

## Index

Index.....	1
Protocol of the annual general parish meetings.....	2
Pastor’s annual report.....	5
Report of the Parish Council.....	7
Report of the UCWLC.....	8
Catechist’s Report.....	8
Report of Mothers in Prayer Community.....	10
Report of the Director of “Ridna shkola”.....	11
ALL-SAINT Cemetery report.....	13
AUDIT COMMITTEE’S REPORT.....	14
Annual report of Nominating Committee.....	16

## **PROTOCOL OF THE ANNUAL GENERAL PARISH MEETINGS**

**at the Cathedral of Saints Volodymyr and Olga Winnipeg**

**Sunday, March 26, 2022**

1. The General Meeting was opened by the Chairperson of Parish Council, Yaroslav Chubenko

2. The priest of the Cathedral, Father Ihor Shved, led a prayer for a good work, peace and harmony. A minute of silence in memory of all the parishioners, who have left us during the last year.

3. The order of the General Meetings was adopted, with the support of Yaroslav Chubenko and Ivan Banias.

4. The Chairperson of the Annual General Meeting elected Mr. Ostap Havaleshka and Secretary Oksana Melnyk (with the support of Ihor Havrachynskyi and Ivan Marynovskyi)

5. Adoption of the minutes of the Annual Meeting from 2021 (with the support of Ms. Oksana Shulyakevych and Tetyana Hawaleshka)

6. Reports:

Parish priest's report - Father Ihor Shved presented his report to the congregation.

Chairperson's report - Yaroslav Chubenko read his report.

Report of the Audit Commission - Ms. Oksana Dudych.

Report of the financial secretary - Mr. Eugene Waskiw.

Report of the nomination commission - Mrs. Irka Semanyuk.

The chairman of the meeting explained to the parishioners that all reports will be attached to the minutes if there is a need to re-read them.

7. Discussion of reports and contributions

- cemetery issue (profitable loss) - Ivan Petsyukh

- Are envelopes required for contributions from parishioners? - Ivan Petsyukh, Father Ihor Shved

- changes in the number of parish members and new realities of parish life - Ostap Havaleshka, Yaroslav Chubenko, Anton Sloboda.

8. Acceptance of Reports

The motion to accept all the reports as written was submitted by Mrs. Tetyana Hawaleshka and seconded by Mrs. Luba Demko.

9. Proposal for the granting of Absolution of the Parish Council According to Oksana Dudych - with the exception of the first four months, where accounting discrepancies were detected, the rest of the year passed without errors.

Contribution from Irka Semaniuk and supported by Oksana Dudych - to accept as written.

**10.** The Chairman of the Meeting, Mr. Havaleshka, invited the newly elected Chairman of the Parish Council to say a few words.

Luba Demko thanked everyone for their cooperation and trust and congratulated the new members of the Parish Council.

Fr. Ihor Shved - clergy

Luba Demko - Head of the Parish Council

Yaroslav Chubenko is the former head of the Parish Council

First Deputy Chairman - vacancy

Irka Semaniuk - the second deputy

Oksana Melnyk - protocol secretary

Olena Sharaburak - financial secretary

Julia Demko - treasurer

Subcommittees:

Church - Orest Korchahin

Maintenance - Serhii Krasko

Communications - Stepan Bandera

Grants - Benny Gusnowski

Pastoral - Fr. Ihor Shved

Archive - Olesya Sloboda

Catechist – Lesia Uhryn

Mothers in Prayer - Iryna Bakunets

By law - vacancy

Auditors

Oksana Dudych

Volodymyr Zablotskyi

Myroslav Matskyi

Principal of the Heritage School (Ridna Shkola)

Ivan Marynovskyi

Zoloti Vorota Mykhailo Kuziv

BUK Bohdan Buyar

Women's League Lesia Borys

Knights of Columbus Eugene Waskiw

Members at Large:

Oksana Yamborko

Ivan Banyas

Tatyana Vytko (Malyk)

Veslav Paslavskyi

Ihor Melnyk

Julia Kolosovska

**11. MISCELLANEOUS** - contributions, requests, wishes

at. Ihor Shved - time to change the name of the department -

Sts. Vladimir and Olga on Sts. Volodymyr and Olha

(the offer dates back to 2006 from Mr. Shulyakevych)

Contribution - Mr. Shulyakevich, supported by Igor Havrachynskyi

A contribution to the closing of the General Meeting was submitted by Olesya Sloboda and supported by Mrs. Irka Semanyuk.

12. The parish priest of the Cathedral thanked those present for their participation, and closed the meeting with a prayer to the Mother of God.

# **ANNUAL REPORT FOR THE YEAR 2022**

## **Pastor's annual report for the year 2022**

The life and activity of the Church and each parish community in particular are always influenced by two factors: internal and external. Very often, what happens externally does not depend on us, but on the internal component of the life of the parish, even under the most difficult external circumstances, each of us has an influence. The annual report aims to articulate the life of the parish over the last year. Together, we analyze the pastoral situation in the parish, emphasizing the mission of the parish community, which is a place of preaching God's Word, sanctification of God's people, spiritual growth and service to one's neighbour. To fulfill this mission, the parish needs financial resources. Therefore, it is important to analyze the economic component of the parish at the annual meeting.

After two years of Covid, which affected the life and activities of the Church as a whole, the life of our parish was affected by another terrible and unexpected external factor - the beginning of a full-scale war in Ukraine. Because of the war, we were forced to change our emphasis and, like thousands of other Ukrainian parishes around the world, focus our activities on spiritual assistance to people here on the ground, material assistance to Ukraine (this affected the decrease in donations to the cathedral), and then around assistance to people who began to arrive to Winnipeg. To what extent we, as a parish, managed to do this, only the Lord God knows for sure, but in 2022 we did what we could and how we knew how. Actually, my first part of this annual report is about this activity of the parish.

1) Due to our immediate reaction, already in the first hours of the full-scale Russian invasion of Ukraine, we and a small group of parishioners gathered for prayer. The next day, we gathered in large numbers for a prayer service in the evening, after which we created the Committee for Aid to Ukraine. In the beginning, it was this group of activists that carried out activities to help Ukraine. Dozens of people who are not members of our parish joined us. We gathered for prayer every day. Everyone helped as they knew how and as they could. With joint efforts, we managed to help Ukraine not only with money, but also to send a large shipping container with hygiene products, food, clothes, medical items, etc. When the first Ukrainians began to arrive in Winnipeg after the start of the war, we immediately started thinking about how to help the newcomers. In addition to creating conditions for fellowship over coffee, we created a humanitarian assistance center for new arrivals ("Good Samaritan's Pantry"). They began to involve people who themselves recently arrived in volunteering. In cooperation with other organizations and thanks to the support of our active and caring parishioners, it was possible to help many people with flight tickets, with the search for housing, furniture, and work, with food packages and gift cards for food. Although there are fewer and fewer opportunities to help recent newcomers with work and housing, the Cathedral is still a place for meeting and getting to know newcomers. In the future, whenever possible, we try to help people with their most important needs. Together, we continue to organize aid to Ukraine and build a parish community.

2) Liturgical and prayer life of the parish. In our Cathedral, we aim to have a daily Divine Liturgy. Two liturgies are served on Sundays and major Feast Days. On Saturdays and before major Feast Days, we have Vespers. During Great Lent, we have all the divine services prescribed by the canons. In May and June, we pray to the Mother of God and Jesus Christ. We try to adapt some services for children and young people. A memorial service was organized with the Knights

of Columbus on Remembrance Day. We live stream almost all of our services on our YouTube channel and Facebook page. In general, activity in the liturgical life of the parish on Sundays and major Feast Days is good, although we have a considerable percentage of parishioners who, due to various life circumstances, put church life on the back burner and rarely come to church on Sundays. Also, on weekdays and especially on Feast Days in the middle of the week, the activity in the prayer life of the parish could be better. It is important to understand that liturgical life, especially the Sunday Eucharist, is the centre of parish life. How alive the parish is and how much it will fulfill its Christian mission of preaching the Gospel depends on our prayer life. The experience of the Church shows that where the prayer life declines, the parish slowly dies. So, let's try to pay more attention to common prayer in the Church.

3) Catechism and evangelization. Every priest is called to preach the Gospel and teach the faithful the truths of faith. I try to use every opportunity to preach and teach. Catechists usually help in teaching catechism, so read more about this section in the catechist's report, to whom I thank for her zealous and professional service. Thanks also to the assistants of the catechist in this area: Nadia Fedorov, who has helped for more than two years and now moved to another province; Kira Lubkivska and her husband Serhiy; Olga Shmyr, who recently arrived but have already joined the catechetical ministry at our cathedral. All catechetical work is carried out on a voluntary basis. Thank you to the parents for their help, donations for children's books and other catechetical needs. From parish funds, we help catechists with books and other necessary materials.

4) Holy Sacraments and Sacramentals. In 2022, we had 18 baptisms, 19 funerals and 3 marriages. With the Theophany pastoral visit, we visited the families of parishioners who invited us to their homes. On the Feast of the Prophet Elias, there was a general blessing of cars. I had a short course of preparation for marriage.

I express my sincere gratitude to my wife Lesia and children for their support, understanding and help in the ministry. Thanks to seminarian-intern Alex

Pankiw for cooperation and service for the good and development of our parish. Thank you to Mrs. Luba Demko, the head of our Parish Council, for her dedication, for the work done, good advice and, especially, for the ability to keep documentation in an orderly manner and to cooperate with various authorities, especially regarding kitchen matters and other economic needs and writing grants. I thank the financial committee and the audit for their conscientious work. I thank all committee heads and their members, heads of parish organizations and their members for their service for the good of the parish. Thank you to everyone who served on the parish council last year and will remain for next year and to those who are joining the professional council next year. Thanks to our choir conductor and singers. Thank you to everyone

who comes to prayer, who donates their time, talents and monetary donations

for the development of our parish. Thanks to our workers in the cathedral and

the cemetery. May the Lord bless you all and reward you a hundredfold.

- Fr Ihor Shved, Pastor

## **Report of the Parish Council for the year 2022**

Glory to Jesus Christ!

In 2022 the Parish Council had set many goals that we were trying to accomplish together. We have created, approved and issued a new Financial Policy in June 2022 which was also approved by Archeparchy's Financial Advisor. Together with the Financial Policy a brand-new Human Resources Policy was approved and issued by the Council in June 2022. Both were important operational documents that will be providing much-needed guidance not just for the cathedral's administration and employees, but also for all of us parishioners and volunteers. In December 2021 the parish employed an outside forensic auditor to help us determine the extent of the financial irregularities that were uncovered during routine monthly reconciliations. The forensic audit by MNP LLP was able to determine and find proof of loss for the total of \$47,240 (over a period of 2015 till 2021). The findings report was forwarded to the police financial crimes unit and an active criminal investigation is still ongoing. Using the findings report the Parish Council filed an insurance claim under the employee dishonesty clause and were reimbursed in full by the insurance company.

In June 2022 Parish Council approved a 2022 budget for the Cathedral. In January 2023 the Parish Council had approved 2023 budgets for the Cathedral and for the All-Saints Cemetery. The Parish Audit Committee has conducted an internal audit for the 2022 fiscal year. The Committee's findings are presented in our Annual Report. The Parish Council has employed the architecture firm Voitec Architect to start working on a design for our new parish kitchen. We have had a few site visits since then to make sure that our project is moving in the right direction. As part of this project, structural, mechanical and electrical design drawings need to be created in order to apply for the building permit. In December 2022 we received a \$40,000 grant from the Cropo Foundation. This grant will be used to purchase all the required equipment for the kitchen. We would like to thank the Cropo Foundation for their unwavering support. We are currently exploring other grant opportunities in order to help the parish finance this very costly but very important project for our community. As of February 2023, our parishioners have donated around \$16,000 towards the kitchen renovation project and we are very grateful to the people who have donated and are inviting others to support. The successful completion of this project will benefit us all for many years to come. In the fall of 2022, we completed a much-needed parish hall roof repairs as well as started outside masonry repairs. More outside masonry work is planned to be completed in the spring 2023. The parish hall and the cathedral building both have heritage building status and we have been working closely with the Winnipeg Heritage Foundation on deciding our best way forward. The planned renovations will provide much needed repairs and at the same time preserve the original beauty of the structures. Our maintenance committee has been busy researching and applying for heritage grants to supplement some of the costs of the repairs. The Parish Council has hired a new contractor for the All-Saints Cemetery in spring 2022. I would like to thank Father Igor, the cemetery committee and our new team of employees for all the hard work that has been done at the cemetery this past year. Their combined commitment and dedication have made a big difference in the way the cemetery currently operates.

In conclusion, I would like to thank Father Igor Sved, Alex Pankiw, all parish employees, the Parish Council and countless volunteers for their hard work and support during this busy year. It has been an honor to be a part of this driven and hard-working group of people who donate their time and knowledge to help our parish thrive.

# **Report of the UCWLC at the Cathedral of Sts. Volodymyr and Olga**

As of February 28, 2023

## **Membership**

- The League has 31 members
- 1 member died

## **Meetings**

- They are held monthly

## **Events Held**

- Christmas carolling
- Christmas dinner
- Sunday coffee (held every first Sunday of the month)

## **Scheduled events**

- Spring tea and bake sale (April 2)
- UCWLC Day (last Sunday in May)
- Celebration of the 75th anniversary of UCWLC at the Cathedral of St. Volodymyr and Olga (date not determined)
- Sunday coffee (every first Sunday of the month)

## **Finances**

- The account has \$12,446.36

## **Catechist's Report**

Patriarch Lubomyr (Husar) said: "The process of catechization should continue from conception to the last minutes of earthly life, because it is the process of becoming a real member of the Church and education in the faith." These are important words for me, as for a catechist, and we are guided by them in planning the catechetical activity of the parish. Catechism classes are not only for children who are preparing for the First Confession and Solemn Holy Communion, and we hope that more and more parishioners of all ages will realize the importance of these words of our Head of the Church and will participate in existing catechetical parish initiatives according



to their age and interest. I would like to share with you the main areas of catechetical activity of our parish from April 2022 to March 2023:

1. Children's catechism for four groups takes place in Ridna Shkola on Saturdays from 10:00 a.m. to 1:00 p.m. In addition, we have preparation for the First Confession and Solemn Holy Communion on Sundays between Divine Liturgies. In 2022, 6 children received these Sacraments, and this year, due to the large wave of Ukrainians coming to Winnipeg, we have 36 children preparing for these Sacraments and this number is growing. Our assistant catechist Nadiya Fedorov moved to Montreal this fall, now Kira Lubkovska and Olga Shmur are helping with catechism, they are teachers who recently arrived from Ukraine.

2. There are children's organizations Altar Boys and Children of Mary. There are 19 Altar boys, and 25 Children of Mary. This year, we held two day-long formation sessions with the Altar Boys, and Br. Alex Pankiw is looking after them. "Children of Mary" also had formation training before Christmas. Both the Altar Boys and the Children of Mary take an active part in the Liturgy every Sunday, serving near the Altar, reading the Epistle, and holding candles for important parts of the Liturgy. In order to attract children to more active participation in the life of the parish and to develop their talents, a children's parish choir was created at the beginning of this year under the direction of Mrs. Miroslava Paches.

3. In addition to education and prayer, we try to involve children in a more active life of the parish through participation in parish celebrations, such as the Feast of Sts. Volodymyr and Olha, Independence Day, concerts St. Nicholas, Taras Shevchenko, Mother's Day, Stations of the Cross for children, field trips to Cooks Creek in summer and winter, participation in the Christmas campaign to help children in Ukraine, and other parish campaigns.

4. This summer we organized a week-long parish catechetical camp at the Cathedral, which was attended by about 70 persons, including children, young volunteers, and teachers who are our parishioners. It was important for us to show the children that the church community not only prays together, but also rests together. This camp became a good experience of meeting and communicating with newly arrived children and children who have been living here for a long time.

5. Youth of the parish have their regular meetings every 2 weeks. The youth group has recently increased in number due to newcomers. Young people are already making their contribution to the life of the parish - they volunteered at the summer parish camp for children, organized several parish celebrations – gatherings before Christmas and the Great Lent, participated in the Christmas Nativity scene (Vertep), carolling to the homes of parishioners, and they are currently helping with volunteers projects at the parish and for aid to Ukraine.

6. For adults, we have an educational evangelization course "Catholicism" which involves 12 meetings once a month for one year about the truths of our Christian faith. We have already watched 8 episodes of this documentary along with the discussion.

7. We also have weekly online Bible meetings for adults on Thursdays at 8:00 p.m. to deepen the relationship with God through listening to the Word of God and sharing it. The group is small (7-9 people), but stable.

8. Last year there was an attempt to organize meetings for married couples, but, unfortunately, this initiative did not develop. I think it's time to organize marriage meetings again, which should help couples to learn God's plan for Christian marriage.

Thank you to everyone, both adults and children, who join these catechetical initiatives and inspire their continuation! If you have not yet joined any of the initiatives, we invite you to join at least one, besides the Sunday Liturgy. Catechetical programs are there to help us in our spiritual life

and to know God and ourselves. These are the treasures that are worth collecting, investing your time in them, because this is something that no one will take away from us and that will remain with us forever!

Oleksandra (Lesia) Uhryn

Catechist

## **Report of Mothers in Prayer Community for the year 2022**

Glory to Jesus Christ!

In 2022, our Mothers in Prayer Community had about 15 members.

The prayer activities of the community included:

- weekly prayer meetings online using the Teams program.
- every first Friday of the month, our Community held prayer vigils for Ukraine and Fatima round-the-clock continuous prayer for peace on the 13th of every month.
- From June 2022, the “Mothers in Prayer” community began to pray the rosary for peace in Ukraine daily at 9:00 p.m. online, which anyone can join.
- On the Feast of the Dormition of the Blessed Virgin Mary, the Community organized a parish pilgrimage for families and all those wishing to go to Cooks Creek.
- To deepen their faith, community members joined the evangelistic program “Catholicism: a journey of faith”.

In addition to the prayer service, members of the Community also participate in parish programs and initiatives, in particular:

- held the charity event “Become a helper of St. Nicholas for the children of Heroes”
- organized charity master classes “Easter Pysanka” “Christmas Star” “Candle of the Encounter”,
- participated in the parish caroling at the church,
- helped in the organization and conduct of the parish summer children’s camp in July,
- volunteered during training for the Altar Boys and Children of Mary,
- help in the organization of coffee and sweets after Sunday Divine Services on the 1st, 2nd and 3<sup>rd</sup> Sundays of the month,

- participate in cleaning the church and decorating for major feast days (Easter, Christmas, Pentecost),
- actively participated in the preparation and holding of celebrations on the occasion of celebrating the parish praznyk of St. Volodymyr and Olga, picnic for new arrivals and Independence Day of Ukraine.

With the beginning of the full-scale war in Ukraine, the members of the Community actively joined:

- church services for Ukraine;
- assistance to new arrivals with essential items (the “ Samaritan Pantry” assistance centre was organized);
- organization and holding of fairs to help Ukraine;
- sending humanitarian aid by parcel and container to Ukraine.

It is worth noting that newly arrived mothers showed interest and joined the activities of the Community.

We invite you to join in common prayer and take an active part in the life of our parish.

Best regards,

Iryna Bakunets

## **Report of the Director of “Ridna shkola”**

Dear community!

Thanks to God and the help of the Parish, our Heritage School of Ukrainian Studies continued its work in the 2022-2023 academic year in a more organized and stable schedule. Our heritage school family has grown - from 52 children last year to 126 registered children at present.

We sympathize with all the families who were forced to leave their homes, fleeing the horrors of the war in Ukraine, and we try to support and help them and welcome them to our school. Our teaching team was also replenished with new teachers - newly arrived educators from Ukraine. Training takes place in the rented premises of St. John's High School and in the Parish Hall of the Cathedral for Kindergarten children.

The structure of the school this school year is as follows:

The children of the Kindergarten – Ms. Iryna Kichun and assistant Khrystyna Shved - are engaged in the preschool program in the Parish Hall, since there are no suitable classrooms for Kindergarten at St. John's High School.

Grade 1 teacher: Mrs. Olena Delicatna,

Grades 2/3 teacher: Mrs. Svitlana Bhanka.

Grade 4: Mrs. Halyna Zhuk,

Grade 5: Mrs. Victoria Semenii

Grades 6/7/8: Mrs. Lyudmila Melnyk

Catechist teacher - Mrs. Lesia Uhryn

Lessons are held with the following programs: Ukrainian language and literature, history and geography, art and catechism.

We started the academic year in September with the Feast of the First Ringer with a solemn Opening and Registration for the new 2022-2023 elementary year. During the school year, we organized a number of solemn events and celebrations together with the help and support of the parish. In November - Honoring the victims of the Holodomor, in December - the Meeting of St. Nicholas, in February we were invited to the Winter Festival in Cooks Creek, in March the students and teachers of the school, together with the Shevchenko National Reserve, organized an international project to celebrate Taras Shevchenko's Birthday. We have a few more months of learning and creation at school ahead of us - Pysanka, Easter, Mother's Day, Vyshyvanka Day... There is no shortage of ideas and projects, as we are trying to make school life interesting and creative. We are very glad that our Parents' Committee was organized this year and we hope for their support and help in our endeavours. Congratulations to the newly elected Head of the Parents' Committee, Mrs. Iryna Bakunets. We encourage you to join and follow our Ridna Shkola Facebook page, where we constantly update information about the life of the school and the successes of our wonderful children. There is also a lot of information on the updated school website.

Of course, this time for all of us is not without difficulties. This year was actually the year of restoration of life of the Heritage School after the pandemic. Although a lot has already been fixed, we still have to work hard and look for new resources and opportunities for the school. First of all, this is a matter of premises. At the moment, we are actively looking to rent premises for the school for next year, where we could have all classes, including Kindergarten, and where there would be no restrictions on extracurricular activities - holidays, master classes, meetings with school guests. We are also working on attracting grants for financial support of our projects.

We are grateful to our parish and personally to the Pastor of the Cathedral, Father Shved, for his support and care for the school. I would like to sincerely thank all parents for their children, because only the joint work of the family, school and church can raise them to be good people.

May the Lord bless you with a good, long and happy life, protect you from evil, give you the strength to overcome all difficulties.

## **ALL-SAINT Cemetery report for the year 2022**

Glory to Jesus Christ!

The last 2022 year showed the first results of the work of the new cemetery committee, which began its activities in 2021.

From the very beginning of the committee's activity, the ineffectiveness of the caretaker's work was visible. And as it was said in last year's report, when the cemetery needed radical changes, the committee started them. In place of the former contractor, one full-time worker and another part-time worker were hired, as well as students to help with mowing the grass.

In this really short time, a lot was done, namely:

- Significant clearing of property.
- Fixing and maintaining roadways.
- A lot was completed indoors.
- Tombstones were raised and relevelled.

The primary and most significant item is that all the cemetery equipment that has been on the property of the cemetery for many years has been repaired or is in the process of being repaired.

For example, in my own words:

- A large tractor that had not worked for years and was standing in the open air.
- Big "SNOWBLOWER" To the same tractor that was already lying in the bushes long.
- Kubota small tractor-type diesel lawnmower that costs a lot of money to replace .
- A large and powerful water pump that once again attaches to the repaired tractor.
- Other small equipment and many small tools.
- The repair of all the equipment made it possible to save a lot of financial expenses.

This year, for the first time in recent years, the cemetery went into the plus and not into the minus, as it was in recent years. The church office received a lot of positive feedback

about the visible changes to the cemetery. Like every year, the arrival of many people is planned for the Zeleni Sviata, where a Panakhyda will be held for all the dead and those who died for the Independence of Ukraine in all wars. The cemetery committee continues to work and we hope for more results that we will be able to report to you next year.

Sincerely, Orest Korchahin

Head of the cemetery committee

## **AUDIT COMMITTEE'S REPORT**

February 12, 2023

We have reviewed records and financial statements of Sts. Vladimir and Olga Cathedral and All Saints Cemetery for the reporting period of January 1 – December 31, 2022, as provided by the Cathedral's Office personnel.

### **THE COMMITTEE'S OBJECTIVES**

The Audit Committee has the task of attempting to verify the accuracy of the information contained in the Cathedral's financial books and reports. The purpose of an annual audit is to help Parish Council fulfill its financial responsibility, and to protect the members of Parish Council from unwarranted charges of careless or improper handling of funds.

### **INFORMATION FLOWS TO THE AUDIT COMMITTEE**

An Audit Committee's effectiveness is dependent on the quality of information it receives from management in order to reach informed judgments on key risks and issues. Management has a responsibility to ensure that it fairly presents all material information to the Audit Committee. The information should be provided to the Committee in a timely manner and in a format, which is complete, understandable and reliable.

The Audit Committee has reviewed the following items for the period of January 1 – December 31, 2022:

- Bank statements, bank reconciliations with supporting documents (receipts & deposit books)
- GST returns filed
- Invoices/expenditures for the year
- Payroll records, Source deductions and remittances
- Member donations

### **MAIN FINDINGS**

The audit's objective is to examine the Cathedral's daily operations and financial transactions and how the cash balances appear in the church's financial reports.

During the audit, the following items pertaining to internal control and other operation matters were noted:

- Not all payments issued have support documents attached to them
- Receipt books and deposit books have missing information.

The Committee has examined disbursement documents to determine if it provides evidence that each item was purchased for the needs/use/daily operations of the Cathedral or the Cemetery, that the payment was approved, that expenses were recorded and charged to an appropriate account and that the expense is included in the correct category in the annual financial reports.

#### Donations

The Audit Committee is satisfied with the current process used to record donations received.

#### RECOMMENDATIONS:

1. All payroll changes to be attached to payroll input sheet. Such information should be provided to Office in writing by a designated Parish Executive Member.
2. All payment requests are to be done in written form by the Treasurer or an authorized Parish Executive Member. This request should be attached to payment stub for office "Paid Invoices" files
3. Create a "DEPOSITS" binder that will include details of each deposit that is made to the operating account.

Each deposit page to include: receipt number, form of payment, and details of how funds to be recorded.

4. Receipt Books should be clearly labelled with Account Name, Account Number and Dates that the book is covering. Existence of more than one receipt book for the same time period makes it difficult to track deposits. Ideally, there should be 2 receipt books: one for Cemetery and one for Cathedral. However, there may be a need to have another receipt book off-site, such as Ukrainian School or at the Cathedral. In such cases, we recommend that there are set steps for how funds are collected and forwarded to the Office.

5. Official income tax receipts should be issued through the Office only, with an official receipt to be mailed to non-member donors after the funds have been deposited and cleared bank. All member donations should be recorded by the office and included on member's official receipt that is issued on December 31 st .

6. With the availability and use of QuickBooks for Cathedral's and Cemetery's accounting needs, the Parish Executive is also encouraged to provide an annual budget to the office personnel to have it entered into QuickBooks. This feature will allow the Executive to compare current revenues and expenses with the amount in the budget.

7. With the addition of Cemetery employees to Cathedral's payroll, a great deal of attention needs to be paid to how transactions are recorded and that funds are transferred from Cemetery account to Cathedral's at the end of every month. These funds should cover all payroll related expenses (wages, employer contributions to CPP, EI, etc.). It should be noted that these expenses will be showing up on Balance Sheet but should not be included on Cathedral's Income Statement.

Based on our review, we are of the opinion that the general funds of the Cathedral and All Saints Cemetery, received and expended during January 1 – December 31, 2022, have been properly accounted for in accordance with established procedures.

Our gratitude is expressed to Olena Sharaburak, Olha Mala and Oleh Kolisnyk for their dedicated work in the Office. All recommendations have been implemented efficiently by the office personnel.

The Audit Committee moves "To accord full absolution to the present Cathedral Parish Council and Management."

Respectfully submitted,

Sts. Vladimir and Olga Cathedral

Audit Committee:

Oksana Dudych

Myroslav Matsko

Vladimir Zablotski

## Annual report of Nominating Committee

### Members of the Nominating Committee:

Reverend Father Ihor Shved (Pastor)

Yaroslav Chubenko (Chair)

Ivan Zacharuk

Halyna Deva

The following list of nominees have indicated their intent to accept nomination for positions on the Parish Council for 2023-24.

<b>A. Ex-Officio Member:</b>	Pastor:	Reverend Ihor Shved
<b>B. Officers – Executive:</b>	Chairperson:	Luba Demko
	Past Chairperson:	Yaroslav Chubenko
	2 <sup>nd</sup> Vice Chairperson:	Irka Semaniuk
	Financial Secretary/ Treasurer:	Olena Sharaburak
	Recording Secretary:	Ira Bakunets
<b>C. Standing Committees:</b>	Cemetery Chair:	Orest Korchahin



- |                             |  |                   |
|-----------------------------|--|-------------------|
|                             | Maintenance Chair:   | Sergiy Krasko     |
|                             | Outreach Committee:  | Stephan Bandera   |
|                             | Audit Committee:   | Oksana Dudych     |
| <b>D. Members-at-Large:</b> | Bennie Gusnowsky, Eugene Waskiw, Ivan Baniias, Oksana Yamborko, Roman Hykawy, Maria Zlotucha, Halyna Putko |                   |
| <b>E. Head of Parish</b>    |  |                   |
|                             | <b>Organizations:</b>  |                   |
|                             | Brotherhood:   | Bohdan Booyar     |
|                             | Knights of Columbus:   | Ivan Baniias      |
|                             | Catholic Women's League:   | Nadiya Yevseyenko |
|                             | Catechist:   | Lesia Uhryn       |
|                             | Ridna Shkola:  | Oksana Melnyk     |
|                             | Trustees:  | Ivan Zakharuk     |
|                             | Youth Coordinator:   | TBA               |
| <b>F. Social committee:</b> |  | Natalia Hykava    |

The Nominating Committee recommends that all Members-at-Large associate themselves with a Standing Committee for the upcoming term. Thank you to all who allowed their names to stand and those who expressed interest in joining the Parish Council. **Nominations for a position on the Parish Council are still accepted from the floor.**