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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

2018 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



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

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CHAIR OF COUNCIL

In 1940 Franklin Delano Roosevelt announced a goal of aviation production for the United States that was received as completely unattainable. He was soundly criticized for a proposal that was seen as self-defeating and would only lead to a mood of discouragement in general. Production increased and the goal was surpassed by a wide margin.

Good leaders set direction and help themselves and others to do the right thing to move forward. To do this they create an inspiring vision, and then motivate and inspire others to reach that vision. Whether it's giving proper credit for accomplishments, acknowledging mistakes, or putting safety and quality first, great leaders exhibit integrity at all times. They do what's right, even if that isn't the best thing for the current project or even the bottom line.

The Rekindle project is, of course, a great example of such leadership. A vision was presented and accepted – albeit with concern and even skepticism – and we have been ably guided to a successful completion.

The project leaders of Rekindle: Stan Harvey, Pat O'Neill and June Wright have spent tremendous time and energy managing the realization of our dream. I do not think it is possible to ever understand what they have accomplished. They are true leaders with the ability to excite, inspire and motivate many others. It is the "many others" I wish to acknowledge here.

We are grateful for the leadership of Rebecca, Michael, Martha, Stillman, Sharon, Jay and Sue who adjusted so willingly and ably to losing privacy and work space; Rick Tucker who went far beyond his role as custodian to organize our transition period from beginning to end. Our financial campaign leaders: John and Cathy Greven and the other team leaders: communications, finance, fundraising, pledge administration, property, grants, keeping the flame and donor recognition.

But leadership has also been from all those who volunteered throughout the course of the project: dusters, painters, movers, coffee time organizers, campaign visitors, decorators, pew lifters, gardeners, accountants, bathroom cleaners, trustees, council members. It is from transition team members who dealt with constantly moving goal posts and continue to do so. It is from those who contributed financially with such generosity.

I have been amazed and encouraged at the immediate response to requests for help in so many different ways. The ask was made and so many did everything they could to pitch in and help. Lists were drawn up for volunteers and filled quickly. There was a wonderful spirit throughout the congregation during coffee time after services as we crowded together and bumped and jostled at the back of the sanctuary. The number of people who remained for coffee did not diminish – I think it must have actually increased!

Our members did not stand back and complain about the difficulties, frustrations and hardships presented by the stumbling blocks during the renovation – we persevered and accepted the challenges.

Brian Snell – Continued

We worked around the obstacles – no heat, no parking, no meeting places, split venues for Mistletoe Mart, a nursery in an entrance area, no accessible bathrooms, unexpected delays in deliveries and construction. We ensured good communications with the community and amongst ourselves. Working together works!

I thank the members of Council for their continuing support during the past two years and I know that the leadership Richard Hensen will provide as the new council chair will guide us through an exciting new period as we carry out our vision for the future of our church.

Leadership is having a compelling vision, a comprehensive plan, relentless implementation, and talented people working together. Port Nelson United Church has demonstrated all of that.

Thanks be to God.

Respectfully submitted,

-Brian Snell, Chair

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MINISTER - REV. DR. MICHAEL BROOKS

“Sustaining the Burning”

It’s a cold, snowy winter day as I write this report. I imagine some people are fetching kindling for the fire in order to keep warm. Kindling is necessary to get the fire going before larger pieces of wood sustain its burning. Like many things, fires start small.

So, too, did our journey of *Rekindle: Our Home, Our Future*. Nearly ten years ago, seemingly small questions about maintenance and the future acted as kindling for the project that has now come to fruition. To rekindle something is, above all, to light or set on fire. To rekindle is also to inspire, to renew, to rejuvenate. Today, we celebrate the fire of new life burning in our midst.

Rekindle is also a biblical word. When St Paul writes to his good friend Timothy whom he has known and worked with, he calls forth warm images of family, of home, and of the future: “I am reminded of your sincere faith, a faith that lived first in your grandmother Lois and your mother Eunice and now, I am sure, lives in you. For this reason, I remind you to rekindle the gift of God that is within you through the laying on of my hands.” (2nd Timothy 1: 5-6) The laying on of hands is a special act of prayer. Often, we pray visibly by laying on hands at life stages: a hand of blessing on the newly baptized or confirmed, or a hand of blessing on the casket at a funeral. When we lay on hands, we invite the Spirit to rekindle the gift of God within us.

As we reflect on 2018, I imagine a hand of blessing laid on the Port Nelson Church family and its home. As God’s hand of blessing is laid upon us, something new is rekindled here and now. The Holy Spirit rekindles who we are and what we are about.

For me, *Rekindle: Our Home, Our Future* is about rekindling the gift of God that is within us.

How is this happening? Our music ministry now involves over 50 people every week in four different choirs, plus occasional children’s ensembles. Youth and children’s programs continue to embrace the community through Friday Family Fun Nights and summer GLEE Camp. Our reaching out has expanded to include the resettlement of two Syrian families, monthly involvement in the Friday Night Community and the sponsorship of a growing project for the Canadian Foodgrains Bank, even as we continue our Thursday morning food access program. Caring ministries now encompass ventures such as sending greeting cards and a prayer shawl group in addition to our flagship Teleministry program.

Rekindle will help us grow much of this, and will provide the accessibility and the flexibility to invite new ventures. The gift of God is indeed within us, and we are increasingly being invited to share that gift! Of preaching, the great black preacher Dr Gardner Taylor once said: “Start low, go slow, strike fire, retire!”

Yes, like many things, fires start small. May we now be attentive to the larger pieces of wood that will sustain the burning for many years. These pieces are the gifts of God within each of us.

Faithfully,

-Michael Brooks

ANNUAL REPORT FOR 2018

MINISTER OF PASTORAL CARE - REV. MARTHA REYNOLDS

What an interesting and exciting year 2018 has been for all of us at Port Nelson! It's been a time of rekindling our home and our faith. I commend you for continuing to fulfill your various ministries, despite the limitations we've faced.

Several years ago one of the assignments in a course I was taking was to write about what is absolutely vital to my life – what it is that I am lost without. It did not take long for me to decide on my answer: connections – especially those with other people. I realized that establishing connections with others is joyful, life-giving and something I truly need and seek. As I reflected further, I understood that it is when I'm feeling disconnected that I feel sad and have a sense of being “dislocated.”

As I think about this now, I realize that I like and enjoy my pastoral care work because it is all about connections. The word “connection” comes from two Latin words meaning “with” or “together” and “join.” A large part of my ministry involves pastoral visiting with people – whether they are in a house, a long term care or retirement residence or in hospital – and it is this joining with or connecting with another person that I find fulfilling.

I also appreciate how the ministry of pastoral care connects me with God. I come away from a visit feeling blessed by what has taken place: moments of grace, the deep sharing of life's joys and sorrows, professions of how a person's faith in a loving God and a caring faith community have sustained them in difficult times. Sharing Communion with folks who cannot regularly attend our church worship services is a holy time, however brief or informal it may be. It is an honour and privilege to share time and stories with the people I visit.

All of our Caring Ministries at Port Nelson United Church relate to connecting with other people and with our Creator God. I am grateful to every one of you who helps with these Caring Ministries – for the ways you use your gifts to extend care and kindness to others.

In 1 Corinthians the apostle Paul writes at length about the ways he envisions members of a faith community working together. In the following verses I like his description of our connectedness and our interdependence. We are called to share our joys and sorrows, to care for one another.

The way God designed our bodies is a model for understanding our lives together as a church: every part dependent on every other part...If one part hurts, every other part is involved in the hurt, and in the healing. If one part flourishes, every other part enters into the exuberance.

You are Christ's body—that's who you are! You must never forget this. Only as you accept your part of that body does your “part” mean anything.

Rev. Martha Reynolds – Continued

(1 Corinthians 12: 25-27 from The Message: the Bible in Contemporary Language by Eugene Peterson)

During 2018 we became aware of the need for the church to find ways to connect with people living with Alzheimer's disease and this has become an ongoing project. Dr. Yvonne LeBlanc, one of our members and an alto in the choir, designed a questionnaire in order to help us discover what people want to learn about living with Alzheimer's disease and other forms of dementia. At the Seniors' Luncheon in March, Danielle Arbour from the Alzheimer's Society of Halton will come and speak about some aspects of this organization's work.

One of the goals I have for this church year is to become better acquainted with the children and youth of the congregation. I have spent some time with the Adventure Crew, the Pinnacle Young Leaders and the Confirmation class. I am enjoying these connections and thank the children, youth and their leaders – Sharon Holmes, Jay Poitras and Michael Brooks – for welcoming me to these groups.

Our rekindled home is going to provide us with new and exciting ways for the church to connect with the community and to live out our values. I look forward to all that the future holds for us! I give thanks for all of you and for God's loving and lively Spirit which blesses us each day, strengthening and encouraging us as we work together to do God's work in the world.

Respectfully submitted,

- *Martha Reynolds*

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ANNUAL CONGREGATIONAL MEETING: FEBRUARY 11, 2018 - MINUTES

1. Call to Order (Brian Snell)

Brian Snell opened the meeting with a statement to honor the indigenous people of the land that Port Nelson United Church sits on. He then said a short prayer asking for inspiration and grace for today's meeting.

2. Enabling Items and Voting Privileges

Motion: It was moved by Susan Posgate that:

- Tiffany Harvey be appointed as recording secretary for the 2018 Annual Meeting of Port Nelson United Church.
- That voting privileges for the 2018 Annual Meeting of Port Nelson United Church be extended to adherents.
- That Richard Hensen and Mary Carey be appointed as parliamentarians, timekeepers and scrutineers for the 2018 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.

Seconded: Ann Fleming

Hearing no opposition, the motion was carried.

3. Approval of the Agenda

Motion: It was moved by Hamilton Jukes that the agenda for the 2018 Annual Meeting of Port Nelson United Church be approved as presented.

Seconded: Pat Gilmore

Hearing no opposition, the motion was carried.

4. Approval of Minutes of 2017 Annual Meeting

Correction: On page 14 in the Annual Report book - two-thirds of the way down the page - it should be "2017 Budget Presentation" (not 2016 as recorded)

Motion: It was moved by Rod McGrath that the minutes of the February 12th, 2017 Annual Meeting of Port Nelson United Church be approved as corrected.

Seconded: Marilyn Parsons

Hearing no opposition, the motion was carried.

5. Approval of Minutes of June 19, 2017 meeting

Motion: It was moved by Marilyn Parsons that the minutes of the June 19th, 2017 Congregational Meeting of Port Nelson United Church be approved as written.

Seconded: Marty Wamsley

Hearing no opposition, the motion was carried.

6. Chair's Remarks (Brian Snell)

What a privilege it has been to be Chair of Council during this past year. It was a year of many landmarks: for some personal sadness; for others difficulty dealing with the reality of life; others experienced great joy with new births and personal achievements. Our church celebrated landmarks too: staff changes, reorganization of its facilities and the beginning of our renovation adventure. During this year we have been fortunate to have had exceptionally strong leadership to guide us along the variety of paths the year has taken. I cannot begin to communicate adequately the gratitude we all feel for the guidance of our minister, Michael Brooks, as well as that of Gord Dunbar and Martha Reynolds. Each, in their own way, has given us a direction that could only strengthen our faith and our determination to help others. All of our staff has been extremely flexible – enduring constant shifts of deadlines and decisions. Our Rekindle team has endured – and shared – the frustrations of a roller coaster year and Stan, Pat and June deserve our gratitude for their patience and sensible decisions.

Now we embark on the adventure of another year. We have new visions and new opportunities in which to express our faith. We are going forward with the expectation that we will make every possible effort to achieve success with many of our goals and dreams.

We are strong. We are committed. We have an enduring faith. Let us use this faith to celebrate our continuing dedication to justice and to God's mission.

I am going to read a poem found on the blog post of Diana Butler Bass. It seems appropriate at this time as our Rekindle team starts to move ahead full steam and we consider the leadership we are privileged to experience at Port Nelson.

The Contract - A word from the led

by William Ayot

And in the end we follow them –
not because we are paid,
not because we might see some advantage,
not because of the things they have accomplished,
not even because of the dreams they dream
but simply because of who they are:

Annual Congregational Meeting, February 11 – Continued

the man, the woman, the leader, the boss,
standing up there when the wave hits the rock,
passing out faith and confidence like life jackets,
knowing the currents, holding the doubts,
imagining the delights and terrors of every landfall;
captain, pirate, and parent by turns,
the bearer of our countless hopes and expectations.
We give them our trust. We give them our effort.
What we ask in return is that they stay true.

7. Approval of Actions by Council in 2017

Motion: It was moved by Ruth McQuirter that the actions of Port Nelson United Church Council for the year ended December 31st, 2017 be approved.

Seconded: Susan Posgate

Hearing no opposition, the motion was carried.

8. Report from the Trustees (Ron Gardner)

Ron introduced the Trustees – Michael Brooks, Pat Gilmore, Marty Wamsley, Rob Warman, Rick Burgess

Ron went on to highlight two points. The first was the continued success of the green energy roof solar project. Its income has resulted in getter investments, which have enabled the trustees to disperse \$15000 in endowment funds instead of \$4000 as in previous years. In addition, payments are ahead on the project reducing the principal.

Secondly, the trustees want to salute the leadership of the Rekindle Project for their hard work.

9. Approval of 2017 Written Annual Reports

Correction: The congregational meeting last June was held on Monday, June 19th (not June 18th) - and the Rekindle report on page 42 in the Annual Report book says June 18th

Motion: It was moved by Pat Gilmore that the written reports contained in the 2017 Annual Report Book of Port Nelson United Church be adopted as corrected.

Seconded: Marilyn Parsons

Hearing no opposition, the motion was carried.

10. Treasurer's Report (Steve Jones)

Steve Jones introduced the financial statement. Firstly, changes in staffing have led to surplus at the end of 2017. Committees were fairly under budget, and Mistletoe Mart did better than expected. Overall, average donations to the general offerings are up. Operating revenues are steady, with most income coming from offerings. Staff compensation expenditures are roughly on par, slightly lower in 2017 due to staff changes. Property spending is also down due to the Rekindle project. Outreach spending continues to grow year over year.

Motion: It was moved by Steve Jones that the Financial Statements of Port Nelson United Church for the year ended December 31st, 2017 be approved as presented.

Seconded: Rod McGrath

Hearing no opposition, the motion was carried.

11. Approval of Auditors for 2018

Motion: it was moved by Steve Jones that BLR LLP be appointed as auditors for Port Nelson United Church for the year ending December 31st, 2018.

Seconded: Marty Wamsley

Hearing no opposition, the motion was carried.

12. Update from the Rekindle Project Management Team

June Wright provided an update.

"We have seen significant steps over the past few months on our journey to build an accessible, energy efficient, purpose built facility with a code compliant kitchen. As is obvious we are under construction! Hallelujah!

Site plan and zoning approvals were received in December. A foundation permit was received in January which allowed us to start on the demolition. The building permit, our last permitting obstacle, was received 10 days ago. The foundation will be started now that demolition is mainly completed.

In November asbestos abatement was performed in the old building. In early February a small amount of asbestos containing vermiculite was found in the wall between the O'Brien Room and the washrooms which then had to be removed as well. Obviously, we are better off without these substances in our walls, floors, ceilings and around the pipes.

PMT, Stan, Pat and myself, have been meeting Bi-weekly with the TRP site supervisor, TRP project manager, any trades who are working on the site and our very own custodian Rick Tucker. This allows all of us to be coordinated.

So a number of burning questions: how are we doing financially and when will we be finished?

As you saw in last week's weekly email we have been blessed with generous donations and pledges, a grant, some fundraising monies and some interest on GICS which amounts to approximately \$2.1 M received so far. Total pledges made and other donations amount to \$2,912,000. This is very good news. Since Our budget is \$3.7 M we are still facing a gap of approximately \$788,000. We are hopeful that more pledges will come in as Janice Sweeney and Tod Wright work on the Ignite the Flame, keeping the Rekindle Campaign alive. We are also hopeful that we may receive some grants though they are proving to be much more difficult to obtain than we anticipated.

As of today, we have approximately \$1.6 M in the bank in our Rekindle account. That money will be gone by September 2018 at which time we will need to start drawing from our line of credit which the finance team has arranged with the TD bank, to pay the construction company, TRP. Once the line of credit has been activated we will have costs related to managing this loan. So the longer we go without borrowing and the less we borrow the less our costs will be.

Some ideas to assist with this cash flow dilemma: if you have made a pledge thank you so much. Most of us wait until the last few months of the year to make our donations once we have pledged. If you could make your pledge donation earlier than scheduled that would help the project greatly. And if you haven't made a pledge yet we hope you will feel the excitement of this wonderful, hope filled project and come on board. All are welcome!

Next burning question: So when will we be finished: PMT are a little reluctant to answer this as we have been burned a few times and ended up with A little egg on our faces! TRP, our construction company anticipates that the construction will be completed during the late fourth quarter of this year and this would allow us to move in during the late fourth quarter. We hope to be fully up and running by early 2019. These are our best projections at this point but as you know there can be unforeseen incidents which can impact construction timing.

As you have seen there has been a big impact on our facility with the demolition and construction: doors closing, not as many rooms to use, coffee hour in the sanctuary, office down stairs, a portion of the parking lot gone and much more. So many challenges. We are very grateful for the way people have been flexible and accommodating and have taken all the changes in stride.

There are many people to thank: the Standing teams for: transition management, finance, donor recognition, grants, pledges, igniting the Rekindle Campaign, communications, pledge management and a number of ad hoc teams for things like furnishings, security, audio-visual equipment, signage, and fire safety. All of these teams have been very active. Much work is being done behind the visible construction scene.

All of the project progress is the result of this large number of people and teams working innumerable hours. We are grateful for these individuals.

Thank you on behalf of Pat O’Neill, Stan Harvey and myself, your project management team.”

13. Update regarding visioning initiatives

Brian reported that some work has been happening on our visioning initiatives. The event coordinator position has been fleshed out. A committee is meeting about an after school program and is looking at the logistics of what is required, and if it is possible to be completed with the resources available to Port Nelson United Church. More work towards the visioning document goals is expected to continue in 2018.

14. Report from the Endowment Fund Committee (MargaretJane Wallace)

As a result of 2017 Endowment Funds investments, there is \$15,300 of interest to be disbursed. The Endowment Committee met on Jan 31, 2018 and has made the following suggestions for the expendable interest:

1. Rekindle Project - \$5,000
2. Nelson Youth Centre – Ron Gardner - \$4,500
3. Toro724 OE 2 stage Snow Blower – Property - \$1,300
4. Handbell Choir – Stillman Matheson - \$3,000
5. Crash Rhythm – Hillary Whiskin - \$1,500

Motion: It was moved by MargaretJane Wallace that the recommendations of the Endowment Fund Committee of Port Nelson United Church, as approved by Council, be adopted.

Seconded: Rod McGrath

Hearing no opposition, the motion was carried.

15. 2018 Budget Presentation (Steve Jones)

The budget is conservative due to construction. The budget does include a fundraising event, as well as the hiring of positions by M&P (such as an event coordinator, a nursery coordinator etc). There is a budgeted deficit projected for 2018, but it is within reason, and given the increased donation revenue towards Rekindle in 2018, not expected to be an issue. In addition, the 2018 budget does not show the surplus going into the year.

Motion: It was moved by Steve Jones that the operating budget of Port Nelson United Church for the year ending December 31st, 2018 be approved as presented.

Seconded: Rod McGrath

Hearing no opposition, the motion was carried.

Annual Congregational Meeting, February 11 – Continued

16. Nominating Report – Recommendation for Slate of Council Members for 2018 (Marilyn Parsons)

Marilyn thanked the council for 2017, and to those who have helped out in helping to find others. Also, special thanks to committee and ministry chairs. Finally, Marilyn noted that the reaching out ministry is still vacant, as well, a person to help coordinate all safety and security marshals.

Report of Nominations Committee

Port Nelson United Church Council 2018

Chair:	Brian Snell
Vice Chair:	Richard Hensen
Past Chair:	Marilyn Parsons
Secretary:	Tiffany Harvey
Treasurer:	Steve Jones
Trustees Representative:	Marty Wamsley
Minister:	Rev. Dr. Michael Brooks

Council Members

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:	<i>Vacant</i>
Spiritual Growth Ministry:	Ann Fleming
Stewardship Ministry:	Pat Gilmore
Trustees:	Ron Gardner
Worship Ministry:	Hamilton Jukes
Members-at-large:	Ruth McQuirter Brian Duncombe Susan O'Neill
Presbytery Reps:	Pat Gilmore Ann Fleming Marilyn Parsons

Proposed Members of the Youth Award Adjudication Committee 2018

Council:	Ruth McQuirter
Congregation:	Eric Copland
Ministry:	Rev Dr. Michael Brooks

Proposed Elected Members of the Endowment Fund Committee 2018

Chair: MargaretJane Wallace
Members: Dorothy McDonald
Bryan Clarke

Motion: It was moved by Marilyn Parsons that the Nominating Committee Report and slate of Council Members of Port Nelson United Church for 2018 be approved as presented.

Seconded: Suzanne Zinkie

Hearing no opposition, the motion was carried.

17. Other Business

No other business was put forth.

18. Closing Prayer (Brian Snell)

Brian closed with a prayer, asking for blessings on our journey.

19. Motion to close 2018 AGM (motion 12)

Motion: It was moved by Henk Kuiper that the 2018 Annual Meeting of Port Nelson United Church be closed.

Hearing no opposition, the motion was carried.

ANNUAL REPORT FOR 2018

CONGREGATIONAL MEETING: MAY 9, 2018 - MINUTES

Attending: Brian Snell, Chair of Council; Tiffany Harvey, Secretary of Council; Members of Council, Members of the Congregation at Large

Call to order (Brian Snell)

Meeting called to order. Brian thanked all who had attended.

Opening (Brian Snell)

A short prayer was said to guide the proceedings.

Enabling motions (Brian Snell)

Motion: Susan Posgate moved that Tiffany Harvey be appointed as recording secretary for the May 9, 2018 Meeting of Port Nelson United Church

Seconded: Pat Gilmore

Hearing no opposition, the motion was carried

Motion: Ron Gardner moved that Mary Carey and Ham Jukes be appointed as parliamentarians, timekeepers and scrutineers for the May 9, 2018 meeting of Port Nelson United Church

Seconded: June Wright

Hearing no opposition, the motion was carried

Motion: Susanne Zinkie moved 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.

Seconded: Jeff Vannen

Hearing no opposition, the motion was carried

Approval of the Agenda: (Brian Snell)

Motion: Hank Kuiper moved that the agenda be approved.

Seconded: Hal Rosser

Hearing no opposition, the motion was carried

Review of JNAC Recommendations (Brian Snell)

Brian reviewed that Rev Gord Dunbar left last June. Brian reminded the congregation that the JNAC process is dictated by the United Church of Canada and reviewed the needs of the church from a holistic manner. Presbytery was notified, and an approval was given to set up a Joint Needs Assessment Committee (JNAC). The JNAC was set up by council and included presbytery members.

Congregational Meeting, May 9 – Continued

The recommendations were set forth to Council. Council has accepted the recommendations, and now it is the congregation's responsibility to further approve the recommendation.

Brian took a moment to recognize and thank Rev. Martha Reynolds. The JNAC committee looked at all current staff positions and those that are outlined for future development in the visioning report. Brian Snell then introduced Richard Hensen, who has been the chair of the JNAC committee

Approval of JNAC Recommendations (Richard Hensen)

Richard Hensen presented a number of slides on the process. First the committee was recognized, and Richard thanked them for their work. Richard then reviewed the need that precipitated the JNAC Committee and outlined the purpose of the JNAC Committee. Richard noted that it is a snapshot, and only pertains to ministry staff. Richard then went through the methodology of the committee.

Preliminary finding included that no changes were required to existing Minister or lay staff roles, and that the focus was on Associate Minister's primary responsibilities specifically, Pastoral Care and Reaching Out Ministry. Different skill sets are needed for both. As pastoral care requires the specific education of a minister, the committee focused on that role. However, the group tried to keep flexibility in mind as well.

The committee also looked at current work trends, specifically churches that use part time specific role-based engagement, as many churches find this provides more flexibility.

Historically, the Associate Minister had been a part time position, and the JNAC report of 2007 recommended a full-time position for Pastoral Care and Reaching Out. Currently, the part time minister supplying the Pastoral Care position has been able to do the job in part time hours.

Pastoral care needs and responsibilities were reviewed.

The JNAC committee found that the Reaching Out Ministry was working effectively with lay staff only, with the exception of the Food Voucher Ministry. However, future needs due to the capital expansion may require specifically educated staffing.

The JNAC committee concluded that a half-time minister of Pastoral Care with the understanding that hours can be reviewed should meet the needs. In addition it concluded that a portion of the savings derived from reduced ministerial hours should be retained in the M&P budget to be used for additional part-time, short term and/or seasonal staff.

Motion: Richard Hensen moved that the Joint Needs Assessment Committee Report and recommendations be approved as presented.

Seconded: Marilyn Parsons

Discussion among the congregation ensued regarding the difference between a call and an appointment, and if the presbytery will be involved.

Hearing no opposition, the motion was carried
There was one abstention.

Declaration of vacancy (Brian Snell)

Motion: Richard Hensen moved that the Joint Needs Assessment Committee of Port Nelson United Church recommend the declaration of a vacancy for a half-time Minister of Pastoral Care effective July 1, 2018.

Seconded: Ron Gardner

Hearing no opposition, the motion was carried.

There was one abstention.

Appointment of Search Committee (Brian Snell)

Motion: Marilyn Parsons moved that Al Kingston, Beth Kuiper, Lynda Rosser, Claire Sweeny, Alan Whiskin, and Richard Hensen be appointed as Port Nelson members of the Search Committee.

Seconded: Margaret Hensen

Discussion: A question was asked if there was still opportunity for anyone else to join. It was noted that four members had been appointed as they had worked on the JNAC recommendations and had intimate knowledge of the requirements of the role, and that two members had been recruited to provide balanced viewpoints. There is opportunity for others to join, Council could add members later without congregational approval.

Hearing no opposition, motion was carried.

Port Nelson Youth Award Adjudication Committee appointment (Brian Snell)

As the congregation was already assembled, Brian took advantage of the meeting to add in the Port Nelson Youth Award Adjudication Committee appointment, which requires congregational approval.

Motion: Marilyn Parsons moved that Grant Sweeny replace Eric Copland as an elected member of the Port Nelson Youth Award Adjudication Committee for 2018.

Seconded: Henk Kuiper

Hearing no opposition, motion was carried

Closing (Brian Snell)

Motion for closing: Bill Wilson

No second required.

Meeting adjourned at 7:25pm

ANNUAL REPORT FOR 2018

CONGREGATIONAL MEETING: JULY 10, 2018 - MINUTES

Introductions:

Brian Snell welcomed all to the meeting, thanked the Search Committee and introduced the Rev Karen Inkster and Mel Matthias, Halton Presbytery reps to the Search Committee.

Call to Order:

Mel Matthias called the meeting to order and noted that he will Chair the meeting. The Rev Inkster opened with prayer.

Voting Privileges and Enabling Motions:

Moved by Ray Smith, seconded by Beth Kuiper:

- that Marilyn Parsons be appointed as recording secretary for the July 10, 2018 Congregational Meeting of Port Nelson United Church.
 - that Ken Posgate and Mary Carey be appointed as parliamentarians, timekeepers and scrutineers for the July 10, 2018 Congregational Meeting of Port Nelson United Church and 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 Seconder may speak at the beginning and at the end of the discussion of a motion.
- CARRIED

Approval of the Agenda:

Moved by Henk Kuiper seconded by Hal Rosser that the agenda for the July 10, 2018 Congregational Meeting of Port Nelson United Church be approved as presented. CARRIED

Chair of Search Committee's Remarks:

Richard Hensen as Chair of the Search Committee thanked the Committee members and the Presbytery reps. He clarified the difference between a "call" (indefinite time period) and an "appointment" (time period can be set). He also outlined the processes for the search.

The Rev Martha Reynolds, whose contract as Pastoral Care Minister ended in June, indicated an interest in the position. The Committee interviewed her and noted that she has a passion for providing pastoral care. In addition, she is familiar with the role, provides continuity and "fits" with the team and the congregation. She received many positive references. The Search Committee recommends that Martha be appointed to the position. Martha is retired therefore she cannot be "called".

Motion

Moved by Richard Hensen seconded by Al Kingston that Port Nelson United Church request Halton Presbytery to approve the appointment of Rev. Martha Reynolds to the position of Pastoral Care Minister for the period of September 6, 2018 through September 5, 2019.

There being no questions Mel Matthias called the question.

CARRIED UNANIMOUSLY

Next Steps:

The decision of the meeting will be relayed to Halton Presbytery for approval and the M&P Ministry will carry out the appropriate paperwork.

Closing

There being no other business Rev Inkster closed with prayer.

Moved by Al Kingston that the meeting be adjourned.

Adjourned at 7:45 PM

ANNUAL REPORT FOR 2018

SPIRITUAL GROWTH MINISTRY

Ann Fleming - Chair

The Spiritual Growth Ministry mandate suggests that opportunities for all ages within our congregation be offered to grow spiritually as individuals within small groups.

Children & Family Ministry Report

Nursery/Toddlers

A special thank you goes out to the volunteers who carried on with the welcoming ministry of this service that offers care to infants and toddlers to age 4 enabling parents to attend worship on Sunday mornings. In December we welcomed **Kelly Rogers** to the paid Nursery/Toddler coordinator position. At least one volunteer is also on duty to welcome the parents and children. Our nursery is equipped with a pager system that allows us to connect with parents if the need arises.

Adventure Crew

The Adventure Crew is our children's program that includes children SK – Grade 5. I am very fortunate to have wonderful volunteers who help 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. We started our year in September with the Blessing of the Backpacks, getting caught up with old friends and making new friends that joined our Crew. Then we learned about God's love through extension cords, flashlights and Lego.

Our Outreach this year included making Valentine's Day cards that were mailed to over 100 members of the congregation. In June, Team Port Nelson participated in Wesley Urban Ministries Case for Kids Walk again. The team was ecstatic that our final tally raised was over \$4000.00. Adventure Crew and Pinnacle added to the Gift Service in December by filling Christmas Stockings with toiletries for Wesley's Christmas store.

PA Days

This year Port Nelson hosted two fun PA Day camps. 'Ground Hog Day' and 'Spring has Sprung'. Games, crafts, music and fun snacks made both days active and full of fun. I am always grateful to the wonderful team of volunteers that help make these days possible.

Musical Talents

The Children's Ensemble practiced and performed for the first part of the year. In December, Tania Laurie brought the hand chimes out and the children did a lovely version of Joy to the World at the Gift Service.

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 party carving pumpkins and playing games.

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

-Sharon Holmes

PINNACLE: 2018 IN REVIEW

A Sense of Community

Port Nelson United Church Young Leaders (PINNACLE) celebrated its SEVENTH ANNIVERSARY in November 2018. Over the last seven years, a safe place for youth and teens in grades 6-12 to meet, hang-out, worship and give back continued to grow in our church. In September 2018, we said goodbye to a few of our young people who headed off to various post-secondary 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.

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. 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 Wellington Square United Church home for another 3 sold-out weeks in the summer of 2018. 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

Our two-year confirmation program remains a key component to the spiritual growth and development of our young people. We continue 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 annual Mistletoe Mart. Reaching out continues to be a value embodied by the youth of Port Nelson.

-Jay Poitras

ADULT SMALL GROUPS

During the year in the seasons of Lent and Advent groups of 8 to 12 gathered from 7:30 to 9:00 a.m. at Cora's Restaurant to share over the breakfast meal their responses to the readings of the *Daily Devotions* booklets that were distributed through the United Church. Those gathered were nourished through the community built, the lively discussions and the breakfast meal. Currently, an adult group is studying the book *Tattoos on the Heart*, by Gregory Boyle. David Bagshaw is leading the group discussions on Tuesday evenings.

In October, a group of 40 filled a bus to tour Sacred Spaces in Hamilton through a Saturday morning and early afternoon. Michael was our well informed tour guide!

Affirm Group

A group exploring ways to be more inclusive of the LGBTQ Community and other minority groups.

Caring Wisdom Circle

Meets weekly, Thursday 1:30 to 3:00. This is an open gathering of caring people sharing their life journey and learning from one another. We are guided by inspirational readings that challenge and support our spiritual growth. Drop in and receive a warm welcome, be inspired and enjoy a cup of tea or coffee in community.

Couples Mixed Bridge

Offers an enjoyable way to play your favourite game with another couple through the fall, winter and spring months.

Elaine's Vision

Is a gathering of women who meet on the third Wednesday evening of each month for support, friendship and service. The group hosts the Women's Dessert and Candlelight Communion evening each December.

Ladies' Bridge Group

A friendly, fun afternoon of bridge enjoyed no matter the level of expertise. We play six games between October and April. Each team hosts three games. Various locations.

Library

Newly located just past the offices on the parking lot entrance level. Drop in to browse for books to borrow! Open Sundays 1/2 hour before and after worship, 10:00 am and 11:30 am.

Men in Aprons

Are a group of men who love to cook and create with each other 'out of the ordinary' lunches for themselves and occasional guests. Gatherings are on the third Thursday of each month September to May. The group is asked from time to time to help out for church activities when food preparation is required.

Men's Breakfast

On the first Saturday of each month October thru' May a full buffet style breakfast is prepared and served with a guest speaker following the meal. The breakfast is coordinated by Men in Aprons and we are now inviting women to attend if the guest speaker is of interest.

Prayer Group

A caring group that gathers at the church Thursdays at 9:30am to offer prayers for people who are experiencing health problems or personal crises. We are looking for new members to join us.

Prayer Shawl Ministry

Is for those who crochet or knit. As the shawls are made, the group prays that those receiving them will feel the care, prayers and love of God aided by the loving hands that prepare them. Yarn may be provided if needed. Prayer shawls are given to anyone who could use a warm hug. If you are aware of a need please contact us; arrangements can be made to deliver shawls. It is also hoped to provide shawls for children being baptised. A group gathers on the 4th Friday of each month to knit in community.

Seniors' Lunch

On the first Wednesday of each month, September to May, at 12:00 noon, a catered, home-cooked style meal is provided and enjoyed, followed by a speaker on topics of interest to seniors. Everybody is welcome. Bring a friend. Cost each is approximately \$15.00.

Teleministry

Using cell phones to make calls has been quite effective this year as we have transitioned through the renovations. Thank you Teleministers for your flexibility. All calls continue to be prayerfully supported by Prayermates who are co-ordinated by Dorothy Birkes.

-Sharon Ife, Director of Teleministry

Helping Hands

When a teleminister call suggests that a meal might be helpful for a member of our church family a Helping Hands volunteer will prepare and deliver it, or, if you know of such a need, please make it known.

Travel Crafts

For those who wish to make crafts with people living with disabilities. We meet every other Monday at 1:30pm

If you are interested in joining any of the small groups there is a brochure available in the Gathering Place outside the sanctuary doors.

ANNUAL REPORT FOR 2018

AFFIRM UNITED

On June 3, 2018 Port Nelson celebrated the one-year anniversary of becoming an Affirming Ministry within the United Church of Canada. It was a remarkable service, highlighted by our guest speaker, Deirdre Pike, a well-regarded LGBTQ and poverty activist, and the presentation of the Port Nelson Youth Award for a graduating Halton student who has shown leadership in inclusion.

Since our last Annual Report the Affirm Group has worked hard to realize our Affirming statement that supports all forms of diversity: “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.”

We sought to educate ourselves in LGBTQ issues by inviting a representative of ROCK (Reaching Out Centre for Kids) and a member of the transgender community to speak with us. Their input helped us advise the Rekindle team on inclusive washroom signage and appropriate Affirm logos for the new facility. We also acquired rainbow banners for the windows facing Rossmore Blvd. When the current provincial government sought to roll back the sex education curriculum we conveyed our strong concerns about this action to the local MPP, Jane McKenna.

On the Environmental front, we supported the “Give It Up for the Earth” initiative by challenging Port Nelson members to make personal changes that reflect the New Creed’s promise “to live with respect in creation.” Some Port Nelson members protested at Queen’s Park over Nestle’s use of ground water, and others attended a panel presentation involving Maude Barlow of the Council of Canadians on water justice and improving the environment.

Affirm members participated in multi-faith activities through the second annual One Burlington event, which this year chose the environmental theme “The Green Rule.”

While being aware of addressing all forms of diversity, we are centering our work in 2019 on Indigenous perspectives, in response to the Report of the Truth and Reconciliation Commission. We are planning a rich weekend of activities at the end of March with a focus on “Listening to Indigenous Voices.” We are most grateful for the advice and collaboration with Deyohaha:ge: the Indigenous Knowledge Centre of Six Nations Polytechnic in Brantford.

On a sad note, this fall we lost a founding member of Affirm and a wonderful friend, Reverend Dr. Don Gillies. We deeply miss Don’s wisdom, openness to new perspectives, and keen wit.

The Affirming group continues to meet on a regular basis to support diversity through the language we use in liturgy, educational opportunities, and reaching out to diverse groups.

We welcome new members to our vibrant group. If you have a passion for social justice, this may be a place to channel your energies. Please feel free to approach any of our members: Susanne Zinkie, Pat Gilmore, John Durfey, Cathy Greven, Cyndi McPhee, Ann Fleming, Nancy McKenzie and Ruth McQuirter.

ANNUAL REPORT FOR 2018

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 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 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 2018 field of applicants was plentiful and well qualified. This would seem to confirm the ongoing value of the award and its goals. The committee consisting of Grant Sweeny, Ruth McQuirter and Michael Brooks reviewed all applications and decided that the successful recipient for 2018 would be **Maia St Germain**, a grade 12 student at T.A. Blakelock School in Oakville.

The Youth Award was presented to Maia during worship on Sunday, June 3rd on the First anniversary of Port Nelson becoming an Affirming Ministry of the United Church of Canada. Maia addressed the congregation and subsequently joined with the Port Nelson Pinnacle youth for discussion.

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*



ANNUAL REPORT FOR 2018

WORSHIP MINISTRY

The Worship Ministry, a group of dedicated volunteers, has a primary objective of developing worship services that are meaningful to the congregation in word and music. To that end we thank Michael, Martha, Stillman and Candy for both their leadership and guidance. In that same vein we want to remember the late Rev. Don Gillies who was always ready to lend a helping hand.

We continue to support and encourage our Children and Youth programs so ably led by Sharon and Jay and with a new member of the team, Kelly Rogers, who cares for infants and toddlers during services on Sunday. We are proud that our youth plan and lead our congregation in special services particularly at Christmas and Easter.

Communion services are now planned for the first Sunday of each month, the exceptions being January, July, August and September. They are, for the most part, Intinction services with three formal services in March, June and October. On three special occasions we serve communion: Easter Sunday morning a sunrise service at the lake, on Christmas Eve at the 11:00 pm service and our annual Women's Christmas Communion Service.

With Michael's leadership we are more prominent in the community at large. We share our expertise with other churches and are fully involved in inter-faith services and programs. Taizé services, although small in size, attract a select number of worshipers who enjoy that style of service.

Guest preachers have always been part of our fabric and will continue this coming year. As part of our Affirming Ministry on March 31 we will have a guest preacher who will be part of a larger Affirming program that weekend.

Our music program, under the direction of Stillman, continues to grow and provide us with outstanding choral and instrumental arrangements. Christmas and Easter highlight the quality of our music ministry. New this year is the introduction of Bell Choirs which has been enthusiastically received.

Thank you goes out to all who volunteer with the Worship Ministry. Their commitment of both time and energy add immeasurably to all of our programs. A special recognition, as well, to Rick whose efforts often go unnoticed but never unappreciated.

As Chairperson this year I would like to thank Mary for all her support and guidance and I am looking forward to 2019.

-Hamilton Jukes

ANNUAL REPORT FOR 2018

DIRECTOR OF MUSIC

Once again we have had a year filled with musical blessings: a choir that continues to grow, participation by a variety of vocal and instrumental soloists, and the creation of a new handbell program.

There are now 34 singers in the choir, including choral scholars Jamie Thomblison and Olivia Morton. I wish to thank all who support the choral scholarship program, and I hope that it will continue to be the great success that it has been so far.

Along with their Sunday appearances, the choir presented two special performances in 2018, a concert in May and the Festival of Lessons and Carols in December. The spring concert was a program honouring the great Canadian composer Healey Willan. The 50th anniversary of his death was observed in 2018, and the program consisted entirely of some of his compositions. At the organ was Andrew Adair, the present organist at the Church of St. Mary Magdalene where Dr. Willan played for over forty years, and the Brassdale Quartet from Toronto was also on the program. A special component of the evening was the telling of stories and anecdotes about the composer by Brian Snell, who was acquainted with him for many years.

Once again the choir and their guests were invited to the home of Michael Brooks and Jay Poitras after the Festival of Lessons and Carols, and we are grateful for their hospitality.

Special solo performances in our services were provided this year by Jacki Kingston, William Peltier, Claire Sweeny, Jamie Thomblison, Elaine Whiskin, Tina Depko, Corinne DeJong, Olivia Morton, Katelyn Emery, Kimberly Hanmer, Doug Robson, Alix Kingston, and Diana Emery. Also, accompaniments for anthems were provided by choir members Fae Falls, Diana Emery, and Brian Snell. I am grateful to all of these musicians for their generosity.

We are fortunate to have a wonderful choir executive to attend to so many practical details which help keep things working smoothly: Karen Petit, Ellen Snell, Jen Newton, Jeff Vannan, Richard LeBlanc, and President Dan Emery. Thanks also to Victoria Cooper who looks after the gowns and creates beautiful posters for our events, and to Choir Marshall Jim Thomblison.

2018 was an exciting year for the music department of Port Nelson because we were able to form not one but three handbell ensembles involving a total of twenty-five people. All three have progressed quickly and have already made appearances on Sunday mornings to musically enhance our services of worship.

My sincere thanks to all of these musicians for their substantial contributions and to a great staff and a most supportive congregation.

-Stillman Matheson, Director of Music



ANNUAL REPORT FOR 2018

REACHING OUT MINISTRY

Seeds of Life Growing Project

To Seeds of Life Donors and Friends

It seems like a long time since we finished harvesting the wheat at Seeds of Life Growing Project in July 2018. You can see from the photo below that the field doesn't look too impressive...just a dull boring piece of brown dirt! In fact there are many things that have happened since July and are hidden in this dirt. Because wheat harvest is in the summer, we have a long time before winter to get ready for the next season.

In August, we planted a mixture of oats, peas and forage radish as a "cover crop" to compete with weeds and provide growth of plants and roots to condition the soil. In October, we applied fertilizer and limestone to provide nutrition for this year's crop of corn. Late in October, our farming partner used a tillage machine to partially bury the cover crop residue. We now have a head start on the 2019 growing season!

As we were doing all of this I couldn't stop thinking about how fortunate we are in Canada to have the good climate, tools and technology to do the excellent farming that we take for granted. This is in contrast to the limited resources and the changing climate that farmers overseas have to work with. The work of the Canadian Foodgrains Bank and our overseas partners is saving lives in helping these people. Truly a CHRISTIAN RESPONSE TO HUNGER .

In November, we sent our project report to the Foodgrains Bank, and with it we sent over \$44000 to our member church accounts. The UCC share of this, from Port Nelson and two other United churches, was about \$ 19700. I want to thank all of our donors for your support in making 2018 another successful year. Complete financial statements for the project will be available early this year.

In 2019 we will be growing grain corn, and again we hope to get sponsors to grow the entire 72 acres on the farm for the Foodgrains Bank. We will be in touch early in the spring with our plans and donation details for 2019.

-Scott Brooks, Project Manager



Food Voucher Program

The need is great in our community and it is startling the number of people who make their way to us Thursday mornings every other month for a \$25 food voucher. Last year we distributed well over 1300 vouchers to people of all ages, each with a unique story of challenge, disability, ill health, loss, and more.

Often over coffee and a snack, our team provides friendship, encouragement, information about community resources and just a chance to talk. Many of you have generously donated hats, scarves, gloves, socks, tooth brushes etc. that have been gratefully received by our clients.

It is thanks to the generous contributions of our church members that we can reach out to at least some of our community neighbours who are in need. Your support of the gift card program continues to add to our revenue, as has your support of the Blue Jays ticket draw.

-Heather Stewart

Port Nelson Serves on Friday Nights

In 2014, Port Nelson United Church began volunteering every month at the Friday Night Community Dinner at Wellington Square United Church.

The origins of the dinner began in part, with our own “Men in Aprons”. Over 10 years ago, we served dinner to 30 guests. Today, the community dinner hosts 250 - 300 guests every week. Just prior to last Christmas, we hosted a beautiful celebration with 400 guests.

Each week a different Church, Service group or Sports Team is responsible for the community dinner.

For almost five years now, the Port Nelson congregation has taken on the duty of handling the dinner on the first Friday of every month. There are 3 shifts to be covered: preparation, serving and clean-up at 4:00, 5:30 and 6:30 p.m.

Everyone is encouraged to take a break and have a meal in the dining room to chat with the guests. The food is delicious! “Not a soup kitchen”, guests have been heard to say. Children’s activities are available throughout the entire evening.

There is a free will offering box that helps with the cost of the meal.

New in the last year is “the Hub”. It is a drop in area open at 1 pm on Friday afternoon. There are snacks, magazines, games or just a place to rest and feel safe.

-Nancy McKenzie, Coordinator



Port Nelson Refugee Sponsorship Group

The Rasho family has continued to adjust well to life in Canada. Sham is completing her Grade 12 and has applied to both Mohawk and Sheridan Colleges for a business administration program. Sham also works long hours at a Burlington restaurant. Falak was diagnosed with cataracts in both eyes and will have cataract surgery in 2019. Eiman continues to be a caregiver for both Falak and Lamar. The Refugee Group opened and deposited \$500.00 into a Registered Educational Savings Plan for Lamar on the occasion of her first birthday. The family is thankful for the support of the Port Nelson congregation.

Hamza is on track to graduate from Grade 12 in June of 2019. As well, he is working with a Burlington plumbing firm and is learning the trades of plumbing and tiling. Hamza has been in Canada three years as of December and is looking forward to applying for Canadian citizenship.

Both Hamza and Sham are very happy that they now have their own cars.

The Group is committed to sponsoring Hamza's widowed mother and his two young sisters to Canada if they can escape from Syria.

The Refugee Sponsorship Group appreciates the continuing support of the congregation.

-Mat Ardron, Mary Carey

Co-Chairs, Port Nelson United Church Refugee Group

ANNUAL REPORT FOR 2018

MINISTRY & PERSONNEL COMMITTEE

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.* The Rev. Dr. Michael Brooks and the Rev. Martha Reynolds lead the congregation in all aspects of worship, pastoral care, stewardship and reaching out to our wider community. Each minister performs duties according to their respective position descriptions. Michael oversees the staff team in all administrative areas. Martha, our Pastoral Care Minister, visits those in the church community, while in hospital or at home, providing guidance and support.

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. Stillman and our choir members continue to support two students, who under the provision of a musical scholarship, join our choir for Sunday morning worship each week. In the fall, Stillman introduced three bell choirs to his musical repertoire. Each of the choirs has presented musical offerings to the delight of the congregation.

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. Rick assumed greater duties this year as the project ramped up. Jack Heeney assisted Rick during the summer months with many jobs arising as the renovation progressed. Rick ensures our summer students are trained in Health and Safety regulations prior to beginning employment.

Ministry & Personnel – Continued

Rebecca Murphy juggles the comprehensive roles of Church Administrator and handles the needs of the staff and the busy congregation, which this year includes many challenges and changes resulting during the Rekindle project.

Susan Reed, our bookkeeper is instrumental in helping our treasurer Steve Jones keep our financial records well organized.

The summer Glee camps were busy, noisy and fun-filled weeks. Claire Sweeny, Camp Director was supported by Grant Sweeny and Chris Emery as co-Camp Directors. Jocelyn Birkes was Program Director. Together our Glee Team delivered 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 Wellington Square United Church and the Lions Club.

David Hebb managed the duties in the Security/Lock up position, duties which varied according to construction activity.

It is a pleasure to welcome 3 new staff members. Tina Depko and Riley Denver jointly serve as Communication Coordinator. The Communication Coordinator boosts the profile of Port Nelson in the community with Face Book and Twitter feeds. The weekly Port Nelson newsletter is ably produced and shared in a timely fashion. Andrea Stevens is the Event Coordinator. Andrea has begun to explore ways in which our new building will be utilized by Port Nelson groups and the community. Lastly, we are delighted that Kelly Rogers is seen each Sunday in the Nursery and Toddler area, as the Coordinator of Nursery Ministry. She joins the little ones in a bright new space.

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 comes to fruition. Your willingness and ability to handle the unknown and the unforeseen is very much appreciated.

-Susan Posgate, Chair

ANNUAL REPORT FOR 2018

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 with most aspects of the life of Port Nelson in 2018, the staff team's daily work and routines were significantly impacted by the *Rekindle: Our Home, Our Future* project. All staff were displaced from their offices, small group, and rehearsal spaces at various points throughout the year. Despite significant change and disruption, I am very proud of my colleagues for the grace, care and understanding with which the transitions were handled. All staff have patiently endured a year of office sharing amid dust, noise and fluctuating temperatures. Program staff have done a remarkable job of sharing space for children and youth programs, choir rehearsals and small group gatherings. Rick Tucker, our custodian, has borne the brunt of the transition and has been simply marvelous in managing tremendous change.

I have always known how blessed we are with very committed and faithful staff. 2018 confirmed how special our team really is. I hope you will find opportunities to personally express your appreciation to our staff for who they are and what they do.

In terms of changes in 2018, we were blessed by several additions: Tina Depko and Riley Denver as Communication Coordinators, Kelly Rogers as Nursery Coordinator, and Andrea Stevens as Events Coordinator. All are capable, and we are fortunate to be benefitting from their gifts.

In the summer of 2018, in consultation with the Ministry and Personnel Committee, we decided to change the timing of our annual goal setting. Instead of the calendar year, our staff team and individual goals now run from September until August which more accurately reflects the rhythm of "church life." We hope this change will help us more closely align our goals with the various ministries in which we share.

For the program year 2018-19, the Staff Team has developed the following goals in a collaborative way. We look forward to working on them together for the benefit of the church family and to the glory of God:

Goal 1:

As the renovation project comes to a conclusion, ensure lines of communication continue to remain open

Goal 2:

Continue to discover aspects of our individual strengths and gifts and how they might strengthen the team while supporting an individual goal of one staff member

Goal 3:

Have fun by gathering the entire staff and partners twice in the program year for social events

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STEWARDSHIP MINISTRY

“A **biblical** world view of **stewardship** can be consciously defined as: “Utilizing and managing all resources God provides for the glory of God and the betterment of God’s creation.”

Port Nelson United Church is a blessed congregation. As a church family we have been given so much. Over 2018 these blessings of time, talent and treasure have contributed to God’s glory. Everyone has helped out in whatever way they were able. Our church family pulled together in a true form of Stewardship and so on December 9 were able to dedicate our new space. I believe that our Rekindle Project has amplified the meaning of Stewardship. With grateful thanks to all.

This year we did not plan a big financial Campaign. Letters were sent out asking everyone to invest in Port Nelson as the dividends would be great. People were asked to send in their pledge cards so that a budget for 2019 could be formulated. There will be a campaign planned for the Fall of 2019. Persons who are interested in being involved will be most welcome.

Tim Rayner, one of Port Nelson’s gifted people, along with a dedicated team, organized a successful fund raising event in May. The theme was Island Dreams. Held at the Polish Hall guests enjoyed a buffet dinner, games, music and dancing. Hopefully, our special entertainer, Tim, supported by a crew will plan another party in our newly renovated space.

In 2019 we ask for God’s guidance as to how we can be even better stewards of all that God has given us.

-Pat Gilmore, Chair

ANNUAL REPORT FOR 2018

PROPERTY MANAGEMENT MINISTRY

2018 arrived without even a blip as the steadily increasing workload of the renovation kept all eyes focused on the goal of a successful completion by January 2019.

The PMM - Transition Team took on the task of arranging for the packing up of the various rooms affected by the renovation including kitchens, library, chapel, classrooms and storage areas. The main office was moved into the choir room and the entrances shifted to the Rossmore side of the church. There was energy and a reality everywhere that, yes, this was happening.

PMM could not have done this job without the help of literally hundreds of volunteer hours from our church family. It was truly a gift and privilege to share in their enthusiasm, laughter, and determination to bring us to the achievement of what we have today. Well done.

To support our Vision we recognized that additional leadership would be needed. To this end an Event Coordinator was hired last fall to assist with the management of this beautiful new space. Looking towards the future we have identified that an AV Technician and a Kitchen Manager will also be needed.

It has been a pleasure to work with and give recognition to the Rekindle Project Management Team (PMT) consisting of June Wright, Stan Harvey and Pat O'Neil. Their dedication over the past years is the reason we have arrived safely on terra firm in this grand facility. Thank you all for your commitment, guidance and support. This would not have come to pass without you.

A SINCERE THANK YOU goes out to the PMM committee made up of Cathy Greven, Richard Hensen, Henk Kuiper, Paul Leece, Rod McGrath, Cliff Smith, Ray Smith, Brian Snell, Rick Tucker, John Zinkie and to the many, many, too numerous to list volunteers who did the painting, the cleaning, the moving, the sorting, the planning, the building and all those jobs that they simply did because they needed doing. Well done!

It would be remiss of me if I did not recognize the one person who was here to all hours of the day and night over this past year. He not only managed the maintenance of our church under extremely challenging conditions but also gave countless hours of his own time because he is just that sort of guy. Thank you Rick Tucker. We simply could not have achieved this without you by our side. I say again WELL DONE!

2019 will bring its own challenges as we begin to live in our new church home. I look forward to working with the PMM members and sincerely thank them all for their contribution to the team.

-John Greven

The congregation of Port Nelson committed to the building of a facility which is energy efficient, accessible, enables multiple uses of different spaces and has a code compliant kitchen.

By February 2019 the Rekindle Our Home, Our Future project is 95% completed and on budget, though the schedule was a challenge with the many delays. We feel the substantial completion date of Jan. 25th, 2019 reflects these challenges but was an appropriate time frame for the scope of work.

Some highlights: Friday October 6, 2017 a letter of intent with TRP Construction was signed by the Project Management Team (PMT). This letter of intent allowed TRP and architects Reinders and Rieder (RRL) 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. Abatement work started in November as no permit was needed for this. Site plan and zoning approvals were received in December. A demolition permit was received in January 2018 which allowed demolition and some foundation work to start. A building permit was received shortly after the demolition permit.

In early November 2017 the office was moved from the main level to the Danna Room in the lower level. This office served our staff for the next 14 months until January, 2019. Much work was needed to prepare this room for phone, internet and adequate electrical services. Credit to our staff for working in such close quarters.

Bi-weekly meetings with the TRP site supervisor, TRP project manager, RRL architect, PMT and our custodian Rick Tucker commenced in November, 2017 and continued until January, 2019. After that we met on an ad hoc basis.

In 2018 we demolished old spaces, rebuilt new spaces and renovated existing spaces. We installed an elevator. We found some hidden "treasures" including two abandoned, underground fuel oil storage tanks.

By November 2018 we were far enough along in the lower level renovation to apply for and receive a partial occupancy permit which allowed Mistletoe Mart to open these spaces to the public. It also allowed the multipurpose rooms to be used by a variety of groups.

The last day of November 2018, the storage container which had been our custodian's work shed was emptied and removed from the site. Then the two storage containers which were at Fisher Farms were delivered and emptied on a Saturday. The following Tuesday the parking lot was prepared and then paved but not before conduit was laid in a trench to allow for lighting in the far corner of the parking lot. The weather was turning and not in our favour, it was getting cold. This unpacking, paving and moving was a testament to great planning, cooperation, hard work and coordination among many teams.

Rekindle Renovation Project – Continued

Much work was done by our church volunteers: moving furniture, installing and organizing internet and phone systems, building of walls where old radiators had been, painting all the lower level, transplanting and replanting perennials, planting landscape shrubs and trees, cleaning of the sanctuary on Fridays before worship services on Sundays or funerals on Saturdays, cleaning of the main and parking level before moving in and many other tasks.

A dedication of our new space took place on Dec. 9, 2018 and items were placed into a time capsule.

There were challenges to celebrating Christmas without an occupancy permit. Accommodations had to be made by many.

We received an occupancy permit on Jan. 25, 2019 just in time for the Open House and Ribbon Cutting on Jan. 27th.

As of the writing of this report (Feb. 2019) we have received the certificate of substantial completion from the architect, Reinders and Rieders Inc..

There are some clean up items to be addressed. However, by and large, the Project Management Team considers the overall design and TRP's construction workmanship to be of high quality. The congregation will be well served. Each of the congregation's original goals has been met.

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. We are grateful to have had such a team to work with.

The success of the project is the result of the large number of people working innumerable hours behind the scenes. Gifts of time, treasure and talent have been abundant. We are grateful for all the support from many talented and dedicated people. We are grateful for the opportunity to have worked together.

The following is a summary of the financial picture of the project as of year-end 2018.

1. Cost: We came in on budget.
 - TRP contract: \$2,900,000
 - Non-TRP costs such as:
 - o previous architect costs: \$174,000
 - o financial campaign costs: \$45,500
 - o paving: \$73,200 (includes \$12,700 held for top coat in the spring)
 - o kitchen equipment: \$55,000
 - o site approvals and studies: \$26,000

Rekindle Renovation Project – Continued

- HST on the TRP contract after refunds: \$116,000.
- Rekindle Project team budgets:\$78,000
- HST on the non-TRP costs after refunds: \$32,000
- Project contingency: \$130,000
- The approved ceiling for all of the above costs was **\$3.7Million**
- Other expenditures that were specifically funded: **\$159,000.**
 - These 50 items included:
 - Upgraded floor tile and baseboards
 - Extra windows in Welcome Centre meeting room and kitchen door
 - Water fountain
 - Extra cabinets
 - Enhanced landscaping
 - Projection screen for Roseland Room
- The augmented approved spending envelope for the entire project: (sum of bolded numbers) **\$3,859,000.**

Expenditures were:

- TRP contract cost: \$2,900,000
- TRP extras (paid from contingency or funding allocated to specific items): \$168,000
- HST after rebates for TRP work: \$122,720
- Funds set aside for future work: \$22,000
- Non-TRP costs: \$602,000
- HST after rebates for non-TRP costs: \$24,000
- **Total costs: \$3,839,000.**

The Project Management Team

-June Wright, Pat O'Neill, Stan Harvey



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PORT NELSON MEMBERSHIP ROLL – DECEMBER 31, 2018

RESIDENT MEMBERS – JANUARY 1, 2018 **676**

Removed from Roll during 2018

a) By transfer	(0)
b) By death	(16)
c) By request	(2)

Status change to Non-Resident (3)

Total (21)

Received during 2018:

a) By Profession of Faith	4
b) By Transfer	0
c) By Council	0

Total 4

RESIDENT MEMBERS – DECEMBER 31, 2018 **659**

NON-RESIDENT – JANUARY 1, 2018 5

Removed by death, Council (1)

Added 3

NON-RESIDENT – DECEMBER 31, 2018 7

Weddings - 5 Baptisms - 5 Funerals - 27

(As recorded in Church Registers)

-Lorraine MacMaster, Roll Clerk



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IN MEMORIAM

John Ashfield

Violet Geraldine Balzer

Willow Janet Beckett

Mavis Bonham

Murray Butler

Jack Chambers

Joyce Coggins

Marilyn Anne Danniels

Nancy Gamble

Rev. Don Gillies

Elizabeth Grandy

Peter Heeney

Gloria King

Phyllis Jenson

Brandon Anthony Lepore

Cassie Linneborn

Shirley Nelson

Muriel Newport

Margaret Parr

Gabriel Ramondina

Bill Simon

Alan Smart

Mildred Stevens

Stanley Earl Sykes

Betty Thomas

Vicki Vannan

Sandra Vivian



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BOARD OF TRUSTEES

2018 Overview

In 2018 the Board of Trustees focused on assisting with the Rekindle Initiative as requested to do so, updating the policies and procedures for the various funds managed by the trustees and ensuring Port Nelson United Church assets were adequately insured.

Details are as Follows:

Rekindle

The Trustees worked with the Rekindle Project team to ensure we were compliant with the terms of the TD Loan Agreement.

The Trustees were asked by Council and provided Rekindle with a \$125,000 loan from the Endowment Fund bearing a 3% interest rate.

Finally, the members of the Trustees were asked to source and contribute to the funding of the 2018 cornerstone for the new building and were honoured to do so.

Policies and Procedures

Every five years the Trustees are required to review the policies and procedures associated with the various funds we have under management.

Rick Burgess, Ron Gardner and Marty Wamsley formed the working group that reviewed and updated the policies and procedures for the Pilkey Fund, Outreach Fund, Endowment Fund, Facilities Sustainability Fund and Paul Dawson Fund.

All recommended changes to the policies and procedures for the aforementioned funds were reviewed and unanimously approved at a Board of Trustee meeting on December 6th 2018.

Insurance

The Trustees acquired additional insurance coverage to protect the assets of the Church during the construction phase of the Rekindle project. This incremental coverage will remain in effect for an additional 12 months following substantial completion of the project.

The Trustees also ensured sufficient and appropriate insurance coverage was in place for Glee Camp and the Caribbean Night Fundraising event.

Upon completion of the Rekindle project, the Trustees will arrange for an updated appraisal of the Port Nelson United Church property and assets to ensure the appropriate insurance coverage is in place.

Board of Trustees – Continued

PNUC Renewable Energy Co-Operative Inc. Loan Update

In 2014 the Trustees loaned the Renewable Energy Co-Operative \$320,000 at an interest rate of 5%. In 2018 the Energy Co-Operative paid the Endowment Fund \$13,725 in interest and an additional \$16,000 against the principle.

To date, the Energy Co-Operative has repaid a total of \$61,500 against the loan principle, which is far ahead of the principle payment schedule contained within the loan agreement. The loan has also generated just over \$65,000 to date in interest for the Endowment Fund.

Port Nelson United Church Trustees

Ron Gardner - Chair

Rev. Michael Brooks – Staff Representative

Pat Gilmore

*Marty Wamsley – Secretary Treasurer

Rick Burgess

Steve Halfpenny

Rob Warman

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

-Ron Gardner, Chair

ANNUAL REPORT FOR 2018

ENDOWMENT FUND

The annual income from this fund is allocated to local, national or international projects. These projects are approved by the congregation based upon the recommendations of the Endowment Committee and the Church Council.

ENDOWMENT FUND FINANCIAL STATEMENT - 2018

Receipts		Disbursements	
Donations	\$ 2,000.00	Port Nelson United Church -	
Interest Earned	<u>\$ 15,858.72</u>	Property Management – Snow blower	\$ 1,300.00
		Port Nelson United Church -	
		Rekindle Project – Debt Reduction	\$ 5,000.00
		Nelson Youth Centres	\$ 4,500.00
		Crash Rhythm	\$ 1,500.00
		Bank Charges	<u>\$ 99.45</u>
Total	<u>\$ 17,858.72</u>	Total	<u>\$12,399.45</u>

Note: A disbursement was made to Port Nelson United Church – Hand Bell Choir for \$3000.00. Stillman Matheson subsequently received a grant from the United Church of Canada for the Hand Bell Choir so he graciously returned the Endowment Fund disbursement. This \$3000.00 will be added to the interest earned in 2018 in the amount of \$15,858.72 for disbursement in 2019.

Balance, January 1, 2018	\$430,252.67
Excess of receipts over disbursements	<u>\$ 5,459.27</u>
Balance, December 31, 2018	<u>\$ 435,711.94</u>

Please note, the disbursements listed above were approved at the Congregational Meeting of February 2018. The \$12,300 disbursed represents the interest earned in 2017.

In 2018, a donation was made to the Endowment Fund in memory of Rev. Dr. Jewitt Parr.

The Endowment Fund Committee has the interest earned from 2018 available for worthwhile projects in the year 2019. We trust, that in time, the interest generated by the Endowment Fund will do much to meet the increasing opportunities facing Port Nelson's congregation. The Committee requests you consider the Endowment Fund when doing your estate planning.

Up to December 31, 2018, the capital fund received monies in 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	Robert Oikawa
Virginia Binko	Lionel Horncastle	Dennis Parker
Isobel Brocklehurst	Elsie Hummel	Ross Parker
Don Brown	Jean Isbister	Rev. Dr. Jewitt Parr
Lloyd Brown	Mildred Jehu	Frances Parsons
Evelyn Bryce	Edith Johnson	William Parsons
Ian & Marion Butzer	Melvin Johnson	Vera Posgate
Kay Campbell	Rev Bev Johnston	Kitty & Jack Ramsay
E. Carmichael	Shirley Johnston	Raymond and Muriel Rawson
Reta Carmichael	Fay Key	Gordon Redgrave
Dorothy Carson	James Keys	May Richardson
Earl B. Carson	Harry Kiefhaber	C. Gordon Robinson
Winnifred Clark	Bea Koleff	Wilf Scholfield
Elizabeth Cole	Lyla Kyer	Ada Scoates
Charlotte Cook	Vera Lennie	Rev Don Scoates
Donald F. Coons	Earl & Janet Lindley	Susan Scrimgeour
John Covert	Ken & Lorna Lloyd	Dan Seagrove
Willa Davidson	David Lofft	Marjorie Shakespeare
Phil & Ruth Davies	Jill Loosley	Stanley Sheldon
Phil Davies	William Loosley	Elinor Shepherd
Nesbitt Dobson	Alice Lugg	H. Lawrence Shepherd
Mary Margaret Edwards	Gladys & Douglas Lyons	Gertrude Smith
Vern Enson	Olive Macaulay	Ted Sopinka
Helen Eishoff	Rachel Anne MacCara	Margaret Stewart
Roy Evans	Helen MacLeod	Joan Marilyn Sutton
Ethel Fanshaw	Dorothy McCaughan	Harold & Frances Tovee
Jane Fisher	Jean McCurdy	Eleanor Vincent
Janet Fraser	Beattie McDonald	Glen Vincent
Gordon Fullerton	Helen McDonald	Kathleen Walden
Gord Gilmore	Thomas McLarty	Alexander (Sandy) Wallace
W.J.C. & Marian Gooch	Bruce McMulkin	Balfour Waugh
Mike Gresko	John McMulkin	Evelyn Webber
Alice Halfpenny	Jean Millar	Lloyd & Donald Webber
Dick Hall	Richard Millar	Beth Weller
Harold Hall	Carolyn Milroy	Reta Werner
Bill Herbison	Cliff Nelson	William (Bill) Whiskin
John Hinckley	Alex Nethery	Basil Williams
Kitchener Hodgins	William (Bill) Newport	

-MargaretJane Wallace, Chair of the Endowment Fund

PROJECTS SUPPORTED BY THE ENDOWMENT FUND – 2009 to 2018

2018

Port Nelson United Church	
- Property Management - snow blower	\$1,300.00
Port Nelson United Church -	
- Rekindle Project – Debt Reduction	\$5,000.00
Nelson Youth Centre	\$4,500.00
Crash Rhythm	\$1,500.00

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

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

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 \$52,250.00 with interest of approximately \$1,025 expected to be available for use in 2019.

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 – 2018

Receipts

Interest \$ 920.00
Total **\$ 920.00**

Disbursements

Total **\$ 0.00**

Balance, January 1, 2018 \$76,574.67
Excess of receipts over disbursements \$ 920.00
Balance, December 31, 2018 **\$77,494.67**

Note: There were no disbursements in 2018 so the 2017 interest has been carried over and will be combined with the 2018 interest for disbursement in 2019.

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

<u>RECIPIENTS</u>	<u>ACCUMULATED AMOUNTS</u>
Inter-Church Council	\$ 35,700
Nelson Youth Centres	\$ 43,500
Halton Women's Place	\$ 6,700
Danielle's Place	\$ 4,300
Radio Reading Service	\$ 2,550
Port Nelson United Church – Watoto Choir Event	\$ 2,100
Port Nelson United Church – Food Voucher Program	\$ 1,500
Children's Assessment Centre	\$ 3,500
Joseph Brant Hospital	\$ 1,450
I.D.E.A. Burlington	\$ 3,500
Burlington Bereavement Council	\$ 1,250
Halton Adolescent Support Services	\$ 5,650
Big Sister Youth Services Hamilton Inc.	\$ 9,500
Burlington East Emergency Food Bank	\$ 3,000
Burlington Counselling & Family Services	\$ 10,500
Friendship Program	\$ 2,650
Salvation Army Family Services	\$ 1,300
Schizophrenia Society of Ontario (Burlington Chapter)	\$ 4,900
Burlington Association for Community Living	\$ 1,100
The Hub	\$ 3,750
Friends for Success	\$ 2,300
Habitat for Humanity	\$ 8,100
Burlington Youth Wellness	\$ 1,000
Burlington Association for the Intellectually Challenged	\$ 2,800
Camelot Centre Adult Day Program	\$ 2,900
The Carpenter Hospice	\$ 1,200
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	<u>\$ 17,366</u>
	<u>\$193,866</u>

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.

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.

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 – 2018

Receipts		Disbursements	
Donations	\$ 0.00	Bank Charges	\$45.00
Interest	<u>\$.24</u>		
Total	<u>\$.24</u>	Total	<u>\$45.00</u>

Balance, January 1, 2018	\$ 144.13
Excess of disbursements over receipts	<u>\$ (44.76)</u>
Balance, December 31, 2018	<u>\$ 99.37</u>

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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 2018

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, 2018

We have been blessed with another surplus for 2018 of \$4,790 (revenue less operating expenditures). Together with a surplus of \$51,079 at the beginning of the year we have an accumulated operating surplus of \$55,869 going into 2019.

We budgeted our general offerings to be even with 2017 and we ended up down by about \$13,500 or 2.8%.

Mistletoe Mart was again very successful raising \$18,154, with limited space for the past two years.

On the expense side we did not spend the M&P staff compensation budget of \$396,060 so we were \$55,842 less than budget.

The finances related to Rekindle will be reported elsewhere but suffice it to say all is going very well and approximately on budget. We did not raise as much in grants as initially hoped but people have been incredibly generous and supportive, which has helped to keep things on target.

Budget for the year ending December 31, 2019

We expect General offerings will up about 1.4% in 2019 at approximately \$480,000.

We budgeted that Mistletoe Mart will raise perhaps \$24,000 in 2019, a little better than levels prior to the renovation.

Ministry and Personnel Ministry has budgeted conservatively at \$425,316. There are some new contract positions.

Property Management Ministry has budgeted \$70,000 conservatively as they are picking up unanticipated costs with the new building.

Overall the budget for 2019 shows an anticipated deficit of \$36,498 but still a surplus at the end of the year of \$19,371. 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. Sue Reed is our tireless bookkeeper who is usually in the office Mondays or Tuesdays.

2019 BUDGET WITH PRIOR YEAR ACTUALS

Port Nelson United Church									
Statement of Operating Revenue, Expenditures and Surplus									
Years ending Dec 31, 2016/2017/2018 and Budget for 2018 and 2019									
FOR ANNUAL REPORT FEB 24/19									
	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget
Revenue	2016	2017	2018	2019	2018	2019	2018	2019	Budget
	7.2%	0.1%	-2.8%	2.9%	2.9%	1.4%	2.9%	1.4%	Budget
	486,520	487,111	473,404	487,000	487,000	480,000	487,000	480,000	Budget
Offerings	481	705	116						
Misc income	423	14,992	9,034						
Fundraising	15,143	4,186	1,015						
Facility use	5,200	5,200	5,200						
Rental of roof to Co-op and cost recovery	22,270	21,830	18,154						
Mistletoe Mart	530,037	534,024	506,923						
Total Revenue					523,700	549,200			
Expenditures									
M&P staff compensation and related costs	378,628	350,508	340,218						
Accrued sabbatical costs	0	2,000	2,000						
Office expenses	13,863	13,626	8,561						
Property management	64,403	57,515	76,236						
Reserve for future repairs/renovation	1,000	1,000	1,000						
United Church Observer	125	250	20						
Other - Audit	4,054	4,262	6,704						
Other - Interest and bank charges	2,177	2,158	3,541						
Worship Ministry	7,963	9,179	8,343						
Spiritual Growth	4,320	1,954	4,834						
Teleministry	1,367	727	1,063						
Pastoral Care	2,384	3,167	357						
Affirm	0	0	524						
Communications	3,773	2,471	2,649						
Council	494	299	50						
Outreach									
M&S Congregation	34,056	34,098	33,138						
Presbytery/UCC Assessment	21,324	20,200	15,395						
Total Expenditures	539,931	503,414	504,633						
Operating revenue less expenditures	-9,894	30,610	2,290						
Other revenue (expenditures)									
Food voucher program donations	33,638	32,257	33,696						
Shopping card program	1,936	3,162	1,963						
Food voucher given out	-35,574	-35,419	-35,659						
West End Doors	-26,401	0	0						
Fundraising for West End Doors/Chimney removal	7,445	0	2,500						
Glee Camp reimbursement of costs	6,000	0	0						
M & S Special appeals received	6,670	6,455	6,939						
M&S Special paid out	-6,670	-6,455	-6,939						
	-12,956	0	2,500						
Surplus (Deficit) for the year	-22,850	30,610	4,790						
Surplus, beginning of year	43,319	20,469	51,079						
Surplus (Deficit), end of year	20,469	51,079	55,869						
					8				
					9				
					10	425,316			
					11	2,000			
					12	9,000			
					13	70,000	2018 Wi-Fi access \$10,200; chimney \$13,707		
					14	1,000			
					15	0			
					16	6,000			
					17	3,500	annual bank fee \$750; chq order \$463		
					18	10,000			
					19	3,500			
					20	1,200			
					21	3,000			
					22	1,000			
					23	3,000			
					24	500			
					25				
					26	21,968	4% of total revenue		
					27	24,714	4.5% of total revenue		
					28	585,698			
					29				
					30	-36,498			
					31				
					33	33,000			
					34	3,000			
					35	-36,000			
					36				
					37				
					38				
					39	7,000			
					40	-7,000			
					41	0			
					42				
					43	-36,498			
					44				
					45	55,869			
					46				
					47	19,371			