



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.

Affirming

We affirm, include, and celebrate people of every age, race, belief, culture, ability, income level, family configuration, gender, gender identity, and sexual orientation in the life and ministry of Port Nelson. 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 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
2017 ANNUAL REPORT

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STAFF



Minister: Rev. Dr. Michael Brooks

Leads the staff team, oversees the various ministries of the church; leads worship, baptisms, weddings. Provides staff support to Worship Ministry, Stewardship Ministry, Communications, Governance and the Trustees
email: michaelbrooks@portnelsonunitedchurch.com



Supply Minister of Pastoral Care: Rev. Martha Reynolds

Provides pastoral visitation, oversees the Pastoral Care ministries
email: marthareynolds@portnelsonunitedchurch.com



Director of Music: Dr. Stillman Matheson

Oversees the music ministry and programs. Provides staff support to Worship Ministry, and the Choir Executive.
email: stillmanmatheson@portnelsonunitedchurch.com



Developer of Youth Ministry: Jay Poitras

Develops the ministry with youth in grades 6 to 12
email: jaypoitras@portnelsonunitedchurch.com



Developer of Children's Ministry: Sharon Holmes

Develops the ministry with children up to age 12
email: sharonholmes@portnelsonunitedchurch.com



Church Administrator: Rebecca Murphy

Provides administrative support to the Staff, Church Council, Committees, Congregation and Treasurer. Assists the Treasurer with financial matters including maintaining the member database and income tax receipts
email: office@portnelsonunitedchurch.com



Custodian: Rick Tucker

Ensures the property and buildings meet the needs of the various groups and ministries. Provides staff support to Property Management Ministry
email: custodian1@portnelsonunitedchurch.com

ANNUAL REPORT FOR 2017

CHAIR OF COUNCIL

Throughout the pages of this church's Annual Report, the events of 2017 will be recorded in other accounts. With a few brief exceptions that follow, I have decided to focus my chronicle on the future.

However, there are genuine thanks to be made before I do that. Thanks to Alan Brown for leaving the Council in such good shape for me to assume the chair; to Michael Brooks for his wisdom and outstanding leadership as our Minister and his willingness to assist me in countless ways; to Martha Reynolds for assuming the role of Supply Pastoral Care Minister with such warmth and caring for people she is getting to know; to Gord Dunbar for his insight into so many situations; to Stillman Matheson for his exceptional musical leadership; to Rick Tucker for surviving the push and pull of so many expectations and conflicting requests; to Sharon Holmes and Jay Poitras for remarkable successes as our children and youth leaders; to Rebecca Murphy for being so flexible and well prepared for the office changes; to Susan Reid, our bookkeeper for keeping Steve Jones sorted out; to Marilyn Parsons for her direction; to Council members for staying the course and supporting me; to the Rekindle Project Management Team for patience and understanding; to the huge number of church members who spend so many hours unseen but are greatly appreciated. All of the above are the moving parts of our church which contribute to its success and ensure that we do not confine ourselves to looking inwards but accept our responsibility to the wider community.

I believe it is in accepting such responsibility that we have embarked on our Rekindle project. When completed, we will have the ability to reach out to so many more people and to take advantage of opportunities that were not possible before. Our faith is strong and because of that, we believe we are on the right path with regard to our church's future.

The congregation approved the Vision Planning Team Report at our last Annual Meeting. It is an exciting glimpse into what is possible in the future.

The guiding principles of our Vision Planning Team were to:

- be evolutionary in our approach;
- build on our strengths (identified as worship, music, leadership and programs);
- fulfill desires for new initiatives

A Vision Statement is not a plan to grow a church in size. Instead, it paints a picture of the ideal future of our ministry and focuses prayer, energy and resources. In our new building, we will have accessible and flexible space on lower and upper levels of the building.

Our kitchen will be equipped at a commercial level; our meeting spaces will be well-appointed and prepared for the ability to make use of up to date audio-visual aids; reception areas will demonstrate a warm welcome; office area will be easy to find. This will enable us to attract new opportunities to reach out to a wider community than was previously possible.

What follows is a vision for Port Nelson. We must focus on making our ideas happen during the next few years. There are many more ideas to be shared – but whatever we do decide to share will create the energy and excitement that we must have. ***A vision without execution is just hallucinations!***

Some progress is being made on our Vision Plan:

A **second gathering** has been discussed by Council. The format has not yet been decided. One suggestion is that this could grow into a full building multi-program function. In parallel with this second gathering, the foyer might be set up as a cozy coffee lounge for spouses or partners who do not want a “service” but do want to experience fellowship. There could be concurrent children and youth programs. In this way the whole family cluster could attend but each member would participate in a program that they enjoy most. There could be combined fellowship before and/or after.

Our new **Event Co-ordinator position** might grow into a full “hosting ministry”: hiring and training hosts and kitchen staff – kitchen staff learning how to prepare snacks or even meals if requested, providing paid employment opportunities (a ministry in itself – learning skills; beefing up a resume with experience). All day conferences arranged through the Event Coordinator might now make use of facilities on all levels; we now have a very attractive ability to host wedding and funeral receptions as well as receptions following concerts.

Mid-week **intergenerational activities** might occur in our beautiful new Family Room

We might explore the possibility of a return of the Montessori School or other **day care** use; musical groups for tiny tots; handbell choirs for youth and/or adults; after school program

There are many other positive ways in which we could continue to build on the Vision Team Report. It’s exciting to even be able to suggest these.

The Food Vouchers program might expand to offer lunch once a month – potentially prepared by clients with our training and supervision

A daily **special needs** centre might now function on the lower level;

We could develop a partnership with **McMaster** (or any higher learning institution) for satellite programs

We might provide support for **entrepreneurs** with office and/or meeting space

Grief walk, addiction centre, adult consultation, **community resource** centre are all possible

The Wright Library might provide space for **interfaith activities**; prayer group, small bible study groups in addition to use of print and other resources

Community **drama groups** will have a good choice of meeting room space to use

We could establish a morning **walking group** with coffee afterwards and/or open foyer in mornings and have coffee available at a reasonable cost attracting neighbours in the same way as Timmie's or McDonald's does now

Of course, there are programs that we support now and will continue to exist: Scouting programs, yoga, dance, food vouchers, congregational meals, men in aprons, etc. We provide teaching space for our Director of Music which allows his students and their parents to become aware of other opportunities we provide. We do currently rent some of our space, but now the entire building will be accessible. Some of the above ideas will be possible, some not.

Our Council is focussing on the future and actively discussing and exploring a shared vision for Port Nelson. There are risks involved. There is much work to be done. We can choose to try new ideas that will have a powerful impact on us as a congregation. We must not ever be pew-warmers and think that church is just Sunday worship. I pray that we are given the ability and energy to focus on an exciting new vision for Port Nelson United Church.

-Brian Snell, Chair

ANNUAL REPORT FOR 2017

MINISTER - REV. DR. MICHAEL BROOKS

I can't recall another year in my lifetime with more significant anniversaries than 2017. Given all the festivities, my second six-week block of sabbatical time was helpful in providing time for observances of these events. For me, the anniversaries of 2017 coincided with most of the highlights of our life and ministry together as a church. Therefore, my report this year takes the form of a brief chronology of significant anniversaries:

I begin with the most personal event. Birthdays are forms of anniversaries. Both Jay and I celebrated the arrival of new decades in 2017, and we were humbled (even embarrassed!) by the outpouring of appreciation shown to us at the end of March. Thank-you for the gifts and the birthday cakes. It was a good excuse to party in the midst of the season of Lent!

The calendar turned to April and, while several people travelled to France to observe the 100th anniversary of Vimy Ridge, the church welcomed my predecessor, the Rev. Don Parsons as our guest preacher for the 65th anniversary of the congregation on Palm Sunday, April 9. A full church warmly greeted Don as he preached on the theme "Knowing Where to Go." We acknowledged our charter members and recalled how they and others sat originally on kindergarten chairs at Glenwood School on April 6, 1952 to receive the official charter of Port Nelson Church.

Summertime brought increased excitement about "Canada 150." On Sunday, June 25, Port Nelson co-sponsored a "Love My Hood" event with the Roseland Community Organization at Roseland Park. We invited neighbours to celebrate with a barbecue picnic lunch, games and face painting for children, Burlington Fire trucks, a classic police car courtesy of Tim Rayner, and the dedication of a new tree on Rossmore Boulevard. Despite a lingering threat of thunderstorms, over 200 people enjoyed the day. In August, I was blessed to be able to visit Charlottetown, PEI and Province House. I felt humbled and proud to be standing in that historic place of Confederation in a landmark year.

Anniversary celebrations continued into the fall, with the highlight being our grand observance of the 500th anniversary of the publication of Martin Luther's *95 Theses* on a church door in Wittenberg, Germany. This event, spurred on by the newly invented printing press, heralded what we now refer to as the Protestant Reformation. The highlight of my sabbatical time in 2017 was a 12-day pilgrimage to Germany in May to follow in Luther's footsteps. I returned all "pumped up!" So, on Reformation Sunday in October, we presented the drama *Sola Fide!* as part of the service. Our Port Nelson cast enacted the life of Luther beautifully. Stillman Matheson and the choir outdid themselves as they sang the music of Bach and Pachelbel accompanied by a brass ensemble. We finished with a rousing version of Luther's most famous hymn, *A Mighty Fortress*. It was a memorable day!

Michael Brooks – Continued

But anniversaries are not only historic. Very often, new events, in time, become marked occasions. Sunday, June 4th was a highlight for our church as we celebrated becoming an Affirming Ministry of the United Church of Canada. We welcomed guests from Affirm United and from Hamilton Conference for a joyful celebration. While the mood was light-hearted, it was also bittersweet in that Rev. Gord Dunbar preached his last sermon among us before responding to a call to become Minister in Kincardine, Ontario. I learned a lot from Gord and will always value our nearly nine years of ministry together.

Last, but certainly not least, 2017 was the year when the *Rekindle: Our Home, Our Future* project came alive. There were many ups and downs, but the culmination of several years of careful planning and hard work finally began to feel like it was proceeding swiftly and purposefully. We are grateful for the leadership of the 40-person team working on this monumental venture.

2017 was an exciting, rewarding and life-giving year for me, marked by anniversary touchstones in every season. I pray that, whatever your own personal anniversaries and memories of 2017 are – joyful or regretful – you may know in deep and meaningful ways that you are not alone: God is with you.

Faithfully,

-Michael Brooks

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SUPPLY MINISTER OF PASTORAL CARE - REV. MARTHA REYNOLDS

It is an interesting and exciting time to be part of the ministry team at Port Nelson. This past Sunday we celebrated the official ground breaking for the Rekindle Project. Soon the long-awaited construction will begin and if all goes according to plan, it will be completed by a year from now.

The idea of building has reminded me of the expression found in various letters in the New Testament, “to build up,” meaning to encourage one another and also to work together for the benefit of the whole.

The gifts [Christ] gave...equip the saints for the work of ministry, for building up the body of Christ until all of us come...to the measure of the full stature of Christ...But speaking the truth in love, we must grow up in every way...into Christ, from whom the whole body, joined and knit together..., as each part is working properly, promotes the body's growth in building itself up in love. (Ephesians 4: 11-16)

Since I began working here in late August, I have noticed time and again that this congregation excels at building up one another and building up the Body of Christ. I believe your six values – a sense of community, affirming, caring, growing spiritually, meaningful worship and reaching out – and all of your various ministries are like building blocks, promoting “the body’s growth.” Thank you for all the ways you love and serve others in the congregation, in the wider community and in the world.

I am grateful for the warm welcome and the support I have received from the congregation and the staff. I am enjoying the pastoral care work and I appreciate the many helping hands and hearts that contribute to this ministry. I look forward to the next six months and the building up we will do together. I give thanks for the Spirit who blesses us each day with strength, courage and wisdom, building us up so that we are better equipped to do God’s work in the world.

- Rev. Martha Reynolds, Supply Minister of Pastoral Care

ANNUAL REPORT FOR 2017

ANNUAL CONGREGATIONAL MEETING: FEBRUARY 12, 2017 - MINUTES

Call to Order:

The meeting was called to order by Alan Brown, Chair of Council, at 11:45 AM.

Enabling Items and Voting Privileges:

Opening Motions were presented in omnibus form:

- that Richard Hensen be appointed as recording secretary for the 2017 Annual Meeting of Port Nelson United Church;
- that voting privileges for the 2017 Annual Meeting of Port Nelson United Church be extended to adherents;
- that Gord Dunbar and Matt Cooper be appointed as parliamentarians, timekeepers and scrutineers for the 2017 Annual Meeting of Port Nelson United Church;
- 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 Secunder may speak at the beginning and at the end of the discussion of a motion.

Moved by Elaine Brown and seconded by Marilyn Parsons. CARRIED.

Approval of the Agenda:

Moved by John Greven and seconded by Ron Gardner that the agenda for the 2017 Annual Meeting of Port Nelson United Church be approved as presented. CARRIED

WE CELEBRATE PAST MINISTRY

Approval of Minutes of 2016 Annual Meeting:

Moved by Ruth McQuirter and seconded by Susanne Zinkie that the minutes of the February 21st, 2016 Annual Meeting of Port Nelson United Church be approved as written. CARRIED

Chair's Remarks: Alan Brown

The first time I sang in this sanctuary was not during Sunday worship, and I wasn't singing a hymn. It was several years ago, and I was actually singing with a small chamber choir that had rented the sanctuary for one of our concerts. One of the pieces we sang that night was "Cantate Domino" by Monteverdi. The words are "Cantate Domino canticum novum". They may sound more familiar in English: "Sing to the Lord a new song, sing and bless God's name, who has done such wondrous things."

Congregational Meeting 2017 – Continued

Over the past year, there have been many times when those words have come to mind, especially one Sunday in November when a young man got up and spoke to us for five minutes. His message wasn't earth-shaking – he merely told us what he has been doing for the past year. What I thought was miraculous was that a year before, Hamza, recently arrived in Burlington from Syria, had not known one word of English. Twelve short months later, he stood before us and spoke to us for five minutes. Truly, God has done wondrous things.

Of course, this miracle didn't happen by itself. You, the congregation, had to agree to be a sponsor – and you did so immediately. Money had to be raised – and you gave generously. Furniture, a place to stay, household items – all of those you provided, and more. During the year, members of our congregation helped him with his high school homework and English studies, helped him find a part-time job, took him on day trips to local sights, and most importantly, made sure he knows that that he has our on-going support.

This, and so many other things you have done this year, are the best of what we do. Let us, in the coming year continue to show our commitment to justice and God's mission – it is the best of who we are.

Approval of Actions by Council in 2016

Moved by Pat Gilmore and seconded by Rod McGrath that the actions of the Port Nelson United Church Council for the year ending December 31st, 2016 be approved. CARRIED

Report from the Trustees: Ron Gardner

Ron introduced the Trustees: Marty Wamsley (Treasurer), Steve Halfpenny (Insurance), Rick Burgess (Lawyer), Pat Gilmore, Rob Warman and Rev. Dr. Michael Brooks.

Ron updated us on the impact of the loan made from the Endowment Fund to the PNUC Solar Energy Initiative.

Year	Loan Amount	Interest from Loan	Interest if GIC	Difference
2015	\$320,000	\$16,000	\$2,808	\$13,192
2016	\$305,000	\$15,250	\$2,745	\$12,505
2017	\$290,000			

The trustees two major focuses this year:

Insurance: due to the pending construction associated with the Rekindle project, they conducted a comprehensive re-evaluation of our assets to make sure we have adequate coverage. After an onsite property inspection, we increased our Property coverage from \$6,497,403 to \$7,660,504.

Rekindle: Marty and Ron worked with the Rekindle PMT and counsel to secure Presbytery approval for the project. They also worked with the Rekindle Project Management Team to secure a \$1 million Demand Loan from TD Bank, in place until 2020.

Congregational Meeting 2017 – Continued

Approval of 2016 Written Annual Reports:

Moved by Marilyn Parsons and seconded by Elaine Brown that the written reports contained in the 2016 Annual Report Book of Port Nelson United Church be adopted as presented. CARRIED

Treasurer's Report: Steve Jones

Steve reviewed the 2016 Financial Statements, as presented in the printed Annual Report. There was a net deficit of \$22,850 for the year ended December 31, 2016, reducing our accumulated surplus to \$20,469.

Moved by Steve Jones and seconded by Ron Gardner that the Financial Statements of Port Nelson United Church for the year ending December 31st, 2016 be approved as presented. CARRIED

Approval of Auditors for 2017:

Moved by Steve Jones and seconded by Marty Wamsley that Beckett Lowden Read LLP be appointed as auditors for Port Nelson United Church for the year ending December 31st, 2017. CARRIED

Report from the Visioning Group:

Moved by Scott Ife and seconded by John Zinkie that Port Nelson Council establishes working teams to explore and investigate the viability of the recommended initiatives: Programs, Event Hosting and Alternate "Service or Gathering". CARRIED

Report from the Affirming Group: Ruth McQuirter

On behalf of the Affirming Group, Ruth introduced two motions that are required by Affirm United to be voted by the congregation via secret ballot, and require a minimum of 75% to carry.

Moved by Ruth McQuirter and seconded by Pat Gilmore that the value "Affirming" and the following "Affirming Statement" replace the current congregational value "Being Inclusive".

We affirm, include, and celebrate people of every age, race, belief, culture, ability, income level, family configuration, gender, gender identity, and sexual orientation in the life and ministry of Port Nelson United Church.

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)

Total of 66 ballots submitted: 54 Yes and 9 No with 3 Abstentions. **CARRIED.**

Moved by Ruth McQuirter and seconded by Pat Gilmore that Port Nelson United Church become an Affirming Ministry, with an annual fee of \$100 to Affirm United.

Congregational Meeting 2017 – Continued

Total of 66 ballots submitted: 48 Yes and 15 No with 3 Abstentions. Motion was announced to be DEFEATED.

In the ensuing week, through consultation with Affirm United and United Church legal counsel, it was determined that abstentions are not to be included in the total vote count, and as a result the motion had enough support to be deemed **CARRIED**.

WE SEEK GOD’S GUIDANCE IN FUTURE MINISTRY

Report from the Endowment Fund Committee: MargaretJane Wallace

MargaretJane reported that as a result of 2016 Endowment Funds investments; there is \$16,000 in interest to be disbursed. Council voted to recommend the following suggestions for the expendable funds:

Rekindle Project	\$5,000
Food Voucher Program – Joan Thompson	\$5,000
Crash Rhythm – Hilary Whiskin	\$1,500
Ryerson PS Presentation System – Karen O'Halloran	\$2,000
North BurLINKton Community Group – Calvary Baptist	\$2,500

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

2016 Budget Presentation:

Steve Jones reviewed the budget for 2017. It reflects no increase in general offerings over the 2016 actual, and an anticipated reduction in rental income and Mistletoe Mart revenue. There is a projected deficit for the year of \$6,020 and a projected accumulated surplus of \$14,449.

Moved by Steve Jones and seconded by Rod McGrath that the operating budget of Port Nelson United Church for the year ending December 31st, 2017 be approved as presented. CARRIED

Nominating Report – Recommendation for Slate of Council Members for 2017: Marilyn Parsons

Moved by Marilyn Parsons and seconded by Nancy McGrath that the Nominating Committee Report and slate of Council Members of Port Nelson United Church for 2017 be approved as presented. CARRIED

Congregational Meeting 2017 – Continued

Members of Council for 2017

Chair:	Brian Snell
Vice Chair:	Richard Hensen
Past Chair:	Marilyn Parsons
Secretary:	Tiffany Harvey (on leave March to September 2017)
Treasurer:	Steve Jones
Trustees Representative:	Marty Wamsley
Ministers:	Rev. Dr. Michael Brooks, Rev. Gord Dunbar
Council Members:	Brian Duncombe
	Ann Fleming
	Pat Gilmore
	John Greven
	Hamilton Jukes
	Rod McGrath
	Ruth McQuirter
	Susan O’Neill
	Susan Posgate
	Susanne Zinkie

Congregational Meeting 2017 – Continued

Ministry Chairs/Roles 2017

Finance Committee:	Rod McGrath
Governance Committee:	Richard Hensen
Ministry and Personnel:	Susan Posgate
Nominating Committee:	Marilyn Parsons
Pastoral Care Ministry:	Susanne Zinkie
Property Management Ministry:	John Greven
Reaching Out Ministry:	
Spiritual Growth Ministry:	Ann Fleming
Stewardship Ministry:	Pat Gilmore
Trustees:	Ron Gardner
Worship Ministry:	Mary Carey
Members-at-large:	Ruth McQuirter Brian Duncombe Susan O'Neill
Presbytery Reps:	Pat Gilmore Ann Fleming Marilyn Parsons

Youth Award Adjudication Committee 2017

Council:	Ruth McQuirter
Congregation:	Lorraine MacMaster
Ministry:	Rev. Dr. Michael Brooks

Endowment Fund Committee 2017

Chair: MargaretJane Wallace

Members at Large: Dorothy McDonald

Margaret McMulkin

Closing: Alan Brown

Alan thanked recording secretary Richard Hensen and parliamentarians Gord Dunbar and Matt Cooper for their participation. He called Brian Snell forward for a "passing of the torch" and concluded the meeting in prayer.

On behalf of the congregation, Brian thanked Alan for his time as Chair of Council, particularly as Alan and Elaine are moving to British Columbia this spring.

Motion to Adjourn:

Moved by Ann Fleming and seconded by Steve Halfpenny that the 2017 Annual Meeting of Port Nelson United Church be adjourned.

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CONGREGATIONAL MEETING: June 19, 2017 - MINUTES

Call to Order:

The meeting was called to order by Brian Snell, Chair of Council, at 7:00 PM. Brian opened with a prayer.

Voting Privileges and Enabling Motions:

Moved by Brian Duncombe, seconded by Hamilton Jukes, that Marilyn Parsons be appointed as recording secretary for the June 19, 2017 Congregational Meeting of Port Nelson United Church. CARRIED

Moved by Marty Wamsley, seconded by Pat Gilmore, that voting privileges for the June 19, 2017 Congregational Meeting of Port Nelson United Church be extended to adherents. CARRIED

Moved by Rod McGrath, seconded by Marilyn Parsons, that Ann Fleming and Richard Hensen be appointed as parliamentarians, timekeepers and scrutineers for the June 19, 2017 Congregational Meeting of Port Nelson United Church. CARRIED

Moved by Ruth McQuirter, seconded by Susan O'Neill, 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 Secunder may speak at the beginning and at the end of the discussion of a motion. CARRIED

Approval of the Agenda:

Moved by Susan Posgate seconded by Susanne Zinkie, that the agenda for the June 19, 2017 Congregational Meeting of Port Nelson United Church be approved as presented. CARRIED

Chair's Remarks:

Brian Snell outlined the purpose of the meeting. He noted that it was decided at the Council meeting of February 8, 2017 that should the bids received be over the projected budget that Project Management Team would come to Council and the Congregation with a recommendation for a remedy. Council discussed and approved the Project Management Team's recommendation at the May 17, 2017 meeting and have brought it to this Congregational meeting for a decision. After the Rekindle Project Management Team has made their presentation there will be questions and discussion of the presentation. Once this discussion is complete, the motion will be made and seconded after which discussion will be confined to the motion. Brian reminded the meeting that the decision may be made by show of hands. However, if any person wishes a secret ballot the request will be honoured by the scrutineers.

Rekindle Project Management Team (PMT) Report (attached to the minutes):

Stan Harvey, using a PowerPoint™ presentation, described the current construction environment that led to three bids (of five requested) that came in 40% higher than anticipated. The Project Management Team have consulted with the architect and there are three options that could be considered. The option recommended by Project Management Team is to enter into a design build contract with a cost ceiling of \$3.7M (including HST).

Questions and Discussion followed regarding:

Retention of flat roof and multiple levels; the roof levels will depend on the design but will be sound.

Wood vs. steel framing meets building code, will be as safe as steel; insurance costs to be determined

HVAC will be invisible from the street (a Burlington requirement)

Internal changes will not hold up permits as site plan will not change. Currently only outstanding permit is for silt and tree protection.

Motion

Moved by June Wright, seconded by Al Kingston that the Rekindle Renovation Project is authorized to enter into a design-build contract with a cost ceiling for the total project of \$3.7 M (including HST).

Questions and Discussion followed the making of the motion:

We will get the design we want which will meet the needs as specified by the congregation. Project Management Team will be consulted by the contractor/architect design build team after the drawings are complete and throughout the construction.

Cost is guaranteed by the contract.

The history of all of the contractors invited to tender has been investigated.

There will be insurance to protect us should the contractor be unable to fulfill the contract.

The Project Management Team has developed a list of “Out of Scope” items –this list has not changed as a result of the bidding.

Furniture has been assessed by the transition team and that which was in good condition is either in storage or in use.

Kitchen appliances are “in scope” however the fees charged by the contractor can be avoided by the Project Management Team shopping for these items.

Halton Presbytery Finance Committee does not need to be consulted as the amount to be borrowed has not changed (up to \$1M)

Congregational Meeting 2017 – Continued

There being no further questions and no request for a secret ballot Brian Snell called the question.

CARRIED with one vote against the motion and two abstentions.

Closing

There being no other business the meeting closed with Brian thanking the Project Management Team for hours and hours of work on behalf of the congregation. The congregation then sang “One More Step Along the World I Go”. Stillman Matheson provided accompaniment.

Adjourned at 8 PM

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SPIRITUAL GROWTH MINISTRY

Ann Fleming - Chair

The mandate for Spiritual Growth includes providing opportunities for all ages within our congregation to grow spiritually. Small groups that build community are a priority as they gather to carry out a variety of our stated values.

Nursery /Toddler Care: Each Sunday infants and toddlers (to age 4) are welcomed by volunteers to a bright well equipped, safe space where they are cared for allowing their parents to attend worship. Parents are contacted if a need arises by a pager. From September to June in 2017 we were fortunate to have Holly Doucette, a trained Early Childhood Educator, as our Coordinator each Sunday. We were saddened when Holly ended her time with us at the end of June. A search was initiated for an on-going coordinator with no positive results. In the meantime our strong, very capable team of volunteers have continued to offer their gifts of care and time each Sunday.

Adventure Crew: (age 4 to Grade 5) programme continues under the leadership of Sharon Holmes our Children's Ministry Developer and Jay Poitras continues as leader of Pinnacle (Gr.6 through High School).

CHILDREN & FAMILY MINISTRY REPORT

Adventure Crew

The Adventure Crew is our church program that includes children SK – Grade 5. I am very fortunate to have wonderful volunteers who help in the classroom on Sunday mornings. We use various themes to explore the Bible and life as a Christian through stories, crafts, games and songs.

From January to June we went from Epiphany to Pentecost, learning about Baptism, Communion and Lent along the way. Of course, Lent had to include making pretzels and a special Holy Week journey. In June we finished up with a fun BBQ with great food and fun games with the entire Roseland community. We started our year in September with the Blessing of the Backpacks and getting caught up with old friends and making new friends that joined our Crew. Adventure Crew followed along with the rest of the congregation and got 'Digging In'. They also learned about 'Random Acts of Kindness' and shared their kindness with the rest of the congregation.

Our Outreach this year included making Valentine's Day cards that were mailed to over 60 members of the congregation. We were thrilled when Teleministry asked us to make Thank You cards for their volunteers. In June we created a Port Nelson Team and participated in Wesley Urban Ministries Case for Kids Walk. Our goal was to raise \$2500.00. The team was ecstatic that our final tally raised was \$4416.00. Of course, we ended the year with a successful craft table at the Mistletoe Mart.

PA Days

This year Port Nelson hosted a fun 'Colour My World' PA Day camp. Games, crafts, music and snacks made it a fun-filled day, not to mention the great team of volunteers that helped make it a great success.

Musical Talents

Thanks to the musical talents of Tania Laurie our children had the opportunity to contribute to several services this year. A huge thank you to Tania for helping to develop this important aspect of the Adventure Crew and to Fae Falls and Stillman for their beautiful accompaniment.

In September, a Junior Choir was formed with children of all ages. The children are having fun singing with Stillman and enjoy performing for the rest of the congregation.

Friday Family Fun Nights

Our Friday Family Fun Nights have become a fun, monthly activity that sees an average of 25 of us eating pizza and enjoying a movie or at Halloween carving pumpkins and playing games.

Thank you to all who have who have given their time and talents to help our children grow within our church community.

-Sharon Holmes

PINNACLE: 2017 in Review:

A Sense of Community

Port Nelson United Church Young Leaders (PINNACLE) celebrated its sixth anniversary in November 2017. Over the last six years, a safe place for youth and teens in grades 6-12 to meet, hang-out, worship and give back has grown in our church.

In September 2017, we said goodbye to a few of our young people who headed off to various postsecondary institutions across the country; at the same time, we welcomed a very eager batch of new grade 6 participants. It's always great to see our college and university students when they return home to visit their families. Our most recent post-secondary gathering was the annual PINNACLE Alumni Christmas Reunion, which took place at the home of Michael and Jay again this year.

Affirming

Whether they attend every Sunday or every occasional Sunday, or whether they attend a movie night or Halloween sleepover as guests of faithful members, all youth are welcome. We recognize that every young person is on an individual faith journey that we seek to nurture and support. Participants explore Christianity as it relates and makes sense to them, all the while building leadership skills to make positive change in their own lives and for others.

Meaningful Worship

The youth continued the Port Nelson tradition of leading the December Gift Sunday service. The youth will tell you it is always a highlight of their year to design and lead the congregation in this service. This year's Gift Sunday fell on the Sunday when the peace candle of the advent wreath was lit. We followed the theme of peace and the play told the story of those who help keep the peace – our police and armed forces. The men and women who help protect us from violence and enforce our laws are among the bravest in our society, and the families they leave at home to do this work sacrifice the safety of loved ones. Our youth are a very talented bunch and are always happy to share their talents in worship, be that through instrumental or vocal music, dance, or dramatic readings of the scripts they help write!

Caring

Campers and staff from GLEE Camp made Appleby United Church home for another 3 sold-out weeks in the summer of 2017. Both the energy and temperature levels were high. We were blessed to have such a strong camp staff team of teens and young adults from our church community leading over 80 campers each week.

Growing Spiritually

In May of this year, we confirmed 6 young people from our two-year Confirmation Program (Lauren B., Chloe E., Noah F., Jamie T., Eliza K., Elliot B.). In September, we welcomed a new group of first-year participants. We continued to use the interactive DVD and journal resource, "Animate Faith", as a curriculum for discussion groups for all confirmands. It continues to be an effective guide in helping the youth explore their decision to renew their baptismal vows.

Reaching Out

As part of their service learning, the PINNACLE group continued to give back to their community. A few highlights of the year were our work with Wesley Urban Ministries at the No-Charge Christmas Store, preparing and serving a Sunday supper in February, and helping at the Friday Night Community Supper in November. Reaching out continues to be a value embodied by the youth of Port Nelson.

Confirmation Classes

For teens are offered with leadership by Michael Brooks and Jay. We are thankful for the spiritual growth that is offered to these age groups by these dedicated leaders who care beyond the class gathering times for our youngsters to young adults.

ADULT OPPORTUNITIES

Small Groups: A small core group of 8 adults met on Tuesday evenings through September to April as a small study group.

We offered a series of DVD's followed by lively discussion that led to our knowing each other quite well while celebrating our different views and finding our common journeys of faith. Embracing an Adult Faith; Embracing Emergence; Embracing Prophets were some titles.

A different format was used for the book, *Grounded, Finding God in the World*, by Diana Butler Bass. Each participant read the book in preparation for the gatherings. A reflector for each section offered their reflections of the section assigned to them and a small group leader sparked the discussion with leading questions.

PRAYER SHAWL MINISTRY

A dozen knitters and those who crochet met twice to explore the possibility of forming a Prayer Shawl Ministry at Port Nelson. This new group has been active since the fall. They meet the fourth Friday morning of each month to knit or crochet shawls with prayer and blessings for the work of their hands. The shawls have become part of our pastoral care ministry. The completed shawls are given to those who are ill in hospital, at home or in hospice and those struggling with life or grieving, or in need of a warm hug, with prayers.

I invite you to check out the Small Group Brochures as they are published throughout the year to find information on a variety of small groups. The brochures offer up to date descriptions of the groups' activities with contact information and where possible in our reno year where the group is meeting.

GLEE Camp 2017:

This year, Glee Camp continued to provide an enjoyable experience for all campers and staff involved. Due to the renovations at Port Nelson, the camp was held at Appleby United Church. We are grateful to have had this space made available to us so we could continue to develop Glee Camp. The spaces made available to us, including some air conditioned rooms, ensured that we were able to run camp smoothly despite the warm weather. The directing team, including Chris Emery as Assistant Director, and Jocelyn Birkes as Program Director, worked together to deliver fun and engaging programming for all ages. Tania Laurie, assisted by Katelyn Emery and Claire Sweeny, once again helped the campers put on another three wonderful concerts. This year we developed the programming for the oldest age group to include leadership training, with positive feedback from campers and parents.



Although being in a new space provided challenges, the staff team and counsellors were able to come together and provide another great year of Glee camp. It was a pleasure to be a part of the Glee team this year, and I look forward to seeing the camp grow and flourish in the coming years.

-Claire Sweeny, Camp Director

PRAYER GROUP

Thursday mornings finds a group gathered in the O'Brien Room. Their 'mission' is to be aware of needs within the congregation, illness, grief, transition times and milestone celebrations, and offer prayers for those involved. All people, concerns and issues are kept in confidence within the group. Requests for prayers come through ministers, and from the people and/or their friends who express concerns. Some members of the prayer group remember that this group or one similar to it began in 1983! The group names *We Are Pilgrims on a Journey*, (Voices United 595) as a favourite poem.

The members of the group also hold in prayer those who are making calls for the Teleministry. If someone would like a prayer let the group know through Joan Milne.

TELEMINISTRY

Teleministry has gone through several changes since beginning thirty- two years ago. In January 2017 teleministers began using cell phones to make calls. This was instituted to prepare for the renovations to the church and has worked well. All calls continue to be prayerfully supported by Prayermates co-ordinated by Dorothy Birkes. Helping Hands, co -ordinated by Ellen Snell, sends meals to those in our church family who are facing challenges such as a loved one in hospital or just home from hospital, unwell at home, or in honour of a new baby. Many volunteers assist in each of these Caring Ministry programs.

Thanks, volunteers, for your support so that these ministries can continue.

-Sharon Ife, Director of Teleministry

ELAINE'S VISION

Members of Elaine's Vision are ladies from Port Nelson United Church who meet for support, friendship and service. Originally known as Unit 2 - UCW, it was renamed after Elaine Harrison when she died in 1995. Meetings are held the third Wednesday of the month, 7:00 – 9:00 pm in the O'Brien Room. Over the years, friendships have strengthened and the members are there to help each other at times of need. The service activities are usually very quietly completed. For many years they have made pies, fudge, and cookies for Mistletoe Mart. Each year members decorate the Christmas trees, hang wreaths and garlands and put up the Christmas decorations to enhance the festive air at the bazaar. Each year they have a project. This year they hosted a baby shower for a young Mum in our congregation they have assisted before.

In December, the members organize a beautiful evening of Ladies' Dessert and Candlelight Communion Service. All ladies in the church are invited. Decorated tables are set up in the O'Brien Room and Upper Foyer. The atmosphere is very festive with delicious treats, tea, coffee and juice.

Spiritual Growth – Continued

At 8:00 p.m. along with ladies who have joined only for the Candlelight Communion, everyone quietly lines up, holding candles. Singing Silent Night, they proceed into the candlelit sanctuary, a beautiful sight. This is a very spiritual experience and frequently, there are some tears.

This is a highlight of the Christmas season, a time to reflect and enjoy the closeness of the women and the special Communion Service. Special thanks to our Ministers and Director of Music for making this evening memorable.

- *Bev Osborne*

TRAVEL CRAFTS

Our Group meets the first and third Monday of the month at 1:30pm in the O'Brien Room. Our purpose is to help people with disabilities to be creative making crafts. We contribute these crafts to the Mistletoe Mart thereby helping everyone to have a good feeling of self-worth. Tea and cookies is served and lasting friendships are made.

-*Joan Milne*

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YOUTH AWARD COMMITTEE

The Port Nelson United Church Youth Award was established in September 2012 by the Church Council to recognize and celebrate the leadership of young people in the Burlington community in the area of being inclusive, particularly pertaining to the needs and concerns of Lesbian, Gay, Bisexual, Transgendered and Queer (LGBTQ) people. The church's lead minister, the Rev. Michael Brooks and his partner, Mr. Jay Poitras, an educator, sought to establish a public and tangible way to celebrate *Being Inclusive* – one of the church's emerging core values – and to mark the occasion of their wedding on November 3rd, 2012.

The award consists of an annual one-time \$1,000 grant to a qualified young person in our community. Once again, as has been the case every year since the award's inception, the 2017 field of applicants was plentiful and well qualified.

Youth Award – Continued

This would seem to confirm the ongoing value of the award and its goals. The committee, consisting of Eric Copland, Lorraine MacMaster, Ruth McQuirter and Michael Brooks reviewed all applications and decided that the successful recipient for 2017 would be Megan Harton.

The Youth Award was presented to Megan during worship on Sunday, June 4th which coincided with Port Nelson's celebration of becoming an Affirming Ministry of the United Church of Canada. Megan addressed the congregation and subsequently joined with the Port Nelson Pinnacle youth for discussion.

Megan is now enrolled in the music program at Wilfrid Laurier University in Waterloo. In November, 2017 she provided the following update:

I am enjoying Laurier very much. As far as clubs go, I haven't become involved in as many as I thought I would due to the heavy course load and many hours of practising needed for the music program. However, I've participated in a few events and have had amazing conversations with students and faculty about inclusion in the school. A few of my professors and many new classmates identify as LGBTQ+, and there is a huge sense of community here. Now that I am settled in, I am thinking of starting to volunteer with the Rainbow Centre and the Women and Trans People Centre. I hope all is well with the community at Port Nelson.

The Youth Award is open to any graduating high school student in Halton Region who has contributed to a more inclusive environment in school and/or community. If you know of young people who would be good candidates for the award, encourage them to apply. The deadline for applications is May 1st each year, and application information is available on the church website.

-Michael Brooks



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PASTORAL CARE MINISTRY

Purpose: To care for each other by including all to whom we are called while strengthening our sense of community as a family of faith.

The Pastoral Care Committee has 11 dedicated members who offer care and support to all members and friends of our church family.

This year we hope to focus more on expanding “Communion in the Home” for shut in members of the family.

The Helping Hands will continue to offer meals, muffins, soup to folks in their homes who need extra nourishment. Both this programme and Teleministry will function slightly differently due to renovation activities but we will continue to be that friendly voice on the end of the line.

The Coffee Hour will continue to provide a time of sharing but will take place at the back of the Sanctuary. Good refreshments and conversation will still support our sense of family.

Supported by Martha Reynolds as our Staff Resource, our volunteers will be available and approachable if you have concerns or ideas to share.

-Susanne Zinkie, Chair

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WORSHIP MINISTRY

The Worship Ministry works to provide meaningful ways to worship and praise God. The following are some examples of 2017 worship experiences at Port Nelson:

Joyful celebration on Palm Sunday, April 9th of the 65th anniversary of receiving the Charter for Port Nelson United Church, with guest preacher the Rev. Don Parsons.

Hosting Easter Week Services with Burlington Baptist Church and Wellington Square United Church.

A Wednesday continental Lenten Breakfast prior to hearing an excellent presentation by David Epp, the Ontario Regional Coordinator, of the Canadian Foodgrains Bank.

He spoke on the difference this organization is making to reduce world hunger because of the commitment of many Christian congregations.

Maundy Thursday service in the style of Taize with communion.

Good Friday service with guest preacher the Rev. Shaun Whitehead, Associate Chaplain of St. Lawrence University, Canton, New York. She brought a lively gospel perspective to our worship.

Six of our youth were confirmed in May and in June we acknowledged the recipient of the Port Nelson Youth Award.

Pentecost Sunday, June 4th was our first acknowledgement of the Recognition of the Territories and Treaties of our First Nations people. We celebrated becoming an Affirming Ministry within the United Church of Canada.

We said good bye to the Rev. Gord Dunbar on June 11 – Trinity Sunday – and wished him well in his new ministry at Kincardine United Church.

We celebrated Reformation Sunday not only with organ, choir, and brass quartet, but also with the Drama Presentation *Sola Fide* to commemorate the 500th anniversary of Martin Luther nailing the 95 Theses to the door of the church in Wittenberg, Germany,

The All Saints Service, which recognizes those who have lost loved ones in the past year, continues to be much appreciated and well attended.

Michael and the Rev. Martha Reynolds, our supply Minister of Pastoral Care, led our beautiful annual Women's Christmas Communion Service.

We continued our tradition of 3 different services on Christmas Eve to accommodate all ages and different worship styles.

Worship Ministry – Continued

Thank you so much to all who volunteer with the Worship Ministry. We are so very grateful. It is only because of the generous time and talent given by our volunteers that our Sunday Ministry can be both meaningful and effective.

No words can truly express our thanks for the blessings we have received from the support of our church staff, Michael, Martha, Stillman, Jay, Sharon, Rebecca and Rick, plus our volunteer associate minister, Candy.

It has been my pleasure to have been Chairperson of the Worship Ministry for the last four years. I leave knowing that the meaningful worship of God will continue in this little corner of Roseland.

-Mary Carey, Chair



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DIRECTOR OF MUSIC MINISTRY

We are very fortunate here at Port Nelson to have so many people dedicated to providing the music that enhances our services of worship on a weekly basis, including choral singers, soloists and instrumentalists. A look at my records from the past year with its list of all the pieces of music performed provides evidence of just how dedicated these people are.

The choir remains strong, with thirty members including two choral scholars, Corinne DeJong and Tessa Dickison. I am grateful to everyone who generously contributes to the choral scholar program, and I hope that this valuable addition to our music program will continue to flourish and grow.

In addition to performing on Sundays, the choir presented two successful special events, a spring concert on May 28 and the Festival of Lessons and Carols on the 17th of December. To honour Canada's 150th birthday, the concert program consisted of a setting of the *Gloria* text composed by Jeff Enns, a young composer from Elmira, and our special guest was Eve Egoyan, a Toronto pianist who specializes in the performance of new Canadian music.

After a successful Festival of Lessons and Carols we were the guests of Michael Brooks and Jay Poitras and their hospitality was much appreciated.

Special solo performances from members of our congregation as well as members of the wider community were presented by Jacki Kingston, William Peltier, Elaine Whiskin, The K4M Baroque Ensemble (Marguerite Fleming, Margaret Campbell, Mary Taves and Kimberly Ann Hanmer,) Corinne DeJong, Jonathan Yantzi, Al Kingston, Chris Emery, Claire Sweeny, Grant Sweeny, Doug Robson, Jamie Thomblison, Tessa Dickison, Alix Kingston and Katelyn Emery and Diana Emery. In addition, accompaniments for anthems were played by Diana Emery, Fae Falls, and Brian Snell. I am grateful to all these people who generously donate their time and talent to enrich our services.

Thanks to the members of the choir executive who contribute a great deal to the smooth operation of the choir: Karen Petit, Ellen Snell, Jen Newton, Jeff Vannan, Richard LeBlanc, Victoria Cooper, and Brian Snell.

I would like to express my sincere appreciation to all those mentioned above for helping to make 2017 a musically successful year in our church, along with a wonderful staff team and a most supportive congregation. I look forward to an even better year in 2018 as I continue to serve as your Director of Music.

-Stillman Matheson, Director of Music



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REACHING OUT MINISTRY

SEEDS OF LIFE GROWING PROJECT

Seeds of Life is a community growing project on a 72 acre farm at Alberton Ontario in support of the Canadian Foodgrains Bank(CFGB), "A Christian response to hunger".

On June 5, about two weeks later than normal due to unusually cool and wet weather in the spring, the farm was planted to soybeans. On June 10 we hosted the second annual Seeds of Life farm visit at our barn located on the property. David Epp, our Ontario CFGB co-ordinator, gave a presentation on CFGB overseas activities. We were blessed by the music of the talented Hiller family. Muffins and drinks rounded out a morning that was enjoyed by all!

After a slow start we had excellent growing weather in late summer and fall. 100 tonnes of soybeans were harvested on September 30, yielding a very good return of \$630 per acre when sold at a local elevator. Soon after, the farm was planted to winter wheat which is well established and will be harvested in July. We are fortunate to have local farmers who contribute their time and machines to do the work on our farm. We also have several suppliers who donate seed and other inputs. Your support makes this project a success!

In all, 78 individuals and 8 church groups donated to the project. Total donations were \$41,706 and we sent \$62,388 to CFGB member accounts : 48% to the United Church of Canada, 25% to Nazarene Compassionate Ministries , 26% to the Salvation Army, and 1% to other members*. With matching funds from the Government of Canada, we will have raised over \$300,000 for the projects of our overseas partners.

Foodgrains Bank programs are implemented by member agencies in the developing world. In 2016-17 these programs helped over 900,000 people in 35 countries. This is truly a Christian Response to Hunger! Thanks to all of our donors for your generous support .For the latest news and updates please visit seeds-of-life.ca and foodgrainsbank.ca

-Scott Brooks, Project Manager

*Results may change slightly after final audit.

FOOD VOUCHER PROGRAM

Several of our church members can be found just inside the sanctuary meeting people, often over a coffee and a muffin, and providing some friendship, conversation, moral support, help contacting support resources and providing them with a \$25 PC gift card every other month. The program runs every Thursday morning 10am until 12pm.

-Joan Thompson



SYRIAN REFUGEE SPONSORSHIP

Sham is attending Central High School and is now at Grade 10 level in English. Sham has her G2 Licence and has completed her in-class and on-road driving instruction. She is also working part-time. Baby Lamar is thriving. Mother Eiman has had some private English lessons. Eiman's sister Falak, who has many health issues, enjoyed the suppers with our group at Middle Eastern restaurants in Burlington. As medical issues were put on hold for a number of years while they were refugees in Lebanon, there are now lots of doctor and dentist appointments. The family is very happy with their new life in Canada.

Hamza is continuing his education on-line via Gary Allan High School for adults. Two members of our group give him intensive tutorial support in Math and English. Hamza is also working full time as well as spending as much time as he can at the gym. Hamza now has his G2 Licence and has completed the in-class driving instruction. He sends money home to help support his mother and younger sisters. Hamza continues to be a great delight to our Group as he integrates into Canadian life.

-Mary Carey, Mat Ardron

ANNUAL REPORT FOR 2017

MINISTRY & PERSONNEL

The Ministry & Personnel Committee acts under the guidelines of the Manual of the United Church of Canada (revised 2016). The committee functions around three roles, which are the consultative and supportive role, the healthy relationships role and the supervisory role. We provide resources and support for the staff and the congregation with respect to any issue affecting staff of our church, including ministry personnel and lay employees. The committee works to build positive and trusting relationships between staff and members and adherents of the congregation. If members of the congregation have praise or concerns about staff, either ministry personnel or lay employees, these can be shared in signed correspondence with the committee. The issues will be considered confidentially by the M&P Committee, who will recommend any action deemed necessary. The current M&P committee members are: Susan Posgate (chair), Leslie Mercer, Jill Jukes, Marty Wamsley and Bill Willson.

Our dedicated staff team is guided by the Mission Statement of Port Nelson United Church-*To reach out to one another and our world as we grow spiritually in a caring, inclusive, Christian community enriched by meaningful worship.* From January to June 2017, Rev. Dr. Michael Brooks and Rev. Gord Dunbar led the congregation in all aspects of worship, pastoral care, stewardship and reaching out to our wider community. Each minister performed duties according to his respective position description. Michael oversees the staff team in all administrative areas.

Ministry & Personnel – Continued

Rev. Gord Dunbar gave notice of a change in pastoral relations effective July 1, 2017. Gord was feted at the conclusion of his last service at Port Nelson on June 11, 2017. Gord left an eight-year legacy of laughter, kindness and hard work at Port Nelson. He departed for Kincardine United Church with our very good wishes. The Rev. Dr. Michael Brooks took planned time away in the summer of 2017 to refresh and relax during the second phase of his Sabbatical. During Michael's absence, we were pleased to welcome the Rev. Terry Dempsey to provide the congregation and staff with spiritual guidance and support. We are indebted to Rev. Dale Estey who attended to the pastoral needs of the congregation during the summer months. At the end of August, we welcomed Rev. Martha Reynolds as Supply Pastoral Care Minister. Martha works half time hours, as our Pastoral Care Minister, and providing assistance to Rev. Michael Brooks at Sunday services.

Our Port Nelson children are led by Sharon Holmes, Developer of Children's Ministry. We are thrilled to listen to the children who grace us with wonderful choral music and the very special bell chorus. Sharon continues to present PD programs and family fun nights during the year, for children from the church and community. Jay Poitras is our Developer of Youth Ministry. It is a pleasure to watch the youth of our church involved in so many areas of service- participating in worship, helping out with Friday night community dinners at Wellington Square United Church, setting up and assisting in many aspects of Mistletoe Mart, and working at the Wesley Urban Ministries Christmas store.

Stillman Matheson is our very talented music director. Stillman's expertise at the organ and piano imbues worship services and concert evenings with special joy. This year, Stillman and our choir members continue to support two students under the provision of a musical scholarship. They join our choir for Sunday morning worship.

Rick Tucker, our Custodian continues to give us excellent service especially with the often-daily challenges and changes to his routine during our Rekindle construction project. Grant Sweeny assisted Rick in the spring and summer months with many jobs arising with the original church building being readied for the coming construction project. Rick ensures our summer students are trained in Health and Safety regulations prior to beginning employment.

Rebecca Murphy juggles the comprehensive role of Church Administrator and handles the needs of the staff and the busy congregation, which this year also includes many challenges and changes resulting from the Rekindle Project.

We wished Maryann Collins well as she left to pursue full time employment. We welcomed Susan Reed as bookkeeper and know that she is instrumental in helping our treasurer Steve Jones keep our financial records well organized.

Ministry & Personnel – Continued

The summer GLEE camps were busy, noisy and fun-filled weeks. Claire Sweeny, Camp Director was supported by Chris Emery Assistant Camp Director and Jocelyn Birkes Program Director in delivering three exciting weeks of camp to maximum numbers of children from the church and the community. Due to changes in space at our church, GLEE camps were run successfully from Appleby United Church.

Jacqueline Boin, supported by her family, completed two years in the Security/Lock-up position in August, when she left us to begin her university studies. Her departure ended her family's eight-year commitment to Port Nelson supporting various respective family members in this ministry. We extend to Jacqueline and the entire Boin family our heartfelt gratitude for the years given to the church in this regard. We welcomed David Hebb who took over the duties in the Security/Lock up position in September.

Holly Doucette, Coordinator of Nursery Ministry for 10 months, and Claire Sweeny who assisted Jay Poitras with the Pinnacle class on Sunday mornings, both left their respective ministries in June. We thank each for their contributions.

It is not only a responsibility but also a privilege of the congregation to encourage and support the continuing education of our staff. Many staff members explored educational opportunities throughout last year, enhancing their day to day working lives and those with whom they minister.

On behalf of the congregation and the Ministry and Personnel Committee, I extend to all staff our sincere gratitude for all that you do in ministering to each of us. Particular thanks this year to each staff member during these difficult transition months as the Rekindle project proceeds. Your willingness and ability to handle the unknown and the unforeseen is very much appreciated.

-Susan Posgate, Chair

ANNUAL REPORT FOR 2017

STAFF TEAM GOALS AND OBJECTIVES ADDENDUM TO MINISTRY & PERSONNEL REPORT REV. DR. MICHAEL BROOKS

Each year the Staff Team formulates shared goals to guide our common work and ministry. 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 objectives 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 our progress toward meeting them.

In April 2017, we learned of the departure of the Rev. Gord Dunbar, Associate Minister, who responded to a call to serve as Minister of Kincardine United Church on the Bruce Peninsula. Needless to say, with every change of personnel the dynamic of the whole team also changes. Gord's warm personality, gregarious humour and positive outlook have been missed since his departure in June. At the same time, we have been very grateful for the arrival of the Rev. Martha Reynolds and her gifts as Supply Minister of Pastoral Care.

The change in the composition of the staff team along with rapid developments with the Rekindle: Our Home, Our Future project – including the relocation of the church office – meant that some of the goals we set as a team early in 2017 needed to evolve and, to a certain extent, be altered.

For the year 2017, the Staff Team developed the following goals in a collaborative way:

Goal 1:

During the disruption of the Rekindle Project, ensure lines of communication are open

Reflective Evaluation:

We started to check in at our weekly staff meetings with one another specifically around the progress of the Rekindle renovation project. This was designed to share information and to reflect from the standpoint of various constituencies in the church family. The staff are closely connected to a wide range of individuals and groups (children, youth, small groups, music ministry, pastoral visits, etc.) so our collective knowledge and reflections proved to be helpful as we supported one another through the celebrations and challenges. We found that, by ensuring lines of communication were open, we were able to avert many potential scheduling conflicts and other issues that otherwise would have surfaced.

Goal 2:

Continue to foster mutual understanding and support of our ministries both individually and collectively as part of the staff team

Staff Team Goals – Continued

Reflective Evaluation:

We had tentatively planned a full day off-site retreat for the staff team with an independent facilitator, but with Gord's departure, Michael's summer sabbatical and Martha's arrival, a retreat proved impractical. Instead, we gathered with the entire staff team and spouses in September for dinner and team building at an "Escape Room." We learned more about each other's strengths, and it was fun! Furthermore, we tried to be intentional at our weekly meetings about periodically offering words of support for one another's ministries.

Goal 3:

As a means of growing spiritually together, share in a video study at staff meetings

Reflective Evaluation:

Gord Dunbar introduced us to the Nooma series in 2016, hosted by American theologian Rob Bell. In 2017, we viewed several more of these episodes and were intentional about discussing the themes presented at staff meetings. We enjoyed these reflective pieces which both affirmed and challenged our existing thinking and spiritual journeys.

I would like to thank each of my staff colleagues for their important and unique contributions to our Staff Team. I believe Port Nelson is richly blessed with caring, competent and faithful staff, particularly in this year of great transition.

ANNUAL REPORT FOR 2017

MISTLETOE MART COMMITTEE

2017 was a year of change for the Mistletoe Mart fundraiser and "flexibility" was the committee's motto.

When we started planning for the event in Nov. 2016 we did not know which part of our building if any would be available to us due to the Rekindle Renovation. So after much research and reasoning we decided to rent the Roseland Park Country Club, our neighbours across the street. And thank heavens we did because the 1953 building had been completely decommissioned and was not available for us to use. During the second week in November the office moved to the former choir room under the sanctuary, the asbestos abatement started in the old structure and the site supervisor from TRP moved into the pastoral care minister's office and we were wrapping baskets for the silent auction.

This event left the MM group with 3 classrooms downstairs where we could accommodate 2/3rds of our usual artisans, the upper and lower narthex, the O'Brien Room and the sanctuary as well as the Roseland Club. The collectibles and the silent auction were placed in the sanctuary which worked extremely well. The sanctuary looked beautiful; so many experienced this beautiful space who had never seen it before. It was inviting to all to have the solid doors wide open.

Due to lack of storage space the congregation was informed that we could not store collectibles or silent auction items for long periods at the church but rather all treasures had to be delivered the week leading up to the event. This worked extremely well and will be used going forward.

The bake table was in the lower narthex, sewing and knitting were in the O'Brien Room, crafts in the upper narthex and the treasurer set up the command post in the recently vacated office. The majority of the artisans were in the three classrooms.

Willie Nelson said: Once you replace negative thoughts with positive ones, you'll start having positive results. Well, that sums up the Mistletoe Mart committee from the first planning meeting last November!

So our negative thought was that our patrons would not cross the street and go to the Roseland club. Our positive response was to place our restaurant, jewelry table and 8 artisans there. Many signs were made. We gave out 300 coupons for a free coffee, available at the Roseland Club. While we did run out of coffee we sold more muffins than we ever have before. The people came to the Roseland Club!

"Stay positive and happy. Work hard and don't give up hope. Be open to criticism and keep learning. Surround yourself with happy, warm and genuine people." Tena Desai. This summed up the Mistletoe Mart committee.

Mistletoe Mart – Continued

The committee chairs:

Jean Redgrave, co-chair with June Wright

Laurel Grace	Jewelry
Judy Totten	Sewing
Beth Kuiper	Knitting
Susan Redgrave	Bake table and preserves
Karen O'Halloran	Artisans
MargaretJane Wallace	Logistics
Lisa Gibson/Jean Redgrave	PR and Publicity
Nancy McGrath, Ann Fleming, Pat Gilmore, Marg Toni	Dining room
Nancy McKenzie/Sharon Holmes	Crafts

And we welcomed four new members to our committee:

Kim McGrath	Treasurer
Bob& Donna Weitendorf	Collectibles
Janet Hayes	Silent Auction

Our staff at Port Nelson have always contributed in many ways to the success of the Mistletoe Mart and this year was no exception. We are grateful for this essential help.

The committee has the interesting challenge of holding the Mistletoe Mart during our renovation year, 2018. As of January 2018 the renovation has started with the demolition of the 1953 building. We are unsure of the completion date so will make alternate plans as we did last year. We were pleased to contribute \$22,000 to Port Nelson general fund.

-June Wright, Chair

ANNUAL REPORT FOR 2017

STEWARDSHIP MINISTRY

All shall give as they are able according to the blessing of God. Deut. 16:17

How true this scripture reading is for those who attend Port Nelson United Church. They have taken this seriously and given through the gifts of their time, talent and treasure. This has been a year of much physical activity. So many people were required to move furniture, clear rooms, dig up gardens, etc. etc. Many individuals stepped up to prepare things ready for the demolition. Countless hours have been spent by volunteers. At the same time others were working in committees and other projects, like Mistletoe Mart. Persons also shared their talent and treasure as specific opportunities arose throughout the year.

During the year a Volunteer Coordinator was appointed to meet with people to find out their gifts and interests; to continue to build on our volunteer data base; to make people aware of the needs and opportunities available at Port Nelson; to make sure that individuals are acknowledged and thanked for all that they contribute to the life and wellbeing of Port Nelson United Church.

A fun and successful evening was held in April called "Night on the Bayou". People enjoyed a wonderful meal, music with the Hot Five Jazz, dancing, and silent auction.

Our Stewardship Sunday focussed on the theme of Paying It Forward in 2018. Many suggestions were provided for people to do this throughout the year. We look forward to seeing creative ways for continuing to carry this out.

As 2018 begins, we look forward to drawing closer together as a Port Nelson family as we meet head on opportunities and challenges and continue to share our time ,talent and treasure with one another, the community and globally.

We make a living by what we get, but we make a life by what we give. Winston Churchill

-Pat Gilmore, Chair

ANNUAL REPORT FOR 2017

PROPERTY MANAGEMENT MINISTRY

2017 was a year of both challenges and opportunities for the Property Management Ministry (PMM) to meet the day to day needs of the congregation while preparing the facility for the upcoming renovations. Foremost in our minds has been meeting the challenges of remaining calm and supportive to our church staff and church family - quite the task.

The Transition Plan that was developed in the fall of 2016 continued to be executed with the resulting clearing of all areas that would be affected by the renovation. The PMM is very grateful to our user groups for their co-operation in storing their supplies and materials off-site. With the demolition of the '53 structure soon to begin we have very little storage space left.

By the late fall of 2017 evidence of the pending renovations was everywhere. The church office was relocated to the former choir room in the lower level; the Lloyd Auditorium, Lower Auditorium, Upper Kitchen and Chapel were decommissioned; rooms were emptied and a fund raiser was held to find homes for all the items not being used in the new building. Posted signs of yet more changes were everywhere. Dumpsters and storage containers became commonplace in the parking lot. Two storage containers were filled with furniture and other items to be used in our new facilities and moved to Peter Fisher's farm for the duration of the renovation. One additional storage container remains on the parking lot. It is being used to store all of the exterior maintenance equipment.

In our continuing efforts to conserve energy and reduce our impact on the environment we changed the lighting in the Sanctuary from incandescent and CFL bulbs to all LED's. In addition we are supporting the effort by the Coffee Hour Committee to encourage our church family to bring their own mugs for the coffee hour.

As the lights were turned off and the candles snuffed out at the late Christmas service I silently said goodbye to the O'Brien Room which was officially closed the next day. In the next weeks and months our meetings and programs will be scheduled in the lower level meeting rooms and in the Sanctuary. Our primary entrances to the church and offices will be through the west-end doors on Rossmore Drive.

The PMM gives a well-deserved thank you to June Wright, Pat O'Neil and Stan Harvey who are the Project Management Team (PMT) for the ReKindle Project. It is only with their assistance and direction that we have been able to effectively carry out our part of this significant undertaking.

On behalf of the congregation and myself I would like to thank the members of the PMM and Transition Team as well as all of the volunteers who have so generously given their time and energy over this past year. Their dedication to caring for our wonderful church facility is sincerely appreciated. In alphabetical order a big "Thank You" to Bill Carr, Cathy Greven, Richard Hensen, Henk Kuiper, Paul Leece, Rod McGrath, Cliff Smith, Ray Smith, Brian Snell, Rick Tucker and John Zinkie.

- John Greven, Chair



ANNUAL REPORT FOR 2017

REKINDLE RENOVATION PROJECT REPORT



We saw significant steps on our journey to build an accessible, energy efficient, purpose built facility with a code compliant kitchen.

The Project Management Team continued to work with the Architecture firm Reinders and Rieders Ltd. In the fall 2016, plans were submitted to city hall for zoning and site plan approval. There were significant delays. Two separate minor variances applications were required in February 2017 and March 2017, which severely challenged our initial hope of going to tender in early spring 2017.

But go to tender we eventually did in April. Five construction companies were invited to bid. Only three brought in bids even though we extended the dates twice. The other two companies were unable to obtain all the necessary quotes from trades. The trades were fully booked with work.

Unfortunately, the bids received in May were substantially higher than anyone expected with the lowest bid being about \$1.0 M above our budget. To respond to this, our architect proposed a different process whereby we enter into what is known as a “Design-Build” contract with a chosen contractor. He felt that design savings could be obtained in the neighbourhood of \$500,000 that would not impact the functionality of the renovation. Design changes in structural steel, masonry, and doors/windows offered these savings. But we still needed to increase the overall budget of the project by \$500,000 to \$3.7 M.

At a meeting on June 18, 2017, the church family approved a motion to **enter into a Design-Build contract with a cost ceiling for the project of \$3.7 million**. Prior to this meeting an anonymous pledge of \$500,000 was committed thus bringing pledges to date to \$2.8 M. Our line of credit with the bank was in place and did not need increasing. PMT determined the contractor portion of this budget to be \$2.9 M.

The PMT recommended entering into a design-build contract with **TRP Construction**. TRP is a local construction company who had previously worked with Reinders and Rieders Architects. They came highly recommended and were one of the firms which was invited to submit a bid on our project.

In design-build the contractor, TRP Construction, hires the architect, Reinders and Rieder Ltd. A budget is set and agreed to by the clients, us. Then the contractor and the architect ensure the building happens for the agreed upon price. The contractor and architect work collaboratively.

During the summer, Reinders and Rieders developed revised plans using the bids which we received to determine the areas where the highest cost savings could be achieved without impacting the function of the building. PMT reviewed these design changes and provided input. On October 5th Glenn Reinders, Peter Vandersluis of TRP Construction and the PMT met. Peter presented a quote for \$2.9 M. PMT determined this would enable us to stay within our global project budget of \$3.7 M.

Rekindle Renovations – Continued

On Friday October 6th a letter of intent with TRP Construction was signed by the Project Management Team informing TRP we had awarded the project to them. This letter of intent allowed TRP and Reinders and Rieder to aggressively seek our site plan approvals and our building permit from city hall.

The permitting process had been put on hold when we received the first bids in May. Site plan and zoning approvals were received in December. A building permit is expected in January.

In November asbestos abatement was performed in the old building which is due to be demolished as soon as a building permit is obtained. Bi-weekly meetings with the TRP site supervisor, TRP project manager, PMT and our custodian Rick Tucker commenced.

There is much change that this project is driving in the church. The administration offices have been moved to the former choir room. Access to the church is through the west doors behind the sanctuary as of January 2nd. We continue to be flexible as we accommodate the construction activities. Many questions have been raised through the grant writing process and the visioning team results. There are hopes for how our new space can accommodate more programs in different ways, that make us an even more relevant and inclusive church.

Standing teams for transition management, finance, donor recognition, grants, pledges, Reigniting the Rekindle Campaign, communications, and a number of ad hoc teams for things like furnishings, security, audio-visual equipment, signage, and fire safety have been very active.

All of the project progress is the result of this large number of people and teams working innumerable hours behind the scenes. We are grateful for all the support from many talented and dedicated people.

The Project Management Team

-June Wright, Pat O'Neill, Stan Harvey



ANNUAL REPORT FOR 2017

PORT NELSON MEMBERSHIP ROLL – DECEMBER 31, 2017

RESIDENT MEMBERS – JANUARY 1, 2017 **688**

Removed from Roll during 2017

a) By transfer	(2)
b) By death	(15)
c) By request	(3)

Status change to Non-Resident	(4)
Total	(24)

Received during 2017:

a) By Profession of Faith	6
b) By Transfer	6
c) By Council	0
Total	12

RESIDENT MEMBERS – DECEMBER 31, 2017 676

NON-RESIDENT MEMBERS – JANUARY 1, 2017

Removed by death, Council (4)

Added 4

NON-RESIDENT – DECEMBER 31, 2017 5

Weddings - 7 Baptisms - 7 Funerals - 20

(As recorded in Church Registers)

-Lorraine MacMaster, Roll Clerk



ANNUAL REPORT FOR 2017

IN MEMORIAM

May Vera Armstrong

Bruce Boettger

Howard Brown

Jim Clark

Josephine Clark

Heather Copeland

Douglas Coulson

Ruth Davies

Helen Dier

John Ellison

Margaret Ford

John Hibbert

Erna Hunter

Doug Kirkwood

Thomas Lamb

Dhon MacKinnon

Hugh Macpherson

Doug McNeil

Beatrice Morris

Edward Muir

Clare Mullett

Barbara Ann Newham

Marion Nisbet

Cameron Robinson

Margaret Stewart

Robert (Bob) Wilson



ANNUAL REPORT FOR 2017

BOARD OF TRUSTEES

Due to the size and scope of the Rekindle project, it has continued to be the major focus of the Board of Trustees over the past year.

Rekindle

One of the major milestones this past year was the completion of the Loan Security agreement. The Loan Security agreement was a condition of the Rekindle Construction Loan that had been successfully negotiated with TD Bank.

I would especially like to thank Marty Wamsley who led the agreement development process on behalf of the Trustees. I would also like to thank Greg Bechin, of Bechin & Huffman, who drafted the agreement at significantly reduced rates.

Another major project associated with the Rekindle initiative was the need to identify and secure the proper insurance coverages for the construction phase of the project. This effort was led by Steve Halfpenny who worked closely with PMT and our insurance underwriter.

I am pleased to report that under Steve's stewardship the appropriate insurance coverage is now in place for all aspects of the renovation project. The required insurance is also in place for PNUC's use of the Roseland Tennis Club's parking facilities during the construction phase of the project.

I would also like to thank the PMT team of Stan Harvey, Pat O'Neil and June Wright for their dedication, leadership and tenacity throughout the Rekindle project. They have been a pleasure to work with!

PNUC Renewable Energy Loan Status

I am pleased to report that PNUC Renewable Energy Cooperative Inc has made all interest payments as per our loan agreement and is ahead of schedule on their repayment of the loan principle.

This arrangement has provided the Trustees with a superior rate of return than what would have been realized by placing the funds in GIC's, which has been the primary investment instrument in the past.

This has enabled the Trustees to provide the Endowment Committee with significantly more money for worthwhile Church and Community projects.

Board of Trustees – Continued

Port Nelson United Church - Board of Trustees:

The members of the Board of Trustees are unchanged from the previous year.

The Trustees are:

Chair:	Ron Gardner
*Secretary Treasurer:	Marty Wamsley
	Steve Halfpenny
	Pat Gilmore
	Rick Burgess
	Rob Warman
	Rev. Michael Brooks

* Marty Wamsley is the Board of Trustees representative on the Church Council

-Ron Gardner, Chair

Endowment Fund – Continued

Up to December 31, 2017, the capital fund received monies in the memory of the following people as a donation to the Fund:

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

-MargaretJane Wallace, Chair, Endowment Fund

PROJECTS SUPPORTED BY THE ENDOWMENT FUND – 2008 to 2017

2017

Port Nelson United Church	
-Food Voucher Program	\$5,000.00
Port Nelson United Church -	
-Rekindle Project – Debt Reduction	\$5,000.00
Ryerson Public School	
-Presentation System	\$2,000.00
Crash Rhythm	\$1,500.00
North BurLINKton Community Group	
-55+ Programming	\$2,500.00

2016

Port Nelson United Church	
-Pinnacle Group – Christmas Parade Float	\$ 500.00
Port Nelson United Church	
-Rekindle Project – Debt Reduction	\$5,000.00
Port Nelson United Church	
-Refugee Group	\$5,000.00
Port Nelson United Church	
-Food Voucher Program	\$3,000.00
Port Nelson United Church	
-Council for Rev. Dr. John Pentland Visit	\$1,500.00
Tom Thomson Public School	
-iPads for Literacy Program	\$2,000.00

2015

Port Nelson United Church	
-Assistance Fund	\$2,000.00
Port Nelson United Church	
-Property – Vacuum & Air cleaner	\$ 820.00
Port Nelson United Church	
-Worship – Assistive hearing devices	\$3,800.00
Port Nelson United Church	
-Food voucher program	\$3,000.00
Joseph Brant Hospital Foundation	
-Evacusleds	\$1,700.00

Endowment Fund – Continued

2014

Port Nelson United Church - Reaching Out Ministry	\$ 500.00
Port Nelson United Church – Glee Camp	\$3,000.00
Nelson Youth Centres	\$3,500.00

2013

Port Nelson United Church – Carpet Cleaner	\$2,650.00
PNUC Renewable Energy Cooperative Inc.	\$3,900.00
Port Nelson United Church Trustees – Legacy Giving	\$ 400.00
Nelson Youth Centres	\$2,500.00

2012

Port Nelson United Church – Food Vouchers	\$4,500.00
Port Nelson United Church – Folding Chair Dollies	\$1,100.00
Port Nelson United Church – Renovation Investigation	\$5,000.00

2011

McMaster Campus Ministries Council	\$2,000.00
Developing World Connections – Adaptive Eye Care	\$ 300.00
Nelson Youth Centres	\$3,000.00
North South Partnership for Children	\$2,000.00

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

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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 \$52,150.00 with interest of approximately \$700 expected to be available for use in 2018.

ANNUAL REPORT FOR 2017

PILKEY FUND

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

As at year end, the total bequest of \$75,382.00 has provided more than \$193,000.00 “for use in the community that Port Nelson serves”.

PILKEY FUND FINANCIAL STATEMENT – 2017

Receipts

Interest	\$ 652.97
Total	\$ 652.97

Disbursements

PNUC Teleministry – cellphones	\$1,000.00
Total	\$1,000.00

Balance, January 1, 2017	\$76,921.70
Excess of disbursements over receipts	<u>(\$ 347.03)</u>
Balance, December 31, 2017	<u>\$76,574.67</u>

Note: The \$1,000.00 disbursed in 2017 includes interest of \$634.23 earned in 2016 and residual amounts from earlier years not previously disbursed.

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

RECIPIENTS	ACCUMULATED AMOUNTS
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
INCITE – A Single Moms Support Group	\$5,400
Port Nelson United Church – Refugee Fund	\$3,400
Port Nelson United Church - Teleministry	\$1,000
Other Agencies \$1,000 or under each	\$17,366
	\$193,866

ANNUAL REPORT FOR 2017

FACILITIES SUSTAINABILITY FUND

This Fund was created in 2011 to provide a means to support the maintenance of the Port Nelson United Church buildings and grounds by way of bequests and planned gifts. There have been no donations made to this Fund since its creation.

ANNUAL REPORT FOR 2017

OUTREACH FUND

This Fund was created in 2011 to provide a means to support the outreach work of the congregation in our local and worldwide communities by way of bequests and planned gifts. There have been no donations made to this Fund since its creation.

ANNUAL REPORT FOR 2017

BUILDING CAPITAL FUND

The Building Capital Fund was established in December 2012 for the purpose of providing a means of supporting major capital initiatives of Port Nelson United Church. It was initially funded by two donations received and held as "Designated Funds" until the Building Capital Fund was created. The Fund is open to contributions from anyone by means of gifts or bequests.

BUILDING CAPITAL FUND – FINANCIAL STATEMENT – 2017

Receipts		Disbursements	
Donations	\$ 0.00	Port Nelson United Church	\$865,041.00
Interest	<u>\$ 7,219.34</u>	Bank Charges	<u>\$ 27.00</u>
Total	<u>\$ 7,219.34</u>	Total	<u>\$865,068.00</u>
	Balance, January 1, 2017		\$857,992.79
	Excess of disbursements over receipts		<u>(\$857,848.66)</u>
	Balance, December 31, 2017		<u>\$ 144.13</u>

NOTE: Disbursements of \$865,041.00 includes \$857,835.00 in Rekindle Project pledges and related earned interest transferred back to Port Nelson United Church.

ANNUAL REPORT FOR 2017

LEGACY CIRCLE

A gift by will, known as a bequest, provides the opportunity to create a legacy for Port Nelson United Church, once the needs and those of your loved ones have been met. The **Legacy Circle** has been established to recognize and acknowledge individuals who have confirmed their intention to make a bequest to Port Nelson United Church.

As a member of the Legacy Circle and confirming one's intention to make a planned gift, we can help ensure our church remains vibrant and financially fit for our children and grandchildren.

We gratefully acknowledge the following individuals who have confirmed their intention:

June Wright

John and Susanne Zinkie

Anonymous (2)



ANNUAL REPORT FOR 2017

TREASURER'S REPORT

Treasurer's Report – Stephen D. Jones, CPA, CA - Questions? Please call 905-319-3515 x 21

Report on the Year ended December 31, 2017

We have been blessed with a surplus for 2017 of \$30,610 (revenue less operating expenditures). Together with a surplus of \$20,469 at the beginning of the year we have an accumulated surplus of \$51,079 going into 2018.

We budgeted our general offerings to be even with 2016 and we ended up \$591 ahead of budget.

Mistletoe Mart was very successful raising \$21,830 with less space.

On the expense side, staffing costs were lower with the departure of the Associate Minister and the Nursery Coordinator in June. The Supply Pastoral Care minister is ½ time, and the Nursery Coordinator position remains vacant, as does the Communication Coordinator position.

We budgeted aggressively to raise for Special Fundraising ideas but, with increased revenue in other areas and decreased expenses, we didn't have to follow through with this. We still raised about \$15,000 through fundraising, mostly from the 65th anniversary "Night on the Bayou" dinner in April.

Budget for the year ending December 31, 2018

We expect General offerings will remain about the same as 2018 at approximately \$487,000.

We budgeted conservatively that Mistletoe Mart will raise perhaps \$15,000 in 2018 versus \$22,000 in the past.

Ministry and Personnel has budgeted \$396,060, anticipating a full staff compliment in 2018. The Property management Ministry has been taking responsibility for the phone system and computers so some prior year figures have been restated to reflect this change. Overall their budget is \$65,000 which is similar to actuals in 2015 and 2016.

Most other expense lines are budgeted to be similar to prior years. A line was added for the Affirm Ministry in the amount of \$1,000.

Overall the budget for 2018 shows a deficit of \$37,775 but still a surplus at the end of the year of \$13,304. It was felt that we would not make any special efforts to increase revenue as we are still continuing efforts to collect Rekindle Donations.

Acknowledgements:

The Finance Committee is chaired by Rod McGrath. He is very involved in many facets of the day to day managing of Finances and I wish to thank him for making my job less burdensome.

Port Nelson United Church									
Balance sheet as at December 31,									
	2016	2017	line #	Special funds	Balance	Transfers	Revenue	Expenditures	Balance
<u>Current assets</u>					Jan 1/17				Dec 31/17
Bank	97,969	180,682	1	Adaptive Eyewear	5,749			200	5,549
TD Bank GIC's	450,000	1,550,000	2	Funds in/out	430			430	0
GST/HST receivable	16,864	20,167	3	Wesley Urban Ministries	229		100	329	0
Prepaid expenses and misc receivable	6,658	15,134	4	PNUC Assistance Fund	0		8,779	8,779	0
			5	Deferred Flower Fund	6,839		2,882	2,202	7,519
	571,491	1,765,983	6	Memorial Funds	3,601		1,530	2,300	2,831
<u>Current liabilities</u>			7	UCW Funds	567				567
Accounts payable and accrued liabilities	27,182	12,214	8	Choral Scholarship Fund	3,629		2,060	3,270	2,419
Special funds and liabilities	**	519,424	9	Friends of the Music of PNUC	5,791		2,530	4,025	4,296
	546,606	1,714,904	10	Christmas dinner	658				658
<u>Surplus (Deficit)</u>			11	Friday Night Community dinner	0		1,665	1,665	0
Capital visions fund	4,416	0	12	Refuge Sponsorship	33,905		3,360	13,711	23,554
Surplus, end of year	20,469	51,079	13	Miscellaneous funds	158		195	175	178
	24,885	51,079	14	Drama Club Events	493				493
			15	Glee Camp	10,458		36,347	36,960	9,845
Total liabilities plus surplus	571,491	1,765,983	16	Garden Tour	600				600
			17	Adult Spirituality Scholarship	486				486
			18	Telemistry Helping Hand Fund	775				775
			19	Rekindle Capital donations	308,581	857,835	537,324	232,277	1,471,463
			20	Sanctuary Accessibility donation	10,000				10,000
			21	Rekindle other income	18,897		16,474		35,371
			22	Rekindle - Ride the Elevator	68,860		103		68,963
			23	Rekindle - fundraising	2,881		3,250		6,131
			24	Rekindle - out of scope	2,000		7,773		9,773
			25	Rekindle - Grant income	20,000				20,000
			26	Burlington Food Bank	241		3,668	3,909	0
			27	Student gift cards	175		1,095	795	475
			28	Coffee fund for food voucher program	0		95		95
			29	Youth Award	4,898		2,725	1,000	6,623
			30	Food voucher program carried to next year	8,523		5,503		14,026
			31						
			32	Special funds and liabilities **	519,424	857,835	637,458	312,027	1,702,690

Port Nelson United Church		QUESTIONS?: please call Steve Jones, CPA, CA Treasurer 905-319-3515 x 21									
Statement of Operating Revenue, Expenditures and Surplus											
Years ended Dec 31, 2015/2016/2017 and Budget for 2017 and 2018											
FINAL FOR AGM											
Revenue	Actual 2015	Actual 2016	Actual 2017	Budget 2017	Budget 2018	Line	Budget 2017	Budget 2018	Budget Notes		
Offerings	7.0%	485,886	486,520	487,111	486,000	1	486,000	487,000	budget for 2018 similar to 2017 actual		
Observer revenue	140	0	0	0	0	2	0	0			
Misc income	11	481	705	0	0	3	0	0			
Special fundraising ideas	2,635	0	14,992	50,000	15,000	4	50,000	15,000			
Facility use	20,648	15,143	4,186	2,000	1,500	5	2,000	1,500			
Rental of roof to Co-op and cost recovery	4,200	4,200	4,200	4,200	4,200	6	4,200	4,200			
Co-op cost recovery	2,367	1,000	1,000	1,000	1,000	7	1,000	1,000			
Stewardship - Mistletoe Mart	22,259	22,270	21,830	10,000	15,000	8	10,000	15,000	reduced 2018 due to renovations		
Fundraising events	10,961	423	0	0	0	9	0	0			
Total Revenue	549,107	530,037	534,024	553,200	523,700	10	553,200	523,700			
Expenditures						11					
M&P staff compensation and related costs	372,429	378,628	350,508	400,000	396,060	12	400,000	396,060			
Accrued sabbatical costs	6,000	0	2,000	2,400	1,500	14	2,400	1,500			
Office expenses	14,536	13,863	13,626	14,500	14,000	15	14,500	14,000	reclassify telephone to Property		
Property management	66,509	64,403	57,515	59,500	65,000	16	59,500	65,000	reclassified telephone and computers to Property		
Reserve for future repairs/renovation	1,000	1,000	1,000	1,000	1,000	17	1,000	1,000			
United Church Observer	0	125	250	0	0	18	0	0			
Other - Audit	4,054	4,054	4,262	4,200	4,400	19	4,200	4,400			
Other - Interest and bank charges	2,661	2,177	2,158	2,000	2,100	20	2,000	2,100			
Worship Ministry	9,396	7,963	9,179	11,400	10,525	21	11,400	10,525			
Spiritual Growth	3,291	4,320	1,954	3,000	3,000	22	3,000	3,000			
Teleministry	1,037	1,367	727	1,200	1,500	23	1,200	1,500			
Pastoral Care	2,498	2,384	3,167	3,300	3,300	24	3,300	3,300			
Affirm	0	0	0	0	1,000	25	0	1,000			
Communications	2,015	3,773	2,471	2,000	2,500	26	2,000	2,500			
Council	433	494	299	500	500	27	500	500			
Outreach						28					
M&S Congregation	34,012	34,056	34,098	34,020	34,090	29	34,020	34,090	7% of general offerings		
Presbytery and other	19,803	21,324	20,200	20,200	21,000	30	20,200	21,000			
Total Expenditures	539,674	539,931	503,414	559,220	561,475	31	559,220	561,475			
Operating revenue less expenditures						32					
Other revenue (expenditures)	9,433	-9,894	30,610	-6,020	-37,775	33	-6,020	-37,775			
Food voucher program donations	38,995	33,638	32,257	35,000	36,000	34	35,000	36,000			
Shopping card program	2,916	1,936	3,162	3,000	3,000	37	3,000	3,000			
Food voucher given out	-41,911	-35,574	-35,419	-38,000	-39,000	38	-38,000	-39,000			
Elections Canada/Ontario revenue	44,399	0	0	0	0	39	0	0			
Water seepage repair West/West End Doors	-33,929	-26,401	0	0	0	40	0	0			
Fundraising for West End Doors	0	7,445	0	0	0	41	0	0			
Glee Camp reimbursement of costs	0	6,000	0	0	0	42	0	0			
Use Garden Tour funds for property	1,226	0	0	0	0	43	0	0	\$600 deferred for completion of Peace garden		
Funds from Why Christmas for operating	1,423	0	0	0	0	44	0	0			
M & S Special appeals received	8,422	6,670	6,455	7,000	7,000	45	7,000	7,000			
M&S Special paid out	-8,422	-6,670	-6,455	-7,000	-7,000	46	-7,000	-7,000			
	13,119	-12,956	0	0	0	47	0	0			
Surplus (deficit) for the year	22,552	-22,850	30,610	-6,020	-37,775	48	-6,020	-37,775			
Surplus (Deficit), beginning of year	20,767	43,319	20,469	20,469	51,079	50	20,469	51,079			
Surplus (Deficit), end of year	43,319	20,469	51,079	14,449	13,304	52	14,449	13,304			