required a lot of energy, time and commitment on behalf of many members of the

congregation. I am especially grateful to Chris Stevenson, Barb Toole and Jaye Hawkin who formed the "Parish Nurse Support Team," and who continue to help ensure that funds are available to staff this important position. Thanks to all congregational members who showed their support of Health Ministry and Parish Nursing with words of support and/or financial pledges.

The second priority in this area was to develop a structure to expand opportunities for home communion. Over the past year, six members of the congregation have been trained to administer home communion, and, along with the Dean, have been doing so when requested.

The third priority named at the end of 2015 was to disseminate training about elder abuse received by two Health Ministry Team members. This did not occur, as it became clear that the Safe Church Regulations as outlined and directed by the Diocese address the issue of elder abuse, as well as many other areas of concern. Kathleen Snow and Chris Stevenson have done a significant amount of work with the Safe Church Regulation in order to help the Cathedral know how best to come into compliance with this policy.

Along with continuing and expanding on existing ministries, implementation of the Safe Church Policy with the ministries and volunteers in health and pastoral care will be a major focus in 2017.

I am grateful to all the people who work tirelessly in the area of Health and Pastoral Care to ensure that, as a congregation, we continue to address the third Mark of Mission: To respond to human need by loving service.

I am finishing my term on Bishop and Chapter as the representative for Health and Pastoral Care. I have appreciated the opportunity to serve alongside so many talented and dedicated people, and am grateful for all that I have learned along the way.

Respectfully submitted,
Catherine Schmidt

Health/Parish Nursing

Answering the Call

It is with great thankfulness that I write this Annual Report for our Cathedral family. I have felt truly called to this ministry, and with much prayer and God's Grace, we as a congregation have been able to continue this service to our congregation and the wider community.

Isabel Cutler retired last December, and as mentioned in her final Annual Report, she was unsure as to whether the Parish Nursing Ministry would continue. I had been certified as a Parish Nurse in 2014, and had been supported financially by the Bishop and Chapter (B&C) at that time. Bishop and Chapter's plan was that I would succeed Isabel upon her retirement.

In late October of 2015, Isabel and I presented a proposal to Bishop and Chapter that the Parish Nurse position become a salaried one. Isabel had decided to retire the end of December 2015, which was sooner than we had anticipated. The Parish Nurse and Health Ministries had flourished under Isabel's leadership and commitment, and those of the Health Ministry Team members'. This was a difficult decision for B&C; their decision was made that the proposal of

funding a salaried Parish Nurse position be taken to the congregation for consideration. A Parish Nurse Pledge Campaign was undertaken in April of 2016 for a two-week period, led by Chris Stevenson, and supported by Barb Toole, Diane Stevenson and Jaye Hawkins. The funds required to supplement the 2016 budget for the Parish Nurse role were \$11,000 annually for 5 years. The congregation responded with the pledging of more than \$14,000 to support the Parish Nurse and Health Ministries. This was a testament to the support that the congregation felt for and from the ministry, and an answer to prayer.

I commenced the role of Parish Nurse September 1, 2016. The role had been vacant for 8 months, and many of the programs were not able to be run as comprehensively as previously with Isabel coordinating the ministries. Many thanks to Michele LeBlanc, Carole Hines, Marilyn Lewell and Wendy Brien for 'holding the fort' for those eight months.

Prayer Shawl Ministry

This ministry continues to flourish under the able leadership of Marilyn Lewell and Wendy Brien, and assisted in 2016 by Carole Hines and Melissa Dawe. There were 29 shawls and 12 prayer blankets delivered to parishioners, friends and family for 2016. These prayer shawls and blankets are prayed over as they are knit/sewn by the team, upholding the individual in prayer as they are completing the task prior to being given as gifts. The appreciation from those who receive the shawls and blankets is tangible. They are touched, comforted and strengthened by the knowledge that they are 'covered with prayer'. A true showing of God's Grace for sure.

Helping Hands

Carole Hines has coordinated this ministry, where many 'helpers' have driven members of the congregation to appointments, assisted them with grocery shopping, made meals for those recovering from surgery, driven them to special Services, and many other tasks. They do this joyfully and with generosity. It is a blessing to behold the work of this ministry. The number of hours spent by just several of the members on this team has exceeded well over 120 hours of service. A plan is underway for contacting other members of the congregation to assist with this ministry and to increase our numbers.

Plans are underway to develop an Emergency Contact List for our parishioners who are living on their own in their homes, and who might need to be contacted in case of power outages, heavy snow storms or heavy rains. We hope to develop this list, and then have members of Helping Hands contact those individuals to ensure that they are safe and to assist them if needed.

Thursday Afternoon Teas

We continue to hold our monthly Thursday Afternoon Teas the first Thursday of each month. There are ~ 15-20 women (and some men!) who attend regularly in the Hall Lounge for a time of fellowship, sharing and friendship. This time was originally planned to allow for socializing and is not program-specific in any way. The friendships formed continue to grow, the food is delightful, and the ladies and men are served by members of the Health Ministry Team. All are welcome!

Cathedral Visitors

Michele Leblanc has continued to ably lead the group of Cathedral Visitors who are dedicated to providing regular visits to our parishioners who are at home or in residential care. These visits provide them with a link to our Cathedral life, and for many who are alone, they are appreciative of these visits from members of our Cathedral family.

Blood Pressure Clinics

With the commencement of the Parish Nurse role, we were able to start up the Blood Pressure Clinics after an 8-month hiatus. The parishioners presented in numbers again, with a total of 63 parishioners being assessed between September and December of 2016. It is to be noted that there were several parishioners who were unaware that their blood pressure was elevated, and after consultation and advice given by the Parish Nurse and Blood Pressure Team, they were assessed by their physicians and medically treated accordingly. Many thanks to Isabel Cutler, Marilyn Lewell, Michele LeBlanc and Rosalie Carr for their generosity of service. Kim Waugh has recently joined the BP Clinic Team, for which we are most thankful.

Of note, I was asked to assist the Parish of St. Margaret's with a Blood Pressure Clinic on one of their Sundays in the fall. I attended and led a Clinic, and attended their Tuesday Morning Group and assisted with taking blood pressures at that time. St. Margaret's is now without a Parish Nurse since the retirement of Nancy Wiggins, and the congregation greatly misses this ministry.

Health Information Session

As part of our mandate, the Health Ministry Team strives to educate our parishioners and the community on health information. Planning was undertaken for a Health Information Session on Safety in the Home throughout the fall of 2016. This session was offered by two members of the Cathedral congregation, Barb Toole (Physiotherapist) and Catherine Schmidt (Occupational Therapist) in January of 2017 and was well attended with 19 individuals present. We learned how to 'walk like a penguin' on the ice, and how to pick ourselves up after a fall! An additional session on Funeral Preparation is planned for the spring of 2017.

Yoga Fitness Classes

A new program commenced in January with the introduction of Yoga Fitness. These classes run on Mondays from 1:30 - 2:30 pm. They consist of gentle exercises to increase flexibility in conjunction with proper breathing technique. Exercises are practised either on a mat or in a chair. The first two classes were well attended with 22 and 21 members of the congregation participating per class. This class ties in with our mandate of health and healing of body, mind and spirit. Many are enjoying the relaxation time at the end of the class, where we are guided to rest, relax and release all the tensions from our bodies which build up on a daily basis.

Safe Church

Chris Stevenson and I were given the task of reviewing the Safe Church Regulation as it applies to Christ Church Cathedral. Chris has worked tirelessly on this project, resulting in a presentation by us to Bishop and Chapter in January on Safe Church and its implications for our faith community. Many thanks to Charles Ferris for his wise counsel and background information on the history of the Safe Church Regulation. B&C is now reviewing our recommendations and will decide soon on how to proceed. We have developed a process for the Parish Nursing and Health Ministries; it is hoped that these templates will be utilized in other ministries/areas within the Cathedral congregation.

Home Visits

I have been very busy with home visits, home communions, and visiting members in Nursing Homes with my two cocker spaniels Jack and Maude (Pet Therapy). I must say that this is the most gratifying part of my ministry. To meet with 'our people' in their homes, in the hospital, administer Holy Communion, pray with them, support them, advocate for them - this is what Parish Nursing is all about. Walking alongside each individual and supporting them in body,

mind and spirit. It is indeed a blessing to me. For this I am truly thankful.

Music Therapy

Sally Dibblee and I had the opportunity to participate in a Music Therapy Course in Saint John in October. We learned of methods to assist with health, healing and comfort through the use of music. We plan to move forward with this initiative in 2017. Keep on the lookout for it!

Community Partnerships

One of the most enjoyable parts of the Parish Nurse Ministry has been getting to know our clients at the Monday Morning Drop-In. As the University of New Brunswick Nursing students were not commencing with us until January of 2017, I was privileged to monitor the blood pressures of many of the clients each Monday morning. It was such a pleasure to develop those relationships, and I have been blessed by them.

One of the benefits of the Monday Morning Drop-In is the assistance of Murray Weeks, a Social Worker from the Downtown Health Clinic. Murray and I have partnered to establish a Slow Cooker Cooking class for 8-12 participants from the Monday Morning group. The classes start in February and run for 4 Monday mornings after the Drop-In Session. They will be led by a community Nutritionist from Horizon Health Network, who will teach the clients how to cook healthy, economical meals with a slow cooker. The classes will be run in the Cathedral Hall kitchen, and at the end of the classes the clients will be provided with a slow cooker. Faith in Action!

Another initiative is that several Law Students from the University of New Brunswick will be setting up shop in the Hall during the Monday Morning Drop-In to assist clients with any legal advice. Another partnership developed to assist those in need.

Plans are currently being investigated to ascertain if the Cancer Society can use a room in the Hall one day a week to assist women who are going through chemotherapy and need support. Once we have the assurance that the lift at the side entrance is in working order and dependable, we will move forward with this initiative.

God's Blessings

God has blessed our congregation with many things. I am awed every day by the many people within our congregation who give so much of themselves. I am thankful for Chris Stevenson who has agreed to Chair the Health Ministry Team. I am thankful for the Health Ministry Team members - Isabel Cutler, Michele LeBlanc, Barb Toole, Mike Melvin, Carole Hines, Marilyn Lewell and Erica Frecker, who offer support and assist in providing direction for the Parish Nursing and Health Ministries. I am thankful for Catherine Schmidt, who is our liaison with Bishop and Chapter. I am thankful for our Dean Geoffrey, who in his quiet and calm manner is so supportive of the Parish Nurse and Health Ministry. I am thankful that God has blessed us with the able staff of Fran Miles, David Drinkell, Lou McKnight and Hank Williams. Staff meetings are a time of comradery, worship, generosity and loving kindness.

God is good!

Respectfully submitted,
Kathleen Snow, RN, BN, Parish Nurse

Pastoral Care

We are truly blessed. I meet so many people who are faithful and hopeful.

We have seven visitors currently. Charles and Sue Ferris have “retired” with regret. Heather Perritt is visiting with acquaintances. We usually have five meetings a year as a group with the Dean. The Dean wants to be contacted by us if we feel the person requires it. He is faithful with visiting hospital.

Respectfully submitted,
Lois Baker

Cathedral Prayer Chain

We are pleased to report that our Cathedral prayer chain continues work at a steady pace and, sometimes, with a flurry if there are several calls at nearly the same time. We have eight members on the chain and receive prayer requests from Cathedral members and occasionally from others with spiritual needs and concerns who feel the need for this kind of support. Requests are received in many ways, email, telephone, face-to-face contacts or written messages and are then passed on via email. This system seems to be working very well and members seem quite satisfied with the result.

In the year 2016 we received 68 prayer requests for our attention and intercession, a slight increase of more than 10 % from the previous year. Our members find this work a great joy and have a real sense of being a partner with God in His work of ministry to the church and the world.

It is interesting to note that the year 2016 marked the 20th anniversary of our founding in 1996. We began from a grass roots beginning with about 10 members under the co-ordination of Reid and Ethel Saunders, who served in that capacity for over 15 years.

We continue to welcome prayer requests from any of our members of the congregation with concerns for the needs of others.

Respectfully submitted,
Carolyn Howlett, Acting prayer chain co-ordinator,

MISSION AND OUTREACH

Outreach Committee

The Outreach Committee is pleased to report the community work engaged in by our Congregation during this past year. Monday visits with for those living on the edge operates from September until May. During 2016, we welcomed 1,400 visitors. Not all remember to sign our guest book, so that number is an approximation.

The Outreach Committee is not large, but we receive assistance from three groups each month. The ACW assists with provision of food and clothing and greeting guests on the first Monday of each month. The United Church of New Maryland comes to assist us in the same manner on the third Monday of each month. St. Margaret's Church participates on the fourth Monday of each month.

We have three musicians who join us each Monday, and their music is a special treat for the visitors as well as the volunteers. They, too, worship at other churches, but they come with the gift of music to share - as well as participating with donations of food and items for the "take-away" tables (clothing items, small items for rooms/apartments/towels, etc.)

The Ven. Patricia Drummond offers a Bible study each week for those who wish to attend.

During term time, nursing students from UNB come to offer health assessments and information to our visitors with chronic illnesses or new challenges. The Parish Nurse is also an important asset for more complex issues. Social workers have found the Monday gathering a productive environment for reaching out to clients who are gathered in one central place. Many issues are sorted out by the client/social worker interventions And the use of the phone in the kitchen. Cell phones are not in everyones' pockets!

From the Cathedral funds, we were able to provide 700 guests with vouchers valued at \$10 each. Some vouchers are for food and some are for bus tickets. We completed using all the bus tickets that we were able to buy from the \$3,000 grant that the Fredericton Community Foundation gave us one and one-half years ago. The grant helped us stay within our budget for two years, and still have money for the Christmas party.

The Christmas party is an annual treat for all, but the activities of our committee are not limited to the Monday programme alone. We also delivered 74 Christmas angel gifts to the Fredericton Food Bank, representing approximately \$2,200 worth of toys and stocking stuffers for needy children. We also received \$2,680 from the congregation to divide equally among the Fredericton Community Kitchen, Fredericton Homeless Shelters, and Women in Transition, Inc.

Weekly deliveries of non-perishable groceries are taken to the food bank from the Cathedral, and there are still four teams from the Cathedral who volunteer at the community kitchen for the Saturday suppertime shift year round. They help prepare the meal, serve it, do dishes and cleanup.

From those of us who volunteer and those who receive your generosity we say Thank-you daily. You make a difference by letting those who live on the edge know that they matter and that you care.

Monday morning at the Cathedral is the best way to start a week! Blessings to all the volunteers (both young and "young in spirit) who keep the programmes humming.

Respectfully submitted,
Penny Ericson, Chair

SOCIAL AND HOSPITALITY

The Social and Hospitality Committee strove to provide opportunities for all parishioners as well as members of our community to come together socially and enjoy Christian fellowship. A group of dedicated volunteers hosted a coffee time each Sunday after the 11:45 service.

As well we hosted the following:

- Maundy Thursday shared meal;
- Pentecost luncheon, which was held at Cathedral Hall due to weather;

- Harvest Supper;
- January 1 Bishop's Levee.

Thank you to all who volunteered their time and talents as well as those who attended these events.

Respectfully submitted,
Kathy McBride

Cathedral Greeters

Purpose: to greet members of the congregation, collect the offering, and assist as required at all regular and special worship services held at the Cathedral

During 2016, a total of 47 members of the congregation actively participated as Cathedral greeters. Greeters and/or teams of greeters are on duty at Sunday Services (8am, 10am, 11:45am and 4pm services) throughout the year; as well as at special services, especially during the Advent, Christmas and Easter season. The greeters perform an important supportive role and I would like to thank each of them for their dedicated service. New members of the congregation joined the group this year and additional members are needed and always welcome. I would especially like to thank those greeters who have retired this year: Carla Dueck, Chris and Diane Stevenson and Gretta Wells. The greeter group was very sad to lose one of our long standing and dedicated members, Barb Landry. On behalf of the group, I would also like to thank our Verger Hank Williams for his dedicated assistance to our efforts, Peter Jacobs for provision of hearing tools and guidance on their use, and to Fran Miles and her many volunteers for the preparation of the weekly bulletins and activity brochures that we distribute each Sunday.

Respectfully Submitted,
Wayne Burley, Greeter Coordinator

Cathedral Kitchen Committee

This committee meets monthly to focus on the need for a clean, safe and efficient kitchen that is monitored regularly.

A kitchen manual and checklist for all internal and external users is reviewed, and concerns are addressed promptly. Some items were identified for repair, replacement, painting or disposal. All hazardous materials are stored in locked cupboards. Signage is posted concerning the efficient operation and cleaning of the dishwasher as well as the need to date and label food put into the shared freezer and the refrigerator. A dedicated hand-washing sink is available. Recycling is also done.

While the sexton does day-to-day cleaning and scrubs the floors, the committee ensures that the kitchen undergoes a thorough seasonal cleaning, including the refrigerator, stoves, ovens, freezer, vents, microwave, cupboards, drawers and windows. The work is assigned in turn to the Guild of St. Joseph, Outreach Committee, Saturday Morning Breakfast team, and the ACW.

The committee worked within its 2016 budget to purchase supplies and equipment. The budget does not cover major capital expenditures, e.g., if a new stove had been needed.

The chair of the committee is Lois Baker (ACW); members include David Crowe (Guild of St. Joseph); Harry Palmer (Saturday Morning Breakfast); Mary Allwood (ACW); Kathryn McBride (Bishop and Chapter's chair of social/hospitality); Ann Deveau (Outreach Committee). Other user groups from the cathedral are welcome to participate on the committee or to bring issues forward.

Respectfully submitted,
Lois Baker, Chair

WORSHIP

Director of Music

2016 was a time of change in the music of Christ Church Cathedral. Dr. Willis Noble was an inspiring and much loved figure at the Cathedral during his years as Director of Music. Staff and congregation will wish him every success and happiness as he furthers his vocation. Appreciation is also due to Dr. Sharon Pond, not only for her work as assistant to Dr. Noble, but acting as interim Director of Music pending the making of a new appointment.

The present Director of Music took over in July and is grateful to members of the Cathedral Choir for their support during the summer "holiday" months, enabling choral services to be maintained. Since the resumption of "business as usual" in September, it has been a pleasure to work with the Choir and the Music Group. On Advent Sunday, the Advent Procession proved to be very successful and seems to have been a source of inspiration to those who attended. Similarly, the Festival of Nine Lessons and Carols for Christmastide was a great success. It is, however, the maintenance of the Sunday services that is of prime importance. The pattern of introducing the 10.00 Eucharist with a short choral introit to set the theme, together with a communion setting and a motet, appears to have been a success and forms a pattern for future development. The Choir has also participated in a number of diocesan events and monthly services of Choral Evensong. The 11.45 Music Group continues to inspire the worship and we are lucky to have such talented and dedicated musicians at both services.

The Cathedral was used during the year for a number of concerts, both by outside groups and in our own summer and other events. At Advent, the traditional noon-hour organ concerts became the opening events of a series which will continue every Friday. The series has already established itself with a faithful core audience.

There is scope for development, both in the existing groups and in other ways. The best way to establish junior groups at both 10.00 and 11.45 is under consideration, in conjunction with the general discussions taking place on Christian Formation at the Cathedral. These matters and other possibilities (including the use of the fine set of handbells) are open to ideas.

The Director of Music would like to express his deep thanks to the Dean, musicians and congregation for all the kindness and encouragement shown since he and Elspeth arrived in Fredericton. We look forward to a long and happy time as part of the Cathedral family.

Respectfully submitted,
David Drinkell
Director of Music

Sanctuary Guild

Members of the Sanctuary Guild enjoy their friendship and fellowship of their shared tasks of cleaning and polishing the vessels for the high altar.

There are 17 members at present. One of our members, Barbara Landry passed away recently. She was a dedicated member and we will miss her. Another member, Julie Haynes and her husband, Mac have moved to St. Andrews and we will miss her as well.

Mary Pugh, Wendy Brien and Jane Percy are our flower conveners. Flowers for the altar and flowers at both the south and west doors are usually planted by the Altar Guild but paid for through the Cathedral.

Respectfully submitted,
Lois Baker, Chair

Verger

The calendar year of 2016 was pretty much like what it had been for the year 2015 in that there is little to report. The verger's duties consist of setting things up for services, funerals, weddings and concerts and this was very much like it always has been. Thankfully there were few funerals though even fewer weddings to arrange. The cathedral continues to be a popular venue for music groups so we had a large choice of musical genres from which to choose during the year. The summer recital series, set up by the organist/choirmaster and assisted by the guides, was a great success in July and August.

This year we had two guides on in July and August, those being Keely Rutter and Isabelle Gaudet. They proved to be an excellent choice and spent the two months in greeting our visitors with the cathedral tour (in both official languages!) as well as any other information needed. Likewise we were able once again to offer a written tour to our German tourists which had been prepared by Betty Cluthe for whose work we are highly grateful.

About the only other "news" here is that the verger requested the help of members of the congregation who might be able to assist in helping out with set up for the 8:00 a.m. and 11:45 a.m. services. As well, we changed the type of wine used for communion to a fuller bodied tawny with an eye to helping out the altar guild since it is supposed to be easier to remove wine stains from the linens (purificators, etc.) Not yet sure of the outcome on that!

Here endeth the report.

Respectfully submitted,
Hank Williams, Verger

Servers' Guild Report

The Servers' Guild started back up in November 2016. We had one general meeting, three training sessions and one recap training session.

We have nine members that currently belong to the guild with Carol Brander assisting the guild. Before the server guild was started, severing at 10:00am was looked after by our head server (David Garland) with Sebastian Vanicek assisting. The youth from the 11:45 am service assisted the Dean with the serving duties. With the new guild in place we have six members that

are from our 10:00 am service and three from our 11:45 am service. Members:
Sebastian Vanicek, Caroline Vanicek, John DosSantos, Janet Mahar, David Garland (Head Server), Ava Christie, Alexandra Pope, Rachel Schmidt, Claire McKnight

We are currently in our first schedule rotation and things are going well with the schedule.

There is a server hand book on how to server at Christ Church Cathedral this is being made by our head server and Carol Brander. The Handbook should ready early February.

Respectfully submitted,
David Garland, Head Server

OTHER GROUPS

Lucy's Sewing Group

(Diocesan Ecclesiastical Sewing Group)

Lucy's Sewing Group is named after its founder, Lucy McNeill, and currently has six members – Jean Davies, Ann Dalzell, Flo Harvey, Diane Radford, Sarah Petite and Rita Cyr-Bonga. We meet at the lounge of Christ Church Cathedral Hall on Friday mornings from 10:00 am to 12:00 noon.

The group produces linens for various churches of New Brunswick and beyond, according to requests. And, occasionally, we do minor repairs.

The linen fabric we work with is imported from Ulster Weavers in northern Ireland. It comes in 10-metre rolls. It is then washed, ironed and cut into 'fair linens' (altar cloths), credence cloths, corporals, veils, purificators, etc. The finished articles are then washed, ironed, folded and prepared for delivery or pick-up. Payment is upon reception AND customer satisfaction.

In the past year of 2016, we have made two fair linens, 11 credence cloths, nine corporals, 17 purificators and one baptismal towel.

We are thankful for the publicity received in 2016 through the Anglican Journal and are always open to receive new members who only need to be a bit familiar with needle and thread. Simply drop in at Cathedral Hall on Church Street between 10:00 am and noon on Friday (except holidays, July and August).

Respectfully submitted,
Jean Davies and Rita Cyr-Bonga on behalf of Lucy's Sewing Group

The Cathedral Matters' Guild of Rug Hooking

The Guild meets every other Tuesday afternoon from September to May. We create rug hooked items, inspired by the stained glass windows of the Cathedral and other interesting subjects. These items are hooked and sold by our members at the Christmas Choice sale held at Memorial Hall each December; they are also available by contacting any member. The proceeds go to The Cathedral Restoration Fund. In 2016/17we donated another \$1000 to the fund.

This year four of our members had the pleasure of rug hooking the Parish Nurse Crest as retirement gifts; we also had two other larger commissions.

We have 10 active members. Anyone interested in learning how to rug hook and in helping provide funds for the Restoration may join us. We create works of art using hand dyed wool fabric, a rug hook and a small frame. The technique is the same age-old method our grandmothers used to create decorative hooked items for their home. We will help people learn how to hook by providing the hooks and materials used in rug hooking. We do enjoy some social time together and are encouraged by each other.

Thank you to Jean Davies for embroidering our initials on the back of the hooked pieces. We also thank Lou for setting up the room for us and to Fran who often is called to help us reproduce patterns etc. We would like to say a special thank you to all who purchase our rug hooked items, donate wool and especially those who support us.

Members are:

Diana Rayworth, Geneviève Laloux, Kaye Small, Doris Norman, Sandra Stewart, Mary Alwood, Janet Otorowski, Sandra Palmer, Elizabeth Bastin, Helen Rufelds.

For information contact:

Doris Norman, 490 Glengarry Place, Fredericton NB E3B 5Z9
Phone 506-454-3855 danorman@nbnet.nb.ca

Respectfully submitted,
Doris Norman

Anglican Church Women

In writing this report, it is noted that the members of the *Executive Committee of the Anglican Church Women* came together a minimum of 21 times in 2016 to plan, support, host, enlighten, share. A busy, rewarding and successful year.

We hosted Gatherings at which the speakers' presentations encouraged and enriched our spiritual awareness and journey. Marlene Mercer spoke on the warmth and caring at Farraline Place and the support financially and socially from the ACW. Isabel Cutler related the strength of her faith as she followed the varied paths in which her faith and nursing skills directed her. Canon Bonnie LeBlanc's narrative was truly a Lenten Journey as she moved from recognition, to refusal, to final acceptance as a leader in her church. A May afternoon tea and sharing was enjoyed with residents of Farraline Place. Leith Box reminded us of 'Grace, Gratitude and Growth' and how there are 'road markers' that guide our spirit and thus our well being. And in December, Dr. Stephen Hart opened our eyes to the challenges of individuals who have a cruel struggle from birth onwards and the guidance of his faith to bring friendship and comfort to prisoners as a visiting member of the Prison Christian Ministries team.

As well as the Gatherings, seven meetings of the Executive Committee were held. The focus was on the business decisions that benefit programs that we financially support and the planning of activities that are requested by a Cathedral member or requests from outside the Cathedral community.

For the nine receptions and luncheons, we thank the many volunteers who prepared and served the food, hosted the event, washed and put away the dishes. These events provided the financial resources to meet the commitments in our yearly budget of approximately \$6000.

Words from our ACW prayer are so relevant: *Grant to us a deep sense of gratitude for Thy*

grace and mercy towards us; Enable us by Thy spirit to reveal Thy love in prayer and work and stewardship.

On behalf of the Committee members – Mary Allwood, Lois Baker, Jennifer Griffiths, Linda Lebens, Doris Norman, Janet Otorowski, Linda Waugh, I thank the Cathedral staff and all who encourage, participate, and share in our activities.

Respectfully submitted,
Kaye Small, Secretary

ADMINISTRATION AND FINANCE

We developed policies that address Administration and Operations of the Cathedral and Position Descriptions of Cathedral employees. The policies have been reviewed by a committee and will be introduced to Bishop and Chapter.

We implemented the Counting and Recording Offerings Policy.

Chair of the Safe Church Planning Committee.

Respectfully submitted,
Dianne Wilkins, Chair, Administration

Envelope Secretary

Once again I express my appreciation to the two teams of “Counters” who perform their weekly labours and make my job much easier.

During the year 2016 there were 151 parties who gave at least once using regular envelopes, and another 92 took advantage of the “e-offering” program.

The customary report as requested by Bishop and Chapter for 2016 are:

Giving Range	Number of Givers	Non-Designated Offerings	Designated Offerings	Total Offerings
\$1.00 - 199.99	26	2268.2	95	2363.2
\$200.00 - 499.99	29	8652	484.15	9136.15
\$500.00 - 999.99	39	24368	2015	26383
\$1,000 - 2,999.99	91	147950.4	13995.23	161945.63
\$3,000 - 4,999.99	29	90872	16579	107451
\$5,000 - 7,999.99	18	108371.5	8290	116661.5
\$8,000 and over	11	121030.64	21885	142915.64
Totals	243	503512.74	63343.38	566856.12

“Non-Designated Offerings” above include Our Mission and Ministry and Special offerings: Lenten, Easter, Thanksgiving and Christmas. All other offerings are in the “Designated” column, and include PWRDF, Fredericton Food Bank, Restoration, Parish Nursing, Flowers, Memorials, etc.

Respectfully submitted,
Norma Jean Belyea, Envelope Secretary

Delegates to Diocesan Synod 2016

A regular meeting of diocesan synod was held at Christ Church Parish Church on November 3, 2016. The Cathedral was represented Dean Geoffrey Hall, as well as by elected lay delegates Jamie Yeamans and Nat Fetter and substitute delegate Kathleen Snow. Ms. Snow replaced Jim Morell, who was unable to attend due to illness.

In his charge to the synod, Bishop David Edwards again stressed the importance of placing Jesus at the centre of all we do in our diocese, in our congregations and in our personal lives. He also reflected on the importance of prayer, and expressed his pleasure at the increase in Alpha courses across the diocese.

He spoke with pleasure about the number of new clergy and layreaders now in positions across the diocese, and the importance of our collective support for youth ministries of all types. The bishop also expressed great pleasure that individuals and parishes across the diocesan were generously supportive of the Ranson family during little Colin’s illness, and of many Syrian and other refugees now in our midst.

The Bishop acknowledged that two ‘national’ issues – changes to the marriage canon of the national church and new laws governing assisted dying – continue to be challenge for him and most Anglicans.

Among the various reports made available in the 200-page-plus synod convening circular were the following pieces of information:

- The 2016 diocesan budget showed revenue of \$2.3 million and expenses of \$2.5 million, with an estimated annual deficit of \$191,300
- 58.5% of diocesan revenues come from parish support of our shared ministry budget. The Cathedral’s assessed share of the diocesan budget in 2016 was \$92,600. The average share of the 74 parishes across the diocese is \$19,100
- Financial reports noted the receipt of a \$5.4 million bequest by a long-time Anglican parishioner in Saint John, Mrs. Dorothy Wilkes. Half of the annual income from the bequest is to be used for clergy education and half for operating costs of the diocese, at the discretion of the bishop.

This synod was described as a ‘business synod’ and the main focus was on proposals to amend various parts of the canons of the diocese. Among the noteworthy changes that were approved are the following:

- In the lead up to the election of future bishops, nominees will be invited to share information in writing with delegates regarding the nature and focus of past ministries,

and why they have allowed their name to be placed in nomination. Up to now there has been very little information available to delegates concerning those nominated for bishop.

- The canon requiring a 2/3 majority vote for a new bishop by both clergy and lay delegates was reaffirmed and retained.
- Each parish within the diocese shall now be entitled to elect two lay delegates to diocesan synod, plus a third delegate – provided he/she is under the age of 35. Previously each parish could elect three delegates, and there were no age restrictions.
- Term limits were placed on parish delegates to diocesan synod, and on diocesan delegates to provincial and general synods
- The diocesan bishop may appoint, with the approval of diocesan council, an assistant bishop, whose term shall automatically end when the diocesan bishop's term ends

Respectfully submitted,
Jamie Yeamans, Kathleen Snow, Nat Fetter and Geoffrey Hall

Report of the Treasurer

Summary

On December 31, 2016 Christ Church Cathedral retained assets of \$4,188,485.50. Reported revenue from all sources was \$641,009.21 some 14.8% above that budgeted for. Expenses totaled \$501,523 some 15.5% under that budgeted. The surplus of revenue over expenses was \$132,824.61.

Acknowledgements

This report represents my first as your Treasurer. I wish to thank Bishop & Chapter, along with the congregation, for the opportunity to serve. Since being elected on December 10, I have received excellent support from Executive Committee Members Jim Morell, Dean Geoffrey Hall, and Catherine Schmidt to whom I am grateful.

Bishop and Chapter have provided valuable input to budget discussions, important, as due to timing there was much to learn and do in year-end closing of accounts as well as preparation of the 2017 draft budget.

I acknowledge the good work done by our bookkeeper Ben Bourque in support of this report. I thank our previous Treasurer, Carol Dixon, for her insights, recommendations, and discussions. I am also appreciative of our envelope secretary Norma Jean Belyea for her contribution. I also thank the Diocesan Treasurer Irene Adams for her knowledge freely given.

Activity

Since December 10th, I have reviewed financial and accounting processes and procedures in place. Working with the Executive Committee and the bookkeeper, I have made some modifications to improve transparency in reporting to Bishop and Chapter, and to rationalize general ledgers for greater efficiency in processing of 2017 accounts. Ben Bourque has been very responsive in this regard.

Areas for further improvement have been identified and these will be rolled out in a logical sequence in 2017. In particular, the software system, while widely used in accounting for revenue and expenses, at time of writing does not have the capacity to generate a summary report for reconciliation of 2016 expenses against committee. Therefore, 2016 expense totals

(Table 7) have been summed by individual GL (general ledger) in order to reconcile expenditure against 2016 committee budgets.

Specific actions completed include the following:

- 2017 draft budget prepared and revised through several iterations
- 2017 stipend and salaries provided to Diocesan Treasurer
- Meeting with bank business account manager
- Attainment of signing authority
- Meeting with past treasurer
- Meeting with Diocesan Treasurer
- WorkSafeNB assessment 2016-2017
- HST 2016 payable claim

In this report, I provide transparent summary of Christ Church Cathedral financial state as found at 2016 year-end. Income received, assets, current liabilities, restricted funds and year-end balance are summarized in that order.

2016 Revenue

Revenue received is shown in Table 1. A complete listing of revenue by income source is provided for completeness purposes. Amounts are shown along with number of transactions completed in 2016. I believe that the transaction numbers will be useful within the context of upcoming discussions around designated or targeted giving. Budgeted revenue for 2016 was \$558,300. Total revenue received in 2016 was \$641,009.21.

- Revenue in 2016 was \$82,709.21, or 14.8% above that budgeted.

Table 1. 2016 Revenue Received

Income Source	Number of Transactions *	Amount
Open	59	\$8,040.00
Open Directed	20	\$18,577.87
Envelope	126	\$472,158.89
Envelope Diocesan	115	\$14,195.00
Easter	9	\$10,814.85
Lenten Cards	5	\$345.00
Thanksgiving	6	\$2,375.00
Christmas	14	\$9,203.00
Initial	15	\$888.00
Outreach – Emergency/Homeless Shelter	22	\$660.00
Outreach – PWRDF	118	\$6,547.00
Outreach- - Food Bank	72	\$2,432.00
Outreach – Community Kitchen	33	\$1,170.00
Flowers	6	\$920.00
Designated Funds	1	\$1,112.55

Parish Nurse	43	\$34,040.00
Tour Guides	1	\$45.00
Cathedral Concerts	1	\$1,905.66
Use of Hall	15	\$2,775.00
Cathedral Souvenirs	3	\$537.00
Diocesan Consolidated Investment Fund (DCIF) Interest Income	9	\$31,556.79
Diocese Fabric Grant	1	\$5,000.00
City of Fredericton Grant	1	\$7,000.00
Special Events	3	\$1,398.10
Other Income	41	\$7,312.50
	Total	\$641,009.21

* One transaction equals one deposit into the bank daily operating account

2016 Retained Assets

- Retained assets on December 31, 2016 totalled \$4,188,485.50.

Ninety-three percent of assets were held in property valuation (67%), investments (20%), and the two bank accounts (12%). As noted, the property valuations are three-years old. Insured amounts provided are above those of the valuations. This is especially the case for the Cathedral.

In September 2016, three existing accounts with the CIBC on Queen Street were collapsed into two. All transactions are processed through the business operating account which held \$266,695.25 on December 31st. The second account holds \$258,497.32 in funds designated for Cathedral restoration. They are not accessed for other transactions.

The issue of the large daily operating balance has been flagged. The Treasurer will complete analysis of past monthly credits/debits. A recommendation will be made on the contingency amount to be retained for operating purposes.

An inter-fund transfer could be executed to move funds from the CIBC operating account and/or the CIBC restoration account into the Diocesan Consolidated Investment Fund (DCIF). In 2016 the DCIF returned \$31,556.79 in revenue (Table 1).

Table 2. Assets on December 31, 2016

Asset	Amount
Balance – Operating Account	\$266,695.25
Balance – Restoration Fund Account	\$258,497.32
HST Receivable	\$29,201.30
Diocesan Consolidated Investment Fund (DCIF)	\$827,218.47
Buildings (Cathedral, Hall, Odell House) *	\$2,796,798.16
Furniture and fixtures	\$10,000
Petty cash	\$75.00
Total	\$4,188,485.50

* Based upon May 2013 appraisal

2016 Liabilities

Liabilities on December 31, 2016 totaled \$34,645.29. Fifty percent (\$17,751.12) of liabilities were accrued post-dated insurance payments for January – May 2017 as per the contract, which carries over two operation years.

Table 4. Liabilities on December 31, 2016

Current Liabilities	Amount
Liabilities	\$34,645.29

2016 Designated Funds Held in Business Operating Account

Cumulative liabilities provided have been split into actual liabilities (Table 4) and cumulative designated amounts held in the business operating account. Designated accounts include for example audio equipment, Belize Mission, local outreach and parish nurse health ministry.

Table 5. Designated Funds on December 31, 2016

Fund Type	Amount
Designated Funds	\$53,616.16

- Designated funds retained were \$53,616.16.

For clarity, in 2016 there were 221 individual transactions recorded in 29 designated GL accounts retained on the books. Eighteen (62%) of the accounts listed no giving in 2016. Funds given prior to 2016 are carried forward and retained. A number of designated funds established prior to 2016 seem to have been accounted for separately, have unspent balances, and have been carried forward to present. This has been flagged as an issue to be dealt with, and it will be, as soon as possible.

2016 Year-End Balance

The 2016 year-end balance is shown in Table 6. Retained earnings comprise assets including the restoration account funds, buildings, and DCIF investments (Table 2).

- The net balance calculated was \$4,188,494.50
- A \$132,824.61 surplus of revenue over expenses was recorded

In other words, expenditure was 15.5% below that estimated in the approved budget. As seen in the reconciliation (Table 7), staff and property expenses were considerably below those budgeted. It is noteworthy that several staff positions were not filled for portions of 2016.

Table 6. 2016 Year-End Balance

Equity	Amount
Current Earnings	\$139,145.43
Retained Earnings	\$3,828,263.04
Surplus	\$132,824.61
Inter-fund Transfers	\$0.00
Total Equity	\$4,100,233.08
Net Balance	\$4,188,494.50

2016 Reconciliation

As stated earlier in the report, the software system is not yet configured to automatically provide yearly expenses per committee or other line item. Expensed totals listed in Table 7 are calculated for summing individual GLs following assignment to committee.

- Expenses were \$92,445.63 (15.5%) under budget.

Seven committees/other were under-budget amounts, while two were over the amount budgeted.

Table 7. Committee Expenses Against 2016 Budget

Committee/Other	Budgeted	Spent	Difference
Diocesan Shared Ministry	\$94,984	\$94,983	\$1
Clergy and Staff	\$255,645	\$217,974.86	\$37,670
Property and Buildings	\$165,240	\$120,700.62	\$44,539
Administration	\$39,800	\$31,853.47	\$7,947
Mission and Outreach	\$24,800	\$13,078.89	\$11,721
Worship	\$4,850	\$16,962.10	(\$12,112)
Health and Pastoral Care	\$3,600	\$1,769.53	\$1,830
Christian Formation	\$2,350	\$1,788.63	\$561
Hospitality	\$1,700	\$1,352.37	\$348
Miscellaneous	\$1,000	\$1,059.90	(\$60)
Total	\$593,969	\$501,523	\$92,446

Selected expense items for each Committee or category are listed below to provide additional detail:

- **Clergy and Staff**
 - o Clergy stipend and benefits (\$90,373.92)
 - o Lay staff salaries and benefits (\$103,261.28)
 - o Verger/organist honoraria (\$8,926.24)
- **Property and Buildings**
 - o Cathedral fuel, electricity/water/maintenance (\$38,075.77)
 - o Hall fuel, electricity/water, maintenance (\$31,690.46)
 - o Odell House fuel, electricity/water (\$4,520.75)
 - o Insurance (buildings, liability, Directors etc.) (\$35,602.24)
 - o Ground care/snow removal (\$13,871.26)
- **Administration**
 - o Office equipment, supplies, telephone, postage (\$19,313.72)
 - o Bank charges (\$1587.18)
 - o Accounting fee paid to Diocese (\$2,874.51)
- **Mission and Outreach**
 - o Missions Committee (\$7,674.99)
 - o Outreach and social action (\$1,778.39)
 - o Outreach PWRDF (\$3,300)
- **Worship**
 - o Service and Worship support (\$4,193.91)
 - o Choir and music (\$1,129.39)
 - o Instrument tuning/repair (\$5,151.11)
 - o Flowers (\$3,090.84)

- **Health and Pastoral Care**
 - o Parish nurse (\$1,369.53)
 - o Pastoral care (\$400)
- **Christian Formation**
 - o Alpha (\$1,024.25)
 - o Christian Education (\$721.80)
- **Hospitality**
 - o Kitchen Committee (\$561.62)
 - o Special events (\$790.75)

Cathedral Budget For 2017

The Executive Committee along with Bishop and Chapter have been busy since December 10, 2016 providing essential input on the draft budget prepared by the Treasurer. Over 6 versions were considered until Bishop and Chapter endorsed the 2017 budget to be presented and approved at the upcoming annual meeting.

We have taken a number of steps to re-align GLs including assigning them to other committee budget lines where it was appropriate. Some GLs have been deleted. These actions have been taken to move toward a more streamlined accounting system that will reduce opportunity for coding error on invoices. Importantly, we have moved some GLs in order to create a more realistic budget estimate that is more reflective of committee responsibility for spending.

The draft budget for approval at the AGM is presented below in Table 8. Following Table 8, I have added a few bullets that explain why in some cases 2017 Committee budgets differ considerably from those in 2016.

Table 8. Christ Church Cathedral 2017 Budget

	2016	2017
Revenue		
Envelope/Electronic Offering	\$495,000	\$514,800
Open Offering	\$12,000	\$12,480
Special Offering	\$21,800	\$22,672
Non-Receipted Income	\$34,500	\$60,690
DCIF Income	\$25,000	\$27,000
Gifts and Bequests		
Christian Formation Grant		\$17,500
Total	\$588,300	\$655,142
Expenses		
Diocesan Shared Ministry	\$94,984	\$97,401
Clergy and Staff	\$255,645	\$287,950
Property and Buildings	\$165,240	\$130,000
Finance and Administration	\$39,800	\$66,307
Mission and Outreach	\$24,800	\$20,300
Worship	\$4,850	\$14,925
Health and Pastoral Care	\$3,600	\$7,445
Christian Formation	\$2,350	\$6,000
Hospitality	\$1,700	\$3,230

Communications	\$0	\$35,554
Contingency		
Total	\$592,969	\$669,112

2017 Revenue

- \$655,142, an 11% increase over 2016
- Compares well with \$641,009.21 revenue received in 2016 (Table 1)
- A 4% increase has been applied to Envelope/Electronic Offering.
- We are forecasting a significant increase in non-receipted income.
- An 2.5% inflation increase has been applied to Open Offering, Special Offering, and DCIF income.
- We will be hiring a Director of Christian Formation. His/her salary will be cost-shared 50/50 by the Cathedral and a granting agency.

2017 Expenses

- \$669,112, an increase of 12.8% over 2016 budgeted
- Expenses in 2016 were \$501,523, in part due to vacant staff positions
- Clergy and Staff (increase)
 - o budget now includes Director of Christian Formation (\$35,000) and five lay staff
- Property and Buildings (decrease)
 - o Insurance has been moved to Finance and Administration. Insurance includes costs not associated exclusively with buildings, but also with policy clauses that apply to the Cathedral corporate level.
- Finance and Administration (increase)
 - o Now includes insurance
 - o Now includes some non-taxable benefits moved from Clergy and Staff
- Mission and Outreach (decrease)
 - o As submitted by the Committee
- Worship (increase)
 - o Expenses in 2016 were \$16,962.10
 - o Includes increase in expenses for music and instrument tuning/repair
 - o Includes visiting organist honorarium
 - o Includes flowers
- Christian Formation (increase)
 - o Increased funds for support of cradle to grave Christian Formation
- Hospitality (increase)
 - o Increased in support of intentionality of welcoming, hospitality, and invitation
- Communications (increase)
 - o Includes \$30,000 and operational funds in support of audio-visual equipment for the Cathedral

Respectfully submitted,
Kevin Percy, Treasurer
February 1, 2017

Report of the Nominating Committee

The following are nominations to the positions indicated for the year 2017. Please refer to Cathedral By-laws (A-4) which outline:

- 1) 3 year terms of members of Bishop and Chapter begin 01 March
- 2) 3 year terms are renewable once by election
- 3) Members of Bishop and Chapter will chair a committee of the Chapter

X	Bishop and Chapter
Elect 2 (TWO) Only	
	Sally Dibblee

X	Delegates to Synod
Elect 2 (TWO) ONLY - category 1 ordered by election (age 36 and over)	
	Gwen Davies
	Jim Morell
	Jason Parsons
	Catherine Schmidt
	Kathleen Snow
Elect 1 (ONE) ONLY - category 2 ordered by election (age 16-35)	
	Nat Fetter
	David Garland
	Victoria Hachey

Should there be more nominations than openings, an election shall be called and a copy or revised version of this page becomes the ballot.

Delegates to Synod and their substitutes are selected by order of election.

Respectfully submitted,
Dean Geoffrey Hall, Chair

Revised 09 February 2017

Constitution of the Diocesan Synod of Fredericton (s. 4)

Lay Members of the Synod

Lay Members of the Synod

- 4(1) Lay delegates to the Synod and their substitutes, if any, shall be voting members of the parish for which they are chosen.
 - 4(1.1) A person who has attended three consecutive regular synods as a lay member or substitute lay member is ineligible to be chosen as a lay delegate or substitute lay delegate to the Synod until after a further regular synod has been held; but if a special or electoral synod is convened after any regular synod at which the lay person might have had the right to vote and before the next regular synod, and if the lay delegate or substitute has not been replaced, that person may attend and vote at that special or electoral synod.
 - 4(1.2) For purposes of calculating the consecutive regular meetings of the Synod referred to in subsection 4(1.1), the synod at which this provision is adopted shall be counted the first such synod.
- 4(2) The voting members of each parish in the Diocese may elect up to two lay delegates to the Synod but, where at least one of the persons elected is between the ages of sixteen and thirty-five years at the time of election, they may elect up to three lay delegates.
- 4(3) The voting members of each parish in the Diocese may elect up to three substitute lay delegates to the Synod.
- 4(4) The voting members of the Cathedral of Christ Church in the City of Fredericton may elect up to two lay delegates to the Synod but, where at least one of the persons elected is between the ages of sixteen and thirty-five years at the time of election, they may elect up to three lay delegates, and up to three substitutes in accordance with this section.
- 4(5) Lay delegates to the Synod and their substitutes, if any, shall be elected at an annual meeting of voting members of a parish and, provided they continue to hold the qualifications for election, shall continue in office until others are elected in their place.
- 4(6) If a vacancy occurs among the lay delegates to the Synod or their substitutes, if any, by death, resignation, refusal to act or otherwise, the parish corporation of the parish in which the election took place may fill the vacancy.
- 4(7) The chair of a meeting at which lay delegates to the Synod and their substitutes, if any, are elected shall promptly forward to the Secretary of the Synod a certificate of election in such form as the Diocesan Council prescribes, indicating which, if any, delegates and substitutes were, at the time of election, between the ages of sixteen and thirty-five years.
 - 4(7.1) When a worship community is unrepresented in the Synod, the Diocesan Council may invite it to choose up to three lay delegates and substitute delegates to the Synod, subject to age and length of term considerations similar to those for parishes.

- 4(8) When a lay delegate to the Synod is not present at a meeting of the Synod, that delegate's place may be taken by a substitute lay delegate from the same parish, worship community or the Cathedral of Christ Church, as the case may be.
- 4(8.1) Notwithstanding any other provision in this section, the number of delegates from a parish, worship community or the Cathedral of Christ Church chosen by virtue of this section who attend the Synod as lay members or substitute lay members is limited to two unless one of the persons so attending was, at the time of election, between the ages of sixteen and thirty-five years.
- 4(9) The right to attend meetings of the Synod as a substitute lay delegate belongs to the substitute lay delegates in the order in which their names appear on the certificate of their election.
- 4(10) A substitute lay member shall sit and vote until the end of the meeting of the Synod, or at any adjournment thereof, at which the place of the lay member of the Synod has been taken.
- 4(11) A lay member of the Synod whose place has been taken by a substitute lay member may not sit or vote at the same meeting of the Synod unless the substitute lay member does not attend at some adjournment thereof.

November 2016

Policy B-2 Responsibilities of a Member of Synod

Lay Delegates to Diocesan Synod elected by parishes have responsibilities to the Diocese and to the parish until they are replaced at a subsequent annual meeting of parishioners according to the Constitution, s. 4. All Clergy licensed in the Diocese are members of Synod.

- (1) Lay delegates, although elected by the parish, are “members” of Diocesan Synod and responsible to it when in session.
- (2) Synod members, when Synod is in session, act and vote as members according to their conscience and Christian understanding.
- (3) Synod members have the responsibility of reporting and explaining the action of Synod in a positive way at the parish level.
- (4) Synod members need to be familiar with the life of the Church at the parish level to guide their discussion at Synod and on committees at Synod, and be familiar with the structures of the Diocese so as to facilitate understanding at the local level.
- (5) Prior to any meeting of Synod, synod delegates will familiarize themselves with the agenda and any material pertaining to the said Synod.
- (6) Synod members should give leadership and accept election and/or appointment to Diocesan committees.
- (7) Synod members shall attend Archdeaconry Greater Chapter meetings when called by the Archdeacon.
- (8) Synod members are expected to promote the work of the Church at the parish, diocesan, and national level, as well as overseas.
- (9) Synod members ought to promote the actions of Synod, once decided upon, whether or not they voted in favour.

Adopted
27 January 2007
Diocese of Fredericton

**THE BISHOP AND CHAPTER OF THE CATHEDRAL OF CHRIST CHURCH IN THE CITY
AND
DIOCESE OF FREDERICTON
A BY-LAW RESPECTING THE ACTIVITIES AND AFFAIRS OF THE CHAPTER**

INTERPRETATION

1. In this by-law words in the singular include the plural, words in the plural include the singular and words in one gender include all genders.
2. In this by-law, unless the context otherwise requires,
 - “Bishop” means the Bishop of Fredericton;
 - “Canon”, as it relates to the laws of the Church in the Diocese, means a Canon enacted by the Diocesan Synod of Fredericton;
 - “Canon”, as it relates to a member of the clergy, means a Canon appointed by the Bishop under Canon Four;
 - “Cathedral” means the Cathedral of Christ Church in the City and Diocese of Fredericton;
 - “Chapter” means the corporation known as The Bishop and Chapter of the Cathedral of Christ Church in the City and Diocese of Fredericton continued by subsection 2(3) of the Anglican Church Act, 2003;
 - “Dean” means the Dean of the Diocese appointed by the Bishop under Canon Four;
 - “Diocese” means the Diocese of Fredericton;
 - “Lay Chair” means the Lay Chair of the Chapter;
 - “Lay Vice-Chair” means the Lay Vice-Chair of the Chapter;
 - “Secretary” means the Secretary of the Chapter;
 - “Treasurer” means the Treasurer of the Chapter.

OBJECTS AND DUTIES OF THE CHAPTER

3. The objects of the Chapter are the maintenance and management of the Cathedral, its grounds and appurtenances, religious and charitable works connected therewith, and the temporal affairs of the Cathedral and its congregation. (Anglican Church Act, 2003, section 6(1)).
4. The Chapter shall
 - (a) organize and manage activities and programs in furtherance of Christian life among the members of the Cathedral Congregation and to advance the mission of the Church in the Diocese,
 - (b) manage the investment of endowment and other funds of the Cathedral and, in so doing, may engage professional assistance and pay reasonable fees therefor,
 - (c) manage the properties, revenues and expenditures of the Cathedral, utilizing appropriate financial controls and procedures,
 - (d) employ the lay employees of the Cathedral,
 - (e) initiate recommendations regarding the appointment of the Dean and other clergy of the Cathedral,
 - (f) appoint annually, in accordance with section 50, a Cathedral Advisory Committee, to assist the Bishop in the appointment of a Dean,
 - (g) approve or reject a decision by the Cathedral Advisory Committee to vest the appointment of a Dean solely in the Bishop,

- (h) prepare and submit to the Annual Congregational Meeting a full and detailed statement and account of the receipts and expenditures of the Chapter for the previous financial year duly audited by a public accountant or by two competent persons,
- (i) set priorities and annual objectives and prepare budgets for approval at the Annual Congregational Meeting, and
- (j) establish policies for the effective and efficient maintenance and management of the Cathedral.

CHAPTER MEMBERSHIP

- 5. The Chapter shall consist of
 - (a) the Bishop of Fredericton,
 - (b) the Dean of Fredericton,
 - (c) the Archdeacon of Fredericton,
 - (d) any Canon Residentiary of the Cathedral,
 - (e) a Lay Vice-Chair and three other lay members appointed by the Bishop, and
 - (f) six lay members elected by the Cathedral Congregation.

QUALIFICATION OF LAY MEMBERS

- 6. Lay members shall be individuals who are
 - (a) baptized Christians,
 - (b) at least sixteen years old,
 - (c) members of the Cathedral Congregation, and
 - (d) regular contributors, financial or otherwise, to the mission of the Cathedral.
- 7. Notwithstanding clauses 6(c) and (d) one of the lay members appointed by the Bishop may be a person who worships in, and is a regular contributor, financial or otherwise, to the mission of, a parish.

ELECTION AND APPOINTMENT OF LAY MEMBERS

- 8. There shall be a Nominating Committee consisting of the Dean as chair and two lay members.
- 9. The Chapter shall appoint the lay members of the Nominating Committee in the month of December in each year.
- 10. The Chapter shall not appoint to the Nominating Committee any member whose term of office will expire in the ensuing year and who is eligible to be appointed or elected for another term.
- 11. On or before January 31 in each year the Nominating Committee shall submit to the Bishop a list of suggested nominees for appointment to fill the positions of members appointed by the Bishop whose terms of office will expire during the year.
- 12. The Bishop shall, before the Annual Congregational Meeting, appoint the number of members required to fill the places of members appointed by the Bishop whose terms will expire. In making such appointments the Bishop is not restricted to the nominees suggested by the Nominating Committee. The names of the members appointed by the Bishop shall be announced at the Annual Congregational Meeting before the meeting proceeds to the election of members to the Chapter.
- 13. The Nominating Committee shall submit to the Annual Congregational Meeting a list of suggested nominees for election to fill the positions of members elected by the Congregation whose terms of office will expire. Additional nominations may be made from the floor. The Meeting shall elect by plurality vote the number of members required to fill the places of the members whose terms will expire in the that year.

VACANCIES

14. The Bishop may appoint a person to fill a vacancy among the Lay Vice-Chair and lay members appointed by the Bishop.
15. The Chapter may appoint a person to fill a vacancy among the lay members elected by the Congregation.

TERM OF OFFICE OF LAY MEMBERS

16. Lay members, including the Lay Vice-Chair, shall hold office for a term of three years commencing on the first day of March following the Annual Congregational Meeting at which they were appointed or elected.
17. A lay member other than the Treasurer shall not hold office for more than two consecutive three year terms but is eligible to be appointed or elected again after 18 months have elapsed since the expiry of his or her second term.
18. A person appointed to fill a vacancy holds office for the unexpired term of his or her predecessor.

CHAPTER MEETINGS

19. The Chapter shall normally meet at least ten times each year at such times and places as the Chapter decides, and, except as provided in section 20, notice shall be given at least seven days in advance of a regular meeting.
20. The Chapter may establish a schedule for its regular meetings in which event once notice of the schedule has been given no further notice of such meetings need be given.
21. The Secretary or, in the absence of the Secretary, the Lay Chair shall give the members written or electronic notice of all non-scheduled meetings.
22. A special meeting of Chapter may be called at the direction of the Bishop, the Dean or the Lay Chair on at least forty-eight hours notice, or if all members of Chapter are present a special meeting may be held without notice.
23. In the absence of the Bishop or at the Bishop's request the Lay Chair, or in the absence of the Lay Chair, the Lay Vice-Chair shall preside. If all three are absent the Chapter shall elect an Acting Chair from among the members present at the meeting.
24. Six members of Chapter constitute a quorum.
25. At meetings of the Chapter questions shall be decided by consensus or by a majority of votes cast by members present at the meeting. Each member of the Chapter has one vote. When there is an equality of votes the chair shall declare that the question has not carried.
26. Any member of the Cathedral Congregation may attend a meeting of Chapter and with the consent of Chapter may be given the privileges of the floor.

OFFICERS OF THE CHAPTER

27. The officers of the Chapter are
 - (a) the Bishop,
 - (b) the Dean,
 - (c) the Lay Chair,
 - (d) the Lay Vice-Chair,
 - (e) the Secretary, and
 - (f) the Treasurer.
28. The Chapter shall elect or appoint the Lay Chair, the Secretary and the Treasurer from among the lay members and those officers shall hold office at the pleasure of the Chapter or until they cease to be members of the Chapter.
29. The Lay Vice-Chair is the person appointed to that office by the Bishop.

30. The signing officers of the Chapter for all banking purposes shall be any two of the Dean, the Lay Chair, the Treasurer and a member of the Chapter designated by resolution of the Chapter.

THE BISHOP

31. The Bishop is the Chair of the Chapter.
32. The Bishop
 - (a) shall, unless he or she gives notice to the contrary, celebrate Holy Communion or preach or both in the Cathedral on Christmas Day, Easter Day, Ascension Day and Whitsunday,
 - (b) may use the Cathedral for episcopal purposes and diocesan meetings, for confirmations, for ordinations, for celebrating the sacraments, and for preaching or otherwise after giving reasonable notice to the Dean, and
 - (c) may use the Cathedral Memorial Hall, by prior arrangement with the Dean so as to avoid scheduling conflicts, for any episcopal purposes or diocesan meetings.

THE DEAN

33. The Dean is the Chief Executive Officer of the Cathedral and has jurisdiction and cure of souls over the Cathedral Congregation.
34. The authority of the Dean respecting worship and spiritual matters is that of a parish rector, but is subject to use of the Cathedral by the Bishop as provided in section 32.
35. Subject to the direction of the Chapter with respect to the areas of responsibility defined in section 4, the Dean is responsible for the day-to-day operations of the Cathedral, its services and staff.
36. The Dean is entitled to such stipend and other payments and benefits as are agreed upon with the Chapter.
37. The Dean shall live in the Deanery unless the Dean and the Chapter agree otherwise.

THE LAY CHAIR

38. The Lay Chair shall chair meetings of the Chapter unless the Bishop is present.

THE LAY VICE-CHAIR

39. In the absence of the Lay Chair the Lay Vice-Chair shall perform the duties of the Lay Chair.

THE SECRETARY

40. The Secretary shall
 - (a) attend meetings of the Chapter and of the Congregation and keep a permanent written record of their proceedings,
 - (b) have official possession of the Chapter's corporate seal,
 - (c) ensure the filing and safekeeping, in the Cathedral office, of all important documents of the Cathedral including the by-laws, annual reports, financial statements, minutes of the Chapter and of congregational meetings, and forward such documents to the Diocesan Archivist from time to time, and
 - (d) perform other duties incidental to the position of Secretary.

THE TREASURER

41. The Treasurer shall
 - (a) keep accounts of the revenues and expenditures of Chapter,
 - (b) keep accounts of all trust money held by the Chapter,

- (c) subject to the approval of Chapter, arrange for trust funds, stocks, bonds and other securities to be managed by qualified professional investment managers retained for that purpose by the Diocese,
- (d) prepare and present monthly, annual and such other financial reports as are required by the Chapter,
- (e) carry out banking and investment procedures of the Chapter,
- (f) supervise the functions of the Envelope Secretary, who shall be the person appointed by the Chapter for that purpose,
- (g) supervise the issue of charitable donation receipts,
- (h) supervise the collection and prompt deposit of revenues in a bank, trust company or credit union in the City of Fredericton in the name of the Chapter,
- (i) present the annual budget to the Annual Congregational Meeting,
- (j) make salary and stipend payments, and pay other accounts and sums due by cheque,
- (k) forthwith following the end of each financial year present to the Chapter a complete financial statement for that year,
- (l) deposit all securities pertaining to the Chapter and the Cathedral in a safety deposit box of a bank, trust company or credit union in the City of Fredericton, or lodge the securities in the Chapter's name with such depositories as the Chapter determines,
- (m) following acceptance by the Chapter present the year-end financial statement at the Annual Congregational Meeting, and
- (n) perform other duties incidental to the position of Treasurer.

EXECUTIVE COMMITTEE

- 42. There shall be an Executive Committee of the Chapter consisting of the Dean as chair, the Lay Chair and the Lay Vice-Chair.
- 43. The Executive Committee shall
 - (a) play a leadership role in all aspects of the life of the Cathedral,
 - (b) facilitate the effective operation of the Chapter, its committees and task groups,
 - (c) support and work closely with the Dean in the Dean's roles as priest and Chief Executive Officer of the Cathedral,
 - (d) act on behalf of the Chapter in emergencies,
 - (e) prepare the agenda for all meetings of Chapter, and
 - (f) exercise other powers and perform other functions delegated to it by the Chapter.

STANDING COMMITTEES, AD HOC COMMITTEES, AND TASK GROUPS

- 44. The Chapter, in consultation with the Dean, may establish standing committees, ad hoc committees and task groups to carry out tasks necessary for the day-to-day functioning of the Cathedral and define the duties of each committee and task group.
- 45. The Chapter, in consultation with the Dean, shall appoint the chair and members of such committees and task groups.
- 47. The Chapter shall appoint at least one lay member of the Chapter to each committee or task group. Such lay member, is the chair of the committee or task group and shall report to the Chapter on behalf of the committee or task group.
- 48. Committees and task groups shall meet at the call of their respective chairs.
- 49. The Bishop and Dean shall be ex-officio members of each committee and task group. The Dean may assign clerical staff employed by the Cathedral to any Committee or task group.

CATHEDRAL ADVISORY COMMITTEE

- 50. There shall be a Cathedral Advisory Committee comprising
 - (a) the Lay Chair and Lay Vice-Chair, and

- (b) three members of the Chapter appointed annually by the Chapter.
51. The Cathedral Advisory Committee shall meet within two weeks following its appointment to elect a chair and a secretary from among its members and the secretary shall forthwith inform the Bishop of the names and addresses of the chair and the secretary.
 52. All subsequent meetings of the Cathedral Advisory Committee shall be convened at the Bishop's direction.
 53. The Bishop shall consult with the Cathedral Advisory Committee before appointing the Dean.
 54. If, within six months after the effective date of the vacancy in the office of Dean, the Bishop considers that no substantial progress has been made in the consultation process, the Bishop may declare an inordinate delay and inform the Chapter of intent to appoint a Dean without further consultation.
 55. The Cathedral Advisory Committee may, at any time, by unanimous vote with the approval of a majority of all of the members of the Chapter, vest the appointment of a Dean solely in the Bishop.
 56. The Bishop may consult with the Cathedral Advisory Committee about the appointment of a member of the clergy to a position in the Cathedral other than the office of Dean and for advice respecting any matter affecting the life of the Cathedral.
 57. The Bishop may, after informing the Dean or other member of the clergy, consult with the Cathedral Advisory Committee about the transfer of the Dean or other member of the clergy to another position or office.
 58. The Bishop shall consult with the Dean or other member of the clergy before transferring him or her to another position or office.
 59. Nothing in this by-law limits the authority of the Bishop to appoint the Dean or the clerical officers of the Cathedral.

THE CATHEDRAL CONGREGATION

60. The persons entitled to vote at any meeting of the Cathedral Congregation are those who
 - (a) are baptized Christians,
 - (b) are at least sixteen years old,
 - (c) worship in the Cathedral, and
 - (d) are regular contributors, financial or otherwise, to the mission of the Cathedral.
61. Twenty qualified persons constitute a quorum for a meeting of the Congregation.
62. The Dean or, in the absence of the Dean, the Lay Chair or Lay Vice-Chair shall be the chair of meetings of the Congregation.

ANNUAL CONGREGATIONAL MEETING

63. The Annual Congregational Meeting shall be held within eight weeks after the end of the financial year and shall
 - (a) elect, by a plurality of votes, lay members of the Chapter as required by section 13,
 - (b) elect, by a plurality of votes, lay delegates to the Diocesan Synod and their substitutes,
 - (c) receive a full and detailed statement and account of the receipts and expenditures of the Chapter for the previous financial year duly audited by a public accountant or by two competent persons, and any other information required by the Treasurer of the Diocesan Synod or by diocesan regulation in such form as may be prescribed by regulation,
 - (d) receive and approve or amend the budget proposed by the Chapter for the current year, and,
 - (e) discuss other matters and make recommendations to the Dean and to the Chapter.

SPECIAL CONGREGATIONAL MEETING

64. A Special Congregational Meeting may be summoned by the Secretary at the request of the Bishop, the Dean, the Lay Chair, the Chapter or twelve members of the Cathedral Congregation, on at least ten days notice.

NOTICE OF CONGREGATIONAL MEETINGS

65. The Dean or the Lay Chair shall
- (a) post a notice of any Congregational Meeting in a conspicuous place in the Cathedral,
 - (b) cause the notice to be read at each worship service in the Cathedral during the three weeks preceding the meeting,
 - (c) cause the notice to be published in the Cathedral bulletins for at least three weeks preceding the meeting, and
 - (d) may post the notice on the Cathedral web site and circulate the notice electronically to members of the Congregation.

MISCELLANEOUS PROVISIONS

DOCUMENTS UNDER SEAL

66. A document requiring execution under seal shall be signed on behalf of the Chapter by the Bishop or the Dean, and the Secretary, and, if required, by the Lay Chair. The seal shall be affixed and a document executed only when authorized by the Chapter.

BISHOP'S AUTHORITY WITH RESPECT TO CATHEDRAL PROPERTY

67. No major change shall be made to the structure, furnishing or grounds of the Cathedral without the consent of the Bishop.
68. The Chapter shall not acquire any real property without the approval of the Bishop and shall not lease, sell, mortgage or otherwise dispose of any real property without the approval of the Bishop and of the Diocesan Synod.

FINANCIAL YEAR

69. The financial year of the Chapter ends on December 31st of each year.

AVAILABILITY OF MINUTES AND BY-LAWS

70. A copy of Chapter minutes and by-laws will be made available for inspection by any member of the Cathedral Congregation at the Cathedral office during normal business hours.
71. The Secretary shall ensure that a copy of this by-law is posted on the Cathedral web site and that a copy is provided to each member of the Chapter.

THE CATHEDRAL ADVISORY CHAPTER

72. There shall be an advisory body to the Chapter known as the Cathedral Advisory Chapter.
73. Clergy, other than Canons Residentiary of the Cathedral, may be appointed by the Bishop as Canons and members of the Cathedral Advisory Chapter, and shall be installed in the Canon Stalls of the Cathedral in the same manner and have the same seating privileges as the Canons Residentiary.
74. The Bishop may summon the Cathedral Advisory Chapter to a special meeting of the Chapter, which meeting shall be for information and discussion only, and no decision made at such a meeting is binding on the Chapter.

75. Canons of the Cathedral Advisory Chapter are not entitled to sit or to vote at a regular meeting of the Chapter, or at any special meeting to which they are not called.

REPEAL AND AMENDMENT

76. Subject as herein provided, this by-law may be amended or repealed
- (a) by the Chapter, on notice given by one of its members at least six weeks before consideration of the proposed amendment or repeal, or by the unanimous consent of all its members without notice, or
 - (b) by the Cathedral Congregation, on notice given by twenty-five of its members who are not members of Chapter, or, subject to the approval of Chapter, on notice given by twelve members of the congregation who are not members of Chapter. Such notice must be given at least six weeks before consideration of the proposed amendment or repeal at an Annual Congregational Meeting or at a Special Congregational Meeting called to consider the proposed amendment or repeal.
77. No amendment or repeal of this by-law is effective unless and until it is approved in writing by the Bishop.

TRANSITIONAL

78. Notwithstanding any other provision of this by-law
- a) the terms of office of members appointed or elected for terms expiring on the last day of June 2015 shall continue until that date,
 - b) the terms of office of members appointed or elected for terms expiring on the last day of June in 2016 or 2017 shall expire on the last day of February in those years, and,
 - c) the terms of office of members appointed or elected at the time of the annual meeting of the Congregation in 2015 shall begin on March 1, 2015 and expire on the last day of February 2018.

COMING INTO FORCE

79. This by-law shall come into force on February 1st, 2015.
80. On the coming into force of this By-Law all previous By-Laws of the Chapter are repealed.

Adopted by the Chapter on
19 January 2015
David Edwards, Bishop of Fredericton
Bishop and Chapter Secretary

Christ Church Cathedral, Fredericton Supplemental Reports

Missions Committee

The committee's mission statement is Serving God in mission, sharing Jesus with the world. We work together with Christ Church Cathedral's congregation to reflect the teachings of Jesus and the heartbeat of Christian history for over 2000 years.

Our goals are to raise awareness about mission work, prayerfully and financially support missionary efforts, and encourage action by the congregation. During 2016, with the support of the dean, we organized activities related to those goals. Examples follow:

Awareness

- Promoted the annual Atlantic missions conference, Jesus to the Nations, in Halifax on March 18 to 20, 2016.
- Reported on our financial support of Bishop Matthias of Ho, Ghana to purchase a good quality, used, 4-wheel drive vehicle.
- Reported on the progress of the two high school students currently being sponsored in Belize (the third has dropped out). Paul Jones is expected to graduate in 2018 and Anique Hernandez in 2019.
- Reported on the progress of one college student, Ameika Myers, who is taking an extra year to complete her program. She will hopefully graduate in 2017.
- Discussed and researched another potential college student, Tianney Lamb. Agreed to partly sponsor her for a six-semester program beginning in January 2017, with our financial support beginning in her second semester.
- Placed emphasis on the important work of the Primate's World Relief and Development Fund, especially Syrian relief efforts, but were unable to recruit a new representative from the cathedral dedicated to this cause; attempts still continue.
- Published mission-related topics in the notices bulletin twice a month.
- Placed photos and information on the bulletin board at the back of the cathedral to highlight work being done by our mission partners.
- Contributed material for the cathedral's web site, including the Missions page, and the Facebook page.

Support (financial and prayerful)

- \$1,640 plus an additional stipend of \$313 to assist Canon Paul Jeffries at Bishop McAllister College in Uganda.
- \$1,640 to The Rev. Kara Thompson Mejia and The Rev. Nelson Mejia for the new church they are continuing to build in Honduras. Prayers were urgently asked for after supplies were lost at sea.
- \$300 to Bishop Matthias of Ho, Ghana to purchase a used vehicle.
- \$115 to help students from the Inter-varsity Christian Fellowship (IVCF) at UNB/STU attend a winter conference. Also, \$300 through IVCF in support of Matt Allen's

planned mission.

- \$375 to sponsor a student to attend the Mark East conference on April 30, 2016.
- \$300 to PWRDF for "General Support".
- \$300 to the Refugee Sponsorship Committee.
- Shared prayer requests from all of our mission partners and prayed for them often.
- Prayed for the Liberian refugee family and all the volunteers from the other parishes.
- Agreed to increase the amount of support given to the high school students due to our weak Canadian dollar relative to the US dollar.
- Agreed to begin sponsoring a college student, Tianney Lamb, by paying for alternate semesters of her six-semester program.
- Endorsed the Belize committee's recommendation that \$1,000 be sent to St. Hilda's Anglican School for repairs and supplies twice during 2016.

Action

- Discussed organizing a 2017 mission trip to Belize, but ultimately decided against it. There were many reasons for this, including the weak Canadian dollar, logistical concerns and the lack of leadership. We agreed, however, to continue to support St. Hilda's for at least two years.
- Promoted a Belize fundraising auction to be held on February 25, 2017.
- One of the Missions Committee members (Ann Deveau with alternate/backup by Kurt Schmidt) joined the refugee sponsorship committee together with representatives from 10 other parishes in sponsoring a refugee family. Attended meetings and provided updates and requests for assistance. A family of four originally from Liberia arrived on July 27th and have needed much support, both financial and hands-on.

The committee asks for the congregation's prayerful support as it undertakes these endeavours, especially the ministry of refugee sponsorship.

Members meet every other month and communicate by e-mail between meetings. Except for the secretary, they share the duties of chairmanship on a rotating basis. During 2016, members included Gregg Finley, Kurt Schmidt, Brad McKnight, Samuel Mayo, Helen Sullivan, John Dos Santos and Ann Deveau, our former secretary. The committee appreciated the guidance and support of Dean Geoffrey Hall and also the advice of Eric Hadley, our liaison with Bishop and Chapter.

Respectfully submitted,
Helen Sullivan
Missions Committee Secretary

Canadian Mother's Union, Cathedral Branch 2016 Report

The Mother's Union is an international Christian society, currently with more than 4 million members in 83 countries, and a vision of a world where God's love is shown through loving, respectful and flourishing relationships. Our Cathedral branch was established over 25 years ago. We meet regularly on the third Wednesday of each month at Memorial Hall at 7pm. Currently we have 16 active members, with a number of our members holding office on the executive of the MU Diocesan council. Everyone is welcome to join us at any of our monthly meetings.

Some of our Branch activities during 2016 included:

- Presentation of a pewter ornament and card to all the newly baptized, as we have for a number of years;
- Provision of childcare in the Nursery during the 10am service;
- Participation in services on Mothering Sunday as well as offering home-baked simnel cake to the congregation following services;
- Attendance at the Annual Spring Rally, this year held in Saint John in April by several members;
- Attendance at the Biennial MU Conference held in Baddeck, Nova Scotia by several members;
- Making and selling beeswax candles for our annual Advent Candle Sale;
- Annual Christmas Party and Potluck, well attended on December 4th, where we supported the Macey Bagsund family (Keith and Elinor Joyce's grand-daughter) as Macey battled a severe lung infection in addition to leukemia.

Our many thanks to Fran Miles for her continued assistance throughout the year.

Respectfully submitted,
Diane Nash and John DosSantos, Co-Branch leaders 2016-17
mrsnash68@gmail.com

For more information about Mother's Union in the Diocese, in Canada, and around the world please visits these websites:

<http://www.mothersunionnb.ca/>

<http://canadianmothersunion.ca/index.html>

<http://www.mothersunion.org/>