

Holy Cross Parish

2023

ANNUAL REPORT

YEAR ENDING June 01, 2023

MISSION STATEMENT

“The people of Holy Cross Parish are a community of clergy, religious and laity who, strengthened in Christ, and thankful for our blessings, seek to root ourselves in an authentic Christian community which is called to serve God in praise, each other in sharing, caring and healing, and our brothers and sisters, near and far, in prayer, peace and justice.”

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PARISH PASTORAL COUNCIL

Chair: Greg Yost

PARISH MISSION: The people of Holy Cross Parish are a community of clergy, religious and laity who, strengthened in Christ, and thankful for our blessings, seek to root ourselves in an authentic Christian Community which is called to serve God in praise, each other in sharing, caring, and healing, and our brothers and sisters, near and far, in prayer, peace and justice.

REPORT: The purpose and functions of the Parish Pastoral Council are set out in Article II of its constitution. Basically, the Council is “to provide a consultative body to assist the Pastor”, take measures “to ensure that the Parish fulfils its mission” and to “coordinate, monitor and evaluate the work” of ministries and committees.

Of course, the last three years have been, to say the least, abnormal thanks to the pandemic. In large measure, the Council was reacting to the evolution of the pandemic as restrictions were imposed that basically stopped everything and were only gradually lifted so that more and more activities could resume. Quite simply, the first priority had to be restoring the various programs and ministries that had existed pre-pandemic. I believe we all wondered whether the parishioners would return or had got used to not coming to church.

The reports of the ministries are available, and it is not for the Council to steal their thunder. However, we are deeply grateful for the work that so many have done on the liturgy, children’s liturgy, sacramental preparation, hospitality, Club 55+, food drives, support for the Miriam Centre and the Knights of Columbus. Thanks to their efforts, we are far closer to being back to normal than we had anticipated. To the extent that the Council has monitored ministries and committees, we can only say well done.

Council’s task of assisting the Pastor was complicated as Father Lukose was away for 6 months having a well deserved and long overdue break. We are thankful that the Claretians provided such fine priests as Fathers Tony and Paul to attend to our spiritual needs and Father Eslin took over the administrative duties of the parish. However, with the pandemic and Father Lukose away, it was simply not possible to do any long-range planning. This will be a priority for the upcoming year.

As for ensuring that the parish fulfils its mission, we all know that the Church is facing many challenges particularly in retaining young people and evangelizing an increasingly secular culture. It is unfortunate that the synodal process happened during the pandemic. We have had no direction from the Archdiocese as to how we should proceed so we will have to do our best and we ask for your support.

On behalf of the members of Council who are remaining, I wish to thank Sheba Jeyaraj, Armando Prini and Trish Brighton for their service and to welcome our new members Ana Francisco, Michelle Mysak, and Owen Thompson.

COMMITTEE REPORTS

LITURGY

Chair: Miriam Basten

The primary role of the liturgy committee is to focus on the full range of the parish's liturgical life and to represent the consensus of the community in matters related to that liturgical life. Celebrations are planned in such a way that they lead to a conscious, active, and full participation of the faithful, both in body and mind.

With the Covid-pause years mostly behind us, reviving the liturgical ministries started in earnest over the last year. Although Liturgy Committee members didn't meet as a whole very often, ministry leaders were very active, meeting with Fr. Lukose as needed and connecting via email whenever necessary.

Major topics of interest in the past year

- In the six months from August through January, we worked closely with Fr. Tony Diaz, Fr. Paul Keller, and Fr. Eslin Pereira as they filled in for Fr. Lukose, who was away on sabbatical. They brought many refreshing ideas and perspectives to our parish community while presiding at various liturgies.
- Mass times on Sunday morning were changed during Covid-time, to 8 a.m. and 10 a.m. These times will remain for the time being. The Sunday 8 a.m. mass is being streamed online.
- Weekday masses are on Wednesday, Thursday, and Friday at 12:15 p.m. There is Adoration before the Friday masses.
- Our décor volunteers continue to do a fabulous job establishing the ambience in the worship space using items such as flowers, banners, and other decorative items – thank you!
- Music was present at two of our weekend masses all year long. We especially thank Heather Rice and Armando Prini and their groups (5:00 p.m. Saturday) and Anne Hurley's choir (10 a.m. Sunday) for their commitment to leading the singing at our liturgies. We also thank the George family's youth ensemble and Debbie Kuchciak & family for their music leadership at a variety of parish liturgies.
- The Children's Liturgy program at the 10 a.m. Sunday mass has shown encouraging growth over the past year. Starting with a handful of children in the fall, there are now over a dozen children attending on a regular basis. They gather every second Sunday, for the most part. They have a spot in the parish hall where the adult leaders present the Liturgy of the Word of the day. Thank you to Debbie Kuchciak and her team for their leadership and commitment in this vital ministry.
- A "Family Mass" has been put into the schedule at the Sunday 10 a.m. mass and occurs once a month. There have been three so far this year, with one more to come on June 25. The role of children is greatly enhanced at this mass, with young people doing the readings and many other of the mass ministries while being mentored by experienced parishioners (e.g. servers, collection, greeters).
- Youth servers are present at the Sunday morning masses and continue to do a great job. We thank their parents and parish mentors who encourage and guide the children in this ministry.
- At all the weekend masses, PowerPoint slides are used to project song lyrics, mass responses, images for reflection, and other information to make the mass a welcoming experience for the congregation. We pay an annual fee to two licensing companies for copyright permission to project the song lyrics. Miriam Basten submits the weekly usage reports using an on-line reporting system.
- PowerPoint is also used to project information slides before mass that display parish activities, both past and upcoming. Thank you to Joe Goski for creating these slides that let everyone know ways of becoming a more active member of our parish community.
- Work continues on recruiting and training volunteers for the ministries of lector, mass coordinator, and Eucharistic minister. A lector refresher evening was held a few months ago. Thank you to Cheryl McIntyre for creating the schedules and coordinating activities with these ministries.
- Different parish groups took turns leading the Friday evening Stations of the Cross devotion during Lent.
- The Parish feast day Festival Mass, Christmas liturgies, and Triduum/Easter liturgies were top-rate once again because of the commitment of all ministry volunteers and leadership of our pastoral team.
- Members of the Knights of Columbus have done a great job assisting ministry leaders and parishioners at our weekend masses and other special events (e.g. 1st Communion, Triduum, etc.)

- First Communion Masses were held on Sundays – April 23 and May 07 – at 2 p.m.
- Confirmation Mass was held on June 03, at 10:30 a.m. The presider was Auxiliary Bishop Yvan Mathieu.
- Students from Holy Cross School returned to the Church for two liturgies during Advent and in January. Fr. Paul attended Advent liturgies at both Holy Cross and Holy Family Schools.
- Thank you to June Kelly and all the members of the funeral team who volunteer their time, usually on short notice, to help prepare and assist at funerals.

Some things that we are looking forward to ...

- Encouraging new volunteers for the various liturgical ministries, especially youth volunteers.
- Growing the Family Mass that occurs once each month at the Sunday 10 a.m. mass.
- Supporting Michelle Mysak and Jacinthe Bourdeau as they take on leadership of Children's Liturgy.
- After the success of "Come to Bethlehem" last January, exploring ideas for a new project for next year.
- Working on making our music choices fully copyright compliant.
- Replacing some broken music stands, microphone stands, and microphone cables in the choir area.
- Exploring options for a keyboard instrument for the choir after the grand piano is moved in August.
- Training opportunities for the volunteers who allow the 8 a.m. mass to be streamed live online.
- Working with the local elementary schools to build strong parish-school connections.

THANK YOU to the large number of people who make our parish liturgies so inspiring and run so smoothly:

- Our pastor, Fr. Lukose.
- Parish staff, especially Barbara in the parish office
- The volunteers in all the liturgical ministries!

Christian Education

SACRAMENT OF FIRST HOLY COMMUNION

Submitted by: Serena Rebello-Robert

Member of the Sacramental Preparation Team, First Holy Communion

Core Team:

Barb Goski, Joe Goski, Shannon Leo, Michelle Mysak, Maureen Proulx, and Serena Rebello-Robert

Supporting Members/Special Projects:

Debbie Kuchciak, Greg Yost, Knight of Columbus

First Communion Music Ministry:

Debbie Kuchciak, Matthew Kuchciak, Emily Kuchciak, Marc Coderre, Lindsey Delisle, Eric Edmonds, Armando Prini, and the Joseph Family

First Communion Altar Server:

Joshua Leo

First Communion Mass Slides & Photography:

Miriam Basten and Joe Goski

2022-23

In both May and September 2022, the core team met to review last year's preparation and plan for the upcoming year of new candidates for the Sacrament of First Communion. Although most of the pandemic restrictions had been lifted, there were still concerns that this could change as the year progressed. As such, we decided upon continuing the use of the online recorded teaching videos (i.e. *"God's Mission: Is Possible"*), with follow-up in-person review sessions/Masses that would be specifically tailored for the students and their families that were preparing for their First Holy Communion. This **'hybrid' model of**

preparation was presented to the families at the Parent Meeting held in October 2022. Dates and expectations of the preparation were outlined. Families registered and provided their email in order to receive the teaching preparation, information, and updates from the Holy Cross Sacramental Preparation team. Father Eslin and Father Diaz were present and offered their support and suggestions while Father Lukose was on his sabbatical. Father Lukose returned just as the program started.

The **three in-person sessions/Masses were held on January 29, February 12, and March 26**. Each session focused on the following: 1. Parts of the Mass & the Sacraments. 2. Sacrament of Reconciliation 3. The Holy Eucharist and Preparation for First Holy Communion. Students received their Sacrament of First Reconciliation on either March 06 or 08. The Sacrament of Reconciliation was held at the Church, and although the Team helped prepare and were present to support, the service was run by the Holy Cross and Holy Family Schools.

HYBRID COURSE: “GOD’S MISSION: IS POSSIBLE” & IN-PERSON MASS/REVIEW

Similar to last year, the pre-recorded videos/learning portion of the course was sent to families at least 2 weeks prior to the in-person sessions, via Flocknote. The course videos were also posted on HC website. Each module included: A pre-recorded learning lesson provided by team member (20-25 mins long), along with *5 Key Takeaways from the lesson, 4 Activities to try at home, 3 Tips for Parents to support their child’s learning, 2 short, animated videos (i.e. 2-5 minutes) reinforcing ideas targeted in the teaching video and 1 short quiz* that students challenged to ensure they had mastered the main concepts of the lesson. Each module was sent by Flocknote to the group and had all links to videos and resources directly accessible in the note. Prior to receiving the modules, a short 2-minute trailer was sent out in late January 2023 offering an overview of the course and to get families excited about participating in the hybrid course.

HYBRID COURSE EXPECTATIONS:

In order to receive the Sacraments of First Reconciliation and First Holy Communion, Father Lukose asked that parents actively participate in completing the online coursework and attend all three in-person Masses/review sessions.

COMMUNICATION:

The team worked closely with **Father Lukose, Barbara Costanza**, and members of the Children’s Liturgy Team, the HC Kid’s Ministry, and HC Communications Team to ensure families were aware of next steps and to invite them to participate in special events (i.e. “*Come to Bethlehem*”, Children’s Liturgy, Family Masses, Movie events, Bottle Drive, Food Drive). Information was sent via Flocknote, Mass Slides, Parish Bulletins, the HC Website, and was also announced during the weekend Masses.

WELCOMING OF CHILDREN TO THE TABLE:

On April 23 (9 children), May 07 (15 children), and on May 14 (1 child)- **25 children in total received their Sacrament of First Holy Communion**. Each student received an official Parish Certificate, and a Holy Rosary (on behalf of the K of C). The Music Ministry provided uplifting music and the Knights of Columbus provided support with ushering and organizing the students for the procession. The Sacramental Team, along with supporting members, provided the expertise to assist in making this a successful year for everyone! Thank you to all members, the K of C, supporting members, Barbara Costanza, Father Lukose, and HC parishioners for their continued prayers, time, and talent to welcome these new members to The Table!

PLANS FOR NEXT YEAR:

The Team hopes to meet prior to the summer to celebrate the success of the program, as well as to plan for next year. The hope is to move the program to an entirely in-person preparation to increase engagement and to alleviate some of the challenges that come with ‘virtual’ participation. Some parents have expressed interest in assisting next year, which will be a great blessing to the entire team. Planning will start in the Fall of 2023.

PARISH & COMMUNITY LIFE

BUILDING COMMITTEE

Committee Members: Tom Flynn, Ed Gagliardi, Peter Kvas, complemented by Father Lukose & Joe Goski.

Support Provided by Mike Lowe, Frank Bonacci, Andre Afonso and Armando Prini

The Building Committee holds the responsibility for coordinating repairs and improvements to the Church, Rectory and Parish Office. This report covers the period between June 2022 to May 2023.

RECENT PROJECTS:

- **Regrading and Paving of Side Entrance Ramp**
 - The ground under the west-side ramp had shifted over time, leading to water seepage through the side door and flooding of the elevator shaft and hall entranceway on two occasions. Tony Labadie arranged for Taggart Construction to regrade and pave the ramp.
- **Cleanup of Tree Damage**
 - Manotick Tree Movers was engaged to cleanup the damage and trim trees affected by storms in May 2022 and April 2023.
- **Hall Stove Maintenance**
 - Choquette CKS was engaged to evaluate the condition of the stove. The company replaced one of the burners and cleaned the stove.
- **Church Cleaning**
 - Jani-King has been engaged to clean the church and parish hall.
- **Snow Removal/Spring-Summer Maintenance Contracts Negotiated**
 - Due to rising costs, a contract for summer landscape maintenance was issued to a new supplier who worked with several other parishes. Shortly after the contract began, the company went out of business. Our previous contractor, John Smith & Son, returned to handle the summer work and continued to provide snow removal services.
 - We experienced a heavy snowfall this winter, surpassing the upper limit of the contract. Extra charges were applied in March, and snow removal after the ice storm in April was carried out at no charge to the parish.
- **Rectory**
 - The deck has been removed, the yard has been regraded to move water away from the foundation, and the old fence has been replaced.
- **Roof Heat Cables**
 - In winter, the freeze/thaw cycle has been creating huge icicles along the west side of the church. These were judged to be a danger to people entering the west door. As a short-term solution, roofers were engaged to remove snow from near the edge of the roof. As a long-term solution, roof heating cables were installed to prevent ice build-up.
- **Flat Roof Inspection**
 - Some blistering on the flat roof was noticed by Keller Engineering during their inspection of parish property last summer. Ed Gagliardi and Marc Proulx inspected the roof and found that drains were being blocked by debris blown onto the roof. There was no tearing to the roof fabric. The drains were cleared, and the standing water receded. The drains will be inspected and cleared in the spring and fall each year.
- **Front Steps Replacement, Repairs and Parging**

- The front step replacement project is nearly complete. Andre has undertaken this work, having scheduled it for early in the season. Rusted rails are being replaced and a new rail will be installed near the centre line of the steps leading to the parking lot.
- During the remainder of the summer, Andre will work on repairs to the steps on the Springland side of the church and attend to paving on the church and the rectory.
- **Parking Agreement with the Nursery School**
 - The neighbouring nursery school approached the parish to rent 10 parking spaces for staff during weekdays, year round. The agreement was completed during the winter and took effect on March 1. As part of the agreement, the nursery school will attempt to alleviate our liability concerns by discouraging parents from using our parking lot as a drop-off zone for their children. The agreement runs for a year and will be reviewed as we approach the anniversary date.

KELLER ENGINEERING REPORT ON PARISH PROPERTY

In 2022, the Archdiocese engaged Keller Engineering to inspect the property in most of its parishes. Keller Engineering inspected the interior and exterior of the church, the office area, and the rectory; Keller also inspected the grounds at the church and rectory. The report was formally made available to the parishes in the spring of 2023, though we received a draft in the fall of 2022.

Highlights of the report include:

- No immediate actions were specified.
- A professional structural engineer should be engaged to investigate the cracks in the wood frame structures and the concrete stairs on the east side of the church.
- A cross-connection survey should be undertaken, and a backflow preventer installed onto the domestic water main supply line.
- Replacement of the 3 natural gas boilers.
- Replacement of the main disconnect switch and older electrical distribution equipment in the church and rectory.
- Replacement of the elevator
- Various repairs, including deck and fencing work at the rectory which has been undertaken, repairs to the asphalt in the parking lot, and numerous localized repairs.

Additional Investigations:

- Keller Engineering recommends completing a roof condition assessment including roof cut tests on the MBM roof system to determine the roof assembly and current condition along with repair and replacement recommendations.
- The intake and the exhaust for the AHU are immediately next to each another, which can lead to cross contamination of the air stream and short cycling. As such, Keller Engineering recommends retaining a Professional Mechanical Engineer to complete a review of the intake and exhaust configuration prior to any future repair work to ensure the proper operation and code compliance of the system. Estimated costs associated with the repairs cannot be determined and have the potential to be significant based on the result of the review.
- Based on the estimated age of the older electrical equipment and distribution systems, Keller Engineering recommends that a third party specializing in electrical systems be retained to complete an electrical review and infrared thermography to determine the condition and to accurately estimate when the electric equipment will have to be repaired and/or replaced if required.
- Based on the age of the elevator system in the church building, Keller Engineering recommends that a third party specializing in hydraulic elevator system be retained to conduct a detailed

inspection of the equipment's condition, accurately gauge potential modernization or upgrades, and to confirm the need, cost, and timing prior to the modernization.

Keller provided a 10-year capital plan, detailing the activities and timing of a comprehensive list of repairs and replacements in that period. The major costs are in the roof, elevator, heating, and pavement. Based on Keller's experience with the average cost of their recommendations in this market, they expect our bill to be over \$890,000, not factoring in inflation. If the detailed studies reveal more work to be done, the bill could climb. The results of the detailed studies will be shared with the members of the parish as they become available.

We can expect help from the archdiocese:

- The archdiocese's staff responsible for property decisions has indicated that they will work with us as we set priorities and engage with professionals.
- The archdiocese has recently streamlined its rules governing approvals for repair, construction, or maintenance activities.

HOSPITALITY

Chair: Karen Flynn

The Hospitality Committee has been an active ministry at Holy Cross since 1990. Through events and activities that are held throughout the year, we provide occasions for parishioners to gather as a community outside of Mass.

The past year saw the return of some events that had not been held since 2019. Strawberry Sunday was held the last weekend in June with 'Strawberry Shortcake' and 'Strawberries & Ice Cream' served with local sweet berries. The 'Craft and Bake' sale was held in November, with a 'Harvest' theme, a change from the 'Christmas' theme of many years past.

Coffee Sundays were held on a regular basis the past year with a theme chosen for most occasions. 'Simply Shortbread' Sunday in December, 'Choco Mania' Sunday in February and a 'Spring' theme in April proved to be very popular, along with a mini 'Bake Sale' held for each event.

The committee also lent support to the 'Come to Bethlehem' family event that was held in early January. Hospitality took care of providing food and refreshment at 'Jacob's Tavern'. The reception after the Easter Vigil returned and food was prepared and served by Hospitality.

A group of Hospitality members play a key role in providing lunch and refreshments for Club 55 gatherings. Support includes planning menus, preparing entrées, baking, serving, and helping with clean-up.

A sub-committee of Hospitality, providing Funeral Catering, is available. Anyone who is interested in using this service can contact the parish office, who will then get in touch with the committee.

Hospitality plays an important role in fostering a sense of community in the parish. We have 'fun' organizing and preparing for many parish events and provide support for others. It is a pleasure to report that the committee grew in numbers this past year after an outreach invitation to parishioners was made in late June. New members are always welcome. **Please consider this rewarding ministry if you are looking to help our parish and, at the same time, experience the joy of serving others.**

KNIGHTS OF COLUMBUS

Grand Knight: Marcus Cole

The Knight of Columbus is a Fraternal Catholic based Organization that was established in 1882, by Blessed Father Michael J. McGivney. Who envisioned the needs of vulnerable parishioners that were unable to respond adequately to the emerging realities of life. He shrouded the fundamental principle of

Christian values as the core of our order, which is Charity, Fraternity and Patriotism. And as such, the Knight of Columbus serves as an arm of the Church in the service of God.

The year 2021/22 was marked by resilience of the faithful Men of the Knight of Columbus, who sought the needs of reaching out and helping those in need due to the easing of the pandemic restrictions. We organize activities with the sole purpose of bringing parishioners back to the Church as a community.

With the resumption of normal activities in late 2022/23, the Knights of Columbus has been very active in the Parish and the Community as stipulated below. We have had success so far in all our undertakings, and we look forward to the upcoming Steak & awards program in June.

Faith:

- Ushers at all Weekend Masses
- Rosary before the Saturday Mass
- Assisting at First Communion and Confirmation Masses
- Mother's Day Greetings

Community:

- Airport Parkway Clean Up
- Creche Statutes to Parish Youth

Parish Life:

- Pancake Breakfast
- Pig Roast
- Steak & Awards coming up on June 17

SENIORS' MINISTRY REPORT

Submitted: Fran Hadley

Club 55+ continues to be a great source of joy and friendship for many seniors both from Holy Cross and others joining from neighbouring parishes with attendance anywhere from 30 to 65. Members enjoy themed and nutritional lunches following the 12:15 noon Mass. The Themes include Oktoberfest, Italian, British Coronation, Acadian, and summertime BarBQ. The Club Planners are in the throws of organizing a 10-year anniversary celebration scheduled for Thursday, October 12 after the 12:15 PM Mass. Members continue to love OUTINGS: Here are a few: brunch at the Millers' Oven in Manotick; lunch at the Temples Maple Sugar Farm; trip to Morrisburg for a Norm Foster's Play at Upper Canada Playhouse; a boat ride down the Ottawa river, etc. Financially, the Club is doing well, paying our way, and contributing to the parish accounts.

Greeters: A loyal, faithful, and dedicated Team of Greeters continue to smile, recognize parishioners by name and welcome each to mass every weekend. This simple and regular offering has proven to be an invaluable acknowledgement to those greeted as they feel important and belong at Holy Cross.

'Good Morning' Messages: that went out to 80 plus parishioners 6 mornings a week for 3 years just to let them know we are thinking of them, was discontinued this past month. Thanks to Jackie Yost for her technical skills and the many researchers who contributed to the themes of Inspirational, Educational, and just Funny.

Christmas Bake and Craft Sale: Seniors 'Ministry had 7 tables of baking, goods homemade soups, jewelry, crafts, and other collectables, etc. all donated items and lots of volunteers helped this effort. The unsold items were put into large boxes and taken to Holy Cross school for their White Elephant sale and the remainder taken to St. Vincent de Paul!!

Reaching Out: Club again and for many years has reached out to our parishioners' hearts and asked for

donations of Warm Clothing, "Baby It's Cold Outside", (in excess of 20 Large bags), Warm Socks, "Sock It To Me" and new/nearly new socks (too many to count), Hats, Mitts and Scarfs, and Soles For Souls (over 600 pairs going to third-world folks who need them more than we do!). CONGRATULATIONS Holy Cross: you donated a TON of great clothing items and have made folks who needed these happy and felt loved!

Friendly Visiting and Telephone Calls are ongoing with much love and satisfaction derived by all parties.

Ottawa-Cornwall Catholic Seniors: Holy Cross chosen to be the Pilot for Ontario of Horizons of Hope, a 4-part two-hour series aiming to heighten awareness of a Palliative Approach to end of life decisions to start in the Fall.

An expansion of the **Pastoral Care Team** to be implemented this Fall.

John Dorner's recent passing alerts to bring back efforts for proper recycling and Care of our Common Home.

SOCIAL JUSTICE

Our committee is comprised of the prime movers for a number of parish initiatives which are engaged in feeding the hungry; supporting low-income families in a local community; highlighting injustices in the allocation of the world's resources and in our stewardship of our planet and managing a resource center educating young women in Kenya.

We gather to coordinate our activities within the parish and to support one another. We have also taken on projects such as the parish Jubilee effort to renovate and refurnish the parish centre in Attawapiskat.

We have a need for additional members who are attracted and wish to become involved in our ongoing activities or simply serve as a member at large. Education in this work will be done by our committee members. All are welcome and the work is rewarding.

DEBRA DYNES FAMILY HOUSE PARTNERSHIP (PRIME DONNA HILL)

The partnership forged with the Debra Dynes community has continued post pandemic over the past year. Inflation and inadequate OW (Ontario Works) and ODSP (Ontario Disability Support Program) rates have made it very difficult for people to manage in the Debra Dynes Community. In 2022 the Food Bank at Debra Dynes Family House supplied 3400 families per month. This year the demand has increased even more due in part to the higher cost of rent and food.

The Holy Cross parish appeal in the summer of 2022, provided school supplies and backpacks, as well as cash answering an unprecedented need in the Debra Dynes community. Our direct support had an immediate impact, particularly assisting and supporting families with school-age children.

The drive for warm winter toques, hats and mitts held in October 2022 completely filled a SUV with these items. The response from the Debra Dynes Community was overwhelmingly thankful as families were able to have these items just prior to the cold weather setting in.

Individual Holy Cross parishioners have again stepped up in the intervening months with additional gifts for children at Christmas, adult clothing as well as many hand-knit hats, scarves, and mitts.

Holy Cross was invited to participate in the first ever on-line auction that achieved the goal of raising \$5000. to support a summer camp including nutritional meals for community children.

DEVELOPMENT AND PEACE (PRIME MIKE BRADY)

Parishioners were understanding and as generous as in the past, in response to the Share Lent annual campaign for donation to their work supporting our sisters and brothers in the developing world. Under the banner of One World One Family the themes of interconnectedness and care for creation were emphasized in the promotion of the Share Lent 2023 canvass. D&P thanks the parish community for their

continued. support of an organization founded 50 years ago by the Canadian Bishops.

How your dollar makes a difference: 75% International Programs; 13% Education and advocacy in Canada; 12% Administration and fundraising.

Overseas...allows our local partners to empower communities to effect change; provides lifesaving humanitarian aid; funds work consistent with Catholic teachings. In Canada...helps educate Canadians about the causes of impoverishment and inspires them to advocate and act for change; facilitates the fundraising and administrative work that sustains our mission. More information and the Annual Report are available at devp.org.

In March Members of the SJC led the congregation in the Way of the Cross-reading prayers from St Vincent de Paul's life lessons and commentary on helping those in need.

ELIMU (PRIME NINA CHUNG)

In 2022, Kenya finally went back to a normal school schedule. This meant more students at Elimu Resource Centre for their holiday studies again. The Centre continued to return to pre-pandemic levels of activity with over 8,705 visits recorded for the year. Elimu's Cisco Networking Academy has trained 176 youth since it was established in 2019 and there are currently 35 youth in training. Many of these young people have had no experience with computers at home or at school through their entire primary and high school journey.

The Stay in School Project had a total of 18 high school graduates of which half were female. Those numbers included three girls from the Nyumbani Kwetu Home. The Home only has two children left in basic education, Maurice in high school (Gr. 12) and Marion in primary school (Gr. 7), the rest are in college or already moving on with their adult lives.

Elimu Sewing Project continues to train girls from villages surrounding Malindi in a sewing trade gifting them with a new foot pedal sewing machine upon graduation so that they can immediately start their own businesses. Fourteen girls continued their studies in 2022 with six graduating in December. The Artisan Maker Space continues to be developed as an incubator for sewing artisans and entrepreneurs running master classes for making textile products such as bags, backpacks, accessories, and recycled garments.

Second year students and graduates benefitted from a special quality control training with Carole Kinoti, a Nairobi-based fashion designer who has joined Elimu to mentor their sewing students and alumni. This collaboration will break open new markets, networking opportunities and increased revenue potential for Elimu sewing artisans.

Nina travel to Kenya in May for two months and again in September for a month where she engaged with the Elimu team to review projects and interview beneficiaries and met up with several program partners and funders.

FOOD DRIVE (PRIME JOANNE LYNN)

Holy Cross parishioners have long supported 4 local area food banks: the Banff Avenue Community House, the Debra Dynes Family House, the Greenboro Pavilion Food Bank, and the Heron Emergency Food Centre. Current and former Holy Cross parishioners sit on the boards of or volunteer at 3 of these food banks.

Donations of non-perishable food, personal care items, gift cards and cash are solicited 3 times a year and weekly donations are also collected and delivered to the banks, all within 2 days of collection. Food Drives are held before all Masses on the First Sunday of Lent, Pentecost Sunday, and the First Sunday of Advent with some flexibility in the dates.

In 2022, 834 bags of food and personal care items, as well as \$2,531 in grocery store gift cards and cash, were donated and delivered to the food banks.

Thank you, parishioners, for your continued generosity! Your donations are critical to the needs of many less fortunate people in our community, especially during this period of high inflation, and they are very grateful for your help. If you have any questions or suggestions about the Food Drives, or would like to volunteer your help, the Food Drive point person, Joanne Lynn, is available before most weekend Masses. Once again, **THANK YOU!**

SOCIETY OF SAINT VINCENT DE PAUL (SSVP) – OTTAWA SOUTH CONFERENCE (PRIME PAULINE HOULIHAN)

Serving Christ through the poor with love, respect, justice, and joy....

Three parishes comprise the Ottawa South conference – Holy Cross, St. Bernard, and St. Peter's. SSVP volunteers respond within the boundaries of Hwy 417 to the north; Leitrim Road to the south; Riverside Drive to the west and Hwy 417 at Hunt Club Road to the east. Volunteers visit the individual/family in their own home to deliver assistance. There are 15 members of the conference.

During 2022, there were 330 home visits performed representing 701 hours of service. Financial assistance was provided totaling \$27,000 in food and \$2,500 in clothing and household goods to 838 needy people, including 411 adults and 427 children living in our neighbourhoods – an increase of 300% over the 2021. Funding was provided by parish and private donations.

The "North of 60" initiative shipped food items to Rankin Inlet to help the needy in their community. It will continue in 2023 with support from local Catholic Schools.

SSVP Ottawa continues its efforts in meeting its financial commitment with the Multifaith Housing Initiative which will build 6 units of indigenous housing project at 7 Rossland Rd.

Members spoke to the Holy Cross congregation over the weekend of May 6/7, 2023, successfully receiving interest for new volunteers and generous financial donations.

FINANCE

Dear Parishioners,

The year 2022 continued to challenge us, as the slow loosening of public health measures led to a gradual increase in our attendance. Our collections continued to be affected; they were 1.5% lower than our 2021 collections and 9% below the 2019 level, the most recent pre-pandemic year.

As we gradually reopened, our expenses began to rise. Ordinary expenses increased by 10% compared

to 2021, reaching 90% of the ordinary expenses in 2019.

Two income supports that helped sustain us in 2020 and 2021 were absent in 2022. The federal government's wage subsidy and a significant bequest in 2021 were not available in 2022. Your regular contributions and the delay of repairs, combined with interest from our investment in the archdiocese's loan fund and revenues from weddings, funerals, candles, and books, helped generate a surplus of \$33,133.

We project a significant loss in the 2023 fiscal year because we will now begin the necessary repairs that were set aside in 2020-2022. In addition, the Archdiocese commissioned an engineering report on the condition of our church and rectory. The engineering firm provided a detailed report and laid out a 10-year expense plan which our Finance Committee and Building Committee are studying. Our intent is to engage project management professionals to help us with the planning and oversight of the projects.

Fortunately, the surplus we set aside for emergency needs will cover the near-term expenses. However, as anyone who has experienced home renovations knows, further costs often come to light after work has begun. The engineering report recommends further detailed studies of our heating system, elevator, support beams, and roof. Details of our progress and additional costs will be shared with the parish as they become available.

In addition, we have an array of normal repairs, including work on the rectory foundation and fencing, electrical work in the church, and some upgrades in the kitchen. Costs for snow removal, landscaping, utilities, and insurance are also rising.

Please continue to support Holy Cross through your donations and include the parish in your Wills and Planned Giving. They are important for sustaining the parish for the benefit of future generations.

In 2022, we made contributions to the following registered charities:

Chalice	Banff Community House	Fr. Dominic – Care Home
St Vincent de Paul Society	Elimu	Debra-Dynes Family House
ANCOP International	Heron Emergency Food Centre	Miriam Centre

Thank you to everyone who contributes time, effort, and money in the service of our community. The Lord's work takes many forms; your material support to our parish community is an important sign of discipleship.

Father Lukose Kochupurackal, Pastor
Joe Goski, Finance Committee Chair

Holy Cross Parish Balance Sheet, December 31,2022

ASSETS	<u>2022</u>
Petty Cash Fund	250
Bank - Operations Account	78,403
Bank - Mass Account (Note 2)	885
Accounts Receivable (Note 3)	1,735
Investment at Archdiocese (Note 4)	1,000,874
Capital - 2872 Otterson Dr. (Note 5)	163,143
TOTAL ASSETS	1,245,290
 LIABILITIES	
Accounts Payable	530
Special Collections	4,608
Miscellaneous Liabilities	885
TOTAL LIABILITIES	6,023
 PARISH EQUITY	
Accumulated Surplus	1,206,083
Current Year Surplus (Deficit)	33,184
Total Equity	1,239,266
Restricted – no change	700,000
Capital Assets – no change	163,143
Total Equity (Note 4)	1,239,267
 TOTAL LIABILITIES & EQUITY	1,245,290

Notes to the Financial Statements for the year ended December 31, 2022

1. The people of Holy Cross Parish are a community of clergy, religious and laity who, strengthened in Christ, and thankful for our blessings, seek to root ourselves in an authentic Christian community which is called to serve God in praise, each other in sharing, caring and healing, and our brothers and sisters, near and far, in prayer, peace and justice.
2. **Mass Account**
There is a requirement that the money collected for Masses to be celebrated be kept in its own bank account. A register is maintained to record the details of the Mass intention as well as the date the Mass took place. Once celebrated, funds are transferred to the general bank account on a regular

basis and disbursements for the priest's and Archdiocesan share of the Masses are issued.

**Statement of Revenue and Expenditures for the Year Ended
on December 31, 2022**

	Actuals 2022	Budget 2023
REVENUE		
Collections	287,510	290,000
Weddings, Masses, Funerals	5,277	8,000
Other Taxable Revenue	13,841	15,000
Bequests and Special Donations	874	75,000
Total Taxable Revenue (Note 6)	307,502	388,000
Interest	34,138	35,000
Sales	13,840	14,000
General	6,057	8,000
Total Non-taxable Revenue (Note 7)	54,034	57,000
Total Revenue	361,536	445,000
ORDINARY EXPENSES		
Salaries (Note 8)	95,185	100,000
Employee Benefits and Expenses	12,819	13,500
Pastoral Work (Note 9)	25,196	30,000
Office Requirements, Telephone	31,159	35,000
Heating, Electricity	25,392	28,000
Taxes, Insurance, Water	14,077	14,500
Diocesan Administration Tax (Note 10)	52,101	52,000
Parochial Organizations	7,834	8,000
Miscellaneous	517	500
Maintenance & supplies	49,681	50,000
TOTAL ORDINARY EXPENSES	313,962	331,500
EXTRAORDINARY EXPENSES		
Major Repairs or Replacements	13,720	175,000

Furniture, equipment	722	5,000
TOTAL EXTRAORDINARY EXPENSES	14,441	180,000
SURPLUS (DEFICIT) ON OPERATIONS	33,133	-66,500

3. **Accounts Receivable**

This is reimbursements to be received from CRA for HST credits.

4. **Investment at Archdiocese**

The investment of parish funds in the Loan Fund for Parishes at the Archdiocese. These funds have been gradually accumulated over a number of years and are invested with the Archdiocese. The funds are available to us to cover planned and emergency requirements. The investments earn 3.5% interest yearly. Our policy is to maintain one and a half years of gross income as a cushion against unforeseen eventualities. This is shown as restricted on the balance sheet. The restricted amount is \$700,000.

5. **Capital**

The pastor's residence is at cost, \$163,143. Depreciation is not recorded. There is an inventory of all equipment. They are written off as an expense as incurred. Expenses must be approved in advance by the Archdiocese.

6. **Taxable Revenue**

The revenue section of the statement separates revenue between taxable and non-taxable revenue based on the direction received from the Archdiocese. Taxable income is derived from revenue to the parish to support operations either through direct collections or charges for rental, weddings and funerals.

7. **Non-taxable Revenue**

The section includes the revenue received for specific purposes and approved by the Archdiocese as being exempt from the Archdiocesan tax. Currently this category includes sales of objects such as vigil candles, marriage courses, and advertising in the bulletin.

The revenue from special collections envelopes, such as Evangelization of the Nations and Works of the Canadian Church, are deposited to the Parish operating bank account and recognized as a liability owed to the Archdiocese. A cheque is sent to the Archdiocese after the final offerings are received. The Archdiocese forwards the funds from all parishes to the correct charitable organizations. There are nine special collections per year.

8. **Salaries and Benefits**

Expenditures for the priests assigned to the parish, the office staff, and rectory are summarized in these two lines. Included are the related employer contributions for CPP, EI, and Group Medical Plan.

9. **Pastoral Work**

Sacramental and Pastoral work represents expenditures incurred for the various Sacramental ministries such as First Communion, Baptism, Confirmation, music and decorating the church.

10. **Diocesan Administration Tax**

The Diocesan Administration Tax is our parish's contribution to the administration of the Archdiocese. This tax rate is set by the Archdiocese and applied against the taxable revenues defined above. The rate is currently 13% and the parish is required to pay it quarterly. An adjustment is made once the parish's annual financial reports are completed.

11. **Accounting policies and procedures**

Accounting policies and procedures are in accordance with guidelines set by the Archdiocese of Ottawa. The financial statements are audited by auditors determined by the Archdiocese.