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Stewardship  
2018



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**NARRATIVE  
BUDGET**

**ST. JAMES CATHEDRAL**







March 2018

## DEAR FRIENDS,

A budget is more than just a column of numbers, more than a balance sheet and a bottom line. A budget in fact tells the story of what we believe, where we are going, what we hold to be of value and how we plan on getting there.

This narrative budget tells the story of our desire to serve the Gospel of Jesus Christ at the corner of King and Church, a ministry that stretches across the Diocese of Toronto and around the world. Ours is a ministry that is truly local and global. Behind each column of numbers and graphs are staff and lay leaders offering gifts of time and talent to the endeavour of God's mission in the world. We feed the poor, support our children and youth, teach the faith, inspire with music, visit the sick, celebrate with our elders and much more. Our bottom line is the deep hope that all that we do might reveal the grace and love of God.

This narrative budget will show how we plan to carefully spend the money that we receive. You will see that our ministry relies on the financial support of our external events, St. James Cemetery, and our investments. More and more we are sustained by the generosity of our members. Over the last two years our offerings have grown by 20 percent, a significant increase. We are truly blessed. As our community grows in number and in scope of ministry, so do our costs. By carefully focusing our spending on ministry, while taking measures to increase our revenue, we will move towards balancing our budget and replenishing our capital in future years. At our Annual Meeting of Vestry in February, we passed an ambitious budget that invites each of us to prayerfully consider giving an additional 10%.

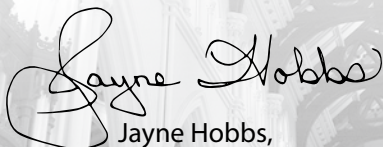
You may be offering all that you are able; if that is true for you, thank-you for your commitment. You may be able to offer more than you are giving at the moment; we are most grateful for what you are able to do. Our vision for ministry also assumes that we will continue to reach out and welcome new members. We hope you will receive and help each newcomer to settle and find their way home.

Through our collective offering of time, talent and treasure we participate in the unfolding Kingdom of God in our midst. Thank you for being a part of this journey of faith with us.

Yours in Christ,



Andrew Asbil,  
Rector of St. James Cathedral  
Dean of Toronto



Jayne Hobbs,  
Rector's Warden



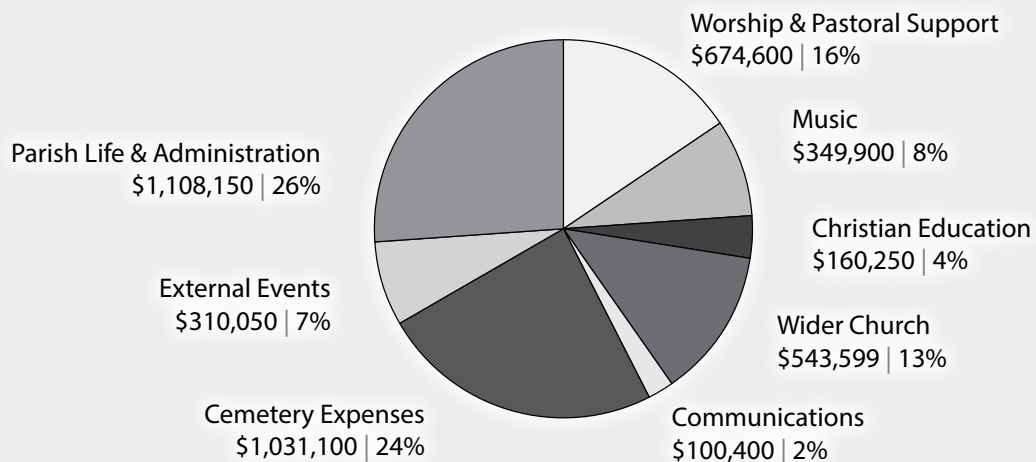
Don Solomon,  
People's Warden

# MISSION & MINISTRY AT ST. JAMES

The Cathedral is a symbol of God’s love, a community inspired by the Gospel of Jesus Christ to serve with compassion and mercy.

- A spiritual sanctuary and place of worship in the fullness of the liturgical traditions of the Anglican Church
- A community of healing, hospitality and hope
- To provide, as the seat of the Diocesan Bishop, a focal point for the life and ministry of the Diocese of Toronto
- A community that engages the ministry of the baptized, forms leaders, acts with justice and serves the needs of the most vulnerable in society

## INVESTMENT IN MINISTRY: WHERE OUR REVENUES GO



## WORSHIP & PASTORAL

Our clergy, Dean Andrew Asbil, Vicar Louise Peters, Assistant Curates Leigh Kern and James Liu, alongside a group of committed pastoral associates, preach and preside on Sundays and at weekday services, officiate at weddings, funerals and special services, and respond to the many pastoral needs of the community with faith, strength and compassion.

Our Parish Nurse, Lanadee Lampman, and the **Lay Pastoral Visitor Team** support the clergy by offering comfort and a ministry of presence to those unable to participate in regular parish life. Our worship services are growing. The average Sunday attendance increased by 4% over 2017. In particular, the **Mandarin Ministry** now worships every Sunday in the Cathedral, with over 50 parishioners of all ages regularly attending services and engaging in parish life.

## EDUCATION & CHRISTIAN FORMATION

**Dialogues for Living** offers over thirty events and lectures each year, teaching us and helping us to reflect theologically and biblically about issues that we face each day. **ReGeneration** gathers young adults for bible study. **Cathedral 101**, **Anglican 101** and **Mission 101** invite newcomers to the Cathedral to get settled in the community. **Catechesis** prepares adults for baptism and reaffirmation of faith. **Education for Ministry (EFM)** encourages participants to live faithfully in the world. The **Archives** keep us connected to our past and remind us that we are building a legacy. The **Child, Youth and Families** coordinator Andrew Kuhl is enacting a long-term vision for this Ministry, bringing young people and families fully into the life and worship of the Cathedral.

## MUSIC MINISTRY

Director of Music Robert Busiakiewicz, organist Ian Sadler, and the **Cathedral and Parish Choirs** connect us to the sacred through the gift of music every Sunday. The noontime organ recitals and evening concerts welcome all comers, attracting community members and the unchurched alike. The successful **Organ Scholar** program will continue for the 2018-2019 year, giving another aspiring musician the opportunity to immerse themselves in the rich musical traditions of the Anglican Church.

## OUTREACH & WIDER CHURCH

We support the wider church, the Diocese of Toronto, and the National Church through our apportionment each year. The **Drop-In** and the **Health and Foot Care Clinic** continue to serve the most vulnerable. **Second Harvest** now helps us provide fresh, nutritious meals for guests at our Drop-In. Kathy Biasi, the Outreach Coordinator, is using her wealth of experience and connections to explore further opportunities to serve our community. The **Soup Crew and Soup Group**



provide soup weekly and monthly, respectively. The **Refugee Committee** continues to support our Syrian family. The partnership with other downtown churches and faith groups through the **Faith+Hub** will allow us to better serve the needs of the vulnerable in our neighbourhood.

### FAITHWORKS

FaithWorks, the annual appeal of the Anglican Diocese of Toronto, supports people in need across the Diocese, including ministries to vulnerable women, prisoners, the homeless and under-housed, refugees, and the terminally ill. They also support the **Primate's World Relief and Development Fund**, the Canadian Anglican response for emergency relief, refugees, development, and justice. We invite you to donate to FaithWorks via St. James Cathedral; in so doing a portion of your donation supports St. James' outreach programs.

You may wish to designate a one-time gift of \$100, \$200, or more to FaithWorks. You may also wish to designate a monthly amount over and above your Cathedral offering. Please indicate this on the pledge form.





## PARISH LIFE & ADMINISTRATION

Director of Operations and Finance Rob Saffrey, along with our administration team, provide the vital services that allow the Cathedral and its offices to run smoothly. Their duties such as policy development, human resources, management of finances, design and printing all of our service leaflets, mailings, responding to the needs and queries of parishioners, working with donors, and managing calendars are indispensable to the life and ministry of the Cathedral.

## PROPERTY

A substantial portion of our budget goes to the operation and maintenance of the Cathedral and Cathedral Centre. We have the responsibility of tending and caring for the space we have been entrusted with while balancing the needs of a modern ministry. Our property manager, Jim Kotsifas and the 12-person property team care

for our ancient structure, making it a welcoming space of respite for all who visit. No less importantly, the property team also manages our newer building, the sparkling Cathedral Centre that plays host to a multitude of internal and external events, in addition to managing office space for staff and residential units for five of our clergy and staff members.

Our property extends beyond the streets of King and Church to St. James Cemetery, where the attentive care of manager Kevin Palin and eight staff members is required to ensure the grounds are a well-kept place of tranquility, and that burials, services, and cremations are carried out with dignity and reverence.

## COMMUNICATIONS

The Cathedral is a busy place, with outreach, events, volunteerism, ministry, and worship happening on a daily basis. With all this activity, we need to spend a portion of our budget on communications, ensuring the community both in and outside the Cathedral know about who the St. James community is, what we do, and what we stand for. Previously done on an ad-hoc basis by staff and clergy, advertising and communications now fall under the direction of the new Communications Manager, Jessie-Ann Baines, freeing up staff to remain focused on their ministries.

## EXTERNAL EVENTS

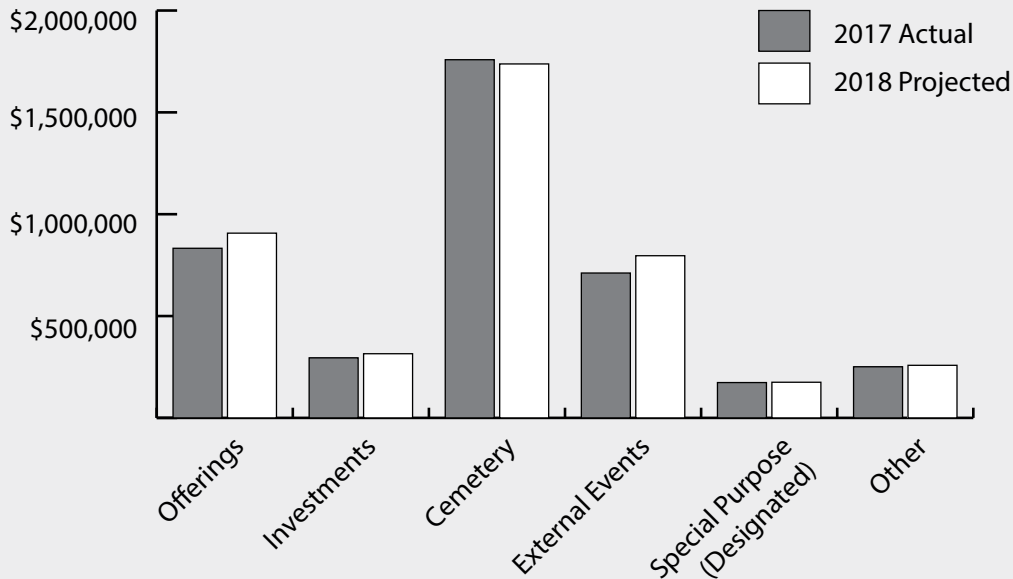
Through the external events team, we welcome the city and community into our spaces on a daily basis. Their professionalism and personal connections enable them to build solid and profitable relationships with external clients, while balancing the needs of the Cathedral ministries. The team is boosting its social media presence to showcase the Cathedral Centre as an ideal event space in the downtown core.

# WE RECEIVE...

The ministry of the Cathedral is funded through a careful balancing of the generosity of members of the community, the stewardship of our buildings,

the ministry of our cemetery and the financial legacy of those who have gone before us. We rely on four sources of revenue to support the dreams of ministry.

## CATHEDRAL REVENUES



## OFFERINGS

Offerings are donations received as open (non-receipted), weekly and monthly envelopes, Pre-Authorized Giving and festival offerings. Our ministry thrives because of your generosity. We are asking you to consider a 10% increase so that our dependency on the other revenue sources is lessened and the ministries of the Cathedral can continue to grow and attract new members.

## INVESTMENTS

This is comprised of income (interest and dividends) from our invested capital funds. Capital gains are not used to support the operating budget.

## CEMETERY

We receive a significant portion of our revenues from the Cemetery. With the installation of a new columbarium, we can expect to see an increase in revenue in the coming year.

## EXTERNAL EVENTS

External events continue to be a major source of revenue. We host functions such as film shoots, wedding receptions, business meetings, and corporate events on an almost daily basis in the Cathedral Centre.

## SPECIAL PURPOSE

Every year the Cathedral raises funds for special projects that do not form part of the operating budget. The income is recorded when the expense is incurred and is offset by an expenditure of equal value. The money raised for the refugee sponsorship is an example of this.

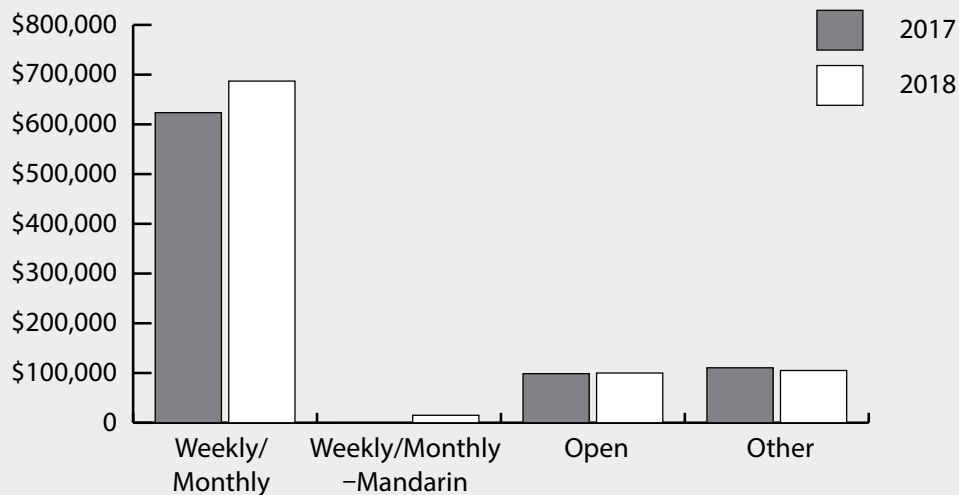
## OTHER

The money received under this category includes:

- Diocesan assistance for our curates
- Funds earned from the land lease for the Diocesan Centre
- Other grants
- The York Rectory fund distribution
- Money from a variety of other sources including music concert sales (gross)

## CATHEDRAL OFFERINGS

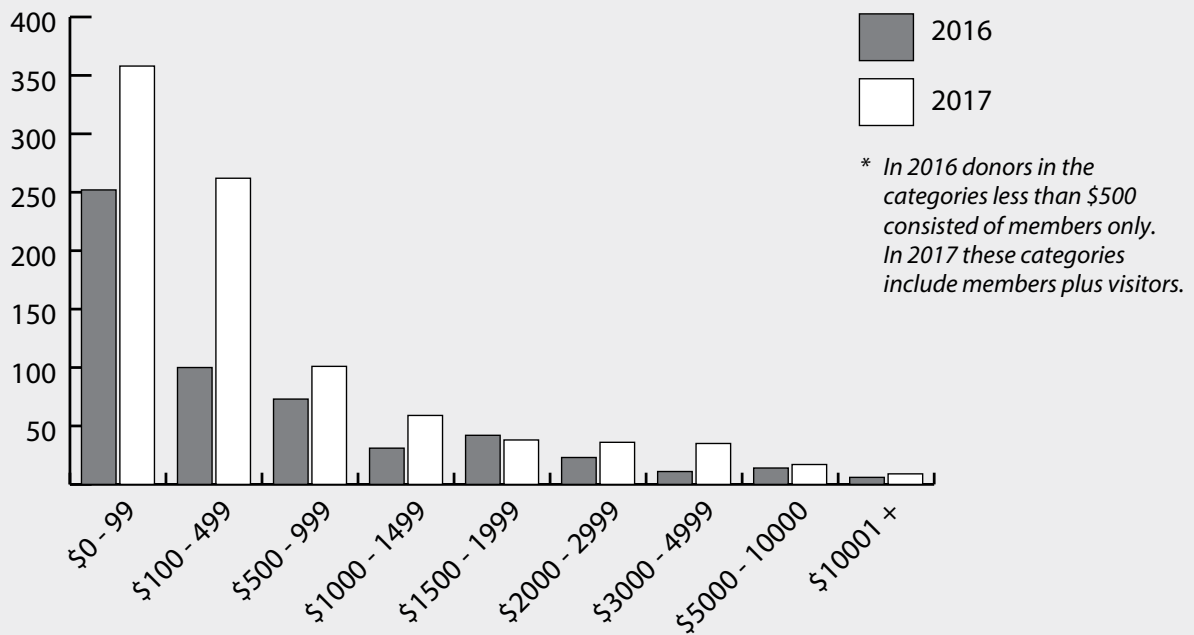
The chart below compares the 2017 offerings you provided with our 2018 projection.





## NUMBER OF DONORS BY ANNUAL OFFERING

How our donors give on an individual basis is shown in the chart below.



## LEGACY GIVING

The St. James community is blessed with a historic Cathedral and modern Centre, gifts given in large measure by those who have gone before us. For example, the generosity of recent legacy donors has helped to restore the Cathedral’s original stonework and protect our stained glass with tempered glass, allowing its beauty to shine through from both the inside and out.

If the Cathedral is important to you, please consider a special gift during your lifetime or at your death through your will, and help preserve the Cathedral as a beacon of light in the city for generations to come.



# OUR PART

Ponder and pray about what you can commit for 2018.

1. Decide how you will fulfill your commitment:
  - Continue with Pre-Authorized Giving (PAG)
  - Convert to Pre-Authorized Giving (see "Why Convert to PAG?" below)
  - Continue to use Weekly Offering Envelopes
  - One time annual gift (online, cheque, credit card, or transfer of securities)
2. Complete the enclosed 2018 Commitment Card.
3. Bring your completed Commitment Card to church and place it on the offertory plate in the envelope provided.
4. Legacy Gift: You may make a gift during your lifetime or at death through your will. Substantial gifts can be made without an immediate outlay of cash/assets, thereby protecting your immediate financial security. Contact Rob Saffrey at [rsaffrey@stjamescathedral.ca](mailto:rsaffrey@stjamescathedral.ca) or 416-364-7865, ext. \*225 to learn more.

**PLEASE RETURN YOUR PLEDGE FORMS ON OR BEFORE  
SUNDAY, APRIL 8, 2018**

## WHY CONVERT TO PAG?

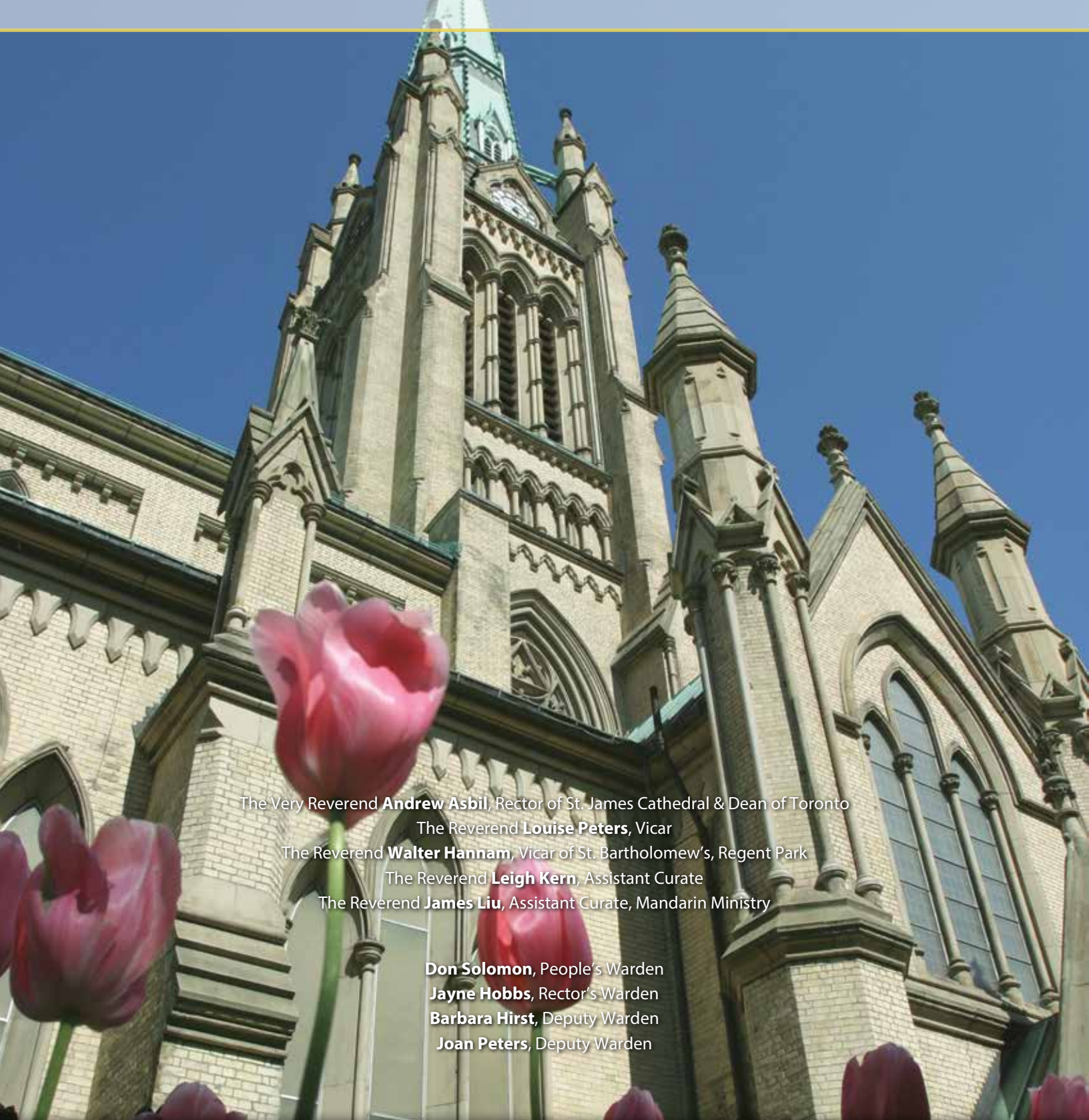
Pre-Authorized Giving provides a predictable, consistent, and dependable flow of contributions for the Cathedral, and costs us significantly less to process, allowing the impact of your gift to go even further.

Converting to PAG is easy; just fill out the attached Commitment Card, select "Convert to Pre-Authorized Giving," and choose your method of payment.

*Your gift will be deducted on the 20th of the month. You can cancel or change your offering at any time. For any questions or changes, contact Lisa Scapillato at 416-364-7865, ext. \*229 or [lscapillato@stjamescathedral.ca](mailto:lscapillato@stjamescathedral.ca).*

*Thank you*





The Very Reverend **Andrew Asbil**, Rector of St. James Cathedral & Dean of Toronto  
The Reverend **Louise Peters**, Vicar  
The Reverend **Walter Hannam**, Vicar of St. Bartholomew's, Regent Park  
The Reverend **Leigh Kern**, Assistant Curate  
The Reverend **James Liu**, Assistant Curate, Mandarin Ministry

**Don Solomon**, People's Warden  
**Jayne Hobbs**, Rector's Warden  
**Barbara Hirst**, Deputy Warden  
**Joan Peters**, Deputy Warden

## THE CATHEDRAL CHURCH OF ST. JAMES

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