

# 2017

## St. Stephen's United Church Annual Report



St. Stephen's United Church  
150 Village Way, Qualicum Beach, BC  
V9K 1V1

WEBSITE: [ststephensucqualicum.ca](http://ststephensucqualicum.ca)

## Table of Contents

<b>MINISTER’S MESSAGE</b> .....	1
<b>MESSAGE FROM OUR INTERN/CANDIDATE FOR ORDERED MINISTRY</b> .....	2
<b>MESSAGE FROM THE BOARD CHAIR</b> .....	3
<b>MINISTRY &amp; PERSONNEL COMMITTEE</b> .....	4
<b>SERVICE MINISTRY</b> .....	5
Community Meals .....	6
Seniors' Outreach Tea Report .....	6
UCW 2017 Report.....	7
St. Stephen’s United Church Women Financial Report 2017.....	8
<b>EDUCATION MINISTRY</b> .....	9
Equipping the congregation for discipleship:.....	9
Prayer Gatherings:.....	9
“Right Now Media”:.....	10
Library Services:.....	10
Children’s Ministry .....	11
<b>FELLOWSHIP MINISTRY</b> .....	12
Men’s Club.....	13
Men’s Bible Study.....	13
Lectionary Group.....	13
<b>WORSHIP MINISTRY</b> .....	14
9am Worship Team .....	15
11am Choir .....	15
<b>STATISTICS REPORT</b> .....	17
<b>RESOURCE MANAGEMENT MINISTRY</b> .....	17
Treasurer’s Report.....	18
Independent Financial Review for the year ended December 31, 2017.....	20
<b>ST. STEPHEN’S 2017 FINANCIAL STATEMENTS</b> .....	21
<b>PRESBYTERY</b> .....	35
<b>YOUNGLIFE REPORT</b> .....	36
<b>GEORGE PRINGLE MEMORIAL CAMP</b> .....	37
<b>AGM MINUTES – FEBRUARY 2017</b> .....	40
<b>CONGREGATIONAL MEETING – NOVEMBER 2017</b> .....	44
<b>AGENDA FOR 2018 AGM</b> .....	47

## MINISTER'S MESSAGE

One of the real conveniences I enjoy in having a computer, a phone, and a tablet all being made by the same company is that they all talk to each other. If I save an appointment on my phone, it automatically pops up in the other two places, which is something that has proven enormously helpful for me. My previous foolproof system of writing things down in a day planner was not especially infallible, being that I rarely ever seemed to have it on me. My phone, on the other hand, is just about always nearby. The way it works is that when I record my appointment in the phone, that information rockets off to—and is stored in—a mysterious place call “The Cloud,” which I suspect is located near the Andromeda galaxy, though I could be wrong about that. What I do know is that, since each of my devices is connected to “The Cloud,” they are then able to be synchronized. Neat, huh? Well, yes and no. It is a convenience, but I also know that the company that owns “The Cloud” are eager to lead me to using it so much that they can get me to make regular payments to them for the service. Furthermore, I have this peculiar attachment to actually having my information close at hand, not in some mysterious place called “The Cloud” where it might be held hostage or used for some nefarious purposes. What to do? That day planner may not have outlived its usefulness.

On the other hand, my aging VHS tapes are pretty much done. We have, in the last little while, been attempting to rid ourselves of some of the things we have accumulated at our house. A five and half foot crawl space is dangerously convenient and we have items squirreled away that we have not used in nearly 2 decades, which suggests to us that they might not be of further use to us, despite my feeble protestations that, “I might need that!” I did come across a goodly number of video tapes and I realized that I needed to do something with them because they are surely at the end of their expected life span, which I am told is 15 to 20 years. It seems that over time magnetic tapes become unwatchable, no matter how well they are cared for. I do have the ability to save the content digitally, but that requires no small amount of time and work. As a result of that, I sorted through the boxes and chose what I deemed worthy immortality. There was surprisingly little, but my daughter’s first ballet recital at age 2 ½ made the cut, as did the recordings of my two cameo appearances on national TV. Some things must be preserved! Perhaps there’s also room in “The Cloud.” ☺

I am thinking about what to keep and what to let go because I am well aware that we are in a period of transition and change. Now, it is fair to say that we are always in a time of transition as our community grows and shifts, though it may be less noticeable at some times than others. To help me remember I keep in my desk a copy of the pictorial directory that was given to me when I arrived in 1993. Our congregation today looks very, very different. Of course, we are entering a somewhat more heightened period of change this year. This coming June will—God, and BC Conference willing—see Dianne Collery’s ministry status shift, and that same month will also mark the beginning of the 2 year run up to my retirement. Some parts of our life together are going to change and it is reasonable to wonder which parts they might be. It is true that transitions can be hard, but I am also aware that they can be exciting and life-giving, and so I find myself not only hopeful, but anticipating what God might have in store for us. I am particularly encouraged that we are entering this time with some intentionality. We have begun to have a conversation about how we might move into and through this period and I hope

we can do this without losing sight of our congregational mission. A successful transition time will require that we keep that work in front of us continually. I am also heartened that we will soon be engaging some assistance by seeking a consultant to help us do this transitional work together. Indeed, God has plans for us, so let us discern together what next steps are in front of us!

We are also living in a time of transition denominationally. This June will also be the United Church of Canada's 93<sup>rd</sup> birthday and we have seen that there will need to be some institutional changes undertaken if we are to be about our mission in a country and culture that is quite different than the one the UCC was birthed into in 1925. Barring a surprising shift in direction at this summer's national gathering of the General Council in Oshawa, Ontario, the denomination will shortly be structured as a "3 court system." The congregations are the first court of the church, a second regional body will be formed, and there will be a national court of the church. This change is full of possibilities and—to be fair—it also possesses some dangers: isolation at one end of the spectrum and centralization at the other. It will be incumbent on us to stay informed and be involved in the still-unfolding structures that look to be coming into being.

Concerning these transitions my request of you is that we all pray. Let us pray for the United Church as it seeks to be faithful in a strange new land. Let us pray for the congregation of St. Stephen's United as we ponder our dreams, review our mission, and discern our leadership needs. Let us pray for wisdom, discernment, courage, and renewal. And of course, as Christians have prayed for 2 millennia now: come soon, Lord Jesus.



The Reverend Phillip Spencer

## MESSAGE FROM OUR INTERN/CANDIDATE FOR ORDERED MINISTRY

This has been a strange year for me, strange in the sense that it has been significantly different than the previous eight! The differences were largely the result of an interview I had with the BC Conference Candidacy and Admissions Board in January. Nine years after going through a concerted discernment process I took one of the final steps and sought our church's discernment on whether I was suited and showed any promise for ordained ministry in the United Church. In that interview I was affirmed and, as a result, officially made a candidate for ordination ... and so the shift began.

In the past I have spent much of my energies focused on our young people, missions and specific projects we have undertaken as part of congregational life. However, this year my energies have largely been dedicated to some intentional learning and preparation for a hoped-for ordination. This

has allowed me to focus more on areas of our life together like worship and sermon preparation, how to prepare liturgy and preside over the sacraments, learning about how we fit and interact within the larger denomination and pastoral care for the whole congregation. Together with my Lay Supervisory Team (LST), a group of wonderful people who meet with me regularly, reflecting and offering feedback and encouragement, I have been working on specific learning goals in all of these areas. The tangible learning has been really good. Even more helpful has been the sense I now have of being more connected with our larger congregation. As this year of learning draws to a close I want to express how very appreciative I am of the support and guidance I have had from my LST, and from Phil and my supervisor, Rev. Foster Freed.

Amongst all that was different for me personally and professionally this year, there was also some welcome familiarity. As a congregation we spent some concerted energy continuing to work towards our congregational dream of being equipped to go into the world to share God's love and good news. You named two specific areas you felt the need for more equipping in, sharing your faith and hearing God. This fall we dedicated some time to focusing specifically on those two things. While the educational programs we ran were rich and were a start, I really believe they were just that, a start. There is more to be done in these two vital areas and we will continue to explore ways to grow together as we listen for God and follow His leading to share His love with others.

Now, as we move into a new year another interview is approaching for me and the results of that may shift everything again! I have always found it slightly amusing that God has designed the life of following Christ to be one of continual growth and change. As humans we resist change ... all of us. There is a big fancy word for that, it's "homeostasis". Even if the change is going to bring promise and improvement, there is a part of us all that tends to want to stay where we are. But that's not the way God has designed this all to work and so, as He does, God is calling us all forward, into what we know will be a time of change and transition. But always remember, God knows us. He knows this is challenging so He has given us some great promises to hold onto as we move forward together. First, God is good and God's purposes and plans are good. And, most importantly, God is with us as we go!

God bless,  
Dianne Collery

## MESSAGE FROM THE BOARD CHAIR

***"Leadership: the process of influencing or developing other people to work together to accomplish a desired purpose."***

The elders of your church board, the clergy and staff, and the people who head up the various ministries around St. Stephen's are broadly considered to be the leadership of the church. We have a great group of people in those positions – and not only that, but when long serving people in those positions retire or step down, they are quickly replaced by other equally able people. We are a very willing and able group!



So we have great people to do the jobs, but what is our 'desired purpose'? And are we really the leadership of the church? The Board had a conversation early in the year about what it means to be a church elder; it's not just managing people and things – it's more about being proactive and taking initiative to follow the passions that God puts on our hearts.

To this end, with 2017 now in the rearview, we can see that St. Stephen's has made significant strides to elevate the position of prayer throughout the church. And that is leading to more and more 'God sightings'. Taking some time to recognize and talk about where we see God moving among us is becoming the norm and it is making some of those passions much more clear. We are seeing new ministries rise up and existing ones find new life as they take the time to talk about where God is leading them. *"Trust in the Lord with all your heart. And lean not on your own understandings; in all your ways acknowledge him, and he shall direct your paths."* Proverbs 3:5-6

Our mission statement may seem kind of basic, but could there be a better or more appropriate desired purpose than – "to follow Jesus Christ"? And it seems we are on the right track to more readily see and recognize Christ's direction. And really, having all the best people won't do us any good if we don't realize that we have just one leader and deliberately look for the paths He lays out.

So, stay the course St. Stephen's. Keep praying. Keep watching for God in the everyday because he's there and he wants to show us the way. He has purpose for us and for you and maybe He is stirring a passion in you right now...listen to that friends – that's leadership!

Dave Ney

## MINISTRY & PERSONNEL COMMITTEE

The M&P Committee oversees the relationship of our church staff – with each other, with the various Ministry Teams, with the Board, and also with the congregation. The Committee's role is to continually monitor and review the effectiveness of staff in relation to the congregation's mission, and to oversee the relationship between staff and the congregation. We want to ensure a healthy climate in the congregation where constructive feedback can be offered and received in a positive way.

The Committee consists of 3 to 7 members from the congregation who are elected at an Annual Meeting. The committee chair attends official Board meetings but is not a voting member of the official Board. It is recommended that the Committee meet at least once every three months.

OUR STAFF fall into three categories: Ministry Personnel are Rev. Phil Spencer, an ordained minister, and Dianne Collery, a Candidate for Ordained Ministry, and they are supported by Adele Cave, our Office Administrator.

LAY EMPLOYEES are Fiona Wratlavlav (Early Worship Service Leader), Skye Donald (11 a.m. service Choir Director), and Denise Cormier (Children's Ministry Co-ordinator).

CONTRACTORS are our organist, John Nelson, pianist, Bill Cave and custodian, Andrea MacKinnon. They are supervised by the Resource Management Committee.

OUR M&P COMMITTEE members are: Susan Lee (Chair), Bern and Nancy Cassidy, Elaine MacDougall and Jan Greig.

We are **your** liaison with our wonderful and dedicated St. Stephen's staff.

Blessings,  
Susan Lee, Chair

## SERVICE MINISTRY

When I started to think about the past year my first thought was thanks to a generous God who has brought so many willing volunteers to help with the service programs that happen here at St. Stephen's United Church. The Service Ministry includes many areas of serving others.

The Community Meals Program continues to provide lunch every Thursday and a dinner on the third Tuesday of each month.

The Senior's Tea provides a wonderful afternoon of treats, music, and visiting with many seniors from our community.

The UCW meet on a regular basis and continue their programs.

Ongoing, we have bins in the entrance for the Salvation Army and Manna. There has certainly been a need to have things for those in our community who live outdoors. Many thanks are extended to those who put donations into these bins.

St. Stephen's had a team in the Coldest Night of the Year Walk for Homelessness. This provided a good team who raised funds for a good cause.

The Samaritans Shoe Box program was held in in the fall and again thank you to the many who took boxes and filled them. There are some incredible videos of what happens to these boxes when they reach their destination including stories of children coming to know Jesus.

The Christmas Hamper program continues. We were able to put together 20 hampers with thanks to the Fall Gospel Sing who provide the donations from that evening. Also, we thank the many who donated their points for turkey vouchers from Qualicum Foods.

The donations to White Gift Sunday were sent to the Salvation Army and SOS.

There are so many contributions to these programs from our Church



Family and the businesses in our community. We needed 40 turkey vouchers for the Christmas dinner and the hampers and we received this number. The bread and desserts we need each week for the lunches is picked up weekly from local groceries and bakeries. Financial assistance has come from many sources. Volunteers give their time and support to all these endeavours. God surely provides all we need for these programs. Please continue to pray for the Service Programs and if you have suggestions pass them on to me.

Eileen Leachman

### Community Meals

The Community Meals Program continues to provide lunch every Thursday and a dinner on the third Tuesday of each month. There are many volunteers who take part in preparing, serving and cleaning to provide this incredible service to our community. During the school year we have up to 120 students and up to 80 adults at the lunches. We average about 80 at the dinner except the December dinner where we have had up to 200. This year the August Dinner was held to honor Karen Vanderberg who had coordinated this dinner for a number of years.



Eileen Leachman



### Seniors' Outreach Tea Report

The Seniors' Outreach Tea is held on the fourth Tuesday of the month, from January to June, and also in September, October and November. Seniors from various care facilities in the surrounding area, from the SOS Support Group, as well as individual seniors from our congregation, meet in our church hall for an enjoyable afternoon of entertainment and fellowship while enjoying coffee, tea, sandwiches and



sweets. Each guest is offered a name tag and then finds a suitable seat for the afternoon. The entertainment starts at 2:00 p.m. and usually finishes at 2:30. Then guests are provided with refreshments.

This year, once again we have been blessed with a solid group of volunteers, usually between ten and fifteen for each Tea. Some volunteers have a specific task to cover, while others would rather feel for themselves where they would be best suited to help. We appreciate everyone's time and help, both at the Tea and in making sandwiches and sweets.

The Seniors' Outreach Tea is an event that feeds and nourishes, both volunteers and participants, in more ways than one. It is very rewarding to see the smiles and hear the sincere thanks expressed by our visitors.

Respectfully Submitted,

Wynn Machin

### [UCW 2017 Report](#)

UCW had another busy, productive and enjoyable year. Thank you to our Ladies for their dedication and willingness to help whenever called upon. Our attendance has been between 10 – 13 per meeting.

Fiona Wratilav spoke at our January meeting. She conveyed that the Worship Ministry felt the Candlelight Service should continue and that they are willing to provide assistance required. It would then be called St. Stephen's Church Advent Candlelight Service and not be the sole responsibility of UCW.

Many of our members attended the World Day of Prayer at St. Mark's Church honouring "Women of the Philippines" organized by the late Suzanne Adkins an amazing lady she will be missed. A few of the Ladies did the "Walk with the Doc" in May. In June we had a picnic at the Church Hall for our gathering before the summer break.

I attended the 55<sup>th</sup> Anniversary of National United Church Women's Conference held at the University of British Columbia with the Theme "Celebrating Spirit" from July 10-14. I really enjoyed the Conference, meeting Ladies from Bermuda, Korea, Tanzania and Ladies from across Canada. It was such a wonderful learning and interesting experience.

Robin Campbell spoke to us about Manna Homeless Society. Janice Perrino spoke on the Nanaimo Regional Hospital Foundation.

Our Candlelight Service was successful with 60 people attending. We raised \$125.00 and it was donated to CNIB. We support Young Life, SOS, Manna, Salvation Army, Local Refugee Sponsorship. We had 8 Memorials and we continue to look after Probus every month with many thanks going to Margaret Collins, Shirley Davis, Vera Conn, Shirley Amendola, Marlene Wakaruk, Tibby Davis and Audrey Bartell for always being there.

In September Cathy Edge and her family moved back to New Zealand. We lost a very devoted member and we miss her very much. We had a lovely Christmas Dinner at Deez. Good turnout, good food and good camaraderie.

Many thanks to all the Ladies and especially to the Ladies that always step up to help with Probus, the Memorials and anything else that may come up. We couldn't do it without them.

Submitted by Janet Atkins – President UCW

### St. Stephen's United Church Women Financial Report 2017

Opening balance Jan 1, 2017		\$3,107.02
-----------------------------	--	------------

#### INCOME

Probus	\$4,916.00	
Memorials (8)	\$2,580.00	
Donations	\$200.00	
Mince meat sales	\$100.00	
Candlelight offering	<u>\$125.00</u>	
Total		\$7,921.00

#### EXPENSES

Back to God (Today) Booklets	\$90.00	
St Stephen's Memorial fund	\$150.00	
Young Life	\$1,000.00	
Qualicum Refugee sponsorship	\$500.00	
SOS	\$500.00	
Salvation Army	\$500.00	
Manna Homeless Society	\$500.00	
Wheels for Wellness	\$600.00	
Heart House	\$600.00	
Cancer Lodge	\$600.00	
Oceanside Stroke Recovery	\$600.00	
Nanaimo Hospital Foundation	\$500.00	
CNIB	\$125.00	
St Stephen's General funds	\$2,000.00	
CIBC Bank charges	\$97.06	
Oceanside Hospice	<u>\$600.00</u>	
Total		<u>\$8,962.06</u>

Balance Dec 31, 2017		\$2,065.96
----------------------	--	------------

Vera Conn, Treasurer

## EDUCATION MINISTRY

The past year has been one of learning and growth for many in the St Stephen's United Church family, and certainly for myself as I took on the role of Chairperson of the Education Team. The Ed Team is a group of very dedicated people with a great desire to share their faith as you will see in the reports of the committee.

### Equipping the congregation for discipleship:

The Education Ministry had an important agenda item to accomplish in 2018: to act on the congregation's self-assessment of its most important needs for equipping for discipleship. That self-assessment, done the year previous, had determined that equipping in the areas of "sharing our faith" and "hearing God" to be the most commonly reported needs amongst the membership. The Education Ministry members agreed to use two video series that were available on the RightNow Media resource. Each was a six-week series and they were offered on Tuesday afternoons and evenings. Likewise, they both featured a combination of video sessions, small group discussions, large group feedback, and times for questions and answers.

The first, "Perfect Blend", featured presentations by Chris Conrad, a teacher with the Wesleyan Church in the U.S. and addressed the issue of faith sharing. The second—addressing the concern of hearing God—was, appropriately titled ... "Hearing God," and featured a series of lectures by the philosopher Dallas Willard, and conversations between Willard and popular teachers Richard Foster and John Ortberg. Both study series had registrations between 50 and 60 individuals and were largely well-received. "Perfect Blend" struggled a bit with maintaining a consistent attendance, which, it should be said, matched a corresponding fluctuation in Sunday morning attendance at the church. The "Hearing God" sessions were more consistently attended, which also seemed to parallel a more steady Sunday attendance. The Education Ministry is committed to continue to look for ways to encourage congregants' grow in both faith sharing and hearing God.

Respectfully, Rev. Phillip Spencer.

### Prayer Gatherings:

There were two prayer gatherings held in 2017, one in March and one in September. These gatherings are an opportunity for people to worship, discuss and pray in a small group setting. It is a time of contemplative prayer where folk have an opportunity to experience the Presence of the Lord. Both groups had a couple of folk who came from other churches. In speaking to others afterwards, there were several who experienced the Presence of the Lord, and that enjoyed the opportunity to share community with others of faith. These groups are gradually growing larger. I would like to thank those who helped me set up and assisted with snacks and clean-up. It has been an honour to contribute to the congregation in this way.

Respectfully, Elva Hogan, Spiritual Director

### “Right Now Media”:

As part of our education mandate we decided this year to test a congregation-wide subscription to Right Now Media, an online video library of bible studies, group studies, teachings on Christian history and living, family, marriage and children’s media resources. It’s a bit like Netflix, except exclusively Christian content. While the online subscription delivery format has taken a while to catch on amongst the congregation, our sense towards the end of the year has been that more and more people are making use of this resource. We used Right Now Media materials for our two fall studies, Perfect Blend and Hearing God, and this seems to have encouraged more people to set up their accounts and begin accessing resources that can help them in their own personal efforts to follow Jesus more closely.

Respectfully, Dianne Collery

### Library Services:

The year 2017 was a busy and fulfilling year for our library! All of us in the library are so happy when we are told that a book has touched them in some wonderful way. Our goal is always to provide reading material that helps us grow faithfully and spiritually. We have been focusing these past months on the subject, hearing from God, bringing in recent material that speaks to all of us on that subject. Three of our most recently added books are “Hearing from God” by Dallas Willard, “Whisper” by Mark Batterson and “Follow the Cloud “ by John Stickl. All of these books give us different ways and thoughts about how we can hear God’s voice clearly, taking us on that journey through the author’s rich insights.

“The Shack” continues to be one of the favorite DVD’s in our collection this past year. In the Christian fiction department we have seen great interest in the series, “Sensible Shoes” and in the historical Christian fiction series “Gods and Kings” by Lynn Austin.

This year our focus will be to continue searching for books that will interest us as a congregation and challenge us all to read more. We will continue to stock our cart weekly with thought-provoking reading material and provide a second stand periodically for possible themes such as prayer, discipleship and/ or caregiving and the caregiver. There are endless topics that we can present for everyone’s perusal!

A big thank you to Marilyn Bateman and Maureen Bezanson who are so critical to the library and helping with all of the work that needs to be completed there weekly. We have become a wonderful team together. Our dream is that this library will be a place where God may work in our lives opening up our hearts, minds and spirits to his love. See you soon!

Respectfully, Carol Pare





## Children's Ministry

### ***Children are the most insightful teachers.***

This statement may sound unusual for me to say as my role as a Sunday school teacher but it is very true. Each week as I prepare the lesson for the children my focus is on providing God's word and building their relationship with Jesus through a variety of experiences; only to find that throughout our time together the children teach me. I have the privilege of being taught about childlike faith, trust, the gift of asking questions without fear, and most the insightful lesson of just knowing that Jesus loves me / us... How wonderful is that.

Each week we see God at work through the children and how He provides all that is needed, not just in practical needs for the Children's Ministry but through relationships and spiritual guidance.

This past year we have learned much about the life and works of Jesus through a curriculum called Dig In – The Life of Jesus. The DIG IN curriculum provides creative, multisensory teaching that immerses kids in deep Bible learning, helping them to know Jesus personally and grow in relationship with him.

The pageant was once again a fun filled event for all with help and support from the parents and others in the congregation. A heartfelt thank you to everyone.

Once again, this year having Tracy Loder come on board with our Children's Ministry has truly been a blessing. Tracy brings her love of God and her gift of creativity and relationship with the children. Thank you, Tracy.

I have been truly blessed to serve God and the children/families in this treasured ministry for many years and with love and peace in my heart I will be moving on from Children's Ministry Coordinator at the end of the school year. At this time, I am not sure where God is calling me next, but I wait with joyful anticipation.

May God continue to richly bless this ministry and the children and their families.

Forever grateful,

Denise Cormier  
Children's Ministry Coordinator

Submitted by Earl Geddes, Chairperson Education Team



## FELLOWSHIP MINISTRY

The Fellowship Ministry is the formal designation of a group of people who feel called to support the bringing of people together and finding ways to create fellowship in our church. We make sure that worship coffee, greeters and other social activities run smoothly. When you attend either the early service, the late service or a joint service you will encounter any number of members from the Fellowship Ministry. The group meets on a monthly basis, usually the first Monday of the month. The Fellowship Ministry is always looking for congregants to help out at coffee, as greeters or volunteers for the many activities that take place at St. Stephen's. Ideas on how to bring people together within our congregation are always welcomed as are suggestions on improvements.



Submitted by Joe MacDougall

### St. Stephen's United Church Fellowship Team January 1 to December 31, 2017

Cash and bank balance – January 1, 2016		242.17
Revenue – Jan 1 to Dec 31, 2017	2421.51	
Expenditures – Jan 1 to Dec 31, 2017	2522.57	
Operating profit (loss)	(101.06)	(101.06)
Cash and bank balance – December 31, 2017		<b>141.11</b>

Revenue		Itemized Expenses	
Coffee fund	1906.86	Kitchen supplies	<u>2522.57</u>
Card sales	286.65		
Cake sales	<u>228.00</u>		
	2421.51		2522.57

submitted by Carol Gemgembre

## Men's Club

The St. Stephen's men's club saw changes in 2017 from previous years. No fund-raising event occurred and the only income came from the monthly breakfasts. The account balance stands at \$199.43.

From January to June, the monthly breakfasts were held at St. Stephen's, with guest speakers providing a variety of topics. From July to the end of December, the breakfasts were held at Deez Grill, with no guest speakers.

The average number of men attending the breakfasts was 12, although the actual number of men attending varied monthly with the most being about 14.

Two out of three of the leaders of the group have left because of moves to other locations. While there does not appear to be anyone interested in taking a leadership role at the present time, a standing reservation will be held at Deez Grill for 9:00 a.m. on the 3<sup>rd</sup> Tuesday of each month for 2018, as there does appear to be a continued interest in a social event for the men on a monthly basis.

As there is no interest in having formal meetings and fund raising at the present time, it is planned to close the bank account and transfer the money to the church with the amount earmarked for the club should the situation change in the future.

Respectfully submitted

Brad Rushton  
Treasurer

## Men's Bible Study

The Men's Bible Study is a group who meet Wednesday mornings to read through various books of the Bible with an ear open to hear what God might be saying to us on that particular day. The participants span a range of levels of familiarity with the Biblical story and there is not an expectation that substantial experience with Bible study is requirement for joining. Nor is agreement. Contrary opinions are frequently expressed. It is an open group and so "dropping in" is encouraged. Regular attenders, when pushed, will eventually reveal an open secret about the group: friendship is a key element in why people keep coming back. The group gathers at 10:30 in the lower hall. Coffee is consumed in some quantity.

Submitted by Rev. Phil Spencer

## Lectionary Group

A *lectionary* is a book or a cycle of Bible readings that can be used in the devotional life of individuals and/or in the common worship life of a church. Lectionaries have been a feature of Christian and

Jewish life for centuries. They can serve to take the reader through the length and breadth of the Scriptures, or they can lead the faithful through the main themes and holy days over a yearly or an even lengthier period of time. In our part of the Christian family, choosing which lectionary to follow, or even to choose to follow any lectionary is at the discretion of the congregation. At St. Stephen's United we have for many years followed the Revised Common Lectionary, which is a Protestant creation not too dissimilar to the readings found in the Roman Catholic mass lectionary. We occasionally leave the Revised Common Lectionary to focus on special themes or subjects (for example, some of you will remember a 31 week departure during the congregation-wide study, "The Story"), but we have found it a useful guide over the years.

The Tuesday morning Lectionary Group has been functioning at St. Stephen's for the past 24 years. It is a drop-in group that reads together one or two of the Bible readings for the next Sunday, and particular attention is paid to the text that will be preached upon. This offers an opportunity for discussion and input into the coming week's sermon. We meet in Phil's office at 11 o'clock and new faces are always most welcome.

Submitted by Rev. Phil Spencer

## WORSHIP MINISTRY

### wor·ship

#### NOUN

1. the feeling or expression of reverence and adoration for a deity:

"the worship of God" ·

*synonyms:* [reverence](#) · [veneration](#) · [adoration](#) · [glorification](#) · [glory](#) · [exaltation](#) · [devotion](#) · [praise](#) · [thanksgiving](#) · [homage](#) · [honor](#) · [magnification](#)

#### VERB

1. show reverence and adoration for (a deity); honor with religious rites:

"the people worship God with singing and prayer"

*synonyms:* [revere](#) · [reverence](#) · [venerate](#) · pay homage to · [honor](#) · [adore](#) · [praise](#) · pray to · [glorify](#) · [exalt](#) · [extol](#) · hold dear · [cherish](#) · [treasure](#) · [esteem](#) · [adulate](#) · [idolize](#) · [deify](#) · [hero-worship](#) · [lionize](#) · [overpraise](#) · [follow](#) · [look up to](#) · put on a pedestal · [laud](#) · [magnify](#)

2017 has been a year of cementing our dreams, what they mean and how we can live them out. Of course, we still have work to do in this area. As a Worship Ministry Team our dream is this:

***Wouldn't it be something if we were to:***

- ***Appreciate people,***
- ***Be a place for prayer,***
- ***Make a place for the Holy Spirit***



St Stephens has been greatly blessed with congregants who possess true servant hearts; who hear their call to worship God in many different ways. I am ever grateful to those who lead, work, support and encourage this ministry.

Events such as the Gospel Sing, guest worship band “Expressions”, joint services, Holy Week services, and Christmas services have continued to give life to this community of believers. It is our intention to continue, develop and grow such events. *The Worship Ministry team is always looking for new ideas that may help us all worship God more fully.*

We continue to meet on the 1<sup>st</sup> Tuesday of each month at 1:15pm in the lower hall. Everyone is welcome.

Blessings,

Fiona Wratislav

### 9am Worship Team

The 9am worship service is inevitably a time of celebration, joy and wonder at being in the presence of the risen Christ.

The many tasks that go into providing opportunities for worship are carried out by many in our midst with a cheerful spirit. Huge thanks to the faithful teams of slide operators, sound techs, service hosts, pray-ers, musicians, encouragers etc.

The children continue to bring joy as we all worship together, and we are always looking for new, imaginative and effective ways to include them as fellow worshipers of God.

The post-service prayer ministry has been reinvigorated with new members and more training. It is also being well utilised after each weekly service.

We continue to pray for hearts to be opened to the work of the Holy Spirit, for God to call those whom He would bring into this particular branch of His vine, and for all our efforts to be about Him and for Him so the world may know to whom we belong and who we serve.

In Christ, for Christ,

Fiona Wratislav

### 11am Choir

In 2017, the choir continued to provide musical leadership at the 11 AM worship service, joint services, and memorial services on request. The choir serves by supporting and enhancing the congregational singing of hymns and service music and by offering up sacrifices of praise to God through anthems and solo works. Many members of the choir extend their service on Sunday mornings to take on other

tasks, such as scripture reading, preparing coffee, serving Communion, and securing the offerings at the end of the service.

One highlight of our service in 2017 was when several extra singers joined the choir so that we were able to offer up a celebratory version of “Hallelujah” from Handel’s Messiah on Easter Sunday. I’ve always wanted to do this piece for Easter, but our small numbers don’t make grand works like this feasible without some extra help. Another memorable event was the choir’s annual party in June, held this year at the home of Craig and Rosemary Drummond. There was much good food and great fellowship shared by all. Our Thanksgiving anthem this year was very special for me as a musician. On occasion, I have thrown together some simple music arrangements for the choir, but with the help of some friends over the Internet, I was able to put together what I consider to be a polished, final version of a real anthem for two-part mixed voices called “Thanksgiving Praise”, and the choir’s reception to this piece was very encouraging.

By the end of 2017, several members of the choir have retired. We send our best wishes to Elva Branter, Shirley Amendola, and Janet Mattis and thank them for their service. Additionally, our friend Cathy Edge’s return to New Zealand will cause her to be much missed, as she frequently lent her voice to the choir for special occasions.

This year, the choir also said a final goodbye to three retired members: Margaret Austin, Lyn Robinson, and Howard Bouey all passed away in 2017. *Requiem æternam dona eis, Domine: et lux perpetua luceat eis. Chorus Angelorum te suscipiat, et cum Lazaro quondam paupere æternam habeas requiem.*

*(Translation: Eternal rest give to them, O Lord, and let perpetual light shine upon them. May the choir of Angels receive them, and may they have eternal rest with Lazarus, who once was poor.)*

- Skye Donald, Choir Director

Music is an  
outburst  
of the soul



## STATISTICS REPORT

**2017 Marriages:** Harold Neden and Brittany Blais, Michael Adams and Taylor Stern, Kevin Thompson and Kathryn Webb, Jessy Burgess and Mikayla Watts, Kevin Cassidy and Tamarah Hooper, John Lander and Julie Lawrence, Benedict Knapp and Jordyn Coghill, Murphy Kennedy & Madeline Parrott

**2017 Baptisms:** Tristan Brendan Rempel

**2017 In Memoriam:** Sam MacPherson, Verona Sharman, Joy Loveridge, Lois Horrocks, Margaret Austin, Ivan Cyr, David Smith, Lyn Robinson, Gerald Sharman, Bill Arnold, Joe McConkey, Dee Ealden, Jim Cates, Mary Merritt, Rev. Ron Atkinson, Kay Walden, Ruth Horn, Marilyn Slater, Carol Harnden, Naomi Hattle

### **Members/Adherents/Families**

Members      192 (includes out of town members)  
Adherents     256

St. Stephen's has 248 families (households) in our congregation (excluding out of town members) comprised of 380 adults and 24 youth/children.

## RESOURCE MANAGEMENT MINISTRY

Greetings from the Resource Management Ministry (RMM). 2017 has been another year to reflect on and celebrate the mission of St Stephen's.

It has been a true pleasure meeting with and implementing the policy and decisions of the Resource Management Ministry. Meeting agendas often contain important items to be addressed and serious decisions to be made. Over the past year(s) the RMM team have shown insight, wisdom, determination, modesty, humour and respect while carrying out their duties.

"Bricks and mortar" wise the year has seen the building being kept in good repair with the typical maintenance items being addressed as well as some significant improvements being implemented by RMM. An example is the installation of the automatic door opener at the south entrance to the upper hall. Another notable decision made last year was to replace the main hall flooring which should be installed the end of January of this year.

The grounds have benefitted from the efforts of dedicated volunteers and working bees, the full effects of which will be enjoyed by all this coming Spring.

Steps were taken to improve security for staff which include a secure pass through window in the office and personal security fobs.

Our custodian continues to impress with the quiet and discreet way she keeps the building clean and tidy.

Financially we have seen our expenses come in at, or in many cases, under budget and our income slightly over expected. So, with careful spending and your generous giving we now find ourselves in a position of being able to add monies towards future capital expenditures.

Many thanks to the dedicated members of RMM for all their efforts and vision for St Stephen's. As mentioned before, a true pleasure working with this group of individuals and a lot of fun too!

Thanks also to you the Congregation for the trust you have shown, support you have given and vision you share with RMM.

Respectfully submitted on behalf of the Resource Management Ministry

Todd Starkey

### Treasurer's Report

The fiscal year ending 2017 was strong financially. As a congregation we rose to the challenge to meet our budgeted tithes and offerings. This is encouraging as it is an indication of our understanding and solid support of the dream **to be a congregation equipped to go into the world to share Gods love and good news and the mission to be followers of Jesus Christ**. In addition, it indicates a growth in trust and faith in God.

As a result, we were able to maintain our resources and carry out our plans for ministry without financial stress or hardship. The reports from the other teams exemplify the vast array of ministries that St. Stephen's has engaged in and the many ways that we are sharing God's love. We added another \$22,000 to the building contingency fund which will cover the cost of the new hall flooring as well as protect us against furnace breakdown or other maintenance items of a significant nature. Again, I would like to express my most sincere gratitude to Glenn Moyle for his conscientious recording of the different financial transactions including making sure the invoices and reimbursements are paid in a timely manner. His assistance is most appreciated and I do not know what I would do without his help. He donates many hours of his time to ensure the accounting records are kept up to date. Thank you Glenn!!!

Thanks also to Jo Jamieson who conducted an independent examination of the year-end financial statements and records this year as required by the United Church Financial Handbook. Jo comes from a long background in finance and generously gave her time to perform this year end function. Please see her attached letter.

At last year's AGM two specific requests regarding the church finances were noted:

1. Better communication of financial results
2. Income and expense reporting which encompasses all ministries at St. Stephen's (instead of the operating fund only as had been done in the past).



The following actions have been taken to address these:

1. Monthly reports in the bulletin regarding actual offerings to budget; and quarterly verbal updates in church.
2. A restructuring of the way the accounts are set up in the accounting program to facilitate the preparation of a consolidated income statement as well as separate statements for each individual fund.

In this annual report you will find the following information:

1. Consolidated Balance Sheet
2. Consolidated income statement- this reflects revenue and expenses from all ministries combined. For example, the local tithes and offerings line includes donations through weekly offerings to the Operating Fund **plus** M&S, Community Meals, Food Bank etc.
3. Operating income statement-this provides a detailed account of the income received and expenses funded through the operating account only. At the bottom of this report is a summary of the net change in the other funds which reconciles to the total surplus reflected on the Consolidated Income Statement.

**Please note:** You may notice that some of the figures in the Statement of Income (Operating Fund) and Funds Summary do not match the figures in the Consolidated Income Statement. For example: Local tithes/offering is \$147,833 in the Operating Statement whereas they are \$173,928 in the Consolidated Income Statement. This is because the Consolidated Income Statement includes the tithes to the Operating Fund (\$147,833) **as well as** Alpha (\$1,504), Community Meals (\$1,035), Community Outreach (\$1,835), Food Hampers (\$246), Memorial Fund (\$50), M&S (\$8,191), Young Life (\$464), and Fall Dinner (\$12,770) for a total of \$173,928.

4. Income statements for each individual fund. This provides a more detailed accounting of how the income in the non-operating funds were received and used. The surplus/(deficit) figures for the year are the amounts summarized at the bottom of the operating income statement and the Fund Balance (if any) is shown in the note 7 to the Balance Sheet.

All these reports should provide a clearer understanding of how the financial resources were accumulated and distributed.

Due to the restructuring of the accounts some comparative figures for the prior year were unavailable. This will be easily attainable in future years.

Please do not hesitate to contact me if you have questions about the finances of the church or the financial statements. We strive to be good stewards of our financial resources and transparent with information within them. If you are not receiving the information you desire, please ask.

These statements along with the reports from the individual ministries show clearly that St. Stephen's is a busy place and we are making a difference in this community and beyond for God!

Thank you again for your generous support for the mission of St. Stephen's!

Respectfully submitted,

Trudy Hoskins  
Treasurer

#### [Independent Financial Review for the year ended December 31, 2017](#)

As requested by the Treasurer, I have reviewed the **Statements of Assets and Liabilities** including the accumulated surplus as at December 31<sup>st</sup>, 2017, and the **Consolidated Statement of Income and Expenditure**, together with the independent Operating Account and various independent Fund Accounts, for the year ended December, 2017 for St. Stephen's United Church.

These Statements were prepared by the Treasurer and are approved by the Resource Management Ministry and the St. Stephens Board of Management. Bookkeeping and accounting functions for the Operating Account and Fund Accounts were carried out by various members of the congregation throughout the year. Payroll services are contracted to Automated Data Processing (ADP) under a master agreement negotiated by the United Church of Canada.

The review tested conformity with several authorities: The United Church of Canada Financial Handbook, the Canada Revenue Agency – legislation and regulations particular to charities. The automated books and accounts were maintained in accordance with sound accounting practices and procedures.

This review did not constitute an audit but rather an independent evaluation of the financial records, that included a test check of inflow of funds, payment vouchers and bank statements.

In my opinion, the Financial Statements are free from material error or misstatement and can be relied upon as a true representation of the financial position as at 31st December, 2017.

Thank you for the opportunity to present this report.

Yours sincerely,  
Johanna M Jamieson

# ST. STEPHEN'S 2017 FINANCIAL STATEMENTS

St. Stephen's United Church  
**Balance Sheet**  
 Consolidated - December 31, 2017  
 (Unaudited)

		2017	2016
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash	<i>(Note 1)</i>	\$ 133,032	\$ 107,363
GST		537	440
Key deposit		-	200
Inventory of QF Certificates		2,500	4,800
Investments	<i>(Note 2)</i>	19,734	19,622
		155,803	132,425
<b>Fixed assets</b>	<i>(Note 3)</i>	1,318,050	1,318,050
		\$ 1,473,853	\$ 1,450,475
<b>LIABILITES AND EQUITY</b>			
<b>Current liabilities</b>			
QF Fundraising	<i>(Note 4)</i>	\$ 5,170	\$ 4,686
Unearned revenue	<i>(Note 5)</i>	5,000	-
Payable from funds	<i>(Note 6)</i>	-	5,297
Accounts payable		-	600
		10,170	10,583
<b>Equity</b>			
Fund balances	<i>(Note 7)</i>	1,463,683	1,439,892
		\$ 1,473,853	\$ 1,450,475

*See accompanying notes*

St. Stephen's United Church  
**Notes to Financial Statements**  
December 31, 2017  
(Unaudited)

	2017	2,016
<b>1. Cash:</b>		
CIBC Business Operating	117,706	85,879
TD Quality Foods Fundraiser	12,670	9,886
Mexico Mission Checking	-	8,046
United Church Women	2,066	3,107
Men's club	199	53
Fellowship team	130	242
Petty Cash on hand	200	100
Youth Petty Cash	50	50
Fellowship cash on hand	12	-
	133,032	107,363
 <b>2. Investments:</b>		
CIBC GIC @ .45% interest maturing May 4, 2018	8,010	7,962
CIBC GIC @ .55% interest maturing May 9, 2018	11,724	11,660
	19,734	19,622
 <b>3. Fixed assets:</b>		
Land	211,200	211,200
Buildings	937,000	937,000
Furnishings	169,850	169,850
	1,318,050	1,318,050
<p><i>Land &amp; buildings may have been updated to a fair market value amount prior to 2009  No amortization has been recorded on building or furnishings.  The amount recorded does not reflect current fair market value.</i></p>		
 <b>4. QF Fundraising:</b>		
General Bursary Funds	582	664
Individual Fundraising	4438	4022
Undistributed Fundraising	150	-
	5170	4686
 <b>5. Unearned revenue:</b>		
Portion of student minister grant received for 2018	5000	-
	5000	-

St. Stephen's United Church  
**Notes to Financial Statements**  
December 31, 2017  
(Unaudited)

**6. Payable from funds:**

United Church Mission & Service	-	2,384
Samaritan's Purse	-	20
Christmas offering	-	2,893
	-	5,297

**7. Fund balances:**

**Unrestricted equity:**

Operating	57,768	56,446
Mexico Mission	-	8,046
United Church Women	2066	3,107
Men's club	199	53
Fellowship team	141	242
	<b>60,174</b>	<b>67,894</b>

**Temporarily restricted:**

Building Maintenance	44,200	22,200
Emergency operating	19,734	19,622
Comm Meals	6,124	6,606
Mexico Mission	8,031	5
Minister's Discretionary Fund	874	1,329
Food Bank	-	157
Memorial Fund	4,264	1,934
Outreach Tea	684	569
Young Life	-	103
Memorial Team	660	180
Music Concert	-	407
Community outreach	888	836
	<b>85,459</b>	<b>53,948</b>

**Permanently restricted equity:**

Capital fund	1,318,050	1,318,050
--------------	-----------	-----------

Total Equity	<b>1,463,683</b>	<b>1,439,892</b>
--------------	------------------	------------------

**7. Prior years figures have been restated to conform to current year format.**



**St. Stephen's United Church**  
**CONSOLIDATED INCOME STATEMENT**  
**For the year ending December 31,2017**

**2017**

**INCOME**

**CONTRIBUTION INCOME**

Local Tithes/Offering-envelopes	\$ 173,928
Tithes/offerings PAR	110,583
Loose Offerings	9,630
Offerings Agency/Found'n	5,730
Other Donations-receipted	11,116
Other Donations-not receipted	5,813
Fundraising	8,437
Subtotal Contribution Income	<u>325,237</u>

**MISCELLANEOUS INCOME**

Use of Facilities Income	18,780
Weddings & Funerals	6,115
Grants	5,000
Interest	112
Subtotal Miscellaneous Income	<u>30,007</u>

**TOTAL INCOME**

**355,244**

**EXPENSES**

**WAGES & BENEFITS**

**MINISTER:**

Salary	71,629
Weddings/funerals	3,175
Car Allowance	996
Education & Resources	1,147
Telephone	3,163
	<u>80,110</u>

**STUDENT MINISTER:**

Salary	37,963
Weddings/funerals	1,000
Car allowance	435
Telephone	197
Education & Resources	934
	<u>40,529</u>

**STAFF SALARIES**

Office administrator	26,091
Children Min Coordinator	3,278
Choir Director	3,300
Music Leadership	3,300
	<u>35,968</u>

**OTHER PAYROLL EXPENSES**

Workers Comp Insurance	336
Employer CPP	5,294
Employer EI	2,413
Employer United Church Benefits	19,346
	<u>27,390</u>

**TOTAL WAGES & BENEFITS**

**183,997**

**St. Stephen's United Church  
CONSOLIDATED INCOME STATEMENT  
For the year ending December 31,2017**

**2017**

**CONTRACT**

Administrative support	1,234
Pianist	3,000
Organist	8,325
Janitorial Service	11,525
<b>TOTAL CONTRACT</b>	<b>24,084</b>

**HONORARIA**

Pulpit Supply	412
Organ Supply	400
<b>TOTAL HONORARIA</b>	<b>812</b>

**ADMINISTRATIVE EXPENSES**

Admin Staff Training	209
Advertising	478
Bank Charges	184
Board Retreat	394
Church Phones / Internet	2,132
Computer	169
Copier	1,413
External copying	75
Misc admin	131
Office Supplies	1,303
PAR	391
Payroll Charges	776
Postage / Checks	405
UC Observer	-
Website Maintenance	590
<b>TOTAL ADMINSTRATIVE EXPENSES</b>	<b>8,650</b>

**RESOURCE MANAGEMENT**

Presbytery Allocation	11,513
Annual fall dinner	2,572
	<b>14,085</b>

**BUILDING & GROUNDS**

Cleaning Supplies	2,276
Current Capital Projects	9,977
Gas	4,288
Hydro	4,431
Insurance	10,172
Landscaping	1,536
Maintenance & Supply	4,486
Security	800
Snow Clearing Fund	605
Water & Sewer	845
Subtotal Building & Grounds	<b>39,415</b>

**TOTAL RESOURCE MANAGEMENT**

**53,500**

**St. Stephen's United Church  
CONSOLIDATED INCOME STATEMENT  
For the year ending December 31,2017**

**2017**

**TEAM EXPENSES**

**EDUCATION TEAM**

Childrens Ministry Prog	1,744
Foster Child CM	492
Vacation Bible School	50
Youth Expenses	256
Leadership Training	1,350
CE Small Groups	1,369
Transfer to Alpha	4,661
Library	767
<b>TOTAL EDUCATION TEAM</b>	<b><u>10,688</u></b>

**WORSHIP TEAM**

Contemporary	90
Traditional	346
Copyright Licensing	1,243
Maintenance/Other-Worship	390
Candles & Fuel	490
Communion Supplies	3
Guest musicians	175
Equipment purchases	800
<b>TOTAL WORSHIP TEAM</b>	<b><u>3,536</u></b>

**FELLOWSHIP TEAM**

Coffee/lunch supplies	<u>2,713</u>
-----------------------	--------------

**SERVICE TEAM**

Community Meals	11,785
Food bank	1,599
Outreach tea	351
Miscellaneous	882
Legion Wreath	37
<b>TOTAL SERVICE TEAM</b>	<b><u>14,654</u></b>

**Subtotal Team Expenses**

**31,592**

**QUALIFIED DONEES**

Transfer to M&S	17,885
Other Charities	10,735
	<b><u>28,620</u></b>

**TOTAL EXPENSES**

**331,255**

**CONSOLIDATED EXCESS INCOME/EXPENSES**

**\$ 23,989**

**St. Stephen's United Church**  
**Statement of Income (Operating Fund) & Funds Income Summary**  
**For the year ending December 31, 2017**

	2017	Budget	% of Budget	2016
<b>INCOME</b>				
<b>CONTRIBUTION INCOME</b>				
Local Tithes/Offering-envelopes	\$ 147,833	\$ 251,566	99.12%	\$ 228,567
Tithes/offerings PAR	101,523	-	0.00%	
Loose Offerings	6,339	6,000	105.65%	5,632
Offerings from Agencies and Foundations	2,926	1,500	195.07%	
Other Donations-receipted	500	-		580
Subtotal Contribution Income	259,120	259,066	100.02%	235,171
<b>MISCELLANEOUS INCOME</b>				
Use of Facilities Income	18,780	18,600	100.97%	20,311
Transfer from Fall Dinner	10,533	8,600	122.48%	10,985
Transfer from UCW	2,000	2,000	100.00%	
Transfer from Weddings/funerals	177			240
Transfer from Music Concert	407			
Transfer from other funds	-			392
Subtotal Miscellaneous Income	31,897	29,200	109.24%	31,928
<b>TOTAL INCOME</b>	<b>291,018</b>	<b>288,266</b>	<b>100.95%</b>	<b>266,707</b>
<b>EXPENSES</b>				
<b>WAGES &amp; BENEFITS</b>				
<b>MINISTER:</b>				
Salary	71,629	71,629	100.00%	70,570
Car Allowance	996	1,500	66.42%	1,246
Education & Resources	1,147	3,500	32.77%	613
Telephone	3,163	960	329.48%	1,422
	76,935	77,589	99.16%	73,851
<b>STUDENT MINISTER:</b>				
Salary	33,595	32,012	104.95%	33,916
Education & Resources	934	2,200	42.45%	2,200
	34,529	34,212	100.93%	36,116
<b>STAFF SALARIES</b>				
Office administrator	26,091	26,091	100.00%	25,705
Children Min Coordinator	3,278	3,568	91.86%	3,231
Choir Director	3,300	3,592	91.86%	3,254
Music Leadership	3,300	3,592	91.86%	3,254
	35,968	36,843	97.63%	35,444
<b>OTHER PAYROLL EXPENSES</b>				
Workers Comp Insurance	336	375	89.67%	298
Employer CPP	5,294	5,334	99.26%	5,211
Employer EI	2,413	2,856	84.50%	2,553
Employer United Church Benefits	19,346	19,000	101.82%	18,539
	27,390	27,565	99.36%	26,601
<b>TOTAL WAGES &amp; BENEFITS</b>	<b>174,822</b>	<b>176,209</b>	<b>99.21%</b>	<b>172,012</b>

**St. Stephen's United Church**  
**Statement of Income (Operating Fund) & Funds Income Summary**  
**For the year ending December 31, 2017**

	2017	Budget	% of Budget	2016
<b>CONTRACT</b>				
Administrative support	1,234	1,500	82.28%	896
Pianist	3,000	3,000	100.00%	3,000
Organist	7,200	7,200	100.00%	7,200
Janitorial Service	11,525	11,800	97.67%	11,063
<b>TOTAL CONTRACT</b>	<b>22,959</b>	<b>23,500</b>	<b>97.70%</b>	<b>22,159</b>
<b>HONORARIA</b>				
Pulpit Supply	412	412	100.00%	400
Organ Supply	400	400	100.00%	400
<b>TOTAL HONORARIA</b>	<b>812</b>	<b>812</b>	<b>100.00%</b>	<b>800</b>
<b>ADMINISTRATIVE EXPENSES</b>				
Admin Staff Training	209	350	59.71%	-
Advertising	478	220	217.09%	-
Bank Charges	67	375	17.93%	135
Board Retreat	394	500	78.72%	-
Church Phones / Internet	2,132	2,300	92.71%	1,927
Computer	169	290	58.39%	334
Copier	1,413	1,750	80.75%	652
External copying	75	200	37.45%	230
Misc admin	131	500	26.25%	1,045
Office Supplies	1,303	1,800	72.39%	1,860
PAR	391	400	97.63%	371
Payroll Charges	776	600	129.30%	795
Postage / Checks	405	350	115.65%	290
UC Observer	-	25		25
Website Maintenance	590	590	100.07%	590
<b>TOTAL ADMINSTRATIVE EXPENSES</b>	<b>8,533</b>	<b>10,250</b>	<b>83.25%</b>	<b>8,254</b>
<b>RESOURCE MANAGEMENT</b>				
Presbytery Allocation	11,513	10,000	115.13%	9,955
<b>BUILDING &amp; GROUNDS</b>				
Cleaning Supplies	2,276	2,500	91.06%	2,554
Current Capital Projects	7,634	6,500	117.45%	
Gas	4,288	5,000	85.77%	3,815
Hydro	4,431	4,500	98.47%	4,145
Insurance	10,172	11,200	90.82%	10,803
Landscaping	1,536	1,500	102.37%	565
Maintenance & Supply	3,743	6,000	62.39%	14,612
Security	800	750	106.60%	344
Snow Clearing Fund	605	700	86.39%	
Transfer to Building Contingency	22,000	10,000	220.00%	7,200
Water & Sewer	845	1,100	76.79%	1,412
Subtotal Building & Grounds	58,330	49,750	117.25%	45,450
<b>TOTAL RESOURCE MANAGEMENT</b>	<b>69,843</b>	<b>59,750</b>	<b>116.89%</b>	<b>55,405</b>



**St. Stephen's United Church**  
**Statement of Income (Operating Fund) & Funds Income Summary**  
**For the year ending December 31, 2017**

	2017	Budget	% of Budget	2016
<b>TEAM EXPENSES</b>				
<b>EDUCATION TEAM</b>				
Childrens Ministry Prog	1,744	1,250	139.52%	1,862
Foster Child CM	492	492	100.00%	492
Vacation Bible School	50	475	10.53%	
Youth Expenses	256	1,150	22.25%	417
Leadership Training	1,350	4,000	33.74%	1,388
CE Small Groups	1,369	2,500	54.77%	511
Transfer to Alpha	1,942	2,000	97.09%	
Library	767	800	95.84%	591
<b>TOTAL EDUCATION TEAM</b>	<b>7,969</b>	<b>12,667</b>	<b>62.91%</b>	<b>5,261</b>
<b>WORSHIP TEAM</b>				
Contemporary	90	150	60.13%	
Traditional	346	740	46.70%	510
Copyright Licensing	1,243	1,000	124.30%	789
Maintenance/Other-Worship	390	300	129.86%	1,043
Candles & Fuel	490	450	108.93%	165
Communion Supplies	3	100	2.54%	
Guest musicians	175	200	87.50%	
Equipment purchases	800	800	100.00%	
<b>TOTAL WORSHIP TEAM</b>	<b>3,536</b>	<b>3,740</b>	<b>94.55%</b>	<b>2,507</b>
<b>FELLOWSHIP TEAM</b>				
Coffee/lunch supplies	190	400	47.56%	(35)
<b>SERVICE TEAM</b>				
Outreach tea	162	300	53.83%	154
Miscellaneous				25
Legion Wreath	37	38	97.37%	38
<b>TOTAL SERVICE TEAM</b>	<b>199</b>	<b>338</b>	<b>58.73%</b>	<b>217</b>
<b>Subtotal Team Expenses</b>	<b>11,894</b>	<b>17,145</b>	<b>69.37%</b>	<b>7,950</b>
<b>QUALIFIED DONEES</b>				
Transfer to M&S	634	600	105.67%	
<b>TOTAL EXPENSES</b>	<b>289,497</b>	<b>288,266</b>	<b>1.01%</b>	<b>266,580</b>
<b>OPERATING FUND SURPLUS</b>	<b>\$ 1,520</b>	<b>-</b>		<b>\$ 127</b>
<b>OTHER FUNDS SURPLUS/(DEFICIT)</b>				
MEN'S CLUB	146			
FELLOWSHIP	(101)			
UCW	(1,041)			
BUILDING CONTINGENCY	22,000			
COMMUNITY MEALS	(482)			
COMMUNITY OUTREACH	52			
FOOD HAMPERS	(157)			
FUNERAL TEAM	480			
MEMORIAL FUND	2,330			

**St. Stephen's United Church**  
**Statement of Income (Operating Fund) & Funds Income Summary**  
**For the year ending December 31, 2017**

	2017	Budget	% of Budget	2016
MINISTER'S DISCRETIONARY FUND	(455)			
OPERATING EMERGENCY FUND	112			
OUTREACH TEA	115			
UNITED CHURCH MISSIONS & SERVICE	-			
YOUNG LIFE	(103)			
MEXICO MISSION	(20)			
MUSIC CONCERT	(407)			
<b>TOTAL SURPLUS OTHER FUNDS</b>	<u><b>22,469</b></u>			
<b>TOTAL SURPLUS ALL FUNDS</b>	<u><b>\$ 23,989</b></u>			

St. Stephen's United Church  
Income Statement by Fund  
For the year ending December 31, 2017

	2017	2016
<b><u>MEN'S CLUB</u></b>		
Fundraising	326	
Expenses	180	
Surplus/(deficit)	146	-
Beginning balance	53	-
Fund balance December 31	199	53
<b><u>FELLOWSHIP</u></b>		
Income:		
Non-receipted donations	1,907	1885
Other fundraising	515	231
	2,422	2116
Expenses:		
Surplus/(deficit)	2,523	2247
Surplus/(deficit)	(101)	(131)
Beginning balance	242	373
Fund balance December 31	141	242
<b><u>UCW</u></b>		
Income:		
Donations not receipted	325	413
Fundraising	7,596	6,167
	7,921	6,580
Expenses:		
Bank charges	97	93
Miscellaneous	90	1,091
Donations to other charities (see UCW report)	6,625	3,168
Transfer to memorial fund	150	50
Transfer to general fund	2,000	-
	8,962	4,402
Surplus/(deficit)	(1,041)	2,178
Beginning balance	3,108	930
Fund balance December 31	2,067	3,108
<b><u>ALPHA</u></b>		
Income:		
Tithes & offerings - envelop	1504	
Other donations receipted	1215	
Transfer from general fund	1942	
	4661	
Expenses:		
Alpha expenses	4661	
Surplus/(deficit)	-	-
Beginning balance	-	-
Fund balance Decemer 31	-	-
<b><u>BUILDING CONTINGENCY</u></b>		
Transfers:		
Transfer from General	22,000	7,200
Expenses	-	-
Surplus/(deficit)	22,000	7,200
Beginning balance	22,200	15,000
Fund balance December 31	44,200	22,200

<b>COMMUNITY MEALS</b>		
<b>Income:</b>		
Local tithes & offerings	1,035	
Offerings from other charities	2,500	
Other receipted donations	4,235	
Other non-receipted donations	3,533	
	11,303	15,057
<b>Expenses</b>	11,785	13,930
<b>Surplus/(deficit)</b>	(482)	1,127
Beginning balance	6,606	5,479
<b>Fund balance December 31</b>	<b>6,124</b>	<b>6,606</b>
<b>COMMUNITY OUTREACH</b>		
<b>Income:</b>		
Local tithes & offerings	1,835	
Loose offerings	2,951	
	4,786	12,606
<b>Expenses:</b>		
Transfer to Food Hampers	1,191	
Donations to other charities	3,543	
	4,734	12,771
<b>Surplus/(deficit)</b>	52	(165)
Beginning balance	836	1,001
<b>Fund balance December 31</b>	<b>888</b>	<b>836</b>
<b>Donations to other charities breakdown:</b>		
Refugee Fund	1,353	
SOS	614	
Salvation Army	614	
Family Resource Association	962	
	3,543	
<b>FOOD HAMPERS</b>		
<b>Income:</b>		
Local tithes & offerings	246	
Loose offerings	5	
Transfer from Community Outreach Fund	1,191	
	1,442	1,837
<b>Expenses:</b>		
Food hampers	1,599	1,680
<b>Surplus/(deficit)</b>	(157)	157
Beginning balance	157	-
<b>Fund balance December 31</b>	<b>-</b>	<b>157</b>
<b>FUNERAL TEAM</b>		
<b>Transfers:</b>		
Transfer from weddings and funerals	480	375
Transfer to general fund	-	725
<b>Surplus/(deficit)</b>	480	(350)
Beginning balance	180	530
<b>Fund balance December 31</b>	<b>660</b>	<b>180</b>
<b>GRANTS - STUDENT MINISTER</b>		
<b>Income:</b>		
Grants	5,000	-
	5,000	-
<b>Expenses:</b>		
<b>Wages &amp; Benefits</b>		
Salary	4,368	
Car allowance	435	
Telephone	197	
	5,000	-
<b>Surplus/(deficit)</b>	-	-
Beginning balance	-	-
<b>Fund balance December 31</b>	<b>-</b>	<b>-</b>

<b>MEMORIAL FUND</b>		
<b>Income:</b>		
Local tithes & offerings	50	
Other receipted donations	5,165	
Other non-receipted donations	50	
Transfers from UCW	150	
	5,415	2,750
<b>Expenses:</b>		
Maintenance and supply (see detail below)	742	
Current capital projects (see detail below)	2,343	
	3,085	1,356
<b>Surplus/(deficit)</b>	2,330	1,394
Beginning balance	1,934	540
<b>Fund balance December 31</b>	4,264	1,934
<b>Income includes a \$5,000 bequest</b>		
<b>Maintenance &amp; supply</b>		
Round tables	277	
Sanctuary railing	465	
<b>Total maintenance &amp; supply as above</b>	742	
<b>Current capital projects</b>		
Door opener for disabled	2,343	
<b>MINISTER'S DISCRETIONARY FUND</b>		
Income	-	250
Expenses	455	400
<b>Surplus/(deficit)</b>	(455)	(150)
Beginning balance	1,329	1,479
<b>Fund balance December 31</b>	874	1,329
<b>OPERATING EMERGENCY FUND</b>		
<b>Income:</b>		
Transfer from general fund		19,622
Interest income	112	
	112	19,622
<b>Expenses</b>		
	-	-
<b>Surplus/(deficit)</b>	112	19,622
Beginning balance	19,622	-
<b>Fund balance December 31</b>	19,734	19,622
<b>OUTREACH TEA</b>		
Donations	304	332
Expenses	189	-
<b>Surplus/(deficit)</b>	115	332
Beginning balance	569	237
<b>Fund balance December 31</b>	684	569
<b>UNITED CHURCH MISSIONS &amp; SERVICE</b>		
<b>Income:</b>		
Local tithes & offerings	8,191	
Offerings through PAR	9,061	
Transfer from general fund	634	
	17,886	22,127
<b>M&amp;S Donations</b>	17,886	24,298
<b>Surplus/(deficit)</b>	-	(2,171)
Beginning balance	-	2,171
<b>Fund balance December 31</b>	-	-

<b><u>WEDDINGS &amp; FUNERALS</u></b>		
Income:		
Wedding & funeral fees	6,115	
	6,115	-
Expenses		
Ministers	4,175	
Organist	1,125	
Funeral team	480	
Miscellaneous	157	
Transfer to general fund	178	
	6,115	-
Surplus/(deficit)	(0)	-
Beginning balance	-	-
Fund balance December 31	(0)	-
<b><u>YOUNG LIFE</u></b>		
Income:		
Local tithes & offerings	464	799
Expenses:		
Young life donations	567	746
Surplus/(deficit)	(103)	53
Beginning balance	103	50
Fund balance December 31	-	103
<b><u>MEXICO MISSION</u></b>		
Income	-	250
Expenses:		
Bank charges	20	48
Surplus/(deficit)	(20)	202
Beginning balance	8,051	7,849
	8,031	8,051
<b><u>MUSIC CONCERT</u></b>		
Income	-	-
Transfer to General Fund	407	
Surplus/(deficit)	(407)	-
Beginning balance	407	407
Fund balance December 31	-	407
<b><u>FALL DINNER</u></b>		
Income:		
Local tithes and offerings	12,770	
Loose offerings	335	
	13,105	12,388
Expenses		
Dinner expenses	2,572	1,353
Transfer to General Fund	10,533	11,035
	13,105	12,388
Surplus/(deficit) & Fund balance	-	-



## PRESBYTERY

Presbytery does not tend to occupy a lot of mind space for many of us....it is just another part of the United Church of Canada's governance system. Presbyteries were put in place in 1925 at the start of the United Church of Canada. They bring together elected members (Presbyters) and clergy from each congregation in the Presbytery to network, make financial decisions, collect and remit funds to the Conference, and until recently, provide oversight of all the Pastoral Charges in the Presbytery.

Things are changing. We need a more streamlined church governance system in light of fewer and smaller congregations. At General Council 42, held in 2015, delegates from across the Church voted to propose 8 Remits. Remits change the 'Basis of Union' of the Church and need to be voted upon by the courts of the church. Some Remits must be voted upon by Presbyteries alone (Remits 5, 7, and 8) and some by both Presbyteries and Pastoral Charges (Remits 1, 2, 3, 4, and 6). The Board of St Stephen's Pastoral Charge has voted on Remit 1 (The Three Council Model), Remit 2 (Elimination of Settlement and Transfer), Remit 3 (Office of Vocation), and Remit 4 (Funding a New Model). This work is almost done, and the final Remit 6 (One Order of Ministry) must be submitted by February 28, 2018. So far, United Church-wide, all the remits that have been voted upon have passed.

The results of the overwhelmingly positive votes mean that Presbyteries and Conferences will disappear and be replaced by a single court called a Regional Council. Defining the boundaries for these Regional Councils is underway. There will not be a replacement for Presbyteries; however, pastoral Charges are being urged to form 'Clusters' of like-minded churches and 'Networks' of ministries to optimize learning from each other. The United Church website can provide lots of clarity on what the remits are about and how the transitions to a newly organized National Church are being handled.

A lot of the work of Presbytery over the last 18 months has been to focus on the remits. Now as we look forward to 2018, we are considering new ways to be more inclusive, to support children and youth, to support First Nations ministries, and to road test some Clusters and Networks. Over the last 12 months we have welcomed three new ministers, closed one church and await appointments for a few other churches. At our next Full Court meeting in Port Hardy, March 9-10, we will welcome Cari Copeman-Haynes, the President of BC Conference.

Presbyteries terminate on December 31, 2018. Change is never easy, yet it is ever present. We must at all times ask ourselves what the Spirit is saying to us? What is God calling us to? We are the Church and we are called to do God's work during times of change and after change. Praise God for His goodness to us all.

Submitted by Andy Gilman



# QUALICUM BEACH

## ANNUAL REPORT FOR 2017

**“Anyone who calls on the Lord will be saved.” But before people can ask the Lord for help, they must believe in him; and before they can believe in him, they must hear about him; and for them to hear about the Lord, someone must tell them.”**  
**Romans 10: 13b-14**



First club of 2017 and lots of new faces



Volunteering with Rotary to clean up Story Book Village

\* **CONTACT WORK** - we've had many hours of lunchtime hockey and after school programs at our local schools. On a weekly basis we see +150 kids in activities at their schools. We also connect with parents every Monday night to keep them informed about the various programs that are going on: lunchtime programs, club, day trips and camps



'nerf gun' battle club in Spring 2017

\* **CLUB** had been moving along steadily and then we had a big jump with 40-50 kids out for events in the last few months. We've seen 91 kids out for club since September and average 36 kids on a bi-weekly basis. Each club night we hear a story about Jesus and the friendship we can have with Him from a YoungLife leader.



Senior high camp Summer 2017

\* our **leadership team** consists of almost all new leaders again this year so our fall semester has focussed on training and leadership and we're excited to see what God will do with our commitment to this ministry. Our plan is that during our Spring semester we will see all our Grade 6-10 friends at club and take them to summer camp at RockRidge Canyon.



Fall camp 2017 at Camp Homewood

**“YoungLife creates positive vibes. it's a lot of fun and the leaders are so enthusiastic about telling us about Jesus.”** Grade 8 student, KSS



Heather, Doug, Abigail and Emilio, our international student from Mexico.

\* in early October we had our **“adult event”** and \$8,300 was raised for our work. We continue to hear great things about the event and have planned another event for fall 2018 to bring YoungLife to our adult friends.

\* in November, Port Alberni and Qualicum Beach held, a joint **inaugural fall camp** at Camp Homewood and it was a huge success with many kids beginning their own Christian faith journey

**Loving teens in their world... since 1954**

**YOUR FINANCIAL SUPPORT AND PRAYERS ARE APPRECIATED!**

Young Life Qualicum Beach | 138 Hoylake Road West | Qualicum Beach, BC V9K 1K3  
 Phone: 250-927-8852 | e-mail: qualicumbeach@younglife.ca | www.younglife.ca

## GEORGE PRINGLE MEMORIAL CAMP



### George Pringle Memorial Camp – 2017 Annual Report to Churches

#### A. Mission Statement:

We provide opportunities for campers of all ages to experience God’s love in a close relationship with other people and the natural environment. – Last reviewed February 2014

**B. 2017 Financial statements:** These statements will be reviewed by CPCM&Co. For this report, only our statement of operations are included, please see below:

	<b>Actual Dec 31, 2017</b>	<b>Budget 2017 year</b>
Camps	216,105	210,000
Camp Discounts	-15,201	
Out of School Care	5,172	
Rentals	286,483	270,000
Tuck Revenue	15,400	
Retail(Net) & Misc	4,214	15,000
<b>Total Operating</b>	<b>512,173</b>	<b>495,000</b>
BC Conference & Other Grants	150,042	163,270
Bequests	0	
Donations	12,753	10,000
Fundraising	2,121	7,500
<b>Total Non Operating</b>	<b>164,916</b>	<b>180,770</b>
<b>Total Revenue</b>	<b>677,089</b>	<b>675,770</b>
Salaries – continuing staff	227,724	230,825
Salaries – seasonal staff	112,991	125,245
Repairs & Maintenance	38,414	52,820
Fuel & Utilities	57,015	48,350
Insurance	15,029	40,000
Advertising & Promotion	12,926	12,500
Operating Supplies	19,556	13,300
Food	88,965	84,000
Administration and other	75,491	71,750
<b>Total Expenses</b>	<b>648,111</b>	<b>678,790</b>
<b>Net Profit/(Loss)</b>	<b>28,978</b>	<b>-3,020</b>

There will be some minor adjustments to these figures based on some adjustments still to be inputted.

## C. Board

**Chair: Murray Groom**

**Executive Director: Kezia Cowtan**

**Board meetings:** 3<sup>rd</sup> Thursday Quarterly

**Meeting Time:** 7:00pm at varying locations

**# of meetings held:** 4 meetings with an average attendance of 5

**Membership:** 12 board members representing 4 of the 18 Victoria Presbytery churches and 1 of the 25 Comox-Nanaimo Presbytery churches

### Highlights/Achievements of the Year:

**Program:** In 2017, Camp Pringle had a successful year with the new Director in her third year and continuing permanent staff. We ended the year with increased registration and rental revenues. The continued support of Conference helped our bottom line as we started the year with a carrying deficit of \$18,000. We ended the year paying off the deficit and returning capital funds to Conference that were not used for the dock project in 2016. With the 2016 Laura Butler capital bequest, we were able to install a new roof, re-do the foundation and re-tiled all the showers in the 2 story dorm building named in Laura's honor. Conference provided a \$65,000 capital grant to renovate the North Pole washroom building, upgrade the water systems and provided funding to explore new business opportunities.

Our camper numbers were up in 2017, with 527 participants in our spring and summer programs. 38% were new campers - 203 of the registrations reported being new to Camp Pringle. We saw 41 of these registrations enjoy a great Spring Break Camp where we offered a full week of CREW, Ultimate Adventure and Junior Co-Ed.

Marketing efforts included: a 10% early bird discount and we continued our social media presence and brochure distribution at Recreation Centres and Thrifty Foods by Island Parent. We continued to run a full page advertisement in the Valley Voice for 7 months. And we ran a fall and spring newsletter was sent in digital and paper form.

We increased the number of staff's ability to use our on-line Camp Brain registration system bettering our response time to parents with questions about registration.

We published a Donor Recognition piece that featured Laura Butler and her contributions to Camp Pringle. We hosted an Open House to showcase the renovations and Laura Butler's bequest. We hosted a donor evening at camp for our donors to us for dinner, camp-wide game and campfire.

In September of 2017, we opened licensed childcare for surrounding school-aged children to participate in after school care. We had 12 families register and several of our summer program stayed on to facilitate the out of school care programming. We worked in partnership with the School

District Transportation Department to offer free transportation for Discovery Elementary, Ecole Cobble Hill and George Bonner students.

Once again, the majority of campers 62% came from Greater Victoria. The Cowichan Valley represented 23% of the registrations. The Mid Island was 5% and North Island represented 1% of the registrations. 6% came from Lower Mainland and another 3% were from out of province or out country.

32% of our campers reported being associated with a church. 16% or 84 (almost double from 2016) of these campers were from the United Church.

This summer 1 of the 18 Victoria Presbytery Churches had 9 campers attend and 1 of the 25 Comox-Nanaimo Presbytery Churches and the Presbytery bursary funded 1 camper. Camp Pringle awarded \$10,000 in camper bursaries to 24 campers this year.

**Property:** The camp was well rented in 2017 with many groups returning as they find our pricing very reasonable. This translated into overall rental revenues coming in at approximately \$286,483 in 2017. We had forecasted for \$270,000 therefore surpassing our target goal. We shifted weddings to the shoulder season and implemented further regulations.

We acknowledge that for long time clients the significant rate increases over the past years pose a challenge. We worked with all our returning groups to make the rates work and have almost all groups returning in 2018. We continue to honor our 2014 rates for United Church groups to ensure the accessibility to camp.

Our Residential Caretaker, Christian Stringer oversaw the continued refurbished of part of the Laura Butler building foundation, installation of the new roof, renovations to the showers, the North Pole building and the water systems.

**Budget:** As you can see in the table above, Camp's expenditures were approximately \$30,000 less than projected. We received a higher operations grant from Conference and we maintained high registration and rental revenues. Expenditures we better regulated while increasing salaries and keeping under the forecasted budget. We ended the year in an overall surplus that will cover our carrying 2016 \$18,000 deficit and repay un-used capital dock project funds to Conference leaving an approximate surplus of about \$3,000. BC Conference contributed a \$140,000 operational grant in 2017 to increase staff salaries and cover an approximate property maintenance budget.

**Objectives for 2018:** To continue to grow our society membership, our mission and to expand our business & donor practices. To continue to grow our camper numbers. To build an appropriate water systems building. To ensure the highest level of financial management to ensure a balanced budget and the creation of a maintenance fund.

We would like to thank all the churches, Victoria Presbytery, Comox-Nanaimo Presbytery and BC Conference for their continued support. You are our cornerstone.

## AGM MINUTES – FEBRUARY 2017

St Stephen's United Church  
Annual General Meeting  
Date: February 26, 2017

DRAFT

No.	Item	Discussion	Speaker
	Call to order	Rev. Phil Spencer called the meeting to order at 11:32am	Phil Spencer
1.	<b>Prayer of Remembrance</b>	Phil led in a Prayer of Remembrance for all those who have passed away since the 2016 AGM. 2016 was a difficult year -there were 27 names.	Phil Spencer
	Election of Chairperson	Fiona Wratislav/Earl Geddes nominated Dave Ney as chairperson. No further nominations. Dave was elected by acclamation.	Phil Spencer
	Appointment of Secretary	Dave Ney appointed Adele Cave secretary.	Dave Ney
5.	<b>Motion to extend voting privileges to Adherents</b>	Audrey Bartell/Vera Conn <b>moved to extend voting privileges to adherents.</b> Carried.	Dave Ney
6.	<b>Adoption of Agenda</b>	Darla Clarke/Gavin MacLeod <b>moved to adopt the agenda as presented.</b> Carried.	Dave Ney
7.	<b>Minutes of Feb. 28<sup>th</sup>, 2016 AGM</b>	<ul style="list-style-type: none"> <li>a) Errors &amp; Corrections: None</li> <li>b) Business Arising from the minutes: None</li> </ul> Eileen Leachman/Carol Paré <b>moved the minutes of the February 28<sup>th</sup> 2016 AGM be accepted as circulated.</b> Carried.	
8.	<b>Minutes of November 20, 2016 Congregational Meeting</b>	<ul style="list-style-type: none"> <li>a) Errors or corrections: None</li> <li>b) Business arising from the Minutes: None</li> </ul> June Cox/Leo Rengers <b>moved the minutes of the November 20, 2016 Congregational Meeting be accepted as circulated.</b> Carried.	



No.	Item	Discussion	Speaker
9	<b>Presentation from the Minister</b>	<p>Phil spoke about being hopeful as a denomination in the midst of an organizational shift and he laid out several hopes he has for our congregation (the local church):</p> <ul style="list-style-type: none"> <li>• The Alpha Course – that it would be fruitful in all the ways God considers success</li> <li>• The upcoming discussion about assisted suicide (how do Christians respond – what kind of witness do we offer?)</li> <li>• Revisiting the notion of congregational dreaming</li> <li>• Learning to share our faith and increase in our ability to hear God as areas in which we desire more equipping – some new possibilities are coming.</li> <li>• Leadership development of our church board.</li> <li>• Cruxifusion Conference in May and hearing Dianne as one of the guest preachers.</li> <li>• BC Conference meeting in Vancouver at the end of May (looking forward to seeing how our Conference is evolving)</li> <li>• Dianne’s supervised field education in the coming year.</li> <li>• A month in Provence!</li> </ul>	Phil
10	<b>Review of Team/ Committee Reports</b>	No questions.	
11	<b>Year End Financial Report</b>	<p>Highlights of the Financials Statements:</p> <ul style="list-style-type: none"> <li>• Operating Bank Account year- end balance: \$85,879. Approximately \$46,000 is available to cover operating expenses (the remainder is for designated funds)</li> <li>• Ended the year with surplus of \$126.</li> <li>• Offerings were \$16,000 below budget.</li> <li>• Able to put \$7,200 more in the building maintenance contingency fund for imminent things like flooring &amp; furnaces that will be coming up in the near future. Trudy stressed the important of seeing God in the ordinary every day as well as the excitement of extraordinary provisions.</li> </ul>	Trudy Hoskins

No.	Item	Discussion	Speaker
11	Year End Financial Report (cont.)	<p>Trudy displayed graphs showing budgeted and actual income and expenses. She reminded the congregation that we developed a budget to do the work that we, as a congregation, have agreed God is calling us to and she encouraged the congregation to focus on keeping up with the income line so we don't have to hold back on expenses and reduce our ministry potential.</p> <p>Trudy gave a passionate testimony of "first fruits" giving and asked the congregation to prayerful consider increasing their offerings. She gave an example of how even an extra \$2/week per family would generate almost \$24,000.</p> <p>Trudy Hoskins/Earl Geddes <b>moved to accept the financial report as presented.</b></p> <p>Trudy answered questions about the leadership training budget and M&amp;S funds.</p> <p>Carried.</p>	Trudy
12	Nominations	<p>Dave introduced the current members of the Board and thanked the members leaving: Louise McCormick, Audrey Bartell, Jan Grieg &amp; Leo Rengers.</p> <p>Phil provided some background to the nominations process and outlined the new positions requiring nominations:</p> <p><b>Presbytery Representative (one person):</b> St. Stephen's is allowed a total of 4 Presbytery Reps.</p> <p><b>Ministry and Personnel (one person):</b> responsible for the oversight and care of the paid staff.</p> <p><b>Board Elders (three people):</b> Three Board elders are leaving the Board and we are looking to replace them. Phil outlined the qualifications desired in being an Elder.</p>	Dave/Phil

No.	Item	Discussion	Speaker
	<b>Nominations (cont.)</b>	<p>Dave called for nominations of Board Elders. Fiona Wratislav/Trudy Hoskins nominated <i>Shaunna Christison, Earl Geddes and Joe MacDougall</i> as Board Elders. No further nominations. All three were elected by acclamation.</p> <p>Dave called for nominations for Ministry &amp; Personnel Representative. Fiona Wratislav/ Trudy Hoskins nominated <i>Jan Greig</i>. No further nominations. Jan elected by acclamation.</p> <p>Dave called for nominations for Presbytery Representative. Fiona Wratislav/Trudy Hoskins nominated <i>Chris Lemphers</i>. No further nominations. Chris elected by acclamation.</p>	
<b>14</b>	<b>New Business</b>	None	
	Other Business	None.	
<b>15.</b>	<b>Adjournment</b>	Dianne closed in prayer. Carol Paré <b>moved the meeting be adjourned</b> at 12:30pm.	

## CONGREGATIONAL MEETING – NOVEMBER 2017

DRAFT

**St. Stephen's United Church  
Congregational Meeting  
Sunday, November 26, 2017  
(following the 10am Combined Worship Service)**

**AGENDA:**

1. Call to Order
  2. Opening Prayer
  3. Election of Chairperson
  4. Appointment of Secretary
  5. Adoption of Agenda
  6. Voting Privileges to Adherents
  7. Presentation of 2018 Budget
  8. Closing Prayer
  9. Adjournment
- 

Rev. Phil Spencer called the meeting to order at 11:40am. Phil led in an opening prayer.

Earl Geddes/Chris Lemphers nominated Dave Ney as Chairperson. No further nominations. Dave elected by acclamation.

Dave Ney appointed Adele Cave as recording secretary.

Glenn Moyle/Audrey Bartell **moved to adopt the agenda as presented.** CARRIED.

Eileen Leachman/Pierre Paré **moved to extend voting privileges to Adherents.** CARRIED.

**Presentation of the 2018 Budget**

Dave Ney introduced the St. Stephen's Treasurer, Trudy Hoskins who gave her 2018 Budget presentation. Trudy gave an informative and heartfelt explanation of the budgeting process of the church which includes the opportunity to serve God and allow for the Board, Ministry Teams and the congregation to grow together in faith to reach out to our Community using the resources God has given us.

**Budget Highlights:**

In previous years, only those income and expense items in the Operating Funds account were reflected in the budget. This year, programs like Community Meals, Christmas Hampers and funds donated to the Ministry and Service Fund were included to recognize their important place in the operations of St. Stephen's.

The 2018 Budget calls for a 4.58% increase in offerings over 2017. Trudy pointed out that offerings for 2017 were on budget and actually an increase of 10% over 2016.

A \$5000 student grant for Dianne Collery's wages and a proposed grant of \$750 for a consultant to help with ministry transition has been budgeted for.

In the Resource Management Budget, \$32,500 has been budgeted for a new floor for the hall and a new amplifier to replace the broken one in the Sanctuary. \$9000 is in the budget for Building Contingency and we will continue to replenish that fund to prepare for future upkeep of the building.

The Service Team have had their own sources of income for Community Meals and hampers but these are included in the operating budget for 2018.

The Education Team has budgeted for Leadership Training which are funds available for continuing education of lay people to assist them in becoming equipped to serve in their ministries. The subscription to Right Now Media will be renewed for another year.

The Worship Team has budgeted for some in-house training and for a new projector for the sanctuary with HDMI capability.

Fellowship Team have budgeted for the cost of coffee supplies for Sunday morning rather than putting out a collection dish in an effort to be more welcoming to visitors and as a convenience to people who don't have change. The congregation will be encouraged to add a little extra to their regular offering to offset this expense.

The staff and their family members were excused from the meeting while salaries were reviewed.

The staff and their family members returned to the meeting.

Trudy Hoskins/Debbie Holt **moved to accept the 2018 St. Stephen's Budget as presented.**

The floor was opened for questions.

Audrey Bartell made a comment about the need for the church to provide blinds for the windows on the north side of the building for the Probus group meeting. There was discussion that Probus had already purchased blinds for the windows on the east side of the building and the Resource Management Team had no knowledge of this extra request. No motion was made. RMM will follow up with the executive of Probus as they had been in previous communication over this matter.

Carol Dowe questioned about what international aid St. Stephen's was involved with and it was explained that donations made to the United Church Mission and Service Fund were used for these types of projects. Phil explained that the congregation was welcome to be involved in international projects but recommends adequate research before doing so.

Jean Cottrell questioned the church's ability to charge rent for their facility. It was explained that while we do not officially charge rent, user groups pay a suggested donation for the use of the facilities.

Jo Jamieson asked for clarification on the Education Team budget. Earl Geddes explained the line for “Community Engagement” which are funds budgeted to bring in speakers to help us obtain some of the dreams and goals set out during the congregational dreaming process. Earl also spoke more about Right Now Media.

The motion was put to a vote. CARRIED.

Phil offered a closing prayer.

Dave adjourned the meeting at 12:30pm.

## AGENDA FOR 2018 AGM

AGENDA FOR THE ANNUAL GENERAL MEETING OF  
ST. STEPHEN'S UNITED CHURCH  
To Be Held March 4, 2018

1. Call to Order
2. Prayer of Remembrance
3. Election of Chairperson
4. Appointment of Secretary
5. Motion to Extend Voting Privileges to Adherents
6. Adoption of Agenda
7. Minutes of February 26, 2017 Annual General Meeting
  - a) Errors or corrections
  - b) Business arising from the minutes
8. Minutes of November 26, 2017 Congregation Meeting
  - a) Errors or corrections
  - b) Business arising from the minutes
9. Presentation from the Ministers (Pastors)
10. Review of Team/Committee Reports appearing in Annual Report
11. Year End Financial Report
12. Nominations
13. New Business
14. Other Business
15. Adjournment