

Port Nelson United Church



(Aerial view of Port Nelson from Google Earth)

"Gathering, Seeking, Responding, Reaching Out"

Annual Report 2011

3132 South Drive, Burlington, ON L7N 1H7

905.637.5631 – www.portnelsonunitedchurch.com

PORT NELSON UNITED CHURCH MISSION STATEMENT AND CORE VALUES

Our Mission is:

To reach out to one another and our world as we grow spiritually in a caring, inclusive, Christian community enriched by meaningful worship.

CORE VALUES

A Sense of Community

Community was fundamental to early Christians and to the development of the early church. So it is at Port Nelson. A strong sense of community permeates Port Nelson. Jesus said, "Where two or three come together in my name, there I am with them." (Matthew 18:20) In the many ways in which we gather in community, Christ is present with us. At Port Nelson we believe that everyone has gifts to share. "There are different kinds of gifts, but the same spirit." (1 Corinthians 12:4) Using our gifts demonstrates the Spirit of God at work and contributes to a sense of community.

Being Inclusive

At Port Nelson we welcome everyone to participate fully in the life of the community, no matter their age, race, gender, culture, belief, ability or sexual orientation. As followers of Jesus we believe that we are part of the body of Christ. The apostle Paul said that "the body does not consist of one member but of many" and all are indispensable. (1 Corinthians 12:14, 22-26)

Caring

Caring for one another is important and vital at Port Nelson. We seek to follow Jesus' encouragement to "Do to others as you would have them do to you." (Luke 6:31). We also follow the direction in 1 John 4:11 that, "Dear friends, since God so loved us, we also ought to love one another." The realization that we are loved inspires us to love one another. We are blessed. We share this blessing with others in the way we care.

Growing Spiritually

We recognize at Port Nelson that each one of us is on a journey through life and that many people have a deep desire to grow spiritually. We believe that this growth happens in many ways through worship, prayer, study, service, action and more. The prophet Isaiah said, "See I am doing a new thing!" (Isaiah 43:19) With eagerness we continue to anticipate many new ways that we can help one another grow spiritually.

Meaningful Worship

"Sing to the Lord a new song... Shout for joy to the Lord, all the earth, burst into jubilant song with music; make music to the Lord." (Psalm 98) Worship is important! At Port Nelson worship is more than just a Core Value. It is a way of life. Through inspiring word, uplifting music, thoughtful prayer, poignant silence and in other ways we experience the Spirit of God in our midst.

Reaching Out

Jesus encouraged his followers to "Feed my sheep." (John 21:17) Since its beginning, Port Nelson has been reaching out, giving resources, time, money, and skills to support those in need. We strive to follow the words in 1 John 3:18 that we should "not love with words or tongue but with actions and in truth." We are ready to discover, encourage, and support new ways of sharing God's love.

Port Nelson United Church
2010 Annual Report

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OUR STAFF AT PORT NELSON



Minister: Rev. Michael Brooks

Leads the staff team, oversees the various ministries of the church; leads worship, baptisms, weddings. Provides staff support to Worship Committee, Stewardship Committee, Communication Committee, Governance and the Trustees

email: michaelbrooks@portnelsonunitedchurch.com



Associate Minister: Rev. Gord Dunbar

Oversees pastoral care and outreach. Provides staff support to Pastoral Care Committee, Teleministry and the Reaching Out Committee

email: gorddunbar@portnelsonunitedchurch.com



Director Music: Richard Hansen

Oversees the music ministry and programs. Provides staff support to Worship Committee, and the Choir Executive.

email: richardhansen@portnelsonunitedchurch.com



Jay Poitras: Developer of Youth Ministry

Develops the ministry with youth in grades 6 to 12

email: jaypoitras@portnelsonunitedchurch.com



Suzanne Smith: Developer of Children's Ministry

Develops the ministry with children ages 0 to 12

email: suzannesmith@portnelsonunitedchurch.com



Rebecca Murphy: Administrator

Administers the church office, including financial

email: office@portnelsonunitedchurch.com



Rick Tucker: Custodian

Ensures the property and buildings meet the needs of the various groups and ministries. Provides staff support to Property Management Committee

email: custodian1@portnelsonunitedchurch.com

Candidate for Ordained Ministry

Charlie Hogg

ANNUAL REPORT FOR 2011 PAT GILMORE - CHAIR OF COUNCIL

In the Bible, God always seems to be sending people on journeys. Not all are happy to travel. However, assurance is always given that God will be with them no matter what the situation. Not all journeys are in a straight line. Sometimes there are bumps, detours, losses, celebrations, and amazing adventures along the way. The journey at Port Nelson this year has been so.

First of all, I would like to thank June Wright for her leadership and accomplishments whilst she led the journey the past two years. She relinquished her “walking stick” to me following the Annual Meeting in February. Focused and goal oriented she expected the best from people and thus she achieved great results. In fact she covered many many kilometres. Still on the journey as an advisor, chair of the Governance Committee and chair of the New Facilities Investigation she sets a great pace. A debt of gratitude is owed to her for the many hours she has spent toiling for the benefit of Port Nelson.

To equip us for the journey, as well as helping us work together, members of Council were each given a book entitled Strengths Finder 2.0. Each person took an online test to reveal their top five strengths for leadership. These attributes were shared with one another.

To begin our journey following the Annual Meeting, two motions of great importance to our fellow travellers of Port Nelson were passed. The first dealt with approving the report of the Joint Needs Assessment Committee. The search began to find two new staff people (congregational designated ministers): the Developer of Children’s Ministry and the Developer of Youth Ministry. These positions were created by the retirement of Beverley Buckingham in June 2011. Port Nelson has been blessed and celebrates because both of these positions have been filled by highly competent and experienced persons- Suzanne Smith as Developer of Children’s Ministry and Jay Poitras as Developer of Youth Ministry. As they now journey with us, they bring organizational skills, new life and creativity to their ministries.

The second motion to be approved was: “that Council prepare a report and make a recommendation for the rebuilding of a new and improved facility, east of the existing sanctuary, together with a sound plan for financing the improvements, all of which will be approved by the Congregation prior to the commencement of the project.” To implement this motion the New Facilities Investigation Committee was created. Fellow travellers were chosen to lead this piece of the journey- June Wright as chairperson and John Zinkie as chair of the building arm and William Mercer as chair of the Financial arm. The Council approved their mandate as well as the persons to serve on each of the committees. Following their initial meetings, it was proposed that the firm of McCallum Sather Architects be retained for the project. Monies to pay for this work was provided by an anonymous donor. A survey for all of the congregation was administered to get helpful feedback on the perceived needs of PNUC. Following the collation of the survey, Town Hall meetings were held for questions and clarification. Throughout all of the investigation, Council has been apprised of any developments. A presentation of the conceptual designs has been made by the architect to both the Council and the congregation. Town Hall meetings, interviews with various groups have since been conducted. Our journey continues with anticipation.

Pat Gilmore Chair of Council - continued

Late in the year, council received a petition that asked that a second study be undertaken by Council to examine the possibility of renovating the existing church structure to accommodate persons with physical disabilities. This is under discussion at Council as it would mean another committee and money for the study.

As a next step toward building on our mission and values, Council struck a committee to draft a strategic plan for the future. A small group has worked on this over the year with feedback and suggestions from Council. At this year's Annual Meeting persons will be asked to approve of the Strategic Plan, now named-Meeting Our Mission- an action plan for 2011 to 2014.

During the year we passed the mandate of the Governance Committee. This provided a framework for our journey. The following were also passed: Use of Facilities Policy, Workplace Harassment Policy, Accessibility Standards Policy, Events policy.

Laurel Grace brought forth a notice concerning the merger of Nurturing Ministry into a Pastoral Care ministry. There was a statement of purpose as well as a duty description for the Co-ordinator of Pastoral Care Ministry.

There were other highlights on the journey. The Royal Wedding in April was an enjoyable success. \$6200 was raised for Port Nelson. Other extra earnings were from Gift Cards and the sale of Poinsettia. We were blessed with another amazing Mistletoe Mart.

The Council received the Environics Report on demographics for discussion through the United Church of Canada. It is available at the office. It is hoped that some of our travellers will get together to glean the interesting material contained within the report.

Also part of the journey this year was the Consecration Sunday programme ably led by June Wright. Our special Sunday speaker was Don Smith, president of Smith's Funeral Homes. Don has an admirable history of faith and philanthropy. He brought along Penelope Burk a motivational speaker to one of the meetings. On designated Sundays, special cheerleaders, Abby Lowry, Don McMillan and Jill Jukes gave their testimonies. This was surely a celebration time.

Also congratulations to the Stewardship Committee for preparing a brochure on Planned Giving...thanks to Dr. Roberta Robb and Brian Duncombe for this work.

On any journey, the scenery is appreciated. Under the direction of Cheryl Moore and friends, there were beautiful gardens this summer. Cheryl and her committee provided wonderful inside decorations as well at special moments along the way.

During our journey we have had to say good-bye to some of our fellow travellers. For the past 40 years, the Montessori School has been a fixture at Port Nelson. Unfortunately, it has had to close its doors. We will surely miss the bright faces of the children. Our office administrator, Cynthia Fournier also decided to travel on another path. We will miss her and her many gifts.

Pat Gilmore Chair of Council - continued

After ten years as a Designated Lay Minister, Bev Buckingham, in her words, said that she felt called to dance in a new location. Her retirement party in June summed up the way people felt as Bev danced away from Burlington to Kanata. So many people have been impacted through her ministry. She freely shared her many gifts, her compassion and wisdom with all she met on the roadways. Bev was never at a loss for creative ideas. We wish her well as she embarks on a new journey with other participants.

Other Fellow travellers include:

Council started the year by approving the application of the Rev. Michael Brooks to enroll in the Doctor of Ministry in Preaching programme at McCormick Theological Seminary in Chicago.. We were justly proud of him when he was accepted into the programme.

Louise Ann Hart was approved by Council as a candidate for ordained ministry. Presbytery also approved her candidacy. Her journey will be watched with interest.

Council approved the request of the Rev. Candace Harvey to become a Volunteer Associate Minister (VAM) at Port Nelson. Candy has shared her many gifts already with the P.N.U.C. family.

Paul Ivany, who has been an excellent outside facilitator for us in past years, spent an evening in June getting us started on Strategic Planning. He had helped us create our mission statement and core values. Now he asked **why** “did we want to reach out to one another and our world as we grow spiritually in a caring inclusive Christian community sustained by meaningful worship?”

On another delightful evening, Council listened and interacted with Dr. Kennon Callahan on a return visit. As usual, he provided much insight and wisdom for continuing on our journey.

I want to thank all of the staff members for their leadership, insight and listening skills as we proceeded along the journey. Their guidance and support has been so helpful.

Finally, I so appreciate the uniquely gifted body of people who make up our Council. As fellow travellers they share their talents, wisdom and concern for the good of the family of Port Nelson. We are truly indebted to each and everyone.

Respectfully submitted,
Pat Gilmore

ANNUAL REPORT FOR 2011
REV. MICHAEL BROOKS - MINISTER

“Treasure Chests”

Several years ago, a ministerial colleague shared with me a practice of his that I vowed to adopt myself. I took the opportunity of the “new start” at Port Nelson three years ago to begin the practice. It goes like this: Each time I receive a card or a note of appreciation – whatever the occasion may be – I place the card or note in a small “treasure chest” I keep in my office, and I draw out another note or card I have received in the past and read it to remind me that ministry is about building on the relationships with which God blesses us. The latest submission to my small treasure chest was in the form of an email I received in early January, 2012. I printed this particular email message in order to reflect on it more carefully and, eventually, to deposit it in my treasure chest. This very wise person shared some encouraging words, following which she wrote, “I remember reading several years ago that often one’s real work begins in a church in year four. Trust has been earned, the culture absorbed and the systems observed and challenged. And so in the familiarity and comfort of year four, the minister and the congregation surge forward with a deeper level of understanding and respect. I hope that is your experience as you move into the challenges of year four with happiness, hope and confidence.”

What if our church family had a sort of metaphorical treasure chest? What if, each time we gave or received a comment or a note that reminded us of the value of life and love, we, in turn, recalled from our memories a past occasion when someone else had blessed us richly? I suspect that such a metaphorical treasure chest would be overflowing in no time at all. Because, at Port Nelson, our sense of community is strong, our being inclusive is expansive, our caring is genuine, our growing spiritually is deep, our worship is meaningful, and our reaching out is wide. Such values – such practices – form the richness of faith – a richness that we receive from God, as we all receive “grace upon grace.” It is ours to share, and ours to enjoy. It is the richness of life in all its fullness.

“For where your treasure is, there your heart will be also.” (Matthew 6: 21)

As I begin year four, I take this opportunity to reflect on the treasures of faith that I have been blessed to discover, to hold, and to share in 2011. Here are the goals that I set a year ago in conjunction with the Ministry & Personnel Committee, and my evaluation of them:

Goal 1:

As the congregation begins the next steps in exploring our physical space, I want to support and strengthen this process through my own leadership, focusing on helping Port Nelson to keep its strengths and values in the forefront.

Reflective Evaluation:

Much happened in our church family in 2011 as we began to explore possibilities for responding to the ways that our physical space both helps us and hinders us in living out our mission and our values. Council has shown strong, open and consultative leadership in the exploration. While I have not been directly involved, I have responded to numerous questions, concerns and suggestions about process from the New Facilities Investigation Team, and from members of the church family.

I have tried to remind everyone often of the values that I believe all of us hold and respect: A sense of community, being inclusive, caring, growing spiritually, meaningful worship and reaching out. Each of these values carries a more detailed descriptor, available to read on our church website. I have tried to remind the church family, in written pieces, in conversations, and in sermons, of how our current physical space supports our values, and how it perhaps hinders them. I believe our values are rooted in our faith in the triune God, and reflect Port Nelson's unique understanding of the gospel. Our physical space is one expression of our faith and how it is lived out. This has been, and will continue to be, an important conversation as we discern a future direction. I hope, trust and pray that everyone will continue to be engaged in this conversation in faith-filled, constructive, supportive and respectful ways.

Goal 2:

As a follow-up to last year's goal around preaching and building on a strength, I want to continue to grow my preaching by beginning the Doctor of Ministry in Preaching program in Chicago this spring.

Reflective Evaluation:

Preaching is one of the main tasks in my role as your "lead" minister. Quite simply, our church family expects strong, relevant preaching that engages the biblical stories and other literature and contemporary theology creatively. It is part of our goal of "meaningful worship." It is also a personal passion and an area of interest.

I am thankful for the support of the Church Council and, indeed, you, the church family, as I began the doctoral program in preaching. It has been a challenging, rewarding and enjoyable beginning. The three-week residency that took place on the campus of the University of Chicago last June was a rich experience of exposure to a variety of preaching styles and a variety of preachers from all parts of North America, as well as England, Sweden and Australia. It was a rare opportunity to study with some of the finest preachers in the English language today. During the residency, I worked on designing the "preaching project" for the year to come. This resulted in three sermons on lament which were shared at Port Nelson. I thank all of you who listened to these sermons and offered your reflections.

A Doctor of Ministry degree is largely field-based. The focus is on strengthening pastoral skills, and undertaking a significant piece of work that is related to and will enhance the ministry of the local church. This means that members of the ministry context are actively involved throughout the program. For the past year, I am indebted to the members of the Port Nelson Parish Project Group for their insights as we planned, discussed and evaluated sermons: Ron Beckett, Mary Carey, David Dawson, Linda McLaughlin, Ruth McQuirter and Susanne Zinkie. Without your time, your interest, your passions and your insights, it would not have been possible to complete the first year of the program.

Goal 3:

There has been growth in the area of stewardship at Port Nelson in the past year. The Stewardship Ministry is enthusiastic, and several new, successful projects have begun. Having explored stewardship more generally in 2010, in the coming year, I want to support and offer leadership to the Stewardship Ministry and the Trustees as they seek to open the door more widely to planned giving opportunities.

Reflective Evaluation:

I have learned a lot about stewardship in the last couple years, and I have enjoyed this learning immensely. But like anything, there is always much more to discover. Having supported the Stewardship Ministry in designing and implementing a major annual stewardship campaign for the past two years, it was time to begin work on another area of financial stewardship: planned (legacy) giving. We continue to be fortunate to have such a strong team in place in the area of stewardship who understand and recognize the importance of opening a variety of doors of giving. For most of 2011, the Stewardship Ministry researched the area of legacy gifts to churches, consulting widely with experts at the national office, at the Conference office, and in the fields of insurance and investment brokerage. The result was the formation of several new investment funds that the Trustees will manage that cover a variety of passions people may have (i.e. reaching out, capital, pastoral care, study, etc.), and a brochure to promote legacy giving to these funds. The brochure was distributed with the November, 2011 church newsletter and is available at the church and on the website. My role was to offer suggestions and support along the way to both the Stewardship Ministry and the Trustees, who worked jointly on this project.

General Comments:

Many feelings of appreciation are in heart and mind as I reflect on the year 2011. I wish to thank Pat Gilmore, Chair of our Church Council, for her continual encouragement and seemingly endless energy, Susan Posgate and the Ministry & Personnel Committee for their support of my goals both spiritually and practically, and the other members of our staff team: Gord, Richard, Rebecca, Rick, Theresa, Jay, Suzanne and Jordan. Working with such capable, committed and caring people makes my job a pleasure.

I also want to thank all of you for the warmth you continue to show both Jay and I. Both of us feel “at home” at Port Nelson, and we look forward to sharing many more times of joy and blessing with you in 2012. All of you are invited to attend our wedding ceremony in the church on Saturday, November 3rd, 2012 at 10.30am.

In closing, so many of us were touched by the “farewell words” of the late Jack Layton last August. They are words that I believe will be remembered for a long time as some of the most significant words ever written by a Canadian. I wish to close my Annual Report by quoting: “My friends, love is better than anger. Hope is better than fear. Optimism is better than despair. So let us be loving, hopeful and optimistic. And we’ll change the world.” (Jack Layton, August 20th, 2011)

Faithfully,
Michael

ANNUAL REPORT FOR 2011
REV. GORD DUNBAR – ASSOCIATE MINISTER

There is so much going on at Port Nelson United Church, so much which challenges us to evolve as Jesus walks with us, so much which stretches us beyond where we once thought we were called, so much which is both exciting and terrifying as the Spirit moves, so much which may change who we present ourselves to be to a world aching for promise and for hope – for good news. Such risk and such opportunity remind me of the lyrics of Lenard Cohen’s refrain in his song “Anthem:”

*“Ring the bells that still can ring
Forget your perfect offering
There is a crack in everything
That’s how the light gets in.”*

Consider how the light shone through the cracks of opportunity over the past year. Sixty-nine *Visiting Elders* made connection with every member of the congregation at least twice in 2011. By answering their call to serve the people of the congregation they also participated in two training sessions which strengthened their ministry among us. Fourteen *Pastoral Visitors* engaged in a “blitz” during the month of November to visit the over 80 folks of Port Nelson who are limited in the ways they can actively participate in the life and the ministry of the church. They, too, were supported through training and material resources for their visits, consistently feeding back to me any pastoral concerns thus raised. Our visiting was not perfect, but certainly our offering of caring to each other allowed the light to shine in.

Indeed, our Teleministry programme entered its 26th year by providing that light through phone calls made to every member of the congregation at least twice each year. The faithful ministry of these dedicated *Teleministers* was steeped in prayer, offered by the programme’s *Prayer Mates*. During these calls, if a need for already prepared soup or cookies or a casserole was perceived, faithful *Helping Hands* prepared and delivered that homey touch. Teleministry was strengthened through two training workshops held in 2011, opportunities taken where the light of compassionate companionship was shared and multiplied.

Beyond the family of faith we call Port Nelson United Church, cracks of opportunity continued to allow us to shine our light into the world. The *Christmas Gift Catalogue* asked the challenging question “Why Christmas?” which gave many an answer through giving gifts to those near and far as alternative Christmas gifts. Our *Assistance Fund* has helped the working poor purchase what they need to keep employed, has aided single moms to survive abusive relationships, has provided transportation to doctor’s appointments for those without a vehicle, and has been a beacon of light to many among us. The Tom Jackson concert “’Twas In The Moon Of Wintertime” brought Christmas to life for so many, gathering over 600 pounds of food while raising almost \$6,000.00 for the *Partnership West Food Bank*. Through the Reaching Out Ministry, our congregation has given its heart to the wider community through the *Food Voucher Programme*. Over \$9,000.00 of donations added to our \$10,000.00 budget line for this vibrant ministry, serving 158 people last year, 106 of them new in 2011. Only 30% of the total came back from previous years, a demonstration that we have been able to give folks a listening ear, a caring heart and a hand up so they no longer need such help.

Rev. Gord Dunbar - Continued

Yet none of these initiatives have been a “perfect offering,” as Leonard Cohen writes. Instead, there are cracks in everything we do through which the light of Christ pours with abundance. May we look around and see that light shining in each of us – a divine gift we can share in faith. May we see that light leading us onward, into the challenge and the change of the future, assuring us that we are not alone. After all, Jesus is by our side. Let us continue to answer that call to embrace the light in Jesus’ name.

- Blessings, Gord

ANNUAL REPORT FOR 2011
ANNUAL CONGREGATION MEETING: FEBRUARY 27, 2011- MINUTES

PORT NELSON UNITED CHURCH
ANNUAL CONGREGATIONAL MEETING: FEBRUARY 27, 2011
MINUTES

Call to Order:

The meeting was called to order by June Wright, Chair of Council, at 10:55 A.M.

Voting Privileges and Enabling Motions:

Motion by Pat Gilmore, seconded by Susan Posgate that Ruth McQuirter be appointed as recording secretary for the 2011 Annual Meeting of Port Nelson United Church, including the discussion concerning the Joint Needs Assessment Committee report. CARRIED

Motion by Ruth McQuirter, seconded by Ross Hicks that voting privileges on temporal matters for the 2011 Annual Meeting of Port Nelson United Church be extended to adherents. (NB: “temporal” meaning pertaining to the life, work and finances of the Congregation, but not including the recommendations of the Joint Needs Assessment Committee) CARRIED

Motion by Mat Ardron, seconded by Pat Sweeny that Gord Dunbar and Donna Hicks be appointed as parliamentarians, timekeepers and scrutineers for the 2011 Annual Meeting of Port Nelson United Church. CARRIED

Donna clarified that as parliamentarians they are not allowed to interrupt or correct a speaker in process, but only when their opinion is requested.

Annual Congregational Meeting Minutes - continued

Motion by Marilyn Parsons seconded by Henk Kuiper that each person speaking to a motion be allowed two minutes to speak; that no person may speak twice to a motion until all people wishing to speak have had a first opportunity; and that the Mover and Seconded may speak at the beginning and at the end of the discussion of a motion. CARRIED

Approval of the Agenda:

Motion by Susan Posgate, seconded by Hal Rosser that the agenda for the 2011 Annual Meeting of Port Nelson United Church be approved as presented in the order of service. CARRIED

Approval of Minutes of 2010 Annual Meeting:

Motion by Steve Jones, seconded by Pat Gilmore that the minutes of the February 21st, 2010 Annual Meeting of Port Nelson United Church be approved as written. CARRIED

Council Reflection:

June Wright expressed her thanks for the generous sharing among staff at Port Nelson and for the positive spirit and hopeful attitude that was commented upon by the Halton Presbytery Pastoral Oversight Committee. This committee visited Port Nelson in April 2010 and met with all ministerial staff, the Chair of the Ministry and Personnel Committee, and Council. June gave an overview of the process followed in arriving at our new Mission Statement and Core Values.

She also spoke highly of the Stewardship Program, which resulted in an increase in pledges of 10%. Thanks were expressed to those who participated in the process of reviewing our building needs, including the many people who provided their personal comments through letters, calls, and emails. June said it has been an honour and privilege to work with Council Members, a group that is dedicated and faith grounded. With two years now of full staff complement, she looks towards the future with faith and hope.

Motion by Ross Hicks, seconded by Susanne Zinkie that the actions of Port Nelson United Church Council for the year ended December 31st, 2010 be approved. CARRIED

Approval of 2010 Written Annual Reports:

Motion by John Ashfield, seconded by Paul Leece that the written reports contained in the 2010 Annual Report Book of Port Nelson United Church be adopted as presented. CARRIED

Words of Appreciation: Susan Posgate and Ron Gardner

Susan Posgate, on behalf of the Ministry and Personnel Committee and the Congregation expressed her thanks to the program staff (Michael Brooks, Gord Dunbar, Richard Hansen, and Bev Buckingham). She also commended Rebecca Murphy for her diligent work and welcoming smile. She acknowledged the dedicated work of our custodian, Rick Tucker, assisted by Tyler and Katelyn Leece, and to Jordan Boin for opening and closing the building.

Ron Gardner expressed thanks to June Wright (and the support of her husband Tod). Ron described June as a skilled leader who is fair, firm, and inclusive. As a leader she listens and then acts. On behalf of the congregation and staff Ron presented June with the gift of a crock pot, apparently the only appliance missing from the Wright kitchen!

Staff Reflections:

Bev Buckingham (preceded opening of Annual General Meeting): Bev framed her comments around Maria Harris's book "Dance of the Spirit," which called her to reflect on the past decade. She sees her upcoming retirement as a time of transformation. She looks forward to the future with hope, excitement, nervousness, and some grieving.

Richard Hansen: Richard referred to the many activities and accomplishments of the Chancel Choir, as described in the Annual Report. He thanks God for loving support throughout the past year on both a personal and professional level. He is blessed with a truly great Chancel Choir and appreciates their tremendous work. Richard looks forward to their continued journey together.

Rev. Gord Dunbar: Gord reminded us that our purpose as a people of faith is to listen, to discern, and to follow where God leads. This may not be where we want to go, and we will be changed. Gord thanks God for the opportunity to be part of this family of faith. He tries to listen to where God is calling.

Rev. Michael Brooks: Michael referred to the Sermon on the Mount in today's reading, in which Jesus says "do not worry." Michael acknowledged that this advice is often not easy to follow. However, pursuing a faith journey with Jesus Christ means that stumbling blocks can be overcome; we have a choice; give us our daily bread – that's all we really need. We can give thanks for the wonderful community that is ours today. God will take care of tomorrow. We should take time to be holy and consider the faith of the lilies of the field and the birds of the air. Jesus has gone on to take the cares of the world so we don't need to.

Annual Congregational Meeting Minutes - continued

Report from the Endowment Fund Committee:

Motion by MargaretJane Wallace, seconded by Susanne Zinkie that the recommendations of the Endowment Fund Committee of Port Nelson United Church, as approved by Council, be adopted. CARRIED

As a result of the 2010 Endowment Fund Investments, there is \$9,300 of interest to be disbursed. Council voted on Feb. 9, 2011 to recommend the following suggestions for the expendable interest:

- | | |
|---|--------|
| 1. McMaster Campus Ministries Council – Ecumenical Chaplaincy | \$2000 |
| 2. Developing World Connections – Adaptive Eyewear | \$300 |
| 3. Nelson Youth Centres – In memory of Rev. Dr. Bev Johnston | \$3000 |
| 4. North South Partnership for Children | \$2000 |
| 5. Funds deferred to next year | \$2000 |

Financial Report – 2010 Financial Statements:

Steve Jones reviewed the 2010 Financial Statements, as presented in the printed Annual Report. There was a \$27,000 deficit in the past year, with an accumulated deficit of \$83,875. Steve explained that almost \$45,000 came in from other special appeals, especially for Mission and Outreach. There was a question regarding whether such figures could be reported in the future.

Motion by Steve Jones, seconded by Hal Rosser that the Financial Statements of Port Nelson United Church for the year ended December 31st, 2010 be approved as presented. CARRIED

Approval of Auditors for 2011:

Steve Jones thanked Cliff Addison for his background work on preparation of the audit.

Motion by Steve Jones, seconded by Bill Mercer that Withey Addison LLP be approved as auditors for Port Nelson United Church for the year ending December 31st, 2011. CARRIED

30 minute Recess for Lunch (with thanks to John and Margaret Ashfield)

June Wright introduced Rev. Barbara Morrison, representing Halton Presbytery who chaired this portion of the meeting. Gord Gilmore presented the JNAC Report, on behalf of the Joint Needs Assessment Committee. He introduced the members of the committee and reviewed the process followed. Gord then described the recommended positions and addressed questions posed by the congregation.

Report Regarding Joint Needs Assessment:

Motion by Gord Gilmore seconded by Suzanne Smith that the recommendations of the Joint Needs Assessment Committee be approved as presented. CARRIED

Motion by Barbara Morrison seconded by Ross Hicks to disband the Joint Needs Assessment Committee with gratitude. CARRIED

June Wright resumed the chairmanship.

Motion and Discussion Regarding Physical Space:

Motion by Marilyn Parsons, seconded by John Zinkie, that Council prepare a report and make a recommendation for the rebuilding of a new and improved facility (East of the existing sanctuary), together with a sound plan for financing the improvements, all of which will be approved by the congregation subject prior to commencement of the project.

Motion CARRIED by significant majority.

Motion by Ross Hicks, seconded by John Zinkie to destroy ballots. CARRIED

June Wright reviewed the process used to assess the needs of the physical space of Port Nelson. This information included the findings of the Ad Hoc Committee, the process to solicit feedback from the congregation, and results of town hall meetings. She then outlined possible next steps were the motion to be passed. A discussion period followed in which separate microphones were provided for

comments for and against the motion as well as a third microphone for general comments and questions of clarification.

Balloted vote; distributed and counted by our scrutineers, Gord Dunbar and Donna Hicks

2011 Budget Presentation:

Steve Jones reviewed the budget for 2011. A 13.1% increase in givings has been committed by 209 members who returned their pledge forms. The budget reflects a 10% overall increase in offerings.

Motion by Steve Jones, seconded by Henk Kuiper that the operating budget of Port Nelson United Church for the year ending December 31st, 2011 be approved as presented. CARRIED

Nominating Report – Recommendation for Slate of Council Member for 2010:

Motion by Pat Gilmore, seconded by Marty Wamsley that the Nominating Committee Report and slate of Council Members of Port Nelson United Church for 2011 be approved as presented. CARRIED

Proposed Slate of Members of Council for 2011

Our Ministers:	Michael Brooks, Gord Dunbar
Designated Lay Minister:	Bev Buckingham *
Director of Music:	Richard Hansen
Past Chair of Council	June Wright
Chair of Council:	Pat Gilmore
Vice Chair	Jocelyn Young
Secretary:	Ruth McQuirter
Treasurer:	Steve Jones
Spiritual Growth Ministry:	Marilyn Parsons
Nurturing Ministry:	Laurel Grace
Reaching Out Ministry:	Brian Duncombe
Property Management:	Ray Smith
Ministry & Personnel:	Susan Posgate
Presbytery Representatives	John Ashfield Ann Fleming Pat Gilmore
Chair of Trustees:	Ron Gardner
Chair of Stewardship:	Roberta Robb
Finance Committee Coordinator:	John Ashfield
Communications:	Vacant
Word, Sacrament and Music Chair:	Ann Fleming
Members-at- Large	Louise Hart Hamilton Jukes Brad Smith

*Bev Buckingham is Designated Lay Minister until June 30/2011

Other Business: None

Closing Prayer:

Motion to Adjourn:

Motion by Ross Hicks seconded by Marilyn Parsons that the 2011 Annual Meeting of Port Nelson United Church be adjourned. CARRIED

ANNUAL REPORT FOR 2011
NEW FACILITIES INVESTIGATION - JANUARY 22, 2012

At the annual congregational meeting on Sunday February 27, 2011 the congregation voted on the following motion:

“moved that Council prepare a report and make a recommendation for the rebuilding of a new and improved facility (East of the existing sanctuary), together with a sound plan for financing the improvements, all of which will be approved by the Congregation prior to commencement of the project”.

The motion passed with a significant majority. A significant majority is defined as one in which the affirmative votes were more than 70% of the votes received. In response to this motion Council approved the formation of an ad hoc committee to perform the necessary research. The name of this group is the "New Facility Investigation Ad Hoc committee" or NFI for short. The New Facilities Investigation committee consists of two arms, the building ad hoc which is chaired by John Zinkie and the finance ad hoc which is chaired by Bill Mercer.

The mandate of the NFI is as follows:

1. Determine the needs of the congregation and based on these needs, develop a conceptual design for a new facility
2. With the assistance of architects and engineers develop detailed cost estimates to remove the current facility structure, excluding the sanctuary, and rebuild a new facility
3. Develop a proposed fundraising plan to provide sufficient funds to cover the cost estimates of a new facility
4. Present to council and then the congregation the conceptual design, cost estimates and fundraising plan

Council recommended the above motion to the congregation after reading and deliberating over a number of reports, results from town hall meetings, examining our newly affirmed values and assessing critical issues.

The Building Condition Assessment and Reserve Fund Study (Brynes Engineering), commissioned by the Property Committee, provided an assessment of the “as built” building items normally included in regular ongoing upkeep of a building and identified a wide variety of deficiencies. It pointed out that in order to catch up with just repairs and upkeep, we would need to spend approximately \$1.7M over the next ten years. We are cognizant of the fact that these cost estimates may be higher than what we might spend on a project or repair but none the less the report indicates that there is much which needs repairing at Port Nelson.

The subsequent Ad Hoc Committee Report, commissioned by the Council of Port Nelson United Church addressed the question of retaining or removing the original sanctuary building i.e. the upper auditorium and the lower auditorium. The Ad Hoc recommendation was to do neither as neither would solve some of our major problems nor provide us with the necessary facilities. We also realized that doing nothing was not an option. The time had come to address the state of our physical space.

New Facilities Investigation - continued

The four main items of concern or need which were consistently expressed by a large majority of the congregation are: to be accessible to all, to be energy efficient (good stewards), to have spaces which can be used by many different groups (fewer designated spaces) and to have a good working kitchen as we love to eat together as a church family.

All of the above mentioned reports and the results of town hall meetings and surveys are available on the Port Nelson website home page under the “facilities” menu.

The deciding factors which led Council to decide to investigate a new facility were accessibility, energy inefficiency and usability.

The building arm of the NFI met frequently in the spring of 2011 to assess our current spaces. They researched an architectural firm and recommended to Council the hiring of McCallum Sather Architects Inc. to provide a master plan, a conceptual design and proposed costs associated with the plan. Thanks to an anonymous donation and Council’s approval, the firm was engaged. They assisted the building group to write a survey which was available to the whole congregation. The results of the survey, the feedback from different town hall meetings and the assessment of spaces required directed the final conceptual plan. This plan was presented to Council in November and the congregation on December 4th 2011. There was opportunity to ask questions and provide input regarding the plan at the meeting and in the following months in written and oral form to the chair of NFI and to the chair of the building arm. Also many groups belonging to the church and many outside groups who use our spaces were interviewed. The interviews focused on the impact of the new design to their group should the design be built in the future. The results from the interviews showed much support for the possible plan.

A town hall meeting was held on January 29th 2012 to inform the congregation of the results of the interviews and receive more input.

In the spring and fall of 2011 the finance arm of the NFI met often to investigate funding sources for a new facility. It was determined that while we would be eligible for some grants the majority of the funding would come from the congregation. With this in mind two different capital campaign companies were interviewed. It was decided that until the congregation has determined the direction in which they want to go, new building or renovation and plans had been developed, we are unable to do a feasibility study to determine the success of any capital campaign.

So our journey continues. This is a journey to determine how to live out our mission using our values in a purpose-built, accessible and energy efficient space. We pray often that we may hear what God is calling us to do.

I offer many, many thanks to John Zinkie and Bill Mercer for their leadership and to their committee members for the tireless work in doing the necessary research. Thank you also to Rev. Michael Brooks and Pat Gilmore for their support, encouragement, wise words of advice and their calming and faithful presence during this investigation.

Respectfully submitted,
June Wright, Chair New Facilities Investigation Committee

ANNUAL REPORT 2011
SPIRITUAL GROWTH MINISTRY – MARILYN PARSONS, CHAIR

The mandate of the Spiritual Growth Ministry is “to provide spiritual growth opportunities in the church community in response to identified needs.” In doing so this Ministry demonstrates caring and inclusivity and builds community. The Adventure Crew (church school formerly Rainbow Connection), Port Nelson United Church Young Leaders (PNUCYL pin-na-cle) youth and midweek groups, Small Group Ministry, the Library Committee and Adult Spirituality events are supported by the Ministry.

Thank you to all who volunteered, participated in activities, provided leadership and in other ways supported the Spiritual Growth Ministry in 2011.

STAFFING

Retirement of Bev Buckingham

In June we said good bye to Bev whose energy and creativity drove much of the work of the Spiritual Growth Ministry. From January until June Bev used a deliberate process of saying farewell that involved those who worked with and used her as support person.

Bev produced a number of scrap books, which are now housed in the library, to archive the activities of which she had been a part. Grace Hall assisted.

Developers of Children and Youth Ministry

Council accepted the Joint Needs Assessment Committee (JNAC) report on February 14th which recommended that the position vacated by Bev Buckingham be filled by a Developer of Youth Ministry (averaging 10 hours per week) and a Developer of Children’s Ministry (averaging 13 hours per week).

Although the search began immediately the two positions were not filled until the fall when two outstanding candidates from the congregation emerged. Jay Poitras was hired into the Developer of Youth Ministry position beginning on November 1st and Suzanne Smith into the Developer of Children’s Ministry beginning on January 1st, 2012.

CHILDREN AND YOUTH

Nursery

Child care for infants and toddlers is available every Sunday morning. A faithful group of volunteers and alternates, sometimes assisted by the adolescents, staffs the nursery in a large, bright, well equipped space so that parents may attend worship. We are still in great need for at least three more volunteers to help one Sunday a month so that there are two adults every week. Please contact Marilyn Parsons if you would like to volunteer for this important job.

Rainbow Connection (now Adventure Crew)

In the spring, the Children of the Rainbow Connection professionally recorded a CD of the songs used in church school. The CDs were distributed to all the children on the last day of church school. They were not available for sale due to copyright legislation.

During the summer from the beginning of July to the end of August we offered a Sunday Summer Program, "The King Thing", for children up to grade 8. It was based on Kings and Queens of the Bible. Attendance was variable ranging from no children some weeks up to eight other weeks. Suzanne Smith taught the program alternating with a few volunteer teachers and also a few youth helpers.

The theme this fall was Heroes of the Bible based on the curriculum *All in One Bible Fun*, by Abingdon Press and purchased through the United Church. The regular Sunday program started in September with "Super Hero Training Camp" The first five weeks were used as a registration period not only to give families a chance to 'get back to church' but also as an opportunity to get to know our children. For this camp time we kept all age groups together.

The hero theme will continue to the end of our school year in June. We will be studying specific powers of heroes for example the power of gratitude. We used our "Fall Training Camp" to talk about the attributes of heroes and how God is calling us to live as heroes in our everyday lives. The curriculum then focused on specific heroes in the Bible and how we can learn from them.

From September to November the children from junior kindergarten (JK) to Grade 8 were taught as one group.. However there are now two classrooms one for JK to Grade 2 and the other for Grades 3 to 5 with the majority of children in the younger classroom. Currently we have 21 students registered. Weekly attendance fluctuates. Students in grades 6 to 12 have moved to the Port Nelson United Church Youth Leaders (PNUCYL) Group, which better fits their needs.

Currently nine teacher volunteers rotate on Sundays depending on availability with two teachers every Sunday. Also there are five volunteers on a stand-by list and from September to November a team of six teenage helpers.

Students have had the opportunity to learn through stories, crafts, games and song. They have also had the opportunity to participate in three worship services in the Sanctuary during Super Hero Sunday, the White Gift Service and the Christmas Eve Service.

Our Program is now named the Adventure Crew, with JK to grade 2 students known as the Shipmates and the older students as the Cadets. We look forward to new adventures ahead!

Respectfully submitted by
Suzanne Smith, Developer of Children's Ministry

GLEE Summer Camp

If you happened to be in the building during the week of August 15th, you would have noticed that the church was overtaken by sixty 5- to 12 year olds during Port Nelson's 2nd Annual GLEE Summer Camp. This year's program was offered Monday through Friday from 9:00 am to 3:00 pm, with a water-focussed theme of, "Come Sail Away!" A very energetic team of six counsellors (Holly Pace, Alec O'Halloran, Willow Young, Megan Tripp, Lisa Stewart, and Kaleigh Murphy) helped to create an experience to last a lifetime for the campers in their care. Plenty of fun was had learning about water and its many uses, playing sports, making crafts (thank you to Susanne Zinkie and Anne Smith for their help!), eating camp-favourite snacks including s'mores (deep appreciation to Joan Thompson and Pat Gilmore for their creative preparation of twice a day snacks!), and of course, preparing for and presenting our GLEE choral show on Thursday evening. Campers and their family members, as well as several folks from our congregation, were treated to a hot dog BBQ before the big show (thanks to Chefs John Ashfield and Ken Posgate). The week ended with a splash on Friday at Nelson Park with a traditional camp-wide game of Survival in the morning, a tasty pizza lunch, and then a refreshing swim in the afternoon. The dates have been set for GLEE 2012 and we will offer two different one week sessions: Week #1: July 16-20 and Week #2: August 13-17. The camp will run from 9:00-3:00 and will cost \$50.00 per week. Registration begins in March 2012.

Port Nelson Youth & Teen Programs (Grades 6-12)

November 2011 saw the launch of Port Nelson's new Youth & Teen Program. Port Nelson United Church Young Leaders (P.N.U.C.Y.L. pronounced pinnacle), was developed to provide youth and teens in grades 6-12 a program of their own to build their capacity as leaders. The premise of the program is that every teen can be a leader. That is because youth leadership is not just about taking the lead in big ways, but also in everyday small things.

Youth and teens explore what it means to be a leader, how to work with others, ethical decision-making, risk-taking, team-building, communication, creative thinking, and more. So far, we are off to a great start, with exciting trips and projects planned for 2012. We meet Sundays at 10:30 am. All youth and teens (and their friends too) are invited to participate in this group.

Two other new programs for youth and teens began this fall. The first, "The Rec Room", meets the second Wednesday of every month from 7:00-9:00 pm. These drop-in nights are planned around the interest of the participants. To date we have had a video game tournament, built gingerbread houses, went Christmas carolling in Roseland, and had a board game night. The second new program is called, "Pizza and a Movie", which meets the fourth Thursday each month from 6:30-9:30 pm. These two new programs have been especially appealing to our youth in grades 6-8. We welcome any youth or teen to bring their friends and join in on the fun!

Respectfully submitted by
Jay Poitras, Developer of Youth Ministry

Confirmation

In June, 14 young people completed the confirmation program and were confirmed. This fall Michael Brooks invited potential confirmands to meet and plan their preparation.

ADULT

Not just an Observer Discussion Group

The Observer is the official publication of the United Church of Canada. Every member family receives a subscription to this lively publication that contains not only news of the national church and congregations across Canada but also well-written, sometimes provocative, articles about local, national and international events and issues and theology. Bev Buckingham conducted Sunday morning discussions of articles from *The Observer* in January, February and March while Michael Brooks conducted two sessions in September and October. Laurel Grace encouraged us to read the article "One church- four kinds of believers" from the July/August issue and led an evening discussion to explore which kind of believer we might be.

"And Tango Makes Me a Better Parent" Workshop

The workshop offered participants a unique opportunity to learn how to discuss issues of sexual orientation with elementary aged school children. Facilitators were Jay Poitras and two colleagues from the Peel District School Board, all experienced educators who had conducted similar workshops. They took the group of about 20 participants through the issues using the book *And Tango Makes Three* and a PowerPoint™ presentation as resources. Lively discussion followed and oral feedback was that it was a very worthwhile evening.

Library Committee

The Library has had another fulfilling year. There was a successful book-buying trip to Five Oaks in the fall. We try to keep the congregation aware of new books through book reports in the Sunday bulletin, and in the *Portside*. If members of the congregation have books they would like to suggest for the Library, please talk to someone on the Committee.

Once again, the book sale at Mistletoe Mart was a huge success. We sincerely thank the members of Port Nelson for their generous donations of used books each year. In fact, we had more books donated this year than ever before, and we are considering having another book sale in June. The money we make helps to supply new books and DVD's. We have repeat customers each year at the book sale who, tell us we have one of the best book sales in Burlington. As well, we realize how fortunate we are to have the ongoing support from the congregation in our Library budget.

Spiritual Growth Ministry - continued

The Library is staffed one half hour before and after Sunday services. If you have never visited our Library, please take the time to drop in and see us some Sunday. To our regular customers, we appreciate your support, and look forward to seeing you in 2012.

Our biggest challenge remains a shortage of volunteers. At present we have nine active committee members. One of our long-time committee members who was not able to attend for several years because of family commitments has been able to rejoin us, and we welcome her return. If you have a love of books, and feel you could help us in the Library, please talk to someone on the Library Committee.

Respectfully submitted by
Sharon Lipsit, Chair, Library Committee

Book Studies

Book studies are held regularly. In the spring *The Bishop's Man* by Lyndon MacIntyre provided lively discussion as did *The Disappeared* by local author Kim Echlin. *The Nine Lives of Charlotte Taylor* by Sally Armstrong was the choice for the fall. The book was the 2011 *One book Burlington* selection. In cooperation with the Burlington Public Library, coordination by Laurel Grace and help from many volunteers, PNUC hosted a very well attended evening with the author in the sanctuary. Five hundred free tickets were distributed by the Library.

Bible Study

In November and December, Gord Dunbar led a group of about 15 on five evenings in a study of the book of Revelation. The group got so involved that five additional sessions were scheduled in 2012.

Seniors Lunches

These monthly gatherings for conversation, fellowship and learning from interesting speakers are now coordinated by Anne Smith and Donna Duncombe. Maître'D caterers a delicious meal.

October – Cathy and John Greven's experiences in India

November- Scott McNabb on options for retirement living

December- Christmas song and carol sing-along with Richard Hansen

Labyrinth

The Rev'd Candy Harvey, Volunteer Associate Minister at PNUC, set up her labyrinth on Sunday afternoon November 27th for anyone who wanted to use this meditation modality in preparation for Advent.

Small Group Ministry

Small group ministry exists to meet needs identified by members of the congregation to explore a variety of issues, to learn and to practice new skills, or to develop relationships.

Forming a small group at Port Nelson is very easy. Anyone can do so. The only "rule" is that the topic/activity of the group fits within the vision, mission and values of PNUC. e.g. the group must be open to all who share the interest and want to attend. If you wish additional information about forming a small group contact Marilyn Parsons.

Submitted by
Marilyn Parsons, Chair, Spiritual Growth Ministry

ANNUAL REPORT 2011
PRAYER GROUP

Our prayer group takes place each Thursday morning at 9:30 am in the O'Brien Room. The purpose of this gathering is to hold in prayer those that are in crisis and need to be held up to God's blessing.

We begin our session with Rev. Gord Dunbar visiting us with information about those in the hospitals and those that could use our prayer support.

All of our members gather a list and through the week we keep these people in our thoughts and prayers.

During our time we often start with a prayer from Don Scoats a prayer from song and end our session from Bev Johnston with a prayer book he made up for us to end our session with.

If time is permitting we often have some meditation, usually in a story form that has an uplifting format.

This has been a very sad year this past 2011. We have had 2 of our group pass on and as I've always said about our group we not only like one another; we love one another. So this has been a difficult year for us; so lots of prayers have been said thus far.

We do take requests from the congregation and we are pleased to be of prayer and help if needed.

Sincerely,
Prayer Group

ANNUAL REPORT 2011
TRAVEL CRAFTS

Our program that takes place in the O'Brien Room on the 1st and 3rd Monday of the month is a service provided for the disabled to have a creative time doing craft work together.

The participants enjoy the social time together as well as working on a project that is helpful to self-esteem as well as enjoying each other's company. We rely on volunteers for help with their craft and often we need one-on-one assistance especially as they are all working on different items. There are times when we work on the same project as we did with the book marks created last spring for the congregation.

This program has been running now for 35 years. I can't believe that time has passed so quickly. At that time in 1977, I called on churches, hospitals and nurses to determine if such a program was worthwhile and had wonderful support to "make it happen". When the group first started it took place in people's homes and over time we decided to make it a group session. So here we are at Port Nelson as we have been for many, many years "still having fun!"

Joan Milne

ANNUAL REPORT FOR 2011 LAUREL GRACE - CHAIR OF PASTORAL CARE MINISTRY

As a caring and sharing congregation the committees and work groups under the Pastoral Care Ministry are committed to offering ongoing care and support to all members and friends of our Church Family. We endeavour to enrich our Port Nelson experience and to care for each other by including all to whom we are called, strengthening our sense of community as a faith family and by supporting and enhancing the worship experience for all.

All at Port Nelson are greatly blessed by the commitment and caring of our wonderful volunteers who are a part of the Pastoral Care Ministry. This year what was once called the Nurturing Ministry has been revamped and renamed the Pastoral Care Ministry to better reflect current focus and practice. My intention for the coming year is to build the Ministry, to seek out new ways to be “caring in action”, to support the wonderful volunteers and to keep communication flowing so new ideas can grow.

A ‘Year in Review’ with profound gratitude to all:

- Jean Jewell passionately leads the team of Visiting Elders who provide a smiling face, information and home visits to families during the year.
- Sharon Ife directs Teleministry. Calls are made on Monday evening, Tuesday morning and as of January on Wednesday afternoons as well. Callers, who are supported by prayer mates led by Grace Hall, provide a friendly hello to let each of our members and adherents know the church is thinking of them and is available to offer assistance in times of a particular need. A “Helping Hands” component, supported by Dorothy Stansfield, is growing with donations of soup (from the Men in Aprons group), cookies and casseroles. A much appreciated donation of a computer will help streamline the file process but confidentiality will be judiciously maintained.
- Our Prayer Group continues to meet regularly and sends petitions, intercessions and thanksgivings to God on behalf of our members. (See report on page 25)
- Peggy Ellicott co-ordinates sending the beautiful flowers that grace the sanctuary to brighten the day of those needing good cheer.
- Mary Carey continues to build relationships and reach out to our college and university students twice a year with a note of encouragement and food coupons. Mary and Gord Dunbar are working at making connections through emails and Facebook.
- “Cookies for Caring” has transitioned into the “Caring Connection-Cookies and Poinsettias”. Friendly Port Nelson volunteers visit bearing homemade cookies to folks in their homes while those in care facilities receive poinsettias. Special thanks to Elaine’s Vision for the poinsettia connection.
- Dorothy MacDonald will arrange volunteer drivers to transport people who wish to attend our services.
- Jean Redgrave and Laurel Grace continue to recruit and support the coffee hour hosts who provide the congregation with a welcoming social time after the Sunday service.

Pastoral Care Ministry - continued

-“Pastoral Care Visitors” – Gord Dunbar continues this initiative. Training has been provided to 14 volunteers and a successful visiting blitz occurred in November. The vision of this committee is to foster close visiting relationships that can be sustained over time. In 2012 one year commitments will be cultivated. It is our hope that this program builds deep caring/sharing relationships in the coming year.

- The ‘Longest Night Service’ is gaining in attendance. This special service is welcomed by many. It provides a time to honour and to reflect on the sometimes sadness of the Christmas season and to offer “diamonds in the dark” to help us move into the spirit of love in Jesus Christ.

- Special Praise to Donna Duncombe and Anne Smith who host the luncheon for Seniors and to Maitre d Catering who provides the meals. The guest speakers have been both informative and entertaining.

- Lorraine McMaster, in her position of Roll Clerk, keeps track of the congregation and reports that this year the new members have started to offset those who are no longer part of the congregation.

Special thanks to Joan Thompson and her willing team who took the initiative this year to resurrect the old fashion Christmas dinner for Port Nelson families. A sold out event and fun for all. This was a small group initiative that does not fall under this ministry but demonstrated many of our core values. Also along these lines was the Women’s Candlelight Christmas Communion Service with a sharing time over coffee, tea and dessert. The new format was generally well received and will continue to grow and be enhanced in 2012. Thanks to Marion Hunter and the women of Elaine’s vision.

This year some of the Reiki practitioners offered their healing services after Sunday Service. This was a wonderful initiative and was well received by the congregation. It arose out of an initiative to intentionally live into our Core Values through exploring spiritual practices.

One true thing is that “Change Happens!” Port Nelson can attest to that and be proud of embracing change as it comes our way. We will be approaching individuals to take on various commitments such as: becoming a leader for the Caring Connection; serving as Coffee hosts; volunteering as an elder, pastoral visitor or teleministry worker. Please be open to the call or even better yet - call and volunteer!

The Pastoral Care Ministry thrives through the support of our staff. We are grateful for the assistance of Rebecca, Rick, Richard, Michael and Gord. I wish to express my personal gratitude and appreciation to Gord Dunbar who provides me with ideas, support, feedback and a laugh or two as we travel this journey together.

With Christ as our model we endeavour to make Port Nelson a caring and supportive community of faith.

Respectfully submitted by Laurel Grace
Pastoral Care Ministry Co-ordinator

ANNUAL REPORT FOR 2011

ANN FLEMING – CHAIR OF WORSHIP

At Port Nelson Worship is a 'core value'. Your Worship Committee met 9 times during the last year to maintain an overview of offering worship that is meaningful to those who come through our doors for whatever their personal, faith reasons. As a committee we have also delved in some of the chapters of *Gathered for Worship*, a Source Book for Worship Committees, Leaders and Teams.

During the last year one of our goals has been to offer on Sunday morning a variety of worship styles. In January we worshipped in the way of Taize prayer and music; April we were enlivened by Jazz and in June, while celebrating the ministry of Bev Buckingham, we worshipped with a Celtic flavour. We also had occasion to have guests in our pulpit with Moe Anderson, Hospital Chaplain for the Week of Prayer for Christian Unity, David Wilson of the Observer, and Don Smith for Consecration Sunday.

During Lent our theme was 'Practises of Healing' with a number from our congregation sharing their stories and practise. On Palm Sunday the Confirmation Class offered a drama of the Last Supper and served communion. We were the host church for Holy Week and with our brothers and sisters from Knox Presbyterian, Burlington Baptist, and Wellington Square we worshipped on Good Friday with Wayne Soble as our guest preacher and a wonderful joint choir offering moving, meaningful leadership. Also as part of the week Moderator Mardi Tindal spoke to us about our Care of Creation.

We recognized with appreciation the volunteer ministry of Jim Jestadt and Beth Brown who for many years prepared the communion elements. We also welcomed Carol and Barry Acheson to that role. During the year many answer the call to serve communion and we thank them.

In May we confirmed 14 young people with their participation in leading the worship on this milestone Sunday for them. We also welcomed new members through baptism, profession of faith and transfer during worship at various times through the year.

During the summer at 10:00 each Sunday there was opportunity for those who wished to receive communion in a brief worship time which then offered the choice of staying on or moving out to summer activities.

The Blessing of the Animals this year was again a very lively worship time. The GLEE reunion with the young people sharing music and story added their energy to our offering to God.

One of our projects was to design and make available the new Welcome to Port Nelson cards with magnets for all but especially for guests and newcomers. The ordering of name tags is another initiative of the Worship Committee.

In reviewing the year we recognize the ministry of Michael and Gord, Richard and the Choir with gratitude. We are blessed by their work of introducing themes and series that engage us in the seasons of the Christian year, faith journey and living out faith in the world.

Worship Committee - continued

There are also many folks who enhance our worship in the background preparation such as Rebecca (office administrator) and Rick (custodian) and a large number of volunteers who usher and greet; prepare the elements for communion; decorate the sanctuary and keep the pew information stocked; work our sound system and serve coffee so that, worship as a faith community is an on-going strength of Port Nelson. Many thanks to all!

Submitted by
Ann Fleming Chairperson.

ANNUAL REPORT FOR 2011
VICTORIA COOPER - PORT NELSON CHANCEL CHOIR

Members of the Chancel Choir once again have faced many exciting challenges throughout the year. Supporting our church family each Sunday morning and during other special services remains our primary goal. Our group prepares for this ministry under the leadership of our Music Director, Richard Hansen, whose skill and patience from week to week have led us to achieve even greater musical heights. Learning and performing new music, supporting the act of worship by teaching new hymns to the congregation and leading them in praise using music that underlines the liturgy of the church are the achievements that are most recognizable. Behind the scenes we endeavour to provide support for one another in our church family both personally and spiritually.

Joyfully we have welcomed five new members to the choir including Karen Petit, David Holt, Dorothy Birkes and Ellen and Brian Snell, adding both expertise and richness to our sound. This year we recognized three of our long-time members for their service of fifty years in church choirs. Peggy Elicott, Joey Clark and Jim Thomblison received gold-ribbon medals to mark their dedication to choral singing.

The Chancel Choir worked diligently to prepare for special services such as Good Friday and Easter services, Christian Family Sunday service, Advent Sunday service, the Festival of Nine Lessons and Carols and Christmas Eve Communion service. All this requires many hours of volunteer time for which I would like to recognize and thank *all* the members of the choir for their dedication and hard work. Guest musicians enhance our musical life at PNUC and included soloists Alix Kingston, Amanda LeBlanc, Michael Brooks, Paul Grimwood, Katelyn and Christopher Emery, Elaine Whiskin, Andras Molnar and the Easter brass ensemble. We look forward to working with these fine musicians in the future.

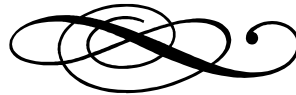
Once each month we celebrate our achievements and socialize following rehearsal, each section taking a turn to provide 'goodies' to treat us all. We enjoyed a special evening out during the Christmas season and a get together at the year's end in June at Jim and Louise Barber's home. This year's special guest was Bev Buckingham, who went on her way with our best wishes and blessings for her future endeavours.

Chancel Choir - continued

Thank you to the members of the congregation at PNUC and our church leaders for their continuing support of the music ministry. Thank you to the choir executive for their patience and guidance in making the decisions that are important to the life of the choir and the hard work in carrying these decisions out. A special thank you goes to Richard Hansen whose professional example encourages us to strive for greater things musically and who works patiently and with humour to see that we reach our goals in worship and praise.

I will sing praises unto my God while I have any being. Psalm 146:2

Respectfully submitted by Victoria Cooper
Choir President



ANNUAL REPORT FOR 2011
BRIAN DUNCOMBE – CHAIR OF REACHING OUT MINISTRY

During the past year, our congregation has been involved in many outreach missions that utilize our time, talents, and treasure. A number of “small ministries” such as Men In Aprons, GLEE, Visiting Elders, and several book discussion groups have worked to enrich the lives of our own members as well as those beyond our own walls. Other “small ministries” such as the “Food Bank” team have encouraged us to reach out in a big way to the community at large. One of the challenges of our committee is to even keep track of the many outreach activities going on around us.

He lives under the Skyway Bridge because he can't afford both his medications and rent. When asked why he doesn't use the food bank, he replies that he has no place to store food. He also has no way to heat food up, other than a small pot over an open fire.

For the past few years, your “Reaching Out” committee has focused on a “Food Voucher” program as our major hands on activity. Our church has always engaged in such an activity but until a few years ago it was handled on a walk in basis by the office and ministerial staff. Now, every Thursday morning between 10AM and noon we set up a table just outside the sanctuary where we welcome anyone who comes through our doors. Our only rule is that we will only give out one \$25 voucher per month, per person. While that does not seem like much to tide someone over for a month, in fact it can allow the person to purchase

items that are not available at the food bank such as shampoo, razors, and other personal items. It also allows us to engage in conversation, make a new friend, learn something about poverty, and perhaps offer some helpful information or advice. Unfortunately, in both 2010 and 2011 we were forced to close our doors at least once because of a lack of funds to buy those vouchers. Fortunately people stepped forward with individual donations when they saw the signs on our doors and we were able to re-start the program after a few weeks in each case. Each person who has volunteered to help on a Thursday morning has remarked on how many of those asking for vouchers are “but for the grace of God” and a bit more luck, just like us.

He is a painter who was laid off just before Christmas and has two children aged 12 and 14 at home. Employment Insurance benefits still have not arrived! He comes deeply embarrassed to receive a Food Voucher and finds a wealth of information that connects him with temporary employment the next day.

The other fact that is quickly obvious is that there are many people within our midst who have fallen on hard times, even in wealthy Burlington. Since we have begun offering this program we have seen a steady increase in the volume of those coming through our doors. What we have also seen is that about 1/3 of the people who we see during one year do not return the next year, a sign that they have gotten

back on their feet. About another third of those coming through our doors suffer from some form of mental or physical illness severe enough to prevent them from working.

As I look over the numbers from the "Financial Summary" below, I see mostly good news. In 2011, the dollar amounts reflecting "Total Outreach" have increased from those for 2010. The drop in the numbers for "World Outreach" from 2010 result mainly because of the monies donated to the Haiti Relief Effort which received so much attention for so long in the media, and thus in our hearts. One thing that is not readily apparent is that in 2009, faced with yet another deficit in the church's financials, Council reduced the amount sent to M&S in 2008 (\$88,188) to \$49,920 in 2009 as a temporary measure, one that has yet to be adjusted back upwards even in the 2012 budget.

He was terrified that those kind of guys would be there, too, but he was too hungry to pass up a free, hot and nutritious meal. He arrived at the Wellington Square Community Dinner and found a home where he was treated like a worthy person and not like garbage. Some even called themselves Men In Aprons.

Another of our committee's hands on projects is the "Why Christmas" program, possibly more familiar as the Christmas Catalog. As you can see, this project disburses funds to a list of agencies and causes based upon direction from the program participants. It provides a way to give someone that has everything a gift that

benefits the wider community by making a donation in their name. In 2011, there was a modest increase in the program's participation.

In 2012, we doubt that there will be any reduction in the need for Food Vouchers. The budget approved by Council at their January 2012 meeting includes \$20,000, which is about what we gave out in 2011. We believe that the program will continue to grow and that somewhere between \$25,000 and \$28,000 will actually be required to keep the doors open. A subtle nuance to the amount budgeted in 2012 is that all of it must be raised from special fundraising efforts whereas \$10,000 came from the general offerings in 2011 with an almost matching amount coming from special fundraising.

The 2011 pre-Christmas appeal to provide gifts for the Halton School Board's **Teen Education And Motherhood (TEAM)** program once again met with a wonderful response. Ann Heeney coordinated this appeal assisted by members of the *Reaching Out Committee*. Again, thank you Port Nelson United Church congregation for your warm response of \$25 gift-certificates for 19 teen mothers plus beautiful presents for their children.

The *Reaching Out Ministry* is an important and worthwhile part of the Port Nelson United Church governance structure. The Committee welcomes individuals interested in becoming involved in our outreach efforts. Our meetings take place in the PNUC Library at 7:30 p.m. on the second Thursday of every month except June, July, August and December.

PNUC Reaching Out - Financial Summary

	<u>*2012</u>	<u>2011</u>	<u>2010</u>
World Outreach			
M & S from Offerings	29,754	29,170	28,438
M & S Envelopes + PAR	20,406	15,697	17,772
Relief - Haiti		-0-	11,218
Relief - Pakistan		-0-	1,952
Relief - Horn of Africa		2,937	
Relief - Wells for Nigeria		3,000	
Relief - Japanese Disaster		1,840	
World Outreach total >>	50,160	52,644	59,380
Local Outreach			
Assistance Fund		5,615	1,670
CBC Dickens - Literacy Council	-0-	-0-	650
CBC Dickens - Wesley Centre	-0-	-0-	650
Why Christmas			1,670
Why Christmas - Adaptive Eyewear		195	
Why Christmas - Carpenter Hospice		655	
Why Christmas - Habitat for Humanity		1,585	
Why Christmas - Halton Women's Place		525	
Why Christmas - M&S Fund		100	
Why Christmas - Nelson Youth Centre		575	
Why Christmas - PNUC Operating		485	
Why Christmas – Wesley Centre		475	
Food Bank – Appeals		7,888	10,809
Food Bank – Tom Jackson	-0-	5,900	5,000
Food Vouchers – Appeals	20,000	9,005	
Food Vouchers – Offerings	-0-	10,000	7,155
GLEE Camp		2,345	
Inter-Church Council	-0-	-0-	-0-
Pilkey Fund – Camelot Centre			600
Pilkey Fund – Kids 4 Kids			600
Pilkey Fund – Food Vouchers			1,500
Pilkey Fund – Carpenter Hospice		1,100	
Student Gift Cards		565	
TEAM gift certificates		980	425
Wesley Case for Kids		1,680	1,248
Wesley February Dinner		130	485
Local Outreach total >>	20,000	48,803	32,462
Total Outreach >>>>	70,160	102,447	91,842

2012* is numbers that we have budgeted for the coming year, most of which we don't know yet.

ANNUAL REPORT FOR 2011 TOM JACKSON FUNDRAISER EVENT

For the second year in a row, Burlington and the Port Nelson United Church was selected to be one of 21 locations across Canada as a host for a Tom Jackson concert to raise, food, funds and awareness for our local food banks.

This year we had the added honour of being the “kickoff” location for Tom’s annual tour. Over the past 23 years Tom Jackson has raised over \$200 million for Food Banks on both the local and national levels. In 2000 Tom’s efforts were recognized by the Governor General when he was made an Officer of the Order of Canada for his music and humanitarian work.

On Friday, this past November 25th the Port Nelson United sanctuary was filled with 459 people who were entertained by stories and song which included many of our favourite Christmas Carols.

By the end of Tom’s performance you could not have left the Church Sanctuary without having an abundance of hope, love, joy and peace in your heart.

Importantly, the concert raised awareness of the need for food banks in our community and over \$11,000, with \$5,700 going to support the Partner West Food Bank.

We would like to thank The partnership West Food Bank, The City of Burlington, Mayor Goldring, the evening sponsors, all the volunteers, Tom & Alison Jackson and the members of their band who all came together to make this magical evening possible.

Blessings to all!

“Twas in the Moon of Wintertime”
Organizing Committee

ANNUAL REPORT FOR 2011
SUSAN POSGATE - CHAIR OF MINISTRY & PERSONNEL

The Ministry & Personnel Committee functions under the Pastoral Relations Committee of the Division of Ministry, Personnel & Education, The United Church of Canada. As stated in the United Church Manual (2010) the M&P Committee is required to meet at least quarterly, reporting directly to Council. The committee, described as a confidential and consultative body, supports the pastoral relationship in the congregation. The committee works closely with resource staff at Conference and Presbytery while carrying out the required functions which include supporting, reviewing, evaluating, interviewing, hiring and mentoring of staff. Current members of our team are: Susan Posgate (Chair), Leslie Mercer (Vice Chair), Jill Jukes , Marty Wamsley and Bill Willson. We thank Linda McLaughlin for several years of dedicated work on the committee. Linda continues to pursue other involvements and interests at Port Nelson.

Our Mission-To reach out to one another and our world as we grow spiritually in a caring, inclusive, Christian community enriched by meaningful worship-is furthered by each member of our remarkable staff at Port Nelson. In May, Cynthia Fournier decided not to return as Church Administrator after her maternity leave. We welcome Rebecca Murphy into that role. In June, we said goodbye to Bev Buckingham, Designated Lay Minister, with mixed feelings, as she began the retirement phase of her journey. Bev's work at Port Nelson enriched our lives and the lives of our children. The Joint Needs Assessment Committee (JNAC) recommended the hiring of 2 Congregational Designated Ministers with part time portfolios. We are pleased to welcome Jay Poitras, Developer of Youth Ministry (November 2011) and Suzanne Smith, Developer of Children's Ministry (January 2012) as Congregational Designated Ministers. We are indebted to our energetic, committed and enthusiastic program staff team, Michael, Gord, Richard, Jay and Suzanne who nurture the faith of our Port Nelson community in word, sacrament, pastoral care, music and faithfully work with children and youth each week. We happily welcome Theresa Woolley, who works with our treasurer Steve Jones, performing the bookkeeping duties of the congregation.

Rick Tucker fulfills the Custodian position with energy and enthusiasm. We are grateful for Rick's willingness to take on any task. Our church property, inside and out is carefully well tended. Katelyn Leece completed her part time work cleaning in the Montessori school area, in June. Alida O'Connor worked diligently over the summer in the Assistant Custodial position, helping Rick with the many summer tasks within the church building. Jordan Boin and his terrific family continued to be responsible for the lock up duties at Port Nelson.

As a congregation, it is imperative that we foster a climate where staff continues to learn. Accordingly, in consultation with the M&P Committee the program staff can take advantage of Continuing Education opportunities throughout the year. The congregation of Port Nelson United Church is well served by the committed and caring staff who minister to us each week, in the pulpit, organ console, office, and home building. I extend to each, our sincere gratitude. We are truly blessed.

Submitted by: Susan Posgate, Chair

ANNUAL REPORT FOR 2011
STAFF TEAM GOALS AND OBJECTIVES FOR 2011
ADDENDUM TO MINISTRY & PERSONNEL REPORT
REV. MICHAEL BROOKS

Each year the Staff Team formulates shared goals to guide our common work and ministry in the service of Christ and the church. It is hoped that, by framing our overall goals as a team, each member of the team can contribute her or his unique gifts to the strengthening of our talented staff compliment. As the staff Team Leader, it is my responsibility to ensure that the team goals are monitored, and to offer leadership as, together, we work toward achieving the goals we have discerned to be God's way forward for us. From time to time throughout the year, we reflected together on the goals and the extent to which they were helping (or hindering) our common ministry.

For the year 2011, the Port Nelson Staff Team set two goals, both of which were based on the mutual Covenant we have developed, and both of which were developed in a collaborative way:

Goal 1:

To live into our Staff Covenant more intentionally by building further on our 2010 goal of ensuring open lines of communication

Reflective Evaluation:

The staff holds weekly meetings on Tuesday afternoons. In order to improve communication, in 2011 we included a check-in time at each meeting to hear personal and shared joys and concerns. We conducted a weekly review of the church master calendar to ensure confusion surrounding bookings was kept to a minimum. Additionally, we held quarterly planning sessions for the program staff – opportunities to look at the coming three-month period in terms of programming activities. When the technology permitted, all of us committed to making better use of our computer server in order to share pertinent information, including worship materials, lists and weekly calendars. We also held a day-long staff retreat in September at Walton Memorial United Church, Oakville. Our independent facilitator, Rev. Carolyn McAvoy, led us in a number of exercises pertaining to our varied personality types and how they influence our communication with one another. It was an enjoyable and valuable day together.

Goal 2:

To live as a staff team, steeped in prayer, for God's calling at Port Nelson

Reflective Evaluation:

This was very much a qualitative goal. We recognize that, as those on the front lines of church activity, we often get caught up in the business and the busyness of ministry. Our aim was that, as each member of the team lived out this goal in ways helping for him or her, we would, together, have a sense of being more connected spiritually to one another, to our work, and to God.

ANNUAL REPORT FOR 2011
MISTLETOE MART COMMITTEE

The key to our success
rests in our volunteers
who embody the spirit of greatness
by saying, "Yes I can!"
Thanks for your inspiring dedication.

It is a pleasure and a privilege to work with you.

Thank you.

Karen O'Halloran, MargaretJane Wallace, Susan Redgrave, Marilyn Parsons, Suzanne Smith, Liz Brockington, Bill Brockington, Nancy McGrath, Laurel Grace, Louise Hart, Lisa Gibson, Judy Totten, Mat Ardron, Joan Thomblison, Jim Thomblison, Jean Redgrave

THANK YOU also to everyone in the congregation who worked to make the MISTLETOE MART once again a success. If you donated your time on bazaar day or articles for the collectibles, baking, craft, jewellery belt & scarf, knitting, sewing, silent auction tables, THANK YOU!

Of special help to the committee: Rick Tucker

This years Mistletoe Mart raised \$18,500.00

We are already planning for next year. Mark your calendars for November 10, 2012. If you are interested in helping out with the planning please contact Jocelyn.

TEAM WORK IS SUCCESSFUL!

Jocelyn Kish-Young
Chair Mistletoe Mart

ANNUAL REPORT FOR 2011
POINSETTIA FUND RAISER

As the first year of the fund raiser I feel it was a relative success. Now that we know how it works I am sure that if done again we will increase the profits considerably.

I would like to thank Mary Carey for taking on the selling of the Poinsettia.

Terra Greenhouses was great to work with and their plants are of a superior quality. Besides the selling there is very little work to do with this program. Terra individually wraps each plant in foil and deliveries them where and when we want them.

There are a number of ways to sell the Poinsettia this year we sold just to our congregation which netted us with a small profit of \$551.00. If we add on the selling to the general public by handing out order forms for people to sell at work, in their neighborhoods, at Mistletoe Mart we would increase our profits.

Jocelyn Kish - Young

ANNUAL REPORT FOR 2011
ROBERTA EDGECOMBE ROBB – CHAIR OF STEWARDSHIP

2011 was a busy and productive year for the Stewardship Committee. The New Year began with several joint meetings between Stewardship and the Trustees to discuss ways of providing the congregation with information about a Legacy Gift Program for Port Nelson. In the spring, Lisa DiVeto of the Financial Development Office of the United Church of Canada attended one of these meetings - providing very helpful advice which led to the Legacy Giving brochure that was distributed to the members of Port Nelson in November. The committee is most grateful to Brian Duncombe for his wonderful work on this project, particularly in developing the brochure and seeing it through to its completion. Thank you Brian! Stewardship continues its work on this program in the current year.

In the late summer and early fall, Stewardship – for the second year – presented the Consecration Sunday (CS) Program at Port Nelson. Wonderful testimonials on stewardship were heard from members of the congregation (Abby Lowry, Jill Jukes and Don McMillan) as well as from the Guest Leader Don Smith and Key Leaders' Dinner speaker Penelope Burk. As Chair, I am deeply indebted to CS Chair June Wright for her tireless work on this program – especially in view of her heavy commitments and service to the church in other areas – and to the members of the stewardship committee who were part of the CS team. Also in this context, as a committee, Stewardship is profoundly grateful to the congregation who responded so generously to the call this year. Thank you all!

The Stewardship Committee would also like to recognize all those in the congregation who volunteered their time, skills and money to various fund raising activities in 2011. Thousands of dollars were raised both for the operating funds of Port Nelson as well as for several of our outreach projects. Port Nelson is truly blessed by your efforts. Thank you!

Members of the Committee in 2011 were John Ashfield, Brian Duncombe, David Geldhart, Pat Gilmore, Hal Rosser, Joan Thompson, June Wright and Roberta Robb. Special thanks to Rev. Michael Brooks for his exceedingly helpful staff support. The committee would be delighted to have new members with whom to share the stewardship journey at Port Nelson.

Respectfully submitted by Roberta Robb

ANNUAL REPORT FOR 2011

RAY SMITH - CHAIR OF PROPERTY

The Property Management Ministry (PMM) meets monthly to discuss issues relating to maintaining and improving the building and grounds of the church.

Although we have not been directly involved in the New facilities Investigation this initiative has affected us in that we have deferred some decisions relating to the east end of the building until such time as the congregation makes a decision to rebuild or to renovate. In spite of this we did make two major repairs to the 'old' original structure:

- installed a single layer of shingles over the Lloyd Auditorium which should give us about 10 years of dry safety
- repaired the drain system under the Lower Auditorium and Library.

The 'new' part of the church (i.e. the sanctuary) also received some sprucing up this year. New soffit vents were installed and the exterior windows were professionally cleaned. There was also some exterior painting done (the cross on South Dr., the railings on the Rossmore Blvd. exit). Among the major jobs still remaining to be done on this building are:

- rebuilding the concrete stairwell and railings at the southwest corner
- repair of the chimney
- repair/replacement of the emergency exit door and window systems facing Rossmore Blvd.

We have continued to reduce some expenses without compromising safety or our long term interests. Two recent initiatives which started to pay off in 2011 are:

- the cancellation of a 5 year 'fixed price' gas contract. The 'fixed price' has consistently been above the market price and would have continued so for the foreseeable future
- the switch from Honeywell Ltd. to the Naylor Group for the inspection and routine maintenance of our heating and A/C equipment.

The grounds around the church received more attention this past year. In addition to the painting mentioned above, our custodian, Rick Tucker, repainted the lines on the parking lot so that the new stalls are wider and easier to access. The 'back garden' by the parking lot was completely rebuilt in June and is now much easier to tend. Cheryl Moore coordinated a group of volunteers to plant and maintain the Peace Garden and the other gardens at the front of the church. Many thanks go to Cheryl and her team of Sue Auld, Donna Duncombe, Bobbie Mulveney, Anne Smith and June Wright. The final autumn clean-up of the grounds was coordinated by Rick Tucker and Cliff Lelievre as they led a team of eager volunteers: Bill Carr, Gord Gilmore, Ken and Susan Posgate, Cliff and Marguerite Smith and Anne Smith.

In December we received notification that Burlington Hydro would be raising the power lines across the back of the parking lot. This would necessitate significant trimming of the old silver maples which were on our property. Given the age and condition of the trees it was decided to remove them entirely, especially since Hydro would be picking up a large part of the cost.

Property Committee - continued

With the Niagara Montessori School having ceased operation in June of this year our rental income has been reduced for the last half of the year and will probably be reduced through 2012. However, with children no longer in the area under the sanctuary, personal security (i.e. security of the children) is less of an issue and we can operate adult activities throughout the day. This area is now open to daytime rentals.

In closing I would like to thank the members of the PMM for their continued efforts and support. In addition to attending meetings and thrashing out issues, each member is responsible for looking after a particular topic under the umbrella of 'property management'. Please extend your thanks to those who work on your behalf: Bill Carr, Henk Kuiper, Paul Leece, Rod McGrath, Cliff Smith, Rick Tucker, MargaretJane Wallace and John Zinkie.

Ray Smith, Chair
Property management Ministry



ANNUAL REPORT FOR 2011
PNUC MEMBERSHIP ROLL – DECEMBER 31, 2011

RESIDENT MEMBERS – JANUARY 1, 2011 763

Removed From Roll during 2011

a) By transfer	(5)
b) By death	(24)
c) By request	(11)

Status change to Non-Resident	(11)
Total	(51)

RECEIVED DURING 2011:

a) By Profession of Faith	21
b) By Transfer	5
c) By Council	<u>0</u>
Total	26

RESIDENT MEMBERS – DECEMBER 31, 2011 738

NON-RESIDENT – JANUARY 1, 2011	25
Removed by death, transfer, Council	(13)
Added	11
NON-RESIDENT – DECEMBER 31, 2011	23

Weddings - 5 Baptisms - 9 Funerals - 26

(As recorded in Church Registers)

Lorraine MacMaster, Roll Clerk

ANNUAL REPORT FOR 2011
IN MEMORIAM 2011

Ethel Abell	Audrey MacIntyre
Muriel Beare	Bernice McFadyen
Rev. Gerry Brown	Garth McKenzie
Mary Campbell	Phyllis McKenzie
George Cumming	Carole Miller
Eric Cunningham	Donald Munro
Estelle Cunningham	William Newson
Brian Day	Mark Nimigan
Margaret Dolman	Dale Parker
Mae Gardner	James Phillips
Kay Gilbert	Donald Ritcey
Ann Gillespie	Barbara Rosinski
Paul Graham	Joyce Scarce
Brenda Hall	Ian Shepherd
Elizabeth Hodgkinson	Elizabeth Smart
Robert Ingram	William Taylor
Ronald Lawrence	Florence White
Betty Lou Leyland	Cathy Wise
Marilyn Litton	Tom Young
Norma Lounsbury	Bret Yu

ANNUAL REPORT FOR 2011
BOARD OF TRUSTEES

ENDOWMENT FUND

The principal in this fund is guaranteed to be kept intact. The annual interest from this fund is allocated to local, national or international projects. These projects are approved by the congregation based upon the recommendations of the Endowment Committee and the Church Council.

ENDOWMENT FUND FINANCIAL STATEMENT – 2011

Receipts		Disbursements	
Donations	\$ 0.00	Nelson Youth Centres – in memory of	
Interest:	\$ 8592.05	Rev. Bev Johnston	\$3,000.00
		McMaster Campus Ministries Council for	
		Ecumenical Chaplaincy	\$2,000.00
		North South Partnership for Children	
		Centre for Social Innovation	\$2,000.00
		Developing World Connections – Adaptive Eye	
		Care	\$ 300.00
		Bank Charges	\$ 95.54
Total	\$ 8,592.05	Total	\$7,395.54
		Balance, January 1, 2011	\$420,313.21
		Excess of receipts over disbursements	<u>\$ 1,196.51</u>
		Balance, December 31, 2011	\$421,509.72

The Endowment Fund Committee has approximately \$10,600 (\$8600.00 interest 2011 and \$2000.00 interest from 2010) for worthwhile projects in the year 2012. Please note that interest in the amount of \$1000.00 on the loan to Port Nelson United Church was received during the week of January 9th, 2012 and will be included in the receipts for 2012. We trust, that in time, the interest generated by the Endowment Fund will do much to meet the increasing opportunities facing Port Nelson's congregation. The Committee requests you consider the Endowment Fund when doing your estate planning.

Endowment Fund – continued

Up to December 31, 2011 the capital fund received monies in the memory of the following people as a donation to the “Fund”

Rev J.E. & Mrs. Ina Anderson	Kitchener Hodgins	Alex Nethery
Ethel Adams	Keith Holder	William (Bill) Newport
Virgina Binko	Ruby Horn	Robert Newton
Isobel Brocklehurst	Lionel Horncastle	Dennis Parker
Don Brown	Elsie Hummel	Ross Parker
Lloyd Brown	Jean Isbister	Robert Oikawa
Evelyn Bryce	Mildred Jehu	Frances Parsons
Ian & Marion Butzer	Edith Johnson	William Parsons
Kay Campbell	Melvin Johnson	Vera Posgate
E. Carmichael	Rev Bev Johnston	Kitty & Jack Ramsay
Reta Carmichael	Shirley Johnston	Gordon Redgrave
Dorothy Carson	Fay Key	May Richardson
Earl B. Carson	James Keys	C. Gordon Robinson
Winnifred Clark	Harry Kiefhaber	Wilf Scholfield
Elizabeth Cole	Bea Koleff	Rev Don Scoates
Charlotte Cook	Vera Lennie	Ida Scoates
Donald F. Coons	Earl & Janet Lindley	Susan Scrimgeour
John Covert	Ken & Lorna Lloyd	Dan Seagrove
Willa Davidson	David Lofft	Marjorie Shakespeare
Phil & Ruth Davies	Jill Loosley	Stanley Sheldon
Phil Davies	William Loosley	Elinor Shepherd
Nesbitt Dobson	Alice Lugg	H.Lawrence Shepherd
Mary Margaret Edwards	Gladys & Douglas Lyons	Gertrude Smith
Vern Enson	Olive Macaulay	Ted Sopinka
Helen Eishoff	Rachel Anne MacCara	Margaret Stewart
Roy Evans	Helen MacLeod	Joan Marilyn Sutton
Ethel Fanshaw	Dorothy McCaughan	Harold & Frances Tovee
Jane Fisher	Jean McCurdy	Eleanor Vincent
Janet Fraser	Beattie McDonald	Glen Vincent
Gordon Fullerton	Helen McDonald	Kathleen Walden
W.J.C. & Marian Gooch	Thomas McLarty	Alexander (Sandy) Wallace
Mike Gresko	Bruce McMulkin	Balfour Waugh
Alice Halfpenny	John McMulkin	Evelyn Webber
Dick Hall	Jean Millar	Lloyd & Donald Webber
Harold Hall	Richard Millar	Reta Werner
Bill Hebison	Carolyn Milroy	William (Bill) Whiskin
John Hinckley	Cliff Nelson	Basil Williams

MargaretJane Wallace, Chair, Endowment Fund

ANNUAL REPORT FOR 2011
PROJECTS SUPPORTED BY THE ENDOWMENT FUND – 2001 to 2011

2011

McMaster Campus Ministries Council	\$2000.00
Developing World Connections – Adaptive Eye Care	\$ 300.00
Nelson Youth Centres	\$3000.00
North South Partnership for Children	\$2000.00

2010

Port Nelson United Church – Landscaping Equipment	\$1,300.00
Port Nelson United Church – Governance Facilitator	\$4,000.00
Port Nelson United Church – Engineering Assessment	\$6,000.00
Developing World Connections – Adaptive Eye Care	\$ 700.00

2009

Port Nelson United Church – Upgrade of Office PCs	\$1,392.52
Port Nelson United Church – Adult Spirituality	\$2,000.00
Port Nelson United Church – Audio Equipment	\$2,100.00
Port Nelson United Church – Roof Fund	\$6,500.00

2008

Port Nelson United Church – Spiritual Growth Ministry	\$1,500.00
Port Nelson United Church - Various Projects	
O’Brien Room – Air Conditioning	3,000.00
Pew Bible Shelves	2,000.00
Habitat for Humanity – Halton	2,000.00
Nelson Youth Centre	2,500.00

2007

Port Nelson United Church – LCD Projector	1,480.86
Port Nelson United Church - Various Projects including	
Design Redesign – O’Brien Room	1,000.00
Lloyd Auditorium – Roller Blinds	2,000.00
O’Brien Room – Air Conditioning	2,000.00
Habitat For Humanity – Halton	1,500.00
CODE	1,700.00
Joseph Brant Memorial Hospital Foundation	
Dialysis Unit	1,000.00

The Endowment Fund – continued

2006

Nicaragua Experience	\$2,501.48
Port Nelson United Church – Defibrillator	\$1,656.00
Port Nelson United Church – Fans for Lloyd Auditorium and other repairs.	\$1,900.00
Port Nelson United Church – Property Committee	\$1,000.00
Honorarium for Adult Spirituality	\$1,000.00

2005

Pilgrimage to Taize – Port Nelson United Church Youth (3 x \$750.00)	\$2,250.00
Port Nelson United Church – Folding Tables	\$ 423.35
Port Nelson United Church – Communication Committee	\$ 450.00
Carpenter Hospice	\$1,000.00
Port Nelson United Church – Property Committee	\$2,800.00
Nicaragua Experience	\$2,500.00

2004

Carpenter Hospice	\$1,000.00
United Church of Canada – Beads of Hope	\$2,000.00
Deep Water Wells in Isoken Region – Nigeria	\$2,000.00
Port Nelson United Church – website re-design	\$2,000.00
Port Nelson United Church – folding tables	\$ 700.00

2003

Halton Health Care	\$1,000.00
Charlton Hall Child & Family Centre	\$1,700.00
Joseph Brant Hospital Foundation	\$1,000.00
Trinity United Church Roof for the Roofless	\$1,100.00
Don Parsons – Youth to Taize	\$1,500.00
Port Nelson United Church Choir Gowns	\$1,500.00

2002

Habitat for Humanity	\$3,500.00
Casa Guatemala	\$1,000.00
Port Nelson United Church Access Project	\$3,000.00

2001

Emmanuel United Church	\$2,000.00
Joseph Brant Hospital	\$2,000.00
Port Nelson United Church Access Project	\$3,000.00

ANNUAL REPORT FOR 2011 THE PAUL DAWSON FUND

Paul Dawson was a member of Port Nelson United Church for 24 years at the time of his death in 1999. He was an active participant in all church activities, serving as an Elder for most of those years and working on various committees as needed. He exhibited a keen interest in the world around him. Paul believed that education, at each juncture along the continuum of life, to be an essential part of living.

After Paul's death, Susan Posgate (Dawson) proposed and funded the creation of an educational fund that would be used by the Senior Minister, Associate Minister and Staff Associate for the purposes of their continuing education. The monies provided by this fund are intended to enhance, but not replace existing Continuing Education funding which is included in the regular employment packages. Thus the Paul Dawson Fund came to be. Administered by the Trustees, the principal of the fund is invested and the yearly income from the fund is divided amongst the ministerial staff in support of their continuing education events/programs/opportunities. Proposals for the fund monies are prepared by the ministerial team and presented to the Ministry and Personnel Committee for ratification.

The Paul Dawson Fund continues to gratefully accept donations. The fund is instrumental in allowing the staff to nurture their faith by continuing to learn and grow in areas apart from their daily employment. Donations should be made out to Port Nelson United Church and designated to "The Paul Dawson Fund".

The fund currently has assets of \$51,450.00 with interest of approximately \$1100.00 expected to be available for use in 2012.

PILKEY FUND

Interest from the Pilkey Fund is used exclusively for local Outreach Projects. The Reaching Out Committee recommends the projects to the Trustees for ratification.

The interest earned amount of \$2200.00 from 2011 and carryover of \$1000 from 2010 are available to the Reaching Out Committee for worthwhile local projects. As at year end, the total bequest of \$75,382.00 has provided more than \$184,000.00 "for use in the community that Port Nelson serves".

PILKEY FUND FINANCIAL STATEMENT – 2011

Receipts

Interest	<u>\$2,250.05</u>
Total	<u>\$2,250.05</u>

Disbursements

The Carpenter Hospice	\$1200.00
Total	<u>\$ 1200.00</u>

Balance, January 1, 2011	\$78,368.88
Excess of receipts over disbursements	<u>\$ 1,050.05</u>
Balance, December 31, 2011	<u>\$79,418.93</u>

**SUMMARY OF COMMUNITY PROJECTS SUPPORTED BY THE PILKEY FUND
SINCE ITS INCEPTION**

<u>RECIPIENTS</u>	<u>ACCUMULATED AMOUNTS</u>
Inter-Church Council	\$35,700
Nelson Youth Centres	\$43,500
Halton Women’s Place	\$ 6,700
Danielle’s Place	\$ 4,300
Radio Reading Service	\$ 2,550
Port Nelson United Church – Watoto Choir Event	\$2,100
Port Nelson United Church – Food Voucher Program	\$1,500
Children’s Assessment Centre	\$ 3,500
Joseph Brant Hospital	\$ 1,450
I.D.E.A. Burlington	\$ 3,500
Burlington Bereavement Council	\$ 1,250
Halton Adolescent Support Services	\$ 5,650
Big Sister Youth Services Hamilton Inc.	\$ 9,500
Burlington East Emergency Food Bank	\$ 3,000
Burlington Counselling & Family Services	\$10,500
Friendship Program	\$ 2,650
Salvation Army Family Services	\$ 1,300
Schizophrenia Society of Ontario (Burlington Chapter)	\$ 4,900
Burlington Association for Community Living	\$1,100
The Hub	\$3,750
Friends for Success	\$2,300
Habitat for Humanity	\$8,100
Burlington Youth Wellness	\$1,000
Burlington Association for the Intellectually Challenged	\$2,800
Camelot Centre Adult Day Program	\$2,900
The Carpenter Hospice	\$1,200
Other Agencies \$1,000 or under each	<u>\$17,366</u>
	<u>\$184,066</u>

ANNUAL REPORT FOR 2011
MEMORIAL FUND

The Memorial Fund provides each of us with the opportunity to give gifts, either designated or undesignated, in memory of a loved one.

MEMORIAL FUND FINANCIAL STATEMENT- 2011

Receipts		Disbursements	
Donations	\$ 125.00*	Lehmann Bookbinding for binding of Port	\$ 660.21
		Nelson United Church choir books	
		Bank Charges	\$ 72.00
Total	<u>\$ 125.00</u>	Total	<u>\$ 732.21</u>

*Represents Donations received up to February 15, 2011 at which time changes to Policies and Procedures for this Fund were revised and approved by Council

Balance, January 1, 2011	\$ 5,520.80
Excess of disbursements over receipts	<u>(\$ 607.21)</u>
Balance, December 31, 2011	<u>\$ 4,913.59</u>

Two new funds were created in 2011. **The Facilities Sustainability Fund** provides a means to support the maintenance of the Port Nelson United Church buildings and grounds by way of bequests and planned gifts. **The Outreach Fund** provides a means to support the outreach work of the congregation in our local and worldwide communities by way of bequests and planned gifts. There was no activity in these Funds in 2011.

The Trustees received two donations specifically designated for a Building/Building Capital Fund which has not yet been established. The donations were in the amounts of \$100,000.00 and \$1507.80. These donations have been invested and are being administered separately from the other Funds under the administration of the Trustees.

There are many ways to make donations to the Church. Cash is the simplest and easiest way however, there may be more tax beneficial ways. These include appreciated property or marketable securities like shares, bonds, mutual fund units and the like. You can also designate the church as an owner or beneficiary of an insurance policy. Each has its own advantages. You should consult your Financial Advisor, your Accountant and your Lawyer to determine what is best for you.

TREASURER'S ANNUAL REPORT ON 2011

Overall summary

We ended 2011 with an operating deficit of \$4,688. We had a deficit carried forward from last year of \$83,875, so the total cumulative operating deficit at December 31, 2011 was \$88,563.

Revenue summary

Our general offerings were up over 2010 by about 2% or \$8,259. We budgeted this to increase 9% so it wasn't as good as we would have liked. Our Consecration Sunday in 2010 resulted in over 200 members pledging an increase of 13%. Most of those members met their pledge and many exceeded the pledge in 2011. What we didn't anticipate was that about 80 members, most of whom did not pledge last year, in fact dropped their givings in 2011 from 2010. This was in part due to members who died or moved away from our community. There were also some aging members who were in poor health and did not contribute the same amount as last year. In the next year we will focus some efforts on maintaining contact with those members whose givings appear to be dropping and see how we can be good stewards of our money.

There were some good news stories in that people donated food vouchers to the food voucher program in the amount of \$9,005. Our gift card program, headed by Joan Thompson & family and Pat Gilmore, raised \$4,000. We hope to get the word out in 2012 to increase this program. Jocelyn Young and a committee raised \$6,898 in a successful Royal Wedding event.

The Montessori school closed in June 2011 but over the past two years we have increased Bridge Groups and other rental groups to raise \$39,277 (Facility Use) which helps to defray costs of maintaining our building.

Expense summary

Overall expenses decreased about \$26,000 or 4.5%. The cost reductions were primarily in our staffing costs.

As mentioned above we raised an additional \$9,005 through the gift card program so we spent our planned budget of \$10,000 plus the additional moneys raised.

Special funds

I have listed the revenues and expenditures from special funds which do show on our operating statement. These funds brought in total about \$87,000 and were used, in part, to assist other charities like Partnership West Food bank (\$7,888), Horn of Africa, Japan disaster, Wesley Centre, Habitat for Humanity etc. This shows our growing generosity and the many opportunities for us, in our abundance, to assist those in need in our community and beyond.

Treasurer's Report - continued

Budget 2012

To be conservative we used our 2011 actual offerings and increased it by 2%. This is based on the 2011 Consecration Sunday results which indicated that members, who have pledged, have increased their givings by over 10% over last year. As always we expect that some members will die or move away and thus the conservatism.

We are expecting the "Diamond Jubilee" event in April to raise in excess of \$15,000 based on Lobster Dinners we have held in the past where we have raised over \$20,000.

Stephen D, Jones, CA Treasurer

Please note: The financial information provided, in this annual report, are extracts from the audited financial statements and should be read in conjunction with that report.

