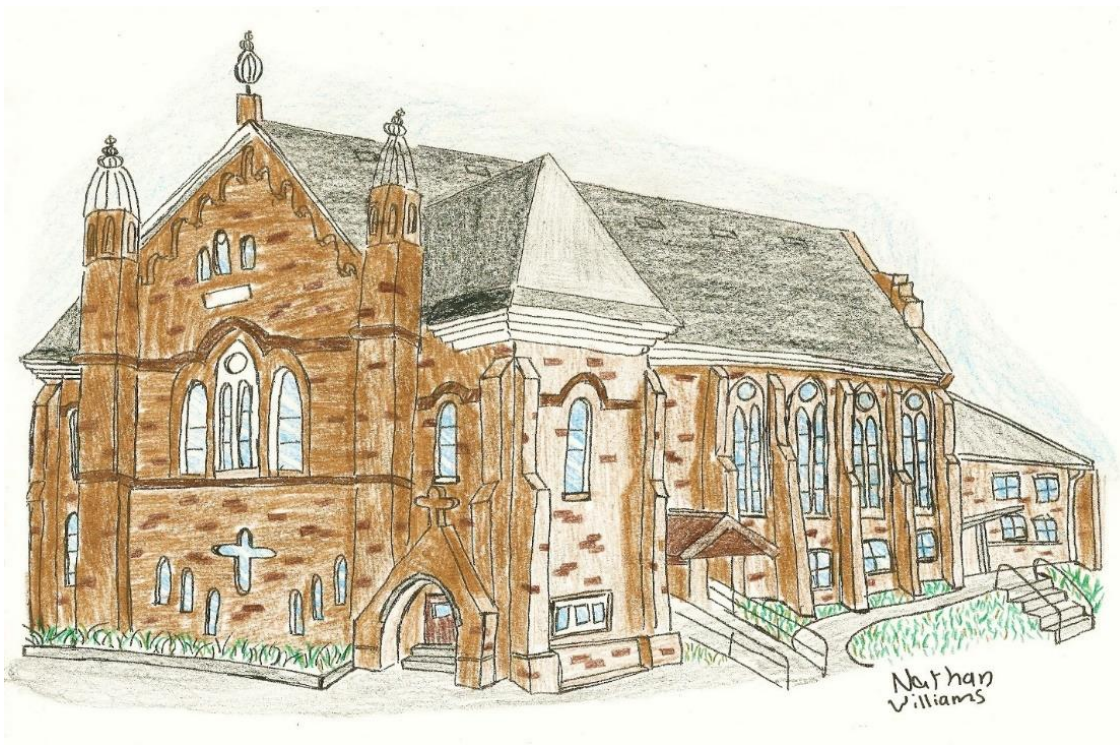


# Kincardine United Church



## 2021 Annual Report

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# KINCARDINE UNITED CHURCH BEHAVIOURAL COVENANT

## ***Our Promises to God***

We are called to be the church at Kincardine United.

We gather in God's name and, in all our interactions, celebrate God's presence.

We promise to pray and work together, seeking to follow God's will with grace and humility, always mindful of God's wisdom and abundance.

## ***Our Promises to the Church***

We are called to love and serve others. Our community of faith depends on our living in right relationship with one another.

We will respect the different perspectives, stories, talents and abilities each of us bring to our community, and will encourage one another to fulfill God's promise, which is in each of us.

We will be open to change.

We will strive to create a safe and inclusive environment where all are free to do God's work with joy and celebration.

When we hold positions of responsibility, we will seek to exercise authority wisely and well for the benefit of the whole community.

We will undertake to develop and maintain avenues of consultation and open decision-making. When a decision is made, we will honour that decision, and move forward.

## ***Our Promises to One Another***

We believe in God, who works in us and others by the Spirit.

We will interact with love, compassion, respect, affirmation and courtesy. In all we say and do, we will be aware of our body language, tone of voice, the words we use and how they impact others.

We will listen to each other without judgment.

We acknowledge that at times disagreements, disputes or conflicts will arise. We will seek to follow God's example of forgiveness and reconciliation in resolving such conflicts.

We are committed to build up this body of Christ which is Kincardine United Church, remembering that God is with us. We are not alone. Thanks be to God.

## IN MEMORIAM - 2021

|  |                    |
|--|--------------------|
| BRANDT, Beverly "Chris" Christena..... | January 17, 2021   |
| CAVERS, Barbara Ann .....              | February 22, 2021  |
| STORREY, Douglas "Doug" John .....     | March 4, 2021      |
| MCLEAN, Shirley Jean Christena .....   | March 29, 2021     |
| WALDEN, Margaret Lois .....            | April 6, 2021      |
| LEANING, David Jack .....              | April 7, 2021      |
| SWIFT, Donald Bruce .....              | June 13, 2021      |
| ROSS, Denis Alexander.....             | June 19, 2021      |
| LEANING, Joan Marie .....              | July 1, 2021       |
| TUFFORD, Evan Keith.....               | July 2, 2021       |
| GOLDEN, Janet Louise .....             | July 29, 2021      |
| JOHNSON, Murray Leighton .....         | September 8, 2021  |
| BRADLEY, Doris Jean .....              | September 12, 2021 |
| GORDON, Ann .....                      | September 13, 2021 |
| STUART, Shelley Jeffrey .....          | September 19, 2021 |
| WILLOUGHBY, William Kenneth .....      | October 17, 2021   |
| DAWSON, Donald Barry .....             | December 3, 2021   |
| RIVERS, Elizabeth "Beth" Jean.....     | December 3, 2021   |
| GRIGG, Elizabeth "Betty" .....         | December 17, 2021  |
| ACKERT, Shirley.....                   | December 21, 2021  |

This list represents those with a connection to our church who have passed away during the year. It includes members and adherents of our Congregation, friends and others whose families have requested our services, and summarizing information as received by the church. Each person reminds us of the loss that many feel at the death of someone they love very much. We commend the families of these people to your support and prayers with confidence in God's power to lift us all to eternal life.

*"I am persuaded that neither life nor death....nor anything else in all creation will be able to separate us from the love of God in Christ Jesus our Lord."*

*Romans 8: sel*

## MEMBER STATISTICS 2021

|                                       | <u>2020</u> | <u>2021</u> |
|---------------------------------------|-------------|-------------|
| Resident Members                      | 319         | 313         |
| Non-resident Members                  | <u>438</u>  | <u>183</u>  |
|                                       | 773         | 496         |
| <br>Adherents (connected)             | <br>69      | <br>110     |
| <br><b>Added to Membership by</b>     |             |             |
| Transfer                              | 0           | 2           |
| Profession of Faith                   | 0           | 0           |
| Action of the Council                 | <u>0</u>    | <u>0</u>    |
|                                       | 0           | 2           |
| <br><b>Removed from Membership by</b> |             |             |
| Action of the Council                 | 3           | 246         |
| Death                                 | 14          | 10          |
| Transfer                              | 0           | 0           |
| By Request                            | <u>0</u>    | <u>7</u>    |
|                                       | 17          | 263         |
| <br><b>Baptisms</b>                   | <br>3       | <br>0       |
| <br><b>Marriages</b>                  | <br>0       | <br>7       |

In May 2021, Kincardine United Church Council approved the removal of 246 Non-Resident members based on the recommendation of the Membership & Mission Committee, and in accordance with the criteria outlined in the current membership policy and procedure. Ongoing review by the Membership & Adherent Review Team (MART) has been occurring with the objective of aligning membership records into a more genuine representation of those connected with our community of faith.

## KINCARDINE UNITED CHURCH COUNCIL MEMBERS 2021

|  |   |
|--|---|
| <b>PRESIDENT</b>                         | <b>Rod Coates</b>   |
| <b>SECRETARY</b>                         | <b>Angela Hazlewood</b>   |
| <b>MINISTER</b>                          | <b>Gord Dunbar</b>  |
| <b>VOLUNTARY ASSOCIATE MINISTER</b>      | <b>Judy Zarubick</b>  |
| <b>TREASURER</b>                         | <b>Liz Dillman (to May 31<sup>st</sup>)</b><br><b>John Brash (from June 1<sup>st</sup>)</b> |
| <b>REGIONAL COUNCIL REP</b>              | <b>Marion Boyd</b>  |
| <b>REGIONAL COUNCIL REP</b>              | <b>Rod Coates</b>   |
| <b>REGIONAL COUNCIL REP</b>              | <b>Liz Dillman</b>  |
| <b>REGIONAL COUNCIL REP</b>              | <b>Emily Perry</b>  |
| <b>REP FROM ADMINISTRATION</b>           | <b>Donna Mowry</b>  |
| <b>REP FROM MEMBERSHIP &amp; MISSION</b> | <b>Charles Ludlow</b>   |
| <b>REP FROM PROGRAMME</b>                | <b>Judy Zarubick</b>  |
| <b>REP FROM MINISTRY &amp; PERSONNEL</b> | <b>Mary Phillips</b>  |
| <b>REP FROM TRUSTEES</b>                 | <b>Jack Nancekivell</b>   |

## COMMITTEE MEMBERS 2021

### ADMINISTRATION

Donna Mowry ... Chair  
Ralph Knowles  
Gregg McClelland  
Julia Metzger  
Jack Nancekivell  
John Phillips  
Liz Dillman (resource, treasurer to May 31)  
John Brash (resource, treasurer from June 1)  
Gord Dunbar (resource)

### MEMBERSHIP & MISSION

Liz Dillman  
LouAnne Dudman  
Charles Ludlow  
Bernd Portz  
Ursula Portz  
Krista Ritchie  
Melinda Smegal  
Gord Dunbar (resource)

### MINISTRY & PERSONNEL

Mary Phillips ... Chair  
Sheryl Elliott  
Rad Michielson  
David Mullinex  
Pam Plagos

### PROGRAMME

Judy Zarubick ... Chair  
Sheila Bauer  
Charles Clarke  
Joan Gillespie  
Randy Norris  
Emily Perry  
Jim Zarubick  
David Hamilton (resource)  
Gord Dunbar (resource)

### TRUSTEES

Jack Nancekivell ... Chair  
Art Danahy  
Gregg McClelland  
Stu Mowry  
Joan Norris  
Gord Dunbar

### REGIONAL COUNCIL REPS

Marion Boyd  
Rod Coates  
Liz Dillman  
Emily Perry

# A MESSAGE FROM GORD

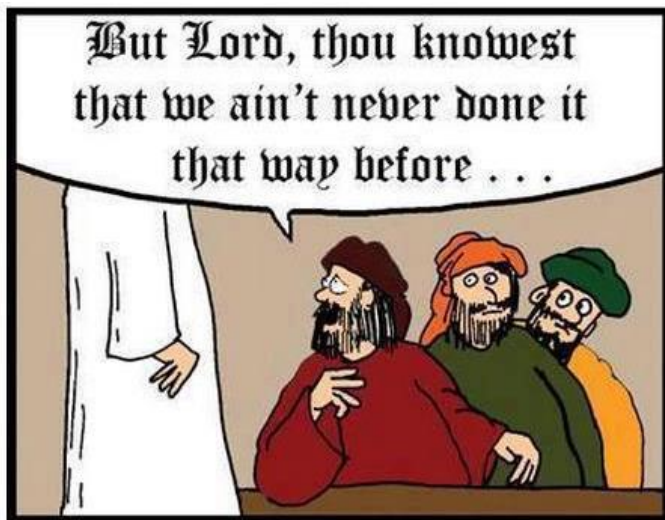
## CASTING A NEW VISION

We have certainly experienced change after change over the past year. Few of us choose change until we are compelled or forced. Indeed, the invitation to change is often unexpected and unsought. We become comfortable with the familiar and with the habitual. Within the church, change is rare. Yes, there are minor changes, but the same model for “doing” church often remains. Nevertheless, change can be the sacred threshold to the grand adventure of living into Jesus’ call to a mission of self-giving love.

In fact, every great spiritual tradition speaks to the inescapable reality that change is necessary for growth. Against our wishes and often in conflict with our egos, change requires a total surrender that becomes an opening for transformation. The kind of change we have experienced during the unfolding of this pandemic has forced us to look carefully at whether we are fulfilling the mission to which Jesus calls us.

When change knocks on the door unexpectedly – as it has these past two years – we feel lost. That is when God finds us, holds us and loves us into new ways of being. As Saint Teresa of Avila wrote, “You find God in yourself and yourself in God.” During this season of Epiphany – which is a time of illumination and of enlightenment – we begin to perceive the light of Christ which carries new wisdom and startling revelation. Those things we once took for granted become nothing less than the threshold for our awakening.

The Spirit whispers to us “Come, follow me” even as the world protests “Stay with what you know.” However, we cannot unlearn what this pandemic has revealed. We see differently now, understanding where we are broken, where we are lost and where healing may be found. Epiphany is about seeing the extraordinary in the everyday. Indeed, it is the very ordinariness of each of us that is our strength. Why? Because we need to lean on one another to walk the path of faith. We make a difference when we work together as a whole.



***The first church committee meeting***

As we stand at this threshold of transformation, then, let’s lean into the changes we will have to make – and let’s do it with an attitude of hope. Let’s look for connection with one another as we ordinary people collectively listen for inspiration. Let’s give and receive love in the same manner that Jesus modelled and taught.





# COUNCIL REPORT

Greetings and blessings from Kincardine United Church Council.

Writing the Council report at this time last year, 2020 felt like an anomaly. But an analogous 2021 proved an anomalous 2020 was to remain the norm rather than prove the exception. And despite individual isolation, our community of faith remained connected through various innovations which permitted us to remain cohesive and united through the ongoing COVID-19 pandemic.

Council met nine (9) times during 2021, conducting business virtually through the reality of the Zoom teleconferencing digital meeting platform. Other adjustments made in consideration of pandemic restrictions included the congregation's February 28<sup>th</sup> annual meeting and, for the first time, a hybrid (combined in-person and virtual) congregational budget meeting on December 12<sup>th</sup>.

By late summer the outlook looked encouraging to cautiously reopen our facility. The working team assigned by Council to advise on the church facility re-opening prepared a staged re-opening plan. In one sense it was déjà vu all over again as we had contemplated re-opening in September 2020 but deferred that due to the pandemic. In 2021 the church finally re-opened in late September 2021 and for in-person worship in early October, only to close again the week before Christmas and for the remainder of the year due to worsening pandemic conditions.

As follow-up to the process begun at the end of 2020, Council member Marion Boyd completed her review and updates to the KUC Governance Handbook. An extended review process ensued, with the revised document being approved by Council, then by the congregation, and forwarded to the Regional Council for final approval. The update incorporates, and aligns the governance with, "Best Practices" such that the mission of Kincardine United Church can be exercised in a more streamlined structure with additional latitude. Related to the mission of our community of faith, Gord Dunbar held town hall meetings with Council, its committees, and the congregation, as part of a visioning discernment process to update our "Who Are We?" profile.

Council approved several projects during the year, a major one being the Learning Centre heat pump & HVAC replacement. This project demonstrated the generosity of the congregation through the capital fund donations received. And it also illustrated the importance of interdependence with our broader church as a significant portion of the expense was funded through a United Church grant (Faithful Footprints) supporting congregations wishing to reduce carbon emissions.

As noted in previous reports, recognition & shout-out goes to Council members Marion Boyd, Rod Coates, Liz Dillman, Gord Dunbar, Emily Perry, & Judy Zarubick, each of whom serve the Western Ontario Waterways Regional Council and/or national church in multiple roles.

Our capable staff team has made living into interesting times look easy, adjusting to pandemic-limiting working conditions. Our community of faith could not function without our staff: John Brash, Gord Dunbar, David Hamilton, Sarah MacKenzie, Stu Metzger, and John Phillips. These very important people form the backbone of Kincardine United Church's week-to-week operation. But even more important to fulfilling our ministry and mission goals are the many members of our community of faith who serve on committees and ministry teams, contributing their gifts of time, talent, and treasure to enable us to be who we are - Kincardine United Church.

As we cautiously move toward a post-pandemic normal, all the people in our community of faith and the work we do together in the name of Kincardine United Church remain essential to fulfilling our ministry & mission. We are not alone. Thanks be to God.

*Submitted by Rod Coates, Council President*

# STANDING COMMITTEE REPORTS

## ADMINISTRATION COMMITTEE

Well, 2021 was a repeat of 2020, a very unusual year. Our church was closed again except for a few weeks in the fall. Many thanks to Judy Zarubick for making it possible for us to meet through Zoom. The Property members (in particular Ralph Knowles and Jack Nancekivell) were kept busy repairing and replacing items. The Donation Steward was busy accepting the on-line donations and the Treasurer was busy making sure our bills were paid on time.

We completed the 2020 Annual Review Forms for the Envelope Steward, Treasurer and the Custodian and forwarded them to the Ministry and Personnel Committee.

We discussed the changes to the Governance Handbook & sent feedback to Rod Coates.

David Skinner and John & Mary Phillips are working on creating a Facebook Page, hoping to attract more young people, as social media is the way of the future.

The Legacy Giving Ministry Team designed a Memorial Legacy Tree. It is to be an incentive for "future" givings and for people who would like to make a gift "in memory of" a family member who has passed away. The tree is mounted on the back wall of the Sanctuary under the balcony.

We signed an Evacuation Agreement with Trillium Court effective Oct.31/2021 to Dec.31/2022. KUC contact people are Judy Zarubick, Liz Dillman and Ralph Knowles.

Gregg McClelland reported that we had increased our deductible on the Property Portion of our Insurance Policy for a savings of \$964.80 over a 10 month period.

### **Financial Related Items**

All financial details are shown in the Financial Report in this Annual Report. Due to Covid Restrictions, it will not be possible to have the 2021 books reviewed before this annual report is printed.

We had 82 families on PAR at the beginning of 2021 and ended with 78.

In April, we reached **an all-time low balance** in our account. A **Financial Alert** letter was mailed to members and adherents and the response was overwhelming. A Thank You letter was hand written to each person who responded.

Liz Dillman retired as Treasurer (May 31) after 14 years of faithful service as our Treasurer. She was recognized for her work during a church service and presented with a thank you gift.

The Committee and Council approved the recommendation from the Search Committee that we appoint John Brash as Treasurer effective June 1, 2021. We welcomed John to our Committee. We applied to the Covenant Commission of the Region to allow John, as a non-member, to serve as Treasurer and have voting privileges on Church Council. Permission was granted.

John Brash is now creating our Financial Statements by transferring the figures directly from the computer instead of transferring them manually onto a spreadsheet. Not only does this save time but reduces the possibility of errors. He set up automatic payments with companies we deal with on a regular basis. He created an Expense Claim Form to simplify accounting entries for out-of-pocket expenses. We obtained a new Debit Card for John Brash and a second one for John Phillips.

John Phillips sent out 2020 Income Tax Receipts electronically to those who had agreed to this. The remainder were mailed. In November, he sent out "Donations to Date" statements. He prepared monthly reports for the Administration Committee and Council and updated the membership lists in Power Church. The Committee voted to increase his Honourarium to match that of the Treasurer's, beginning in 2022, and changed his title and e-mail address from Envelope Steward to Donation Steward ([kucdonate@bmts.com](mailto:kucdonate@bmts.com)) to reflect the new duties of the position due to on-line banking procedures.

We held our first virtual Celebration of Life Hymn Sing Service in September and although it was a new experience for us, it worked very well.

“Around the World in 60 Minutes” Fundraising Project – John and Mary Phillips created a video using travel photos and commentary from church members. Viewers were asked to make a donation, if they wished. It was well received & feedback was positive.

We received a cheque (\$158.20) from Boston Pizza, a percentage of receipts in the box.

We created our 2022 Budget and tried to be as realistic as possible.

### **Property Related Items**

Howard Brown painted the elevator walls and Jack and Ralph painted the floor.

Bill McTavish kept the lawns cut all spring and summer.

Jack and Ralph installed 12 smoke detectors.

Ralph and Bev Jennings modified the railing to the balcony to make it more secure.

The fans in the Sanctuary were cleaned.

Westario has now switched us from an Industrial category to Terms of Use. Hopefully this will help to reduce our electricity bill.

The lease on the office photocopier expired in July and we entered into an updated agreement with Midwestern Communications to supply us with A Konica Minolta C308 copier with a 4-year lease.

Several Committee members completed WHMIS, Workplace Safety and Violence in the Workplace Training Sessions organized by Mary Phillips. Stu Metzger made a binder of WHMIS sheets for all chemicals in the church building. It is located near First Aid Kit.

Gord and Donna created an Incident Report Form and copies were placed at various locations throughout the church A copy was also given to the insurance company. Stu kept a log of snow shoveling/salting in case of an accident.

Brick Pointing work was completed just below the roof and above the ramp entrance. This project was much more extensive than we had expected.

Ralph worked with Fisher Glass on several projects. Fisher Glass installed a pull handle on the ramp door to eliminate pulling the crash bar and a new lock mechanism to allow leaving that door in the unlocked position. Fisher Glass are also supplying and installing replacement windows for the 4 double windows on the south side basement level. They are waiting for the glass to arrive so they can install the replacement windows

Last year, we applied and received a Faithful Footprints Grant (\$26,912) from the United Church of Canada. This was used to help cover the cost of replacing the light bulbs in the Sanctuary and to replace the heat pumps and electric furnace (HVAC system) in the Learning Centre. The bulbs were replaced with LED bulbs and the HVAC system was installed in May. Jack has prepared a report containing information on various types of heat pumps – their performance and their efficiency - which could benefit other churches. Gord will inform the region about this report.

Liz Dillman completed the Final Report for the Grant (\$3000) we received from the Municipality of Kincardine in 2020 now that the two south entrance doors have been automated. She also completed the Final Report to UCC for the Faithful Footprints Grant.

Don Manary (assisted by Ralph) installed two programmable thermostats, one in the Sanctuary and one in Fellowship Hall.

*Submitted by Donna Mowry, Chair*

# MEMBERSHIP AND MISSION COMMITTEE

The Membership and Mission Committee meets the third Tuesday of each month excluding December, July and August. Our current members are Charles Ludlow, Melinda Smegal, LouAnne Dudman, Liz Dillman, Bernd Portz, Ursula Portz, and Krista Ritchie with support from Rev. Gord Dunbar.

Due to the building being closed and services being virtual for a big part of this year, some activities were approached differently. Food bank donations were no longer being collected so bulletin reminders were submitted for the last Friday of the month, in an ongoing effort for foodbank support either financially through the church or at collection bins around town. Pancake supper was not to be, so we asked for photo submissions of "Pancakes at home" which were compiled by Lee Cox and shared in the service PowerPoint. The Calling Team continued under the direction of Melinda Smegal. In the spring of 2021 calling ceased as people were able to be more active, having come out of isolation for the most part. We know some calling continued as bonds had been formed.

Minute for Missions continued virtually with members of M and M contributing by doing some of the readings.

In support of the Chalmers Foodbank Garden, some of our congregation fostered seedling trays for the 2021 growing season.

Coffee shop gift cards were purchased for The Dory group of the Canadian Mental Health Association as we cannot host Dory Lunches at this time. Also, Family Passes were purchased for "Now Playing" for families of young children to be able to be active in the cold winter months.

MART is our Membership and Adherent Review Team who work diligently to maintain the data base for M and M. They bring to the committee questions and concerns in this regard which we review at our meetings and respond to. It is an efficient group and we are grateful for their work.

The Affirming Committee is also a sub-committee of M and M and have found much of their work is not easily done virtually. Their intention is to resume once we are in person for some length of time.

Cape Croker required new doors for their church building for safety and security. Together with Knox Presbyterian Church we supported this effort.

Supporting those in need in our community is a big part of what we do. A local woman in need was given support in the form of Sobey's gift cards as well as some help with moving expenses following a stroke. A family in need were given some financial support for rent and household expenses.

The photo directory was deferred to spring of 2022.

Mission Sunday featured a virtual presentation by Women's House with the special collection being sent to them one month following. They were both grateful for the invitation and the generous donation from our KUC members!

Programme and M and M will work together on a display and presentations honouring Indigenous Relations. This work in progress will likely be in the spring of 2022. We want it to be an in-person presentation if possible. M and M purchased 10 copies of "Truth and Reconciliation calls to action", for the purpose of reading "pass it forward" style!

White Gift Sunday is an exciting activity in our church. Cape Croker were absolutely speechless with the van load of gifts sent to make Christmas in Cape Croker special!

We are fortunate to have Gord's insight from his position on the Kincardine Refugee Committee so that we can learn how we can support The Newcomer Family! M and M purchase a monthly Good Food Box which Gord kindly picks up and delivers to the family. They enjoy the box and the visits!

Like all committees, M and M reviewed and made suggestions for revision of the Governance Handbook.

*Respectfully Submitted by  
Krista Ritchie*

# PROGRAMME COMMITTEE

The Programme Committee's work during 2021 has been very different from what our mandate states. 2021 began the way that 2020 ended, with the building being closed, and in-person worship suspended in order to keep people safe.

While continuing to follow the Public Health Protocols of social distancing and masking, John and Mary Phillips or Jim and Judy Zarubick were at the Audio Visual equipment to broadcast the worship services while Gord Dunbar and David Hamilton, along with one or two choir members, led the services. When Gord Dunbar was on Study Leave or on Vacation Time the services were led by either Judy Zarubick or one of our Licensed Lay Worship Leaders: Marion Boyd, Liz Dillman, Kevin Hart and Emily Perry.

It was with great sadness in April that we learned of the passing of Dave Leaning, a much appreciated and dedicated member of our Audio Visual Team.

The building closure meant that we did not require Nursery Volunteers, Sunday School Teachers, or Coffee Volunteers, again this year at all.

We were able to open for in-person worship on September 26<sup>th</sup> but had to close again December 17<sup>th</sup>. A Greeter and Lift Operator were arranged for the Sundays we were able to have in-person worship and the Programme Committee thanks those who agreed to do this work in this time of uncertainty.

The committee renewed the licenses that allow us to reprint, stream and podcast all our services. We thank Ken Gannett and Julia Metzger for their willingness to report the music, in order to compensate those whose music we use, and to keep our licenses valid.

In order to allow our Audio Visual Equipment to talk to each other and make our services better, both on-line and in-person, a Capital Fund Raising Campaign began. By the end of the year we had surpassed our asked for \$9,000 and now wait for the equipment to arrive and be installed. A big thank you to all those who have contributed to the campaign.

In 2021 the Programme Committee met by Zoom in February April, June, August, October, and December. The Committee was served by Judy Zarubick, Jim Zarubick, Joan Gillespie, Sheila Bauer, Emily Perry, Randy Norris, Shirley Bieman, Charles Clarke (took a winter sabbatical), and resourced by Rev. Gord Dunbar and David Hamilton.

*Submitted by Judy Zarubick, Chairperson*

# MINISTRY AND PERSONNEL

Our staff continues to work hard to keep some type of normal within our church community. They have transitioned a few times this year from “on-line worship only” at the beginning of the year, to “in person” worship” in September, then back to “on-line worship” again in December! Every one of them has changed their duties and tasks to fit the needs as they arise. I can’t emphasize enough how fortunate we are to have such adaptable, dedicated, hardworking staff.

We had a major change to our staff when Liz retired in June as Treasurer, and we welcomed John Brash to our church family. We will miss Liz, who had done the job for many years, and has so much wisdom. Fortunately, she is still involved in our church in other ways, so her expertise has not been lost. A big thanks to Liz for all the work you have done as Treasurer over the years. John has taken over the Treasurer duties and seems to have everything well under control.

The annual staff reviews from the past year were completed as always, to ensure any issues are identified and addressed. The reviews for the 2021 year are currently in progress.

The Ministry and Personnel (M&P) Committee is a confidential, consultative body that supports the pastoral relationship. It is accountable only to Council and does not have any decision-making authority. The M&P Committee monitors the relationship between the pastoral charge and the staff of its church (including ministry staff) and makes informed recommendations to Council concerning those relationships to help ensure their continued health and well-being.

*Submitted on behalf of the M&P Committee, 2021, by Mary Phillips, chair.*

## **MINISTRY TEAM REPORTS**

### **KINCARDINE UNITED CHURCH WOMEN ANNUAL REPORT FOR 2021**

Again 2021 has been very challenging for our Church & Community. An Executive meeting was held in November hoping to re-convene to implement future business of the United Church Women. Our UCW units meet as much as possible for fellowship & support for each other in our virtual gatherings.

UCW Western Ontario Waterways met virtually with the 3 Regions. They have been meeting by Zoom to renew friendships & keeping us updated on events. The National UCW Project "Women for Change, Zambia" is ongoing. A 60th Anniversary Celebration in Sydney, Nova Scotia is planned for July 11-15, 2022. If anyone is interested in getting these updates, please contact me.

On behalf of the Kincardine United Church Women, we bring you greetings and best wishes for a blessed year in 2022.

*Submitted by Dianne Henkenhaf, Secretary  
UCW Executive*

### **KINCARDINE UNITED CHURCH CHOIR**

The choir did not resume rehearsals and Sunday morning services until September. It was a joy to be back singing together, although challenging with masks and distancing protocols. Several choir members assisted with hymns at the virtual services, January through September. Choir members met via Zoom for socializing and keeping in touch throughout the months of closure.

We welcome Bridgette Rauket to the alto section.

Special THANKS to David Hamilton, our director, who faithfully provided musical offerings throughout this year.

The choir had prepared anthems for Christmas services, but sadly, will not be performing them due to recent restrictions implemented once again.

*Submitted by Elaine Holmes, Choir Secretary*



# INSTRUMENTAL ENSEMBLE

Due to COVID-19, Kincardine United Church Instrumental Ensemble did not meet during 2021.

We were saddened to lose one member, Bill Cunning, who passed away.

We also remember two former members.

Don Dawson, an active member of the local Anglican church, shared his love of playing as a member of KUCIE for many years.

Karen Kester was one of the original members when we began, in 1988.

I announced my retirement in late 2021.

Age and lower energy level, combined with personal commitments, made this necessary.

It has been a very satisfying and humbling experience to have been involved with the current membership, and those who had been with us over the past 33 years.

The search for a new conductor continues.

I look forward to listening from the congregation when the ensemble can once more be a part of the worship experience at Kincardine United Church

*Don Eyre, retired Musical Director*

# FINANCIAL REPORTS

## KINCARDINE UNITED CHURCH WOMEN

Financial Statement – December 31, 2021

|  |                   |
|--|-------------------|
| Balance Forward at January 1, 2021                   | \$433.20          |
|  |                   |
| <b>Receipts</b>                                      |                   |
| Sunshine Unit  | 2825.00           |
| Lighthouse   | 440.00            |
| Additional UCW Givings (transferred from UC account) | 390.00            |
| <b>Total</b>   | <b>\$3655.00</b>  |
|  |                   |
| <b>Disbursements</b>                                 |                   |
| UCW – Western Ontario Waterways Fees                 | 175.00            |
| St. Paul's College                                   | 100.00            |
| Silver Lake Camp                                     | 200.00            |
| Fred Victor Centre                                   | 275.00            |
| Massey Centre  | 100.00            |
| United Way Bruce Grey – Utility Assistance Program   | 400.00            |
| Christmas Honorarium – Gord Dunbar                   | 150.00            |
| KUC – Missions and Services                          | 2650.00           |
| Bank Fees  | 30.00             |
| <b>Total Disbursements</b>                           | <b>\$4080.00</b>  |
|  |                   |
| <b>Total Receipts</b>                                | <b>\$4088.20</b>  |
| <b>Total Disbursements</b>                           | <b>-\$4080.00</b> |
|  |                   |
| <b>True Bank Balance December 31, 2021</b>           | <b>\$8.20</b>     |

# KINCARDINE UNITED CHURCH CHOIR

## Financial Report for 2020

|  |                     |    |         |                   |
|--|---------------------|----|---------|-------------------|
| Bank Account Balance as of December 31, 2020 |                     |    | \$      | 179.97            |
| <u>REVENUE</u>                               |                     |    |         |                   |
|  | Total 2021 Revenue  | \$ | -- 0 -- | <u>\$ -- 0 --</u> |
|  | Sub-total           |    | \$      | 179.97            |
| <u>EXPENSES</u>                              |                     |    |         |                   |
|  | Total 2021 Expenses | \$ | -- 0 -- | <u>\$ -- 0 --</u> |
| Bank Account Balance as of December 31, 2021 |                     |    | \$      | 179.97            |
| Total Choir Assets as of December 31, 2021   |                     |    | \$      | 179.97            |

*Respectfully submitted*  
*Debora C. Michielson, Treasurer*  
*December 31, 2021*

# 2021 REPORT FROM THE BOARD OF TRUSTEES

As defined in the Board of Trustees Handbook, “the Board of Trustees for a congregation holds all of the property of that congregation for the use and benefit of the congregation as part of the United Church”. The Board of Trustees is governed by the direction of Council.

The members of the 2021 Kincardine United Church Board of Trustees were as follows with their respective areas of assigned task:

Jack Nancekivell (Chairperson and Property)  
Joan Norris (Secretary and Governance Oversight)  
Gregg McClelland (Insurance Steward)  
Stu Mowry (Investment Committee)  
Art Danahy (Investment Committee)  
Rev. Gord Dunbar (Minister automatically a Trustee)

During this past year, Stu Mowry elected to resign from the Board of Trustees. His resignation was approved at the December 12<sup>th</sup>. congregational meeting. Stu served as a Trustee for many years, during which time, he actively participated in the decisions of the investment portfolio.

Kincardine United Church was very fortunate to have his wisdom on many decisions during his term.

**Source of Investment Funds:** Sale of Manse \$115,000  
MacDonald Estate Bequest \$50,000  
\* Wieck Estate Bequest \$10,000

Note: \* The principal of this bequest can only be used to generate income.

The investment portfolio was valued at \$93,469 on December 31<sup>st</sup>. 2020. During the year of 2021, the total amount transferred to the Kincardine United Church general account was \$24,258.63 which consisted of \$4,258.63 in interest and dividends from the investments and \$20,000 from the sale of assets. The value of the investments on December 31<sup>st</sup>. 2021 is \$82,717.

During the negotiations of the Insurance Policy terms for the renewal to cover 2022, Gregg McClelland identified a considerable savings to Kincardine United Church by increasing the deductible for the Property portion to \$10,000 from \$2,500. This increase in the deductible was approved by the Trustees along with the Administration Committee and Council. Consequently, the renewal was reduced by approximately \$1000.00.

The values contained in the Insurance Policy are as follows: Building- \$4,611,084.00

Contents- \$175,000.00, Organ- \$350,000.00 and Stained Glass \$151,205.00.

It was identified by Joan Norris that Council had not provided an “Investment Policy” to guide the Trustees Investment Committee. That policy has now been prepared and is awaiting the approval of Council.

Property improvements this year will be listed under the Administration Committee report.

However, the important improvement that increases the asset value of the Church building is the replacement of the Learning Center heat pumps with new high efficiency units.

*This report is respectfully submitted by Jack Nancekivell*

# KINCARDINE UNITED CHURCH

## BALANCE SHEET

### CONSOLIDATED DECEMBER 2021

|                                     |                                    |                                     |
|-------------------------------------|------------------------------------|-------------------------------------|
| ASSETS                              |                                    |                                     |
| BANK ACCOUNTS                       |                                    |                                     |
| CHECKING ACCOUNTS                   |                                    |                                     |
|                                     | BMO Chequing Account               | \$62,929.04                         |
| FIXED ASSETS                        |                                    |                                     |
| BUILDINGS                           |                                    |                                     |
|                                     | Building                           | 4,520,908.00                        |
|                                     | Land                               | <u>350,000.00</u>                   |
|                                     | Subtotal Buildings                 | <u>4,870,908.00</u>                 |
|                                     | Subtotal Fixed Assets              | <u>4,870,908.00</u>                 |
| <b>TOTAL ASSETS</b>                 |                                    | <b><u><u>\$4,933,837.04</u></u></b> |
| LIABILITIES                         |                                    |                                     |
| CURRENT LIABILITIES                 |                                    |                                     |
| PASS THRU CONTRIBUTIONS             |                                    |                                     |
|                                     | Key Deposit                        | \$50.00                             |
| OTHER CURRENT LIABILITIES           |                                    |                                     |
|                                     | Capital Projects                   | 34,593.45                           |
|                                     | Memorial Wall                      | 7,500.00                            |
|                                     | Hope/Faith Electric Sign           | <u>5,550.00</u>                     |
|                                     | Subtotal Other Current Liabilities | <u>47,643.45</u>                    |
|                                     | Subtotal Current Liabilities       | <u>47,693.45</u>                    |
| TOTAL LIABILITIES                   |                                    | 47,693.45                           |
| NET ASSETS                          |                                    |                                     |
| UNRESTRICTED                        |                                    |                                     |
|                                     | Unrestricted Net Assets            | <u>\$4,886,143.59</u>               |
| TOTAL EQUITY                        |                                    | <u>4,886,143.59</u>                 |
| <b>TOTAL LIABILITIES AND EQUITY</b> |                                    | <b><u><u>\$4,933,837.04</u></u></b> |

# INCOME AND EXPENSE STATEMENT

## JANUARY 2021 – DECEMBER 2021

|  | Current<br>Period | Prior Year        | Year to Date Budget |
|--|-------------------|-------------------|---------------------|
| <b>INCOME</b>                          |                   |                   |                     |
| <b>CONTRIBUTION INCOME</b>             |                   |                   |                     |
| Interest Revenue                       | \$4,407.47        | \$5,303.62        | \$0.00              |
| General / Offering                     | 219,816.22        | 189,605.59        | 0.00                |
| Memorial                               | 1,100.00          | 8,955.33          | 0.00                |
| Investments Cashed                     | 20,000.00         | 16,330.00         | 0.00                |
| Miscellaneous Income                   | 6,022.31          | 745.00            | 0.00                |
| HST Refund NR                          | 2,519.14          | 4,656.84          | 0.00                |
| <b>Subtotal Contribution Income</b>    | <b>253,865.14</b> | <b>225,596.38</b> | <b>0.00</b>         |
| <b>TOTAL INCOME</b>                    | <b>253,865.14</b> | <b>225,596.38</b> | <b>0.00</b>         |
| <b>EXPENSES</b>                        |                   |                   |                     |
| <b>MINISTRY AND PERSONNEL</b>          |                   |                   |                     |
| PERSONNEL                              | \$159,247.27      | \$153,017.05      | \$162,657.00        |
| <b>Subtotal Ministry And Personnel</b> | <b>159,247.27</b> | <b>153,017.05</b> | <b>162,657.00</b>   |
| <b>PROGRAMME COMMITTEE</b>             |                   |                   |                     |
| WORSHIP SUPPLIES                       | 0.00              | 0.00              | 500.00              |
| WORSHIP EXPENSES                       | 1,094.52          | 897.32            | 0.00                |
| GUEST MUSICIANS                        | 150.00            | 450.00            | 1,500.00            |
| MUSIC SUPPLIES                         | 300.00            | 76.64             | 300.00              |
| NURSERY SUPPLIES                       | 0.00              | 0.00              | 100.00              |
| PIANO/ORGAN MAINTENANCE                | 4,080.00          | 1,020.00          | 1,500.00            |
| BAND SUPPLIES                          | 0.00              | 0.00              | 100.00              |
| PULPIT SUPPLY                          | 1,610.06          | 1,590.50          | 2,200.00            |
| ORGANIST SUPPLY                        | 600.00            | 450.00            | 750.00              |
| CHURCH SCHOOL SUPPLIES                 | 0.00              | 199.07            | 500.00              |
| LIBRARY                                | 0.00              | 0.00              | 100.00              |
| AWARDS, RECOGNITION                    | 0.00              | 0.00              | 200.00              |
| LICENSING                              | 752.33            | 873.31            | 1,200.00            |
| NEW MICROPHONE/EQUIPMENT               | 408.37            | 0.00              | 0.00                |
| PROJECTION SOFTWARE                    | 0.00              | 0.00              | 450.00              |
| VIDEO MAINTENANCE                      | 0.00              | 171.22            | 0.00                |
| <b>Subtotal Programme Committee</b>    | <b>8,995.28</b>   | <b>5,728.06</b>   | <b>9,400.00</b>     |

|  |                    |                   |                      |
|--|--------------------|-------------------|----------------------|
| <b>MEMBERSHIP &amp; MISSION</b>          |                    |                   |                      |
| FELLOWSHIP ENHANCEMENT                   | 0.00               | 140.84            | 800.00               |
| BROADVIEW SUBSCRIPTIONS                  | 309.74             | 550.00            | 0.00                 |
| NAME TAGS                                | 0.00               | -15.00            | 100.00               |
| PANCAKE SUPPER EXPENSES                  | 0.00               | 212.13            | 350.00               |
| PANCAKE SUPPER REVENUE                   | 0.00               | -543.95           | 0.00                 |
| KINCARDINE BENEVOLENT FUN                | 375.00             | 0.00              | 750.00               |
| CHAPLAINCY FUND                          | 750.00             | 750.00            | 750.00               |
| FRIENDS OF BROADVIEW                     | 100.00             | 100.00            | 100.00               |
| ASSISTANCE FUND                          | 0.00               | 1,000.00          | 3,000.00             |
| MISSION SUNDAY EXPENSES                  | 350.00             | 350.00            | 350.00               |
| COMMUNITY SERVICE DONATIO                | 700.00             | 500.00            | 500.00               |
| M&M MISCELLANEOUS                        | 170.00             | 51.45             | 100.00               |
| POINSETTIAS                              | 206.60             | 205.86            | 100.00               |
| AFFIRMING COMMITTEE                      | 0.00               | 0.00              | 1,000.00             |
| OUTREACH                                 | 2,440.00           | 2,301.00          | 2,500.00             |
| <b>Subtotal Membership &amp; Mission</b> | <b>5,401.34</b>    | <b>5,602.33</b>   | <b>10,400.00</b>     |
| <b>ADMINISTRATION/COUNCIL</b>            |                    |                   |                      |
| COLLECTION ENVELOPES                     | 0.00               | 112.87            | 75.00                |
| ADP PAYROLL CHARGES                      | 342.12             | 341.44            | 375.00               |
| PAR CHARGES                              | 0.00               | 166.00            | 600.00               |
| BANK CHARGES                             | 299.45             | 344.61            | 600.00               |
| CHURCH MAINTENANCE                       | 4,788.47           | 7,317.21          | 8,000.00             |
| MUNICIPAL WATER CHARGES                  | 849.22             | 1,030.59          | 1,200.00             |
| CHURCH INSURANCE                         | 10,569.12          | 7,258.05          | 9,157.00             |
| ONLINE SERVICE CHARGES                   | 607.69             | 407.96            | 0.00                 |
| WESTARIO POWER                           | 14,671.47          | 20,773.46         | 22,000.00            |
| ELEVATOR MAINTENANCE                     | 1,316.74           | 1,181.00          | 1,200.00             |
| NATIONAL ASSESSMENT                      | 7,369.10           | 7,439.00          | 7,425.00             |
| POSTAGE, PAPER, COPIER                   | 4,350.15           | 4,609.91          | 5,500.00             |
| ADVERTISING                              | 50.36              | 0.00              | 100.00               |
| COUNCIL MISCELLANEOUS                    | 0.00               | 31.43             | 100.00               |
| TRAINING/CONFERENCES                     | 202.50             | 0.00              | 600.00               |
| TELEPHONE/INTERNET                       | 1,661.35           | 1,665.71          | 2,000.00             |
| MINISTER'S COMPUTER                      | 0.00               | 1,000.00          | 0.00                 |
| <b>Subtotal Administration/council</b>   | <b>47,077.74</b>   | <b>53,679.24</b>  | <b>58,932.00</b>     |
| <b>OTHER EXPENSES</b>                    |                    |                   |                      |
| HST PAID OUT                             |                    |                   |                      |
| HST PAID OUT                             | 11,652.50          | 7,686.40          | 0.00                 |
| <b>TOTAL EXPENSES</b>                    | <b>232,374.13</b>  | <b>225,713.08</b> | <b>241,389.00</b>    |
| <b>EXCESS INCOME/EXPENSES</b>            | <b>\$21,491.01</b> | <b>-\$116.70</b>  | <b>-\$241,389.00</b> |

# NET FUNDS AVAILABLE

| <u>CAPITAL PROJECTS</u>        | Budget              | Acct. Bal.          | Donations           | Expensed            | Balance             |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                                |                     | <b>Dec 31/20</b>    |                     |                     |                     |
| Heat Pumps                     | \$ 38,695.00        | \$ 18,583.13        | \$ 20,111.87        | \$ 38,695.00        | \$ -                |
| Heat Pump Grant from UCC       |                     |                     | \$ 25,912.00        | \$ 6,851.87         | \$ 19,060.13        |
| TSF Side/Office Doors          |                     |                     | 8894.11             |                     | \$ 8,894.11         |
| Nursery Windows Project        |                     | \$ 1,919.21         |                     |                     | \$ 1,919.21         |
| Donations for Capital Projects |                     |                     | \$ 4,720.00         |                     | \$ 4,720.00         |
| AV Upgrade & 2 Cameras         | \$ 9,000.00         |                     |                     |                     | \$ -                |
| <b>Totals</b>                  | <b>\$ 47,695.00</b> | <b>\$ 20,502.34</b> | <b>\$ 59,637.98</b> | <b>\$ 45,546.87</b> | <b>\$ 34,593.45</b> |

| <u>HOPE /BLOOMING FAITH MENU</u> |                     |                     |                     |                     |                     |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                                  | Budget              | Acct. Bal.          | Donations           | Expensed            | Balance             |
|                                  |                     | <b>Dec 31/20</b>    |                     |                     |                     |
| Side/Office Doors                | \$ 20,000.00        | \$ 5,844.11         | \$ 3,000.00         | \$ 8,844.11         | \$ -                |
| Replace Front Doors              | \$ 5,000.00         |                     |                     |                     | \$ -                |
| Electric Sign                    | \$ 15,000.00        | \$ 5,550.00         |                     |                     | \$ 5,550.00         |
| Kitchen Stoves                   | \$ 5,000.00         | \$ 9.15             |                     | \$ 9.15             | \$ -                |
| Memorial Wall                    |                     | \$ 1,000.00         | \$ 9,032.32         | \$ 2,532.32         | \$ 7,500.00         |
| Install LED Lights               |                     |                     | \$ 2,785.00         | \$ 2,785.00         | \$ -                |
| <b>Totals</b>                    | <b>\$ 45,000.00</b> | <b>\$ 12,403.26</b> | <b>\$ 14,817.32</b> | <b>\$ 14,170.58</b> | <b>\$ 13,050.00</b> |



| <b><u>OTHER DISTRIBUTIONS</u></b>        | <b>Budget</b>       | <b>Acct. Bal.<br/>Dec 31/20</b> | <b>Donations</b>    | <b>Expensed</b>     | <b>BALANCE</b>  |
|--|---------------------|---------------------------------|---------------------|---------------------|-----------------|
| Mission and Service Kincardine Food Bank | \$ 30,000.00        |                                 | \$ 33,889.00        | \$ 33,889.00        | \$ -            |
| Pass through to UCW General Fund         |                     |                                 | \$ 935.00           | \$ 935.00           | \$ -            |
| UCW Lighthouse                           |                     |                                 | \$ 730.00           | \$ 730.00           | \$ -            |
| Key Deposit                              |                     |                                 | \$ 300.00           | \$ 300.00           | \$ -            |
| Community Programs                       |                     |                                 | \$ 50.00            |                     | \$ 50.00        |
|  |                     |                                 | \$ 200.00           | \$ 200.00           | \$ -            |
|  | <b>\$ 30,000.00</b> | <b>\$ -</b>                     | <b>\$ 36,104.00</b> | <b>\$ 36,054.00</b> | <b>\$ 50.00</b> |

**RECONCILED BANK BALANCE**

|                                      |             |
|--------------------------------------|-------------|
| Bank balance as at December 31, 2021 | \$79,425.18 |
| Plus: Outstanding Deposits           | \$1,065.80  |
| Less: Outstanding Cheques            | \$17,561.94 |

**RECONCILED BANK BALANCE \$62,929.04**

**GENERAL FUND BANK ACCOUNT RECONCILIATION**

|                              |                    |
|------------------------------|--------------------|
| RECONCILED BANK BALANCE      | \$62,929.04        |
| Allocated Funds:             |                    |
| Capital Projects             | \$34,593.45        |
| Hope/Blooming Faith Projects | \$13,050.00        |
| Other Passthrough Funds      | \$50.00            |
| Total Allocated Funds        | <b>\$47,693.45</b> |

**NET FUNDS AVAILABLE \$15,235.59**

# CONGREGATIONAL MEETINGS

## KINCARDINE UNITED CHURCH ANNUAL CONGREGATIONAL MEETING SUNDAY, FEBRUARY 28th, 2021

The congregation of Kincardine United Church was called to meet via the Zoom platform on Sunday, February 28th, 2021 at 11:51 a.m., following the morning worship service for the Annual Congregational Meeting, to review the 2020 Annual Report, adopt the 2020 financial report, and to elect nominated positions. Notice of this meeting was given two weeks prior to the meeting in the announcements and then one week prior in the announcements during the live-streamed services. An e-mail went out with the agenda and other supporting documents two days prior to the meeting. 42 households were in attendance. Rod Coates reviewed Zoom meeting basics, made note of voting options, and summarized the e-mail that was sent out regarding this meeting.

### **1. Call to Order and Constitution of the Meeting (Rod Coates)**

Having been given due notice of this congregational meeting, Rod Coates declared the meeting duly constituted for the stated purpose of conducting the business set before it and as outlined in the posted agenda.

### **2. Opening Prayer (Gord Dunbar)**

Gord Dunbar led the participants in prayer.

### **3. Behavioural Covenant (Rod Coates)**

Rod Coates read the Covenant as presented on the screen. Attendees were able to follow along, but their microphones were muted.

### **4. Enabling Motions (Liz Dillman)**

**Moved by:** Liz Dillman

**Seconded by:** Jack Nancekivell

- a) That all adherents have full participation and voting privileges.
- b) That Rod Coates chair the 2021 Annual meeting.
- c) That Angela Hazlewood act as recording secretary for the 2021 Annual Meeting.
- d) That the meeting Agenda be accepted as distributed.
- e) That the Congregational Meeting minutes of December 13th, 2020 be approved as printed (in the 2020 Annual Report).

Rod Coates asked if there were any objections to the above enabling motions. Hearing none, Rod Coates declared this motion carried. **CARRIED**

## 5. Business Arising from the Minutes (Rod Coates)

Rod Coates stated that he reviewed the minutes from the December 2020 Congregational meeting and there was no additional business arising.

## 6. In Memoriam (Gord Dunbar)

Gord Dunbar read all of the names as printed in the 2020 Annual Report and led participants in prayer.

## 7. 2020 Financial Report (Donna Mowry)

Donna Mowry stated that even though 2020 had been an unusual year it had been an amazing one in regard to the total givings. On page 22, Donna Mowry noted that \$183304.00 was the total givings for 2020 which was very similar to 2019. Donna Mowry went on to thank Judy and Jim Zarubick, Gord Dunbar, and David Hamilton for making the live-streamed services happen. Donna Mowry also thanked Gord Dunbar for the Fireside chats. Donna Mowry continued stating that the live-streamed services and the Fireside chats have allowed for a connection to the community. As well, Donna Mowry thanked John Phillips for creating all of the ways to donate to Kincardine United Church and went on to thank Terry Boyd for all of the work on updating Kincardine United Church's website. Lastly Donna Mowry thanked the congregation for continuing to give regularly. Donna Mowry also spoke about the money that had been raised towards the heat pumps, donations to the refugees, the food bank, and to Cape Croker. Donna Mowry added the amount raised for Mission and Service as well. Donna Mowry went on to say that all committees finished the year under budget, but the Administration committee's budget was higher as there are many things that need to be paid even if the church is not being used for regular services. Heat, lights, insurance, elevator maintenance were examples of items that have to be looked after. There were lots of repairs that had to be made too.

Donna Mowry also mentioned that the reviewers had not yet been able to meet to examine the financial report, but it would be completed.

Rod Coates asked if anyone had any questions/comments.

**Moved by:** Donna Mowry

**Seconded by:** Liz Coates

That the 2020 Financial Report be accepted as printed.

Rod Coates asked if there were any objections to the above motion.

Hearing none, Rod Coates declared this motion carried. **CARRIED**

Rod Coates continued by stating that Kincardine United Church and the finances are really a "good news story".

## 8. 2020 Written Annual Reports

Rod Coates asked if there were any questions or comments regarding the written Annual Reports. Judy Zarubick commented that she did not add in Teresa Perfrement's name to the Programme report on page 14 as Teresa is retiring. Judy Zarubick will be sending Sarah MacKenzie an update for the report.

Diane Clubb commented that there is one line missing under "Disbursements" on page 18.

Diane Clubb will send the correction to Sarah MacKenzie to update the report. Lastly, Joan Norris noted that on page 6, her name was missing from the list of Trustees. Rod Coates will send this information to Sarah MacKenzie.

**Moved by:** Judy Zarubick

**Seconded by:** LouAnne Dudman

That the balance of the written reports be adopted as amended.

Rod Coates asked if there were any objections to the above motion.

Hearing none, Rod Coates declared this motion carried. **CARRIED**

Rod Coates thanked all of the people who had written an annual report.

## **9. Nominations** (Presentation & Elections – Gord Dunbar)

Rod Coates let everyone know that he would be asking Gord Dunbar to step participants through the nomination's process. Rod Coates stated that it is simpler to have someone not being nominated to go through this process rather than a nominee and stated that Gord Dunbar is willing to do this.

Rod Coates provided a quick reminder: "Terms of office for committee members and appointments are stated as ending in a calendar year, with the understanding that the term expires with the annual meeting in the year stated. Elected positions are still in role until the congregational meeting where they either retire or are re-appointed".

### **a) These Committee members' terms have expired:**

Sheila Bauer, Joan Gillespie, Donna Mowry, Jack Nancekivell, Teresa Perfrement, Melinda Smegal

### **b) These Committee members have decided to retire:**

Teresa Perfrement

### **c) These yearly appointments have expired:**

Regional Council Reps – Marion Boyd, Rod Coates, Liz Dillman, Emily Perry

Reviewers - Leanne Guppy, Bev McLelland, Pat Porter

Council President – Rod Coates

Council Secretary – Angela Hazlewood

### **d) These adherents and members are continuing or have agreed to stand for election to the following Committees:**

#### **Administration:**

Resource Persons: Liz Dillman, Gord Dunbar, John Phillips

| Members:         | Term Ends at  | Electoral           |
|------------------|---------------|---------------------|
|                  | Annual Mtg In | Status              |
| Ralph Knowles    | 2022          | Continuing          |
| Gregg McClelland | 2022          | Continuing          |
| Julia Metzger    | 2022          | Continuing          |
| Donna Mowry      | 2021          | Seeking re-election |

|                  |      |            |
|------------------|------|------------|
| Jack Nancekivell | 2022 | Continuing |
| John Phillips    | 2022 | Continuing |
| Vacancy          |      |            |

**Membership and Mission:**

Resource Person: Gord Dunbar

| Members:       | Term Ends at<br>Annual Mtg In | Electoral<br>Status |
|----------------|-------------------------------|---------------------|
| Liz Dillman    | 2022                          | Continuing          |
| LouAnne Dudman | 2023                          | Continuing          |
| Charles Ludlow | 2023                          | Continuing          |
| Bernd Portz    | 2022                          | Continuing          |
| Ursula Portz   | 2023                          | Continuing          |
| Krista Ritchie | 2023                          | Continuing          |
| Melinda Smegal | 2021                          | Seeking re-election |

**Programme:**

Resource Persons: Gord Dunbar, David Hamilton

| Members:          | Term Ends at<br>Annual Mtg In | Electoral Status    |
|-------------------|-------------------------------|---------------------|
| Sheila Bauer      | 2021                          | Seeking re-election |
| Charles Clarke    | 2022                          | Continuing          |
| Joan Gillespie    | 2021                          | Seeking re-election |
| Randy Norris      | 2022                          | Continuing          |
| Teresa Perfrement | 2021                          | Retiring            |
| Emily Perry       | 2022                          | Continuing          |
| Jim Zarubick      | 2023                          | Continuing          |
| Judy Zarubick     | 2022                          | Continuing          |

**Ministry and Personnel:**

| Members:       | Term Ends at<br>Annual Mtg In | Electoral Status |
|----------------|-------------------------------|------------------|
| Sheryl Elliott | 2023                          | Continuing       |
| Rad Michielson | 2023                          | Continuing       |
| David Mullenix | 2023                          | Continuing       |
| Mary Phillips  | 2023                          | Continuing       |
| Pam Plagos     | 2022                          | Continuing       |

**Trustees:**

Gord Dunbar, ex officio

| Members:         | Term Ends at<br>Annual Mtg In | Electoral Status    |
|------------------|-------------------------------|---------------------|
| Art Danahy       | 2022                          | Continuing          |
| Gregg McClelland | 2024                          | Continuing          |
| Stu Mowry        | 2023                          | Continuing          |
| Jack Nancekivell | 2021                          | Seeking re-election |
| Joan Norris      | 2024                          | Continuing          |

Gord Dunbar mentioned that Jack Nancekivell has been the chair of the Trustees and has done a great deal of work to reorganize the roles and match people to their expertise.

**e) Nominations from the “Digital” Floor**

Nominations may be made for any Committee position from the floor.

Nominations will be requested three times.

Gord Dunbar asked if there was any nominations from the floor, he waited and then asked a second time, he waited, and then asked a third time.

**f) Motion to Close Nominations from the Floor**

**Moved by:** LouAnne Dudman

**Seconded by:** Mary Phillips

That the nominations from the floor be closed.

Rod Coates asked if there were any objections to the above motion. Hearing none, Rod Coates declared this motion carried. **CARRIED**

**g) Election of nominees presented in the report and from the Floor**

Since there were no nominations from the floor, the congregation moved to the election of the slate of volunteers for election and re-election.

**Moved by:** Shirley Bieman

**Seconded by:** LouAnne Dudman

That the nominees presented in the report be elected.

Rod Coates asked if there were any objections to the above motion. Hearing none, Rod Coates declared this motion carried.

**CARRIED**

**h) Members putting their names forward for yearly appointments:**

Regional Council Reps: Marion Boyd, Rod Coates, Liz Dillman, Emily Perry Seeking re-election

Reviewers: Leanne Guppy, Bev McClelland, Pat Porter Seeking re-election

Council President – Rod Coates Seeking re-election

Council Secretary – Angela Hazlewood Seeking re-election

**Moved by:** Shirley Bieman **Seconded by:** Mary Phillips

That the yearly appointments be approved.

Rod Coates asked if there were any objections to the above motion. Hearing none, Rod Coates declared this motion carried.

**CARRIED**

**i) Motion to empower Council to fill any vacancies on Council or Committees that arise between congregational meetings.**

**Moved by:** Liz Coates

**Seconded by:** Krista Ritchie

That Council be empowered to fill any vacancies on Council or Committees that arise between congregational meetings.

Rod Coates asked if there were any objections to the above motion. Hearing none, Rod Coates declared this motion carried. **CARRIED**

Rod Coates thanked all of the volunteers – both elected and working behind the scenes - for their support in the life and work of this congregation.

**10. Other Business**

**a) Kincardine United Church Governance Handbook Update (Rod Coates)**

Rod Coates shared that this handbook has had several updates over the years especially with changes to the United Church of Canada and their governance structure. Rod Coates went on to say that Marion Boyd has made substantial changes to be in alignment with the United Church of Canada and the Western Ontario Waterways Regional Council (WOW). The handbook is presented as a “best practice”. Rod Coates continued by saying that mandatory and standing committees will be examining the document to give feedback and there will be a special congregational meeting in order for the congregation to accept the final draft copy.

Marion Boyd acknowledged Rod Coates and Judy Zarubick as they had all collaborated together to make the much needed changes. Marion Boyd stated that Joan Norris had revised the whole section about the Trustees. Marion Boyd continued by saying that this handbook needs to be a “living” document and parts of it will need to be updated as needed. The goal is to be more open and transparent. Marion Boyd wanted it made clear that contributions are welcome.

Rod Coates thanked Marion Boyd for her words of clarification.

**11. Adjournment and Prayers**

Rod Coates thanked those for attending and also thanked Judy Zarubick and the tech crew for making this meeting possible.

Rod Coates declared this meeting closed at 12:37 p.m. and Gord Dunbar led the participants in a prayer to end the meeting.

Gord Dunbar also thanked Rod Coates for all of the work he does as President. Gord Dunbar thanked everyone for attending this meeting.

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Signature of Chair

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Signature of Secretary

# **KINCARDINE UNITED CHURCH** **ANNUAL CONGREGATIONAL MEETING** **SUNDAY, DECEMBER 12th, 2021**

The congregation of Kincardine United Church was called to meet in the sanctuary on Sunday, December 12th, 2021 following the morning worship service, to approve the 2022 budget. Approximately 30 people were gathered in-person while there were approximately 18 households participating via live-stream.

## **1. Call to Order and Constitution of the Meeting**

Rod Coates called the meeting to order at 11:40 a.m., stating that notice of the meeting had been duly given for the stated purpose of conducting the business set before it and as outlined in the agenda.

## **2. Opening Prayer**

Gord Dunbar opened the meeting with a prayer.

## **3. Behavioural Covenant**

All present read the Covenant as presented on the screen.

## **4. Enabling Motions**

Rod Coates presented the enabling motions.

**Moved by:** Judy Zarubick

**Seconded by:** Rad Michielson

- a) That all adherents be made Corresponding Members with privileges to vote.
- b) That Rod Coates chair the 2022 budget meeting.
- c) That Angela Hazlewood act as recording secretary for the 2022 budget meeting
- d) That the meeting Agenda be accepted as printed.

**CARRIED**

## **5. 2021 Financial Report and Budget for 2022**

Rod Coates stated that one item which impacts the 2022 budget is that Council has approved a Sabbatical Leave Plan for Gord Dunbar beginning in the fall of 2022, which is reflected in what will be presented.

Donna Mowry began by stating that many items outlined in the budget are mandatory expenses such as salaries, heat, lights, and insurance. Donna Mowry reiterated what Rod Coates had stated that the Sabbatical Leave that Gord Dunbar has requested will increase the budget and will need to be approved by Regional Council. Donna Mowry went on to thank this Community of Faith for their generous donations. Donna Mowry stated that the Property committee has replaced the heating and cooling system and the lights in the sanctuary. To help pay for this, Kincardine United Church received a grant from the United Church of Canada for just over \$28000.00 and there is now \$30000.00 in the Capital Project. Donna Mowry continued by saying that the cost of the Memorial Wall had been fully covered by donations. Donna Mowry added that four lower level south side windows and carpeting will be replaced in the building. Donna Mowry finished by stating that she hopes that this Community of Faith continues to be so generous! Donna Mowry shared that 91% of the budget is for salaries and that would only allow 9% of the budget to be flexible.



Donna Mowry introduced each committee's representative to speak about their respective budgets. **Programme** –Judy Zarubick discussed the fact that their budget would be higher due to covering the pulpit supply for the Sabbatical Leave from September 2022 until the second week of January 2023, however, the remainder of the budget would be the same as last year. The total for Programme's budget is \$12200.00. Judy Zarubick asked if there were any questions at all from the in-person participants and on-line.

**Membership and Mission (M & M)**-Krista Ritchie shared that M&M's budget would be around \$10000.00 (\$9775.00). The budget is flexible to be able to move items around as needed. For example, there are no confirmations booked at this time and the pancake supper balances out at 0 dollars. Krista Ritchie asked if there were any questions. Krista Ritchie also stated that the Mission & Service goal would be set at \$30000.00 once again and that there are no totals for 2021 yet as the year is not quite finished.

**Administration**-Donna Mowry described to the congregation all of what this budget covers such as heat, lights, bank charges, and insurance. Donna Mowry shared that it is difficult to know how much to budget for something such as heating as we do not know what the winter will be like and how much heating costs will be charged. The Administration's budget is set at \$56575.00 which is reduced from last year. Gregg McClelland asked about the increase in deductible in insurance and Donna Mowry answered stating that Council would be meeting to discuss at the next Council meeting. Donna Mowry shared that Gregg McClelland is always working on Kincardine United Church's behalf.

**Ministry and Personnel (M & P)** –Mary Phillips asked Gord Dunbar and David Hamilton to leave the meeting at this point for transparency. Mary Phillips began by stating that M & P's budget would increase due to the Sabbatical Leave and although the Programme committee will be covering the pulpit supply, the rest of the expenses will be covered by M & P. Mary Phillips went on to say that increases to staff salaries were based on the United Church of Canada and the Royal Canadian College of Organist's recommendations.

As with the other committee representatives, Mary Phillips asked if there were any questions.

At this point in the meeting, Judy Zarubick shared information about the audio-visual upgrade. Judy Zarubick stated that it will 6-8 weeks before the new audiovisual system comes in which will be in February some time. Judy Zarubick also shared that the audiovisual team is thrilled as the new system will allow for a more seamless execution of the in-person service and the live-stream. Judy Zarubick thanked everyone for being able to upgrade the system.

**Moved by:** Donna Mowry **Seconded by:** Shirley Bieman

That Kincardine United Church approve the adoption of the 2022 budget.

**CARRIED**

There was one abstention noted.

Rod Coates declared the above motion approved.

## **6. 2022 Mission and Service (M & S) Target**

Krista Ritchie as shared in the Membership and Mission budget recommendation, that the 2022 Mission and Service target would be \$30000.00.

**Moved by:** Krista Ritchie

**Seconded by:** Jack Nancekivell

That the 2022 Mission and Service target be \$30000.00.

**CARRIED**

## **7. Kincardine United Church Governance Handbook Updates**

Rod Coates stated that this document has been changed in minor ways several times since it was first created and approved by Bruce Presbytery in 2011, but the current revision is a more substantial one and it requires congregational and Regional Council approval. Rod Coates went on to say that the proposed update incorporates "Best Practices" such that the mission of Kincardine United Church can be exercised in a more streamlined structure with additional latitude. The document has been reviewed by Kincardine United Church Council, as well as, the various standing and mandatory committees which report to Council, and all feedback and comments have been incorporated or dispositioned. Rod Coates asked if there were any questions about the Handbook update. There were none

**Moved by:** Stu Mowry

**Seconded by:** Marion Boyd

That the congregation of Kincardine United Church approve the Kincardine United Church Governance Handbook as presented.

**CARRIED**

There were no objections or abstentions.

## **8. Trustee Resignation**

Rod Coates stated that Stu Mowry tendered his resignation as a Trustee in April and that this is recorded in Council meeting minutes of June 8th, 2021. Rod Coates went on to say that United Church policy (The Manual) requires the congregation to consider a trustee resignation and since Trustees are appointed by the congregation, rather than hold a separate meeting to deal with this, it has been included with today's agenda to satisfy the United Church of Canada's requirements. Rod Coates stated that it is not necessary for this meeting or the congregation to do anything at this time, and there has been no feedback from the Trustees indicating they need a replacement. The topic of trustee replacement can be discussed at the 2022 Annual Congregational meeting.

**Moved by:** Jack Nancekivell

**Seconded by:** Rad Michielson

That the congregation receives the resignation of Stu Mowry with regret and thanks for his service as a Trustee of Kincardine United Church.

**CARRIED**

It was noted that one person opposed this motion due to the fact that Stu Mowry will be greatly missed.

## **9. 2022 Annual Meeting Date**

**Moved by:** Elaine Holmes

**Seconded by:** Mary-Ann Knowles

That the 2022 Annual Congregational meeting be held on February 20th, 2022.

**CARRIED**

Rod Coates asked if there were any questions. There were none.

## **10. Adjournment and Prayers**

Rod Coates thanked everyone in-person and on on-line, as well as Judy and Jim Zarubick (tech crew), and all the committee representatives who presented their budget information. There being no further business, Rod Coates declared the meeting closed at 12:25 p.m. Gord Dunbar closed the meeting with prayer.

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Signature of Chair

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Signature of Secretary

Annual Report 2021

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