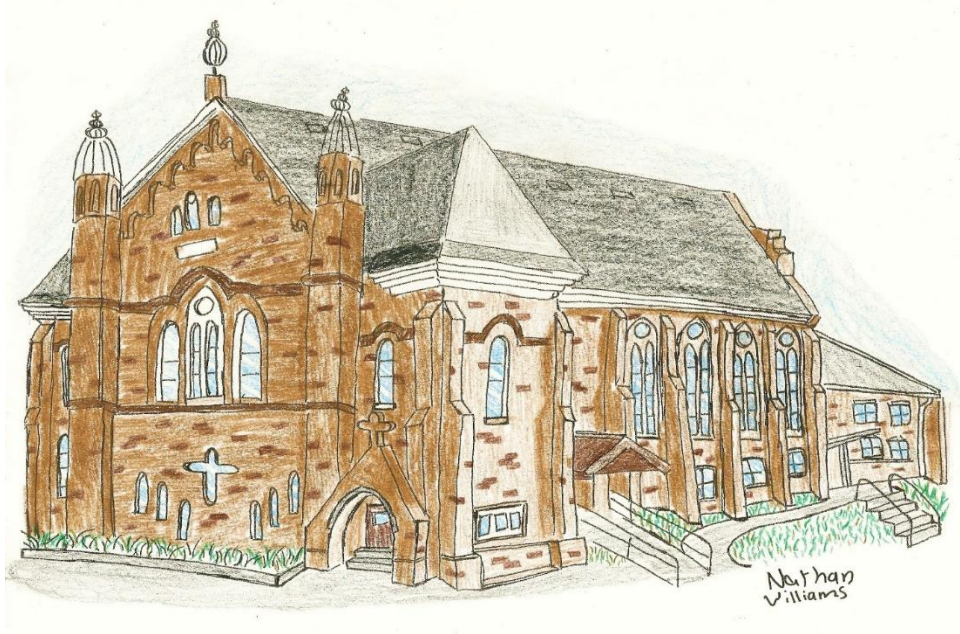


# Kincardine United Church



## 2017 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 - 2017

<b>NAME</b>	<b>DATE OF DEATH</b>
KNOWLTON, Margaret	January 1, 2017
BAILEY, Marjorie Mary Pearl	January 6, 2017
ELLIOTT, Elsie	January 18, 2017
MCFARLAN, Betty Thelma	February 12, 2017
WEATHERHEAD, Donald Cameron	February 18, 2017
HUMPHREY, Margaret Genevieve	February 28, 2017
GRIGG, Stuart John	March 31, 2017
SLESSER, Margaret Eveline	April 14, 2017
MILBURN, Elizabeth Anne	April 21, 2017
MCKITTERICK, Margaret Suzanne	May 13, 2017
WALKER, Todd Ulric Alexander	May 31, 2017
MANNERS, George Leslie	June 14, 2017
HILLERBY, Jacob Clifford	June 21, 2017
BOYD, Christina Nicole	October 3, 2017

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 2017

	<u>2016</u>	<u>2017</u>
Resident Members	342	335
Non-resident Members	<u>450</u>	<u>450</u>
	792	785
Adherents (connected)	124	109
<b>Removed from Membership by</b>		
Action of the Council	0	0
Death	4	8
Transfer	4	0
By Request	<u>0</u>	<u>0</u>
	8	8
<b>Added to Membership by</b>		
Transfer	0	0
Profession of Faith	1	1
Action of the Council	<u>0</u>	<u>0</u>
	1	1
<b>Baptisms</b>	3	3
<b>Marriages</b>	0	3

# **KINCARDINE UNITED CHURCH** **COUNCIL MEMBERS 2017**

<b>PRESIDENT</b>	Marion Boyd
<b>SECRETARY</b>	Rod Coates
<b>MINISTERS</b>	Judy Zarubick (Jan 1 - June 30) Gord Dunbar (July 1 – Dec 31)
<b>TREASURER</b>	Liz Dillman
<b>PRESBYTERY REP</b>	Rod Coates
<b>PRESBYTERY REP</b>	Marion Boyd
<b>PRESBYTERY REP</b>	Emily Perry
<b>PRESBYTERY REP</b>	Liz Dillman
<b>REP FROM ADMINISTRATION</b>	Donna Mowry
<b>REP FROM MEMBERSHIP &amp; MISSION</b>	Rotating
<b>REP FROM PROGRAM</b>	Jackie Clements
<b>REP FROM MINISTRY &amp; PERSONNEL</b>	Mary Phillips

## **COMMITTEE MEMBERS 2017**

### **ADMINISTRATION**

Donna Mowry ... Chair  
Rod Coates  
Ralph Knowles  
Dotty McClelland  
Gregg McClelland  
Jack Nancekivell  
Ron Smith  
Gerry Stephens  
Liz Dillman (resource - treasurer)  
Judy Zarubick (resource, to June 30)  
Gord Dunbar (resource, from July 1)

### **MEMBERSHIP & MISSION**

Liz Dillman  
Jean Johnson  
Charles Ludlow  
Bernd Portz  
Ursula Portz  
Krista Ritchie  
Melinda Smegal  
Gord Dunbar (resource, from July 1)

### **MINISTRY & PERSONNEL**

Mary Phillips ... Chair  
Marilyn Meldrum  
Rad Michielson  
David Mullenix

### **PROGRAMME**

Jackie Clements ... Chair  
Sheila Bauer  
Joan Gillespie  
Teresa Perfrement  
Jim Zarubick  
David Hamilton (resource)  
Judy Zarubick (resource, to June 30)  
Gord Dunbar (resource, from July 1)

### **TRUSTEES**

Ron Harris ... Chair  
Gord Dunbar (resource, from July 1)  
Ron Elliott  
Stu Mowry  
Jack Nancekivell

### **PRESBYTERY REPS**

Marion Boyd  
Rod Coates  
Emily Perry  
Liz Dillman

## GORD'S STUFF

What an amazing gift to be called to Kincardine United Church! I had a friend and colleague of mine – the same person who encouraged me to pursue a call here – sing the congregation's praises as a great match between my skills, gifts and experience and the needs, strengths and personality of this congregation. He is a wise man, indeed, for I have enjoyed the warmth of your welcome, the breadth of your understanding as you got used to me – not to mention my sense of humour – and the capacity you have for mission that makes a difference.

Don't misunderstand me. Settling into my call as your minister has been a steep learning curve, a demanding agenda of vibrant leadership and a plethora of relational opportunities. I have come to depend upon – and to trust – the excellent volunteer leadership within this congregation. I have been blessed by a fruitful partnership with Judy Zarubick – even though she is now retired from *paid* positions – benefitting from her wise and extremely competent ministry both before my arrival and once I arrived.

The staff team is a pleasure, each of their strengths complimenting the strengths of the others, each of them making me look good. From Sarah MacKenzie's artistic flair in selecting and editing images for our PowerPoint slide shows during worship, to David Hamilton's passionate leadership at the keyboard and the bench or while encouraging the congregation to engage in some lively Paperless Music. From Dave Walker's daily presence ensuring toilet paper, paper towels and dust bunnies all have their appropriate place, to Liz Dillman's flair for making the intricacies of balance sheets, of income statements and of narrative budgets understandable, to Rod Coates' ability to ensure this Rev. sees anew (revenue, anyone?) and at the beginning of this year John Phillips' willingness to tackle the daunting task of learning a new software system to track our donations and our generous givers. You can see how deeply I am blessed by the collective ministry of the people of this congregation.

Look through this Annual Report and celebrate with me the treasures within. Through words and figures, reports and stories, this Annual Report witnesses to the vibrant nature of Christ's mission that we pursue in Kincardine and in the world. Whether you are one of two or three faithful weekly quilters or part of a packed congregation gathered to remember a beloved member who has died, you make a difference. Whether you attend every study group offered or you are intimidated by the learning, you are invited to grow into the walk of faith with joy. Whether you are a long-time member of KUCIE (Kincardine United Church Instrumental Ensemble) or a first-time member of the choir, your harmonies enrich our lives. Whether you are older than God or just born into this treasure we call life, you are loved within this congregation.

Now, the future beckons. Let's dance with abandon and sing God's praise.

Love,

A handwritten signature in blue ink, appearing to read "Gord". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Gord.

# **COUNCIL REPORT**

What an amazing journey we have had in 2018! We were blessed with Judy Zarubick's dynamic leadership as she served us as our Pastor for the first six months of the year. She continued her efforts to streamline our governance, become a more welcoming community, learn to appreciate fully the role of technology in enhancing worship, and prepare for the many changes facing the United Church of Canada as a whole, and Kincardine United in particular. Judy's partnership with a generous donor and volunteers from the congregation led to a complete transformation of the Offices, the Resource Centre and the Chapel. When the Search Committee report was presented, we were ready and able to welcome our new minister into our midst. Judy decided to retire as of June 30, 2018 but has continued to share her knowledge and skills with our congregation. Judy's leadership with the Audio-Visual Team has transformed our worship capacity; our heads are up as we sing joyfully together, following the words on the screens and absorbing the beautiful images that deepen our appreciation of the role of music in our worship experience. Judy will always have a special place in the hearts of our congregation.

And then came our "Holy Shift": we called the Reverend Gord Dunbar to be our full-time Minister of Sacrament, Word and Pastoral Care, effective July 1, 2018. Few of us will ever forget Gord's first service with us on July 2, when a neighbouring cat wandered in through the door and headed directly to Gord, who picked him up as we sang "O Canada", living proof of our need to welcome absolutely everyone into our community of faith. Gord's enthusiasm, hard work, caring presence, joyful music, dramatic presentations and sense of humour have shone brightly in our midst, encouraging us to "Colour Outside the Lines." He is leading us to work intentionally together to fulfill our Mission Statement, to listen to the Spirit as we discern how to move into the future with hope, joy, and confidence. As we move forward with our strategic planning exercise, seek ways to achieve the capital improvements needed for our church building, strive to appreciate our many strengths and build on them, we become a more open and welcoming community. We ask God's blessing on Gord's ministry with us.

As a congregation, we approved the Remits put forward by the 42<sup>nd</sup> General Council. All the Remits passed, with the exception of the Remit on One Order of Ministry. The 43<sup>rd</sup> General Council will meet in July to confirm the final results and decide on implementation of the changes. Work toward implementation has already begun. Presbyteries will be disbanded as of January 1, 2019; Regional Councils will replace Conferences and Presbyteries but will be very sparingly staffed so that communities of faith like ours will have added responsibilities to ensure accountability to the United Church. Your Council and Presbytery representatives will keep you informed of the changes as they are approved and implemented.

I am not seeking re-election as President and Council Chair. I will continue to serve as a Lay Worship Leader and a Presbytery Rep. until Presbytery ends and have been elected as a Commissioner to the 43<sup>rd</sup> General Council. Over my many years on Committees and Council, I have treasured the caring and diligent work done by KUC staff and volunteers and I know our congregation will continue to be well served by dedicated leaders. Over the past two years, as our family completed our final journey with our daughter, my colleagues on Council have gone out of their way to assist me and to fill in when I was unable to do so. They have my everlasting gratitude for their personal support and their faithful service to our community. Even in a time of sorrow and tribulation, I am constantly reminded, by this faith community and its leadership, that we are not alone. God is always with us. Thanks be to God.

*Submitted by Marion Boyd, Chair of Council*



# **STANDING COMMITTEE REPORTS**

## **ADMINISTRATION COMMITTEE**

As with all committees in the Church 2017 was a busy year for the Administration and Property Committees. Below are the highlights of the major events that happened in 2017. Financial information can be found in the Income Statement for 2017 included in this Annual Report.

### **ADMINISTRATION COMMITTEE HIGHLIGHTS:**

- Memorial Hymn Sing on May 28
- Requested and received from Presbytery approval to release Manse Funds to the general work of Ministry and Mission of the Church
- Paid off the \$25,000 loan which has been arranged by the Trustees
- Purchased a new computer for the Office Coordinator
- Prepared the first Narrative Budget for KUC
- Rod Coates resigned as Envelope Stewart and John Phillips has taken on this role
  - Thank you to Rod for all the work he did as Envelope Stewart and for training John
- Preparation of written procedures required for the KUC manual

### **PROPERTY MINISTRY HIGHLIGHTS:**

- Spring and fall clean ups were held – thank you Dotty McClelland for organizing these and feeding the workers
- The room next to the elevator was cleaned out, painted and shelving put in
- Replacement of the floor in the downstairs washroom plus redecorate walls etc.
- Installation of display case at the back of the sanctuary
- The team continued its diligent work of looking after our property – from fixing broken items, changing clocks, checking fire extinguishers, shoveling snow,
- Renovating the Chapel – removal of all the items in the room, painting the room and putting up new blinds
- Arranged for food collected at KUC for the Food Bank be delivered each month
- Arranged for new office furniture as well as new “Resource Room” Furniture
- Painting of the Office and relocation of office furniture
- Preparation of written procedures required for the KUC manual

### **STEWARDSHIP PROGRAM**

In 2017 Kincardine United Church launched its first Stewardship Program in several years. Letters were sent to members of the congregation thanking them for past support of time, talent and treasure and asking them to consider becoming more involved in those areas.

### **HOPE MENU**

In December the congregation was given the opportunity to give financial gifts as Christmas gifts to several projects for the Church. These included automatic door openers, electronic signage, choir chairs, Cape Croker, Huron Shores Hospice, Dent Davidson Weekend, Healing the Heartbreak books and storage for the nursery. A summary of the funds received for these projects is included in the Income Statement.

*Respectfully submitted by Liz Dillman*

# MEMBERSHIP AND MISSION COMMITTEE

Membership and Mission had a busy year again in 2017. We began the year hosting a pancake supper on Shrove Tuesday and the potluck Sunrise Breakfast on Easter Sunday.

The monthly Potluck Dinner continued to be held on the 2<sup>nd</sup> Monday of each month. It was renamed to the Loaves and Fishes Dinner in the fall. These dinners are well attended and everyone had a delicious meal and great fellowship.

The visiting team continued to be busy during the year. At Christmas, purchased poinsettias and cards made by the Sunday School were delivered to our members who are on the visiting list. We truly appreciate all the work done by the visiting team on behalf of the Congregation and thank them for their work.

Our annual church picnic was held in the Fellowship Hall due to rainy weather on the last Sunday of June. A potluck lunch was followed by games and fellowship time. Edenfolk entertained us with their music as well.

Mission Sunday was held in the fall and our guest speaker was Rev Tim Raeburn who spoke on his trip to Kenya. He was able to very clearly show us how important our M&S givings are to others in the world.

White Gift Sunday was held on December 3, 2017. Once again the Congregation was extremely generous in its gifts for Cape Croker. Bernd and Ursula Portz delivered the gifts to Cape Croker again this year – an annual event they look forward to.

The Advent Potluck was held on December 11. It was a great evening of food and entertainment. Thank you to Krista Ritchie for the decorating and arranging the entertainment.

Membership and Mission made several donations throughout the year. These donations were to: Grey Bruce Chaplaincy Fund, Kincardine Ministerial Benevolent Fund, The Friends of the Observer, Silver Lake Camp, Huron Shores Hospice, EMCC World Partners and Mission and Service Fund. It is one of the goals of Membership and Mission to grow the Church's relationship within the community.

Membership and Mission also continues to provide coffee, tea, juice and the fixings for the kitchen to be used by all committees for meetings, before and after Church Coffee Time and for those hosting outside meetings.

The members of the Membership & Mission Committee in 2017 were Krista Ritchie, Melinda Smegal, Liz Dillman, Bernd Portz, Ursula Portz, Jean Johnson and Charles Ludlow. The committee meets the 3<sup>rd</sup> Tuesday of the month and new members are always welcome.

*Submitted on behalf of Membership and Mission by Liz Dillman.*

# PROGRAMME COMMITTEE

Throughout the past year Programme Committee has had the pleasure of working closely with Pastor Judy Zarubick, until the end of June 2017, and then the Rev. Gordon Dunbar, who joined us as our new full-time Minister of Worship on July 1<sup>st</sup> 2017. Along with David Hamilton, Minister of Music, these people have provided a carefully planned calendar of weekly worship services for Kincardine United Church. A few people have been required to provide Pulpit Supply during vacation and study leave, and their help is much appreciated.

During her time as Interim Supply Minister, Pastor Judy Zarubick worked with the Communications Ministry Team to purchase and install new equipment to facilitate screen projection during our worship services. This has been well received by the congregation and provides new dimension and flexibility during worship. A training workshop was provided for new volunteers interested in joining the audio-visual team. It is hoped that more volunteers will still come forward to join this small, dedicated group.

Supervision of the library in the Resource Room was transferred from Jack Tully to Mildred Clayton. Both these people have engaged in considerable organizing and up-dating work, for which we are very grateful. Members of the congregation are encouraged to visit this library and enjoy the interesting collection of books. There are some very comfortable chairs in the Resource Room now!

This year the Sunday School teachers decided to re-use some previous curriculum resources rather than buying all new. A roster of Sunday School teachers and Nursery workers has been maintained. New volunteers are always welcome in both these areas. It is a great pleasure to spend time with the youngest members of our congregation.

The House Teams and the Sacrament Guild have continued to faithfully fulfill their important tasks. New House Leaders and more volunteers are always most welcome.

Excellent Bible Study groups have been held in Fall and at Lent, and the Questers discussion group continues to meet on a monthly basis.

Wonderful music is regularly provided by David Hamilton, the choir, KUCIE, invited guest musicians and talented members of our congregation. Last September an excellent music workshop was provided for the choir and congregation by Dent Davidson. It is hoped that a similar event will take place this year, with an invitation extended to the broader community and a small fee charged.

Last but not least, the committee has enjoyed the opportunity to decorate the sanctuary for special worship events such as Christmas, Easter and Thanksgiving. The help of Property Committee members is always appreciated at these times, as well as the help of extra volunteers for the Christmas Eve Carol Service and the occasional drama productions, which highlight some special services.

The mandate of the Programme Committee encompasses the work of several Ministry Teams and numerous individual volunteers. All of their vital contributions are acknowledged and deeply appreciated.

*Respectfully submitted, on behalf of the committee,  
Jacqueline Clements*

# MINISTRY AND PERSONNEL

2017 has been a very positive year for our congregation. Judy Zarubick was the minister for the first half of the year. Everyone loved having a familiar face around the church, and she started the process of change in preparation for our anticipated new minister. She strengthened the congregation by challenging us to think about changes which could improve the church – both physically and spiritually. She was a great interim minister, and we thank her for all her contributions.

Gord arrived in July, and immediately we were impressed by his enthusiasm, positive attitude, and deep consideration for others. His leadership is invaluable as he works with our congregation to become a stronger community of faith. The staff dynamics are always a concern for M&P - especially when ministerial staff change. Gord has worked well with the other staff to ensure he understands their jobs, and to support their challenges.

The annual staff evaluations were completed electronically this year. We will continue to evaluate and (hopefully) improve the method of compiling the evaluations. The M&P committee appreciates all their hard work, as well as the support and direction provided by the committees to the staff. Thanks to all...

Our M&P Committee has changed this year. Bette Tusz moved away from the area leaving our committee with just 3 members. We are pleased to report that Marilyn Meldrum and Pam Plagos has joined our group. They are a very welcome addition to our committee.

We had the annual appreciation barbeque for the staff in August. It provides an opportunity for the staff and their family to socialize outside of the church environment. Gord had just arrived a month earlier, so it was a great opportunity for him to meet our committee (new members included) as well as the family of the other staff.

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 to make informed recommendations to Council concerning those relationships to help insure their continued health and well-being.

Further information on the roles and responsibilities of the M&P Committee can be found in The Manual 2016 Section 244 and the Ministry and Personnel (M&P) Committee Guide-lines. Both documents are available on the United Church of Canada's website or through our church office.

*Submitted on behalf of the M&P Committee, 2018, by Mary Phillips, chair.*

# MINISTRY TEAM REPORTS

## **KINCARDINE UNITED CHURCH WOMEN ANNUAL REPORT FOR 2017**

Kincardine United Church Women enjoyed another year of fun, fellowship & devotion. Our UCW groups are involved in many projects involving the Church & Community. Our Units consist of North, Sunshine & Lighthouse totaling 60 members. Our monthly meetings consist of bible study, various speakers & work bees for missions including sewing kits & other articles for Missions.

The UCW celebrated their 55<sup>th</sup> Anniversary in 2017. It was celebrated throughout the year including Vancouver in July, 2017 "Celebrating Spirit". Special pins were available to celebrate this event. Joyce Osborne presented details of the gathering to the Sunshine Unit. Following a Sunday morning service, we had a special cake to celebrate the 55<sup>th</sup> Anniversary.

We also held a General Meeting involving all ladies of the church. Eighteen ladies attended & enjoyed a Christmas Theme meeting, the Christmas story and singing Christmas carols.

Special projects held during the year were a Valentine Muffin party, Soup & Sandwich lunches after our Church Services, Pies R Us, selling pies for a fundraiser, Scottish Tea Room & the Festive Gifts & Goodies Sale. We also held successful rummage sales, both spring & fall.

In 2017 the General UCW supported St Paul's College, Fred Victor Mission, Massey Centre, Silver Lake Camp & GB United Way along with supporting the Mission and Service Fund and our local Kincardine United Church.

Any woman willing to contribute her prayers, gifts & services for the work of the church may join the UCW expressing their devotion to Jesus Christ in Christian witness, study, fellowship & service.

On behalf of the Kincardine United Church Women, we bring you greetings and best wishes for a blessed year in 2018.

*Dianne Henkenhaf, Secretary  
UCW Executive*

## **KINCARDINE UNITED CHURCH CHOIR**

Under the direction of David Hamilton, Minister of Music, the choir provides musical selections each Sunday and on other special occasions. Two long time members passed away this year, Margaret Humphrey and Tina Boyd. The choir attended both funerals. Bette Tusz moved to Huntsville and Geraldine McLeod retired. We welcome Shirley Bieman and Rev. Gord. Dunbar to our vocal group. The choir sang at Reverend Gord's Induction service on November 12, and also at both Christmas services.

Thanks to all those who encourage us with your positive comments about our music. If you enjoy singing, come and make music with us. Rehearsals are Thursday at 2:00 p.m.

A music workshop held in September, was well attended and enjoyed by participants. We look forward to another one later this year, led by Dent Davidson, who is "Missioner for Liturgy and the Arts" in the Episcopal Diocese of Chicago. Watch for more details on this amazing opportunity to participate. Other churches and musical groups will be invited.

*Submitted by Elaine Holmes, Choir Secretary*

## **INSTRUMENTAL ENSEMBLE**

The Kincardine United Church Instrumental Ensemble (KUCIE) played 6 church services, during 2017, including Christmas Eve, and Easter Sunday.

We accepted another invitation from Kincardine Baptist Church to play at one of their worship services.

We continued with a membership of 11.

Due to the church's financial constraints, we opted to not use our budgeted amount for 2017. We purchased music through donations from Kincardine Baptist Church, and an individual contribution.

We appreciate the continued support of our minister of music, David Hamilton, and we look forward to continue to share in the musical life of our church.

All who have an interest in instrumental music playing would be most welcome to join us. Our rehearsals are Tuesdays from 7 to 8 PM., from September through June.

*Don Eyre, Musical Director*

# SUNDAY SCHOOL REPORT

The Program Committee has responsibility for Sunday School to oversee the recruitment of S.S. teachers, approve curriculum material and develop standards appropriate for Christian Education. The Sunday School Ministry Team relates to the Program Committee. This team meets at least 4 times a year to schedule S.S. Teachers and discuss any programs or issues.

K.U.C. offers a S.S. program for children for approximately age three to teenagers on Sunday mornings at the same time as the worship service. The curriculum used is "One Room Sunday School" purchased from United Church Resource Distribution. This program teaches bible stories, has material for all ages groups and can be photocopied.

There are approximately 20 Sunday School age children in the congregation and attendance on any Sunday may range from 2 or 3 to 15 including visitors. During the year the children participated in dramas, intergenerational services and serving communion. The children are also active in Mission and Community services. Sunday School contributed to the growing project (Food Grains Bank) \$25.40 and to the Kincardine Area Food Bank \$29.00. Sunday School collection also bought 4 Gifts With Vision for \$68.00 – 2 gifts for "Every Kid Jam", a music program and 2 gifts for "Socks and a Meal".

The S.S. Ministry Team in 2017 included Teresa Perfrement, Krista Ritchie, Catherine Crawford, Jackie Clements, Diane Clubb.

*Submitted by Joan Gillespie*

# FINANCIAL REPORTS

## UNITED CHURCH WOMEN

Financial Statement – December 31, 2017

**Balance Forward at January 1, 2017**

**\$44.00**

### **Receipts**

Holy Week Lunch	77.80	
Presbyterial Day Lunch	380.00	
Rummage Sales – April	1097.30	
September	1376.45	
Scottish Tea	1627.55	
Pie Sale	187.00	
Festive Goodies Sale	2160.95	
Redeposit Floats	475.00	
General Meeting Offering	150.00	
Miscellaneous Donations	<u>62.00</u>	
Total	7593.25	

### **Units- Envelopes, Fees, Special Projects**

North	690.00	
Sunshine	2758.45	
Lighthouse	<u>639.00</u>	
Total	4087.45	<u>4087.45</u>
Total Receipts		11680.70

11680.70  
11724.70

### **Disbursements**

Bruce Presbyterial Dues	165.00
Anniversary Cake	80.00
Advertising	15.50
Building Fund	580.75
General Fund	2500.00
Floats	475.00
Christmas Honorariums	150.00
Maintenance Fees	30.00
Service Charge	<u>1.73</u>
Total	3925.98



**Mission and Services**

St. Paul's College	100.00		
Silver Lake Camp	200.00		
Fred Victor Centre	275.00		
Massey Centre	100.00		
United Way Bruce Grey	400.00		
Kincardine Food Bank – Good Food Box	150.00		
United Church Mission and Services	<u>6372.25</u>		
Total	7597.25	<u>7597.25</u>	
Total Disbursements		11523.23	<u>11523.23</u>
<b>True Bank Balance December 31, 2017</b>			<b>\$ 201.47</b>

# KINCARDINE UNITED CHURCH CHOIR

## Financial Report for 2017

**Bank Account Balance as of December 31, 2016** **\$ 104.20**

**REVENUE**

Choir Social Donations for 2017	\$	218.10	
Bank Interest for 2017		.09	
Deposit from Investment Account (GIC) – March 6, 2017		1,088.81	
	\$	1,307.00	
<b>Total 2017 Revenue</b>		<b>\$ 1,307.00</b>	<b>\$ 1,307.00</b>
<b>Sub-total</b>			<b>\$ 1,411.20</b>

**EXPENSES**

Gifts to Choir Director	\$	100.00	
Bank Charges		24.00	
Memorial Donation – Margaret Humphrey		50.00	
Memorial Donation – Tina Boyd		50.00	
	\$	224.00	
<b>Total 2017 Expenses</b>		<b>\$ - 224.00</b>	<b>\$ - 224.00</b>

**Bank Account Balance as of December 31, 2017** **\$ 1,187.20**

\*\*\*\*\*

**Investment Account**

Balance as of December, 2016	\$	1,073.21	
Interest accrued as of maturity (Feb. 2017)		15.60	
Principle plus interest withdrawn at maturity (Feb. 2017)		(1,088.81)	
	\$	0	
<b>Investment Account Balance as of December 31, 2017</b>		<b>\$ 0</b>	<b>\$ 0</b>

\*\*\*\*\*

**Total Choir Assets as of December 31, 2017** **\$ 1,187.20**

*Respectfully submitted*  
*Debora C. Michielson, Treasurer*  
*December 31, 2017*

# STATEMENT OF TRUST AND MANSE FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Nesbitt Burns</u>
Capital Balance January 1	\$190,457
Investment Growth for the year	10,319
Investment Income Transferred to Church General Fund	(8,857)
Proceeds from Sale of Investment	<u>(25,000)</u>
Capital Balance December 31	<u>\$166,919</u>

## Notes to the Financial Statement

- 1.) The funds are stated at market value.
  
- 2.) The funds originated from

Sale of Manse	\$115,020
MacDonald estate bequest	50,000
Wieck estate bequest	10,000
	<u>\$175,020</u>
Redeemed During the Year	25,000
Balance December 31	<u>\$150,000</u>

3.) The trust is authorized to receive special gifts and bequests to the local church and the proceeds from the sale of the church manse. The funds are used in accordance with the wishes of the donors and with regard to the manse funds in accordance with the regulations of the United Church of Canada.

## STATEMENT OF MARGIN ACCOUNT LOAN

Balance January 1	\$25,000
Repaid from Sale of Investments	<u>25,000</u>
Balance December 31	<u>0</u>

## STATEMENT OF INSURANCE COVERAGE

Building	\$4,243,600
Contents	\$175,000
Pipe Organ	\$350,000
Directors' and Officers Liability Insurance*	\$10,000,000*

*\*blanket policy covering churches, congregations, and pastoral charges of the United Church of Canada. Premium paid by United Church of Canada*

*Trustees: Ron Harris, Ron Elliott, Stuart Mowry, Jack Nancekivell and Gord Dunbar.*

# KINCARDINE UNITED CHURCH GENERAL FUND DONATIONS

*Totals by Dollar Ranges for the last two years for General Fund*

Dollar Range	2017 Donors	%	2017 Total	%	2017 Donors	%	2017 Total	%
\$0.01 - \$50	23	12.7	\$670.00	0.4	37	18.3	\$958.25	0.6
\$50.01 - \$100	14	7.7	\$1,243.15	0.8	25	12.4	\$2,131.10	1.3
\$100.01 - \$200	15	8.3	\$2,303.10	1.4	12	5.9	\$2,076.00	1.2
\$200.01 - \$300	11	6.1	\$2,975.00	1.9	14	6.9	\$3,665.00	2.2
\$300.01 - \$400	12	6.6	\$4,447.00	2.8	11	5.4	\$3,858.00	2.3
\$400.01 - \$500	12	6.6	\$5,650.23	3.5	12	5.9	\$5,669.78	3.4
\$500.01 - \$600	9	5.0	\$5,130.00	3.2	10	5.0	\$5,676.00	3.4
\$600.01 - \$700	9	5.0	\$5,914.00	3.7	5	2.5	\$3,277.00	2.0
\$700.01 - \$800	8	4.4	\$6,155.00	3.8	6	3.0	\$4,535.00	2.7
\$800.01 - \$900	8	4.4	\$6,920.00	4.3	7	3.5	\$6,020.00	3.6
\$900.01 - \$1000	11	6.1	\$10,700.00	6.7	7	3.5	\$6,791.00	4.1
\$1,000.01 - \$1500	19	10.5	\$22,968.00	14.3	26	12.9	\$31,872.00	19.1
\$1,500.01 - \$2000	12	6.6	\$20,771.31	13.0	9	4.5	\$15,255.00	9.1
\$2,000.01 - \$3000	8	4.4	\$21,426.24	13.4	10	5.0	\$24,996.00	15.0
\$3,000.01 - \$4000	7	3.9	\$24,990.00	15.6	6	3.0	\$21,700.20	13.0
\$4,000.01 - \$5000	2	1.1	\$9,050.00	5.6	3	1.5	\$13,250.00	7.9
\$5,000.01 - \$6000	0	0.0	\$0.00	0.0	1	0.5	\$5,628.00	3.4
\$8,000.01 - \$9000	1	0.6	\$9,000.00	5.6	0	0.0	\$0.00	0.0
\$9,000.01 - \$10,000	0	0.0	\$0.00	0.0	1	0.5	\$9,800.00	5.9
<b>Totals:</b>	<b>181</b>		<b>\$160,313.03</b>		<b>202</b>		<b>\$167,158.33</b>	

# KINCARDINE UNITED CHURCH

## INCOME STATEMENT TO DEC. 31, 2017 & APPROVED 2018 BUDGET

### **REVENUE FOR 2017**

General Fund	\$167,458
Celebration of Life Service	\$1,650
Memorials	\$9,100
Donations for Building Use	\$2,793
Donations for Poinsettias	\$205
Investment Interest	\$8,857
Donations to Church	
Maintenance	\$1,049
Donations for Envelopes	\$106
Pancake Supper/Fellowship Enhancement	\$474
Donation for AV Monitor	\$225
Insurance Refund	\$1,210
Payments for Observer	(\$25)
Boston Pizza	\$0
Donations for Presbytery Assessment	\$50
Donation for Office Lamps and Pictures	\$500
Wedding Revenues	\$650
HST Refund	\$2,593
Donation to Music Ministry	\$100
	\$196,995
	\$196,995

### **OTHER REVENUES DISTRIBUTED IN 2017**

GREY BRUCE CHAPLAINCY -		
FEB 26	PAID OUT	\$199
WALKER FAMILY FUND	PAID OUT	\$1,380
MISSION SUNDAY M&S	PAID OUT	\$711
RBC MINISTRIES	PAID OUT	\$45
FOOD BANK	PAID OUT	\$27
CANADA FOOD GRAINS	PAID OUT	\$119
		\$2,481
		\$2,481

### **FUNDS ALLOCATED TO SPECIAL PROJECTS**

NURSERY WINDOWS	\$1,169
MEMORIAL WALL	\$1,000
	\$2,169
	\$2,169

**HOPE MENU****GOAL**

AUTOMATIC DOOR - RAMP ENTRANCE	\$1,600	\$15,000
AUTOMATIC DOOR - OFFICE ENTRANCE	\$0	\$5,000
AUTOMATIC DOOR - FRONT ENTRANCE	\$0	\$5,000
CHOIR CHAIRS	\$1,950	\$3,450
ELECTRONIC SIGNAGE	\$2,850	\$15,000
CAPE CROKER	\$225	
HEALING THE HEARTBREAK BOOKS	\$105	
HURON SHORES HOSPICE	\$225	
DENT DAVIDSON WEEKEND	\$200	
STORAGE IN NURSERY	\$0	\$300
<b>TOTAL</b>	<b>\$7,155</b>	

	<u>2017</u> <u>BUDGET</u>	<u>2017</u> <u>ACTUAL</u>	<u>2018 BUDGET</u>
<b>MINISTRY AND PERSONNEL</b>			
<b>MINISTER - NEW**</b>			
Salary and Housing	\$33,720	\$33,719	\$68,382
Study Support Allowance	\$687	\$1,038	\$1,393
Telephone	\$360	\$600	\$1,200
Moving Expenses	\$5,000	\$3,300	\$0
Computer	\$1,000		\$0
<b>INTERN MINISTER* (4 months)</b>			
Salary and Housing			\$16,000
Study Allowance			\$470
Telephone			\$400
<b>MINISTER - ZARUBICK</b>			
Salary and Housing	\$28,941	\$28,941	\$0
Study Support Allowance	\$687	\$680	\$0
Telephone	\$360	\$360	\$0
<b>CHURCH STAFF</b>			
Minister of Music	\$22,767	\$22,767	\$23,086
Office Coordinator	\$14,502	\$16,481	\$17,000
Office Coordinator Supply	\$500	\$622	\$700
Treasurer	\$2,500	\$2,500	\$2,500
Custodian	\$11,783	\$13,447	\$11,863
Honorarium - Envelope			
Steward	\$750	\$750	\$750
<b>Payroll Expenses</b>			
Church Pension & Insurance	\$11,500	\$10,632	13,000
Canada Pension Plan	\$6,000	\$5,063	6,500
Employment Insurance	\$3,500	\$2,656	3,300
Workers Compensation	\$1,400	\$974	1,050
Travel Expense	\$1,000	\$2,672	5,000
Misc	\$150	\$90	150
	<b>\$147,107</b>	<b>\$147,292</b>	<b>\$172,744</b>

<b><u>PROGRAM COMMITTEE</u></b>	<b><u>2017 BUDGET</u></b>	<b><u>2017 ACTUAL</u></b>	<b><u>2018 BUDGET</u></b>
Worship Supplies	\$400	\$410	\$400
Music Supplies	\$250		\$300
Guest Musician Expenses	\$1,000	\$1,200	\$1,500
Nursery Supplies	\$200		\$200
Piano/Organ Maintenance	\$2,000	\$1,000	\$2,000
Band Supplies	\$100		\$100
Pulpit Supply	\$2,000	\$1,660	\$1,000
Organist Supply	\$750	\$600	\$1,000
Choir Workshop			\$5,000
Church School supplies	\$600	\$323	\$500
Lay Education Support	\$75		\$75
Library	\$100		\$100
Awards, Recognition & Carnations	\$200	\$90	\$200
Confirmation Supplies & Confirmation Bibles	\$200		\$200
Music License/Video License	\$400	\$466	\$400
New Microphone/Equipment	\$1,200	\$542	\$400
PA System	\$900		\$0
Projection System (funds from Bequest)		\$918	\$0
New Computer			\$1,200
Video Camera	\$1,500	\$291	\$0
Video Maintenance		\$373	\$500
Communications Ministry Team	\$200		\$200
DVDs and Batteries	\$200	\$97	\$200
Monitor Upgrades (kitchen, nursery, fellowship hall)			\$2,000
Software for Projection	\$500		\$500
	<b>\$12,775</b>	<b>\$7,970</b>	<b>\$17,975</b>

<b><u>MEMBERSHIP AND MISSION</u></b>	<b><u>2017 BUDGET</u></b>	<b><u>2017 ACTUAL</u></b>	<b><u>2018 BUDGET</u></b>
Social Supplies	\$350	\$350	\$280
Fellowship Enhancement	\$500	\$282	\$750
Name Tags	\$20		\$500
Youth Groups	\$300		\$150
Pancake Supper	\$325	\$258	\$300
Ministerial Benevolent	\$500	\$500	\$750
Chaplaincy Fund	\$400	\$400	\$750
Friends of the Observer	\$50	\$50	\$50
Mission Sundays	\$200	\$200	\$350
Community Service	\$500	\$1,125	\$1,000
Poinsettias	\$250	\$168	\$200
	<b>\$3,395</b>	<b>\$3,333</b>	<b>\$5,080</b>

<b><u>ADMINISTRATION</u></b>	<b><u>2017 BUDGET</u></b>	<b><u>2017 ACTUAL</u></b>	<b><u>2018 BUDGET</u></b>
Envelopes	\$300	\$181	\$200
ADP Payroll Charges	\$350	\$307	\$375
PAR Costs	\$400	\$401	\$450
Bank Charges	\$375	\$749	\$700
Loan Interest	\$1,500	\$443	\$500
Loan Payments	\$25,000	PAID IN FULL	
Church Maintenance	\$7,000	\$2,964	\$10,000
Municipal Water Charges	\$1,400	\$974	\$1,200
Insurance Church	\$7,300	\$6,462	\$7,000
Cleaning and Paper Supplies	\$400	\$601	\$500
Bag Tags	\$300	\$140	\$150
Hydro	\$30,000	\$22,508	\$30,000
Elevator Maintenance	\$2,000	\$2,068	\$2,000
Presbytery Allotment	\$8,000	\$6,428	\$6,926
Postage, Paper & Copier (including newsletter)	\$5,500	\$5,745	\$4,500
Office Furniture		\$412	\$0
Office Computer and Software	\$1,200	\$1,258	\$500
Search Committee	\$2,000	\$564	\$0
Advertising	\$200	\$82	\$100
Miscellaneous	\$500	\$242	\$300
Training		\$200	\$300
Telephone and Internet	\$2,700	\$2,571	\$2,700
	<b>\$96,425</b>	<b>\$55,300</b>	<b>\$68,401</b>

**HST PAID OUT IN 2017**

**\$6,970**

**\$259,702**

**\$220,865**

**\$264,200**

REVENUE TO DECEMBER 31, 2017

\$196,995

EXPENSES TO DECEMBER 31,  
2017

-\$220,865

**DEFICIT**

-\$23,870

**M&S CONTRIBUTIONS**

**BUDGET**

**ACTUAL**

**2018 BUDGET**

CONGREGATION

\$28,500

\$32,344

\$28,500



# RECONCILIATION OF GENERAL FUND AS AT DECEMBER 31, 2017

## GENERAL FUND BANK ACCOUNT RECONCILIATION

BANK STATEMENT AS AT DECEMBER 31, 2017	\$41,184.04
LESS OUTSTANDING CHEQUES	-\$13,750.96
LESS FUNDS ALLOCATED FOR HOPE PROJECTS	-\$7,155.00
LESS FUNDS ALLOCATED TO SPECIAL PROJECTS	<u>-\$2,169.00</u>
AVAILABLE FUNDS FOR GENERAL ACCOUNT USE AT DECEMBER 31, 2017	<u><u>\$18,109.08</u></u>

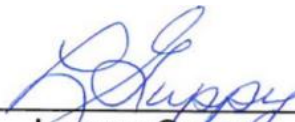
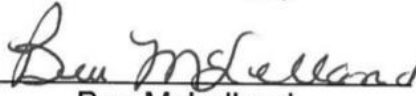

## REVIEWER'S REPORT

TO: THE COUNCIL, MEMBERS AND ADHERENTS OF KINCARDINE UNITED CHURCH

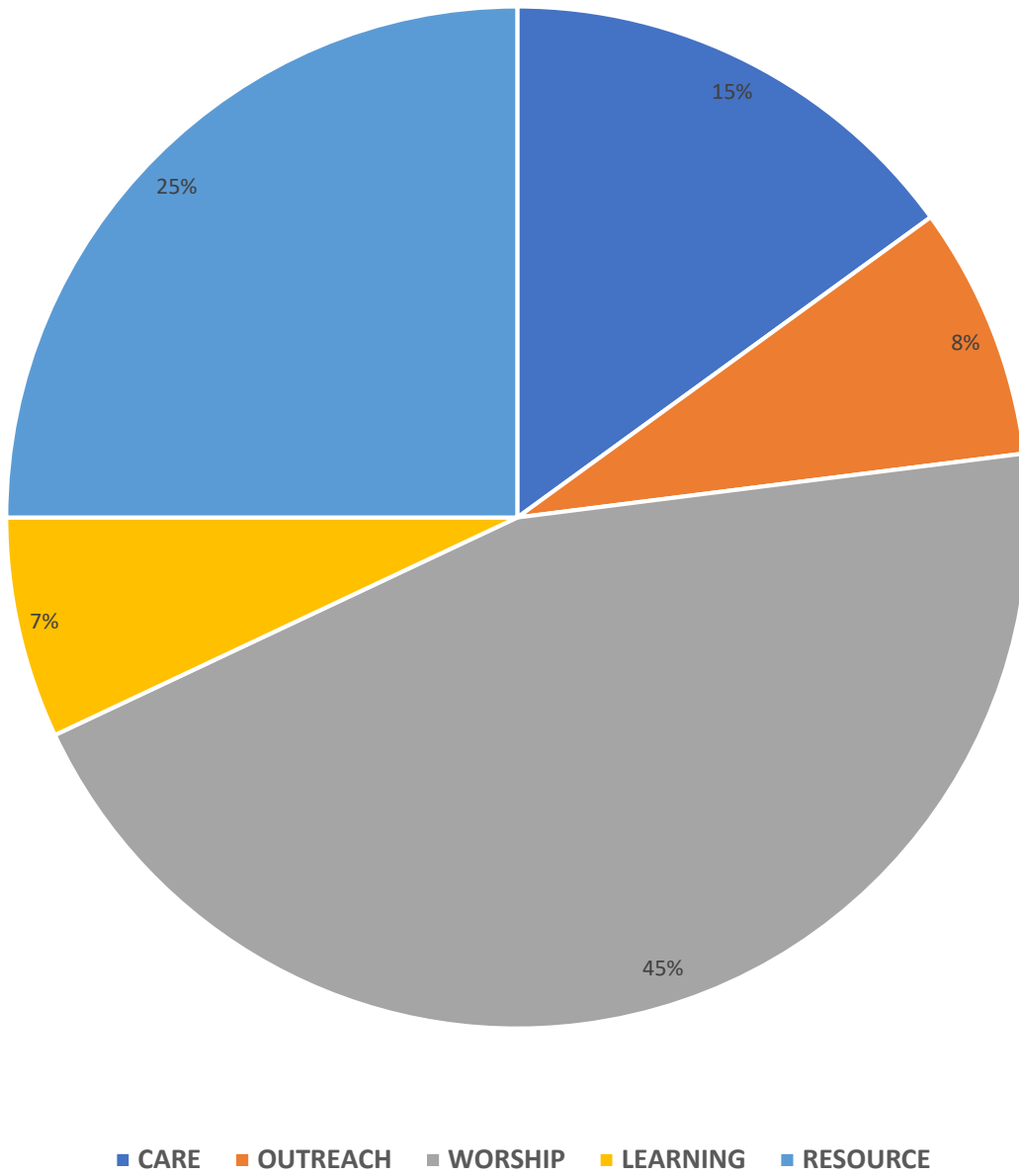
The Finance Committee absolves the reviewers from a full individual donation review. As a result, we have examined the following church books - without direct verification to members or suppliers - and found that they appear to correctly reflect the financial transactions of the Church, for the year 2017.

Church Accounts:

- General Fund (including Mission & Service Fund and Special Projects Fund)

<u>Mar 16 2018</u> DATE	<u></u> Leanne Guppy
<u>March 18 2018</u> DATE	<u></u> Bev McLelland
<u>March 18, 2018</u> DATE	<u></u> Mary Phillips

### 2017 ACTUAL EXPENSES



## 2017 FINANCIAL PARTNERSHIP WITH GOD IN MINISTRY

How your regular giving supported the life and the work of Kincardine United Church in 2017

### CARE MINISTRY

*Sharing God's compassion with people in our Church through our prayers and deeds*

Here are some ways we care together:

Home and hospital visits	Social Potlucks
Friendly Sunday morning conversations	Prayers for those in need
Nursery care during Sunday Worship	Coffee before and after Worship
UCW	Lunches after Church

**\$ 15 out of every \$100 you gave is dedicated to KUC Care Ministry**

### OUTREACH MINISTRY

*Encouraging each other to look beyond our congregation to embrace the needs of others*

Here are some ways we reach out together

Community use of our building – AA, Brighter Futures, three bands, Granny Jewellery Sale, Big Brothers Big Sisters Christmas Sale, Dory Lunch	
Ministerial Benevolent Fund	Refugee Support & Assistance
Food Bank Support	UCC Mission & Service Fund
Grey Bruce Chaplaincy Fund	Silver Lake Camp
Food Grains Bank	Huron Shores Hospice

The many volunteer organizations our members belong to.

**\$8 out of every \$100 you gave is dedicated to KUC Outreach Ministry**

### WORSHIP MINISTRY

*Celebrating God's love together with others who share our faith*

Here are some ways we worship together:

Sunday morning worship	Funeral services
Baptisms	Holy Communion
Devotions at meetings	Special Seasonal worship
Services at Trillium Court	Wedding Ceremonies
Special Music during services	

**\$45 out of every \$100 you gave is dedicated to KUC Worship Ministry**

### LEARNING MINISTRY

*Nurturing each other's spiritual growth and faith in God*

Here are some ways we grow together:

Sunday School	Faith studies	Choir rehearsals
UCW	Questers	Table Group
Holy Currencies	United Fresh Start	

**\$7 out of every \$100 you gave is dedicated to KUC Learning Ministry**

### RESOURCE MINISTRY

*Striving to use our Church, our money and our people for good*

Here are some ways we serve together:

Encouraging volunteers and staff	Financial and property oversight
Building improvements & maintenance	Organizing & encouraging ministry teams
Program & activity administration	Presbytery Assessments
Working with Bruce Presbytery	

**\$25 out of every \$100 you gave is dedicated to KUC Resource Ministry**

# **CONGREGATIONAL MEETINGS**

## **KINCARDINE UNITED CHURCH CONGREGATIONAL MEETING**

**Sunday, March 26, 2017**

The congregation of Kincardine United Church was called to meet in the sanctuary on Sunday, March 26, 2017, after the morning worship service, to review and approve the Joint Search Committee report. Approximately 70 persons were in attendance.

Marion Boyd called the meeting to order at 11:30 AM, then introduced and turned the meeting over to John Van Berlo, a Bruce Presbytery representative from the Pastoral Relations committee.

John Van Berlo opened the meeting with a brief prayer, and explained that the meeting was to receive the report of the Kincardine United Church Joint Search Committee. John said that members would be allowed to vote on the report, but not adherents, and if there were any questions with respect to membership status the historic roll was available for consultation. John then turned over the meeting to Gregg McClelland, a member of the Search Committee.

Gregg McClelland introduced the members of the Joint Search Committee: Liz Dillman (chair), Sheila Bauer, Angela Hazlewood, Charles Ludlow, Marilyn Meldrum, Teresa Perfrement, & Berndt Portz, as well as Charles Clarke & Rev. Herb Klaehn (presbytery representatives). He then read a summary of the ministry personnel candidate prepared by Liz Dillman, adding some of his own observations from the search & interview process. Gregg said the recommendation, by unanimous decision of the Search Committee, was that Rev Gord Dunbar be called as minister of Kincardine United Church, and went on to state the terms.

Moved by Gregg McClelland, seconded by Teresa Perfrement, that Kincardine United Church approves and seeks the approval of Bruce Presbytery for the call of Rev. Gord Dunbar OM as minister of Word, Sacrament & Pastoral Care with the following terms:

- Start date: July 1, 2017
- Salary and Housing: \$67,438 per annum (Category F)
- Vacation: One month per annum including 5 Sundays
- Study Leave: 3 weeks per annum including 3 Sundays
- Telephone: \$100 per month
- Continuing Education: \$1,500 per annum
- Office Assistance: 14 hours per week
- Mileage: 39¢/km.
- Moving expenses: \$4,000 upon presentation of receipts.

John Van Berlo asked if there were any questions related to the motion to accept the Search Committee's report.

Barrie Schmidt asked if there was any intent of reviving youth in the congregation. Gregg McClelland said that Gord had lots of experience dealing with youth and would be willing to take on this challenge. He said that Gord presently averages 15 visits weekly, is enthusiastic, and enjoys working with youth.

Teresa Perfrement noted that Gord Dunbar had read the Kincardine United Church JNAC report fully and had only applied for the position at Kincardine.

David Hamilton said that he was encouraged by the search committee's report and would support the motion to hire the candidate, although he was not entitled to vote.

Fran Gannet asked if there was any housing allowance, to which John Van Berlo said that housing allowance is now part of the minister's salary per United Church of Canada rules.

Dotty McClelland asked if any of Gord's family would be coming with him, to which Gregg McClelland said there was no information to share in this regard.

Mary Ann Knowles asked how old Gord was, the response being that this is not a question permitted to be asked.

Judy Zarubick asked for reconfirmation of the travel allowance, which Gregg stated as 39¢/km. John Van Berlo noted that this is the expected cost of operating a vehicle and changes from year to year.

There being no further questions raised, John Van Berlo called for a vote on the motion, with paper ballots being distributed and collected. John then left the meeting to count ballots with adherent Rad Michelson, adherent, acting as scrutineer.

While the ballots were being counted, Marion Boyd said that the recommendation of the Search Committee would be forwarded to the presbytery Pastoral Relations committee, then to the next presbytery meeting (April 18<sup>th</sup> at Kincardine). Marion noted that the ballot process was being used since experience elsewhere in Bruce Presbytery has been that some people are uncomfortable expressing a dissenting vote in a public manner (by show of hands).

John Van Berlo returned to the meeting and announced that 59 ballots were cast and the decision was unanimous in favour of the motion, declaring the motion to be carried.

Marion Boyd thanked John Van Berlo for his assistance at today's meeting. She went on to thank Judy Zarubick for being the minister during the period while the Search Committee conducted its work. Bette Tusz expressed her thanks to the leadership of the congregation, and especially to Marion Boyd, for the JNAC work which led to this outcome by the Search Committee.

Its purpose having been completed, Marion Boyd declared the meeting ended at 12:07 AM

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Signature of Chair

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Signature of Secretary

# KINCARDINE UNITED CHURCH ANNUAL CONGREGATIONAL MEETING SUNDAY, APRIL 23, 2017

The Congregation of Kincardine United Church was called to meet in Fellowship Hall on Sunday, April 23, 2017, following the morning worship service and a luncheon. Approximately 42 persons were in attendance.

**1. Call to Order and Constitution of the Meeting** (Marion Boyd)

Marion Boyd called the meeting to order at 12:08 PM and declared it a duly constituted meeting of the Kincardine United Church congregation.

**2. Opening Prayer** (Judy Zarubick)

Judy Zarubick gave thanks for the blessings of the day, and for those gathered together to do the work of the church during the proceedings of the meeting.

**3. Behavioural Covenant** (All)

Those present read the Kincardine United Behavioural Covenant together.

**4. Enabling Motions**

**Moved by:** Liz Dillman

**Seconded by:** Berndt Portz

- a) That all adherents be made Corresponding Members with privileges to vote.
- b) That Marion Boyd chair the 2016 Annual meeting.
- c) That Rod Coates act as recording secretary for the 2016 Annual Meeting
- d) That the meeting Agenda be accepted as printed.
- e) That the Congregational Meeting minutes of February 21, June 12, and December 11, 2016 be approved as printed.

**CARRIED**

**5. Business Arising from the Minutes** (Marion Boyd)

Marion Boyd said there was very little business arising from the previous minutes, other than changes to our organizational handbook structure. She said that we are in the middle of this work, which will bring us up to date with respect to aligning the handbook with our current structure.

**6. In Memoriam** (Judy Zarubick)

Judy Zarubick said that we remember those for whom death has meant that they have returned to God and are now held in God's hand. She then read the names of those recorded in the In Memoriam list in the 2016 Annual Report.

**7. 2016 Financial Report and Revised Budget for 2017** (Donna Mowry)

Donna Mowry said that the 2017 budget had been approved at the December 11<sup>th</sup> meeting, but since that meeting there have been two new items added. Referencing the Administration budget (page 25 of the annual report), she noted that line items 5 & 6 have been added for the \$25,000 line of credit loan and interest payments as the monies borrowed in 2016 have not been repaid, so it was felt this needed to be added and highlighted in the budget.

**Moved by:** Donna Mowry

**Seconded by:** Liz Dillman

That the 2017 budget be approved as amended.

**CARRIED**

Marion Boyd declared that the revised budget for 2017 had been accepted.

Donna Mowry went on to say that after removing the interest and outstanding loan, the 2017 Administration budget is similar to 2016, and excluding the loan puts the total budget at about \$237,000, which is less than the 2016 budget.

Donna said that in 2016 salaries were about 67% of the budget, and operating expenses (heating, insurance, etc.) accounted for about 25%, leaving little discretionary spending. The budget has remained about the same for the past several years. Donna noted that the new minister's budget includes \$5,000 for moving expenses as well as expenses for a new computer (if required).

Donna said the Programme budget is very much like 2016, but there had been additional unexpected expenses for the organ which made it higher, and the M&M budget is also similar to the previous year.

Quoting from December 11<sup>th</sup> meeting minutes, Donna noted that it was hoped that monthly donations would be \$17,000, but with monthly givings for 2016 averaging \$12,000-\$13,000 this resulted in a deficit of \$20,432. Donna said we need to find a way to supplement this shortfall, and a fundraising team is being organized to come up with projects which might address the shortfall.

**Moved by:** Donna Mowry

**Seconded by:** Berndt Portz

That the 2016 financial report be accepted as printed.

Mary Phillips asked about the funding source for the sanctuary projection system, to which Donna said the funding arose from a bequest which had gone into the General Fund with the balance of the bequest remaining as yet unallocated.

**CARRIED** (1 opposed)

**8. 2017 Mission Budget**

Shirley Marie Harris noted that the 2007 M&S target had already been approved at the December 11<sup>th</sup> congregational meeting.

**9. 2016 Written Annual Reports**

Marion Boyd asked for comments on the remaining written reports. Referencing her own Council report, she expressed thanks to the Council members who had assisted and supported her work during the past year.

**Moved by:** Marion Boyd

**Seconded by:** Mary Phillips

That the written reports be approved as printed.

**CARRIED**

**10. Nominations (Presentation & Elections)**

Marion Boyd asked Judy Zarubick to lead us through the nominations process.

**a) These Committee members’ terms have expired:**

Liz Dillman, Jean Johnson, Ursula Portz, Krista Ritchie, Jackie Clements, Jim Zarubick, Rad Michielson, Barry Schmidt.

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

Joanne Dallman, Bette Tusz, Neil Wasylcia, Mary Phillips (as reviewer only)

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

Presbytery Reps – Marion Boyd, Rod Coates, Liz Dillman, Emily Perry

Reviewers – Mary Phillips, Pat Porter

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

**Administration:**

Resource People: Judy Zarubick, Liz Dillman

Members:	End of Term	Electoral Status
Rod Coates	2018	Continuing
Ralph Knowles	2018	Continuing
Gregg McClelland	2018	Continuing
Dotty McClelland	2018	Continuing
Donna Mowry	2017	Continuing
Jack Nancekivell	2018	Continuing
Ron Smith	2017	Continuing
Gerry Stephens	2018	Continuing

**Membership and Mission:**

Resource People: Judy Zarubick

Members:	End of Term	Electoral Status
Liz Dillman	2018	<u>Seeking election</u>
Jean Johnson	2016	<u>Seeking re-election</u>
Berndt Portz	2018	Continuing
Ursula Portz	2016	<u>Seeking re-election</u>
Melinda Smegal	2017	Continuing
Krista Ritchie	2016	<u>Seeking re-election</u>
Vacancy (1)		Seeking nominations



**Programme:**

Resource Persons: Judy Zarubick, David Hamilton

Members:	End of Term	Electoral Status
Sheila Bauer	2017	Continuing
Jackie Clements	2018	Continuing
Joan Gillespie	2017	Continuing
Teresa Perfrement	2017	Continuing
Jim Zarubick	2016	<u>Seeking re-election</u>
Vacancy (2)		<u>Seeking nominations</u>

**Ministry and Personnel:**

Members:	End of Term	Electoral Status
Rad Michielson	2016	<u>Seeking re-election</u>
David Mullenix	2018	Continuing
Mary Phillips	2018	Continuing
Vacancy (2)		<u>Seeking nominations</u>

**Trustees**

Members:	End of Term	Electoral Status
Ron Elliott	2018	Continuing
Ron Harris	2017	Continuing
Stu Mowry	2017	Continuing
Jack Nancekivell	2020	Continuing
Barry Schmidt	2016	<u>Seeking re-election</u>

**e) Nominations from the Floor**

Judy Zarubick said that nominations could be made for any committee position from the floor. Berndt Portz nominated Charles Ludlow for the Membership & Mission Committee. Stu Mowry volunteered to be a member of the Ministry and Personnel committee. Judy Zarubick asked three times for names to stand for these nominations.

**f) Motion to Close Nominations from the Floor****Moved by:** Liz Dillman**Seconded by:** Gregg McClelland

That nominations from floor be closed.

**CARRIED****g) Election of nominees presented in the report and from the floor****Moved by:** Mary Phillips**Seconded by:** Donna Mowry

That the nominations presented in the annual report and from the floor be approved.

**CARRIED**

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

Presbytery Reps: Rod Coates, Marion Boyd, Liz Dillman, Emily Perry. Seeking re-election

Reviewers: Pat Porter Seeking re-election  
Vacancy (1) Seeking nominations

Marion Boyd said that Emily Perry had stated she would be willing to step down as Kincardine United Church presbytery representative and become a member at large if anyone wished to be a new presbytery rep from Kincardine.

**Moved by:** Shirley Marie Harris

**Seconded by:** Mary Ann Knowles

That the presbytery appointments for the year 2017 be approved as presented.

Judy Zarubick noted that there was a requirement to have an additional reviewer since Mary Phillips had decided to step down from this position, and asked for volunteers to replace Mary. No new volunteers came forward.

**Moved by:** Marilyn Meldrum

**Seconded by:** Dotty McClelland

That Pat Porter be appointed as Reviewer.

**CARRIED**

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

**Moved by:** Carol Brouse

**Seconded by:** Jessie Clark

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

**CARRIED**

**11. Other Business**

**a) Report from Bruce Presbytery (Rod Coates)**

Rod Coates provide some highlights of Bruce Presbytery items, including the following:

1. The M&S donations provided by Kincardine United Church during the past two years are more than any other pastoral charge in Bruce Presbytery, and represent approximately 10% of all M&S givings in the presbytery.
2. Working with Bruce presbytery is both a great joy and a learning experience with respect to how other communities of faith are dealing with issues. Kincardine United is blessed – about 1/3 of presbytery pastoral charges (28 in total) are in Search or Joint Needs Assessment Committee (JNAC) processes. Kincardine was very fortunate to have good presbytery support for both our JNAC and search processes.
3. Three presbytery representatives – Emily Perry, Marion Boyd & Rod – serve on the presbytery executive.
4. For the past year a large portion of presbytery's agenda has been consumed by debate on remits. Bruce Presbytery has now completed 7 of 8 remits, with all those requiring presbytery response (3 in total) completed by the February 17<sup>th</sup> deadline, and these have all been approved by a wide majority of the 88 presbyteries. In July we will learn whether or not Remit

- 1, the 3-Council model, has been approved and then we will begin the work of transition to the new structure, which does not include presbyteries.
5. Bruce Presbytery will be the host for the annual Hamilton Conference annual meeting at the Unifor Centre in Port Elgin the last weekend in May. Our new minister, Gord Dunbar, will be chairing the meeting and relinquishing his role to a new Conference President. In consideration of the Annual Meeting, and the two learning day workshops sponsored by presbytery last fall, there will be no Learning Day workshop this spring as in other years.

**b) Bruce Presbytery Day of Action (Marion Boyd)**

Marion Boyd said that due to the ministerial support situation, Bruce Presbytery has agreed to a day of action to address this. She mentioned that Bruce United Co-op will come to an end in June 2017, which will create three new JNAC's. She said that as presbyteries do the work of attracting and supporting ministers, if they come to an end then this process will become that much more difficult.

At last week's presbytery meeting, presbytery agreed to a tentative May 9<sup>th</sup> meeting date at Clifford to deal with the growing problem of not being able to fill our ministry positions. Marion noted that at Kincardine United we have gone from two full time minister positions (in the recent past) down to one full time minister. Presbytery is looking for a facilitator to help with the meeting, and all congregations are invited to send representatives.

Shirley Marie Harris commented that she had served on presbytery in other areas, and wanted to commend and thank the reps we have at Kincardine United. She went on to say that Mary Phillips is taking over her role as Mission Enthusiast.

Marion Boyd noted that Rod Coates would be assuming the roll of Bruce Presbytery chair this year, effective June 2017.

**12. Recommendation for the Date, Place & Format for 2017 Annual Meeting and Budget Presentation**

Marion Boyd asked for a response regarding the format for 2017 annual meeting, with the consensus being that the format for the 2016 annual meeting worked well for us.

**Moved by:** Stu Mowry

**Seconded by:** Mary Phillips

That the 2018 budget meeting be held on December 10, 2017

**Moved by:** Elaine Holmes

**Seconded by:** Carol Brouse

That the 2018 annual meeting be held on April 15, 2018 in Fellowship Hall following the worship service and lunch.

**CARRIED**

**13. Adjournment And Prayers**

There being no further business to discuss, Marion Boyd declared the meeting closed at 1 PM.

Judy Zarubick closed the meeting with a prayer.

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Signature of Chair

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Signature of Secretary

## **2018 BUDGET CONGREGATIONAL MEETING** **SUNDAY, DECEMBER 17, 2017**

The congregation of Kincardine United Church was called to meet in the sanctuary on Sunday, December 17, 2017, following the morning worship service, to approve the 2018 budget. Approximately 60 persons were in attendance.

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

Marion Boyd called the meeting to order at 11:35 AM, stating that notice of the meeting had been duly given for the sole purpose of reviewing and approving the 2017 budget.

### **15. Opening Prayer**

Gord Dunbar opened the meeting with a prayer.

### **16. Behavioural Covenant**

Those present read the Kincardine United Church Behavioural Covenant.

### **17. Enabling Motions**

Charles Clark presented the enabling motions.

**Moved by:** Charles Clark

**Seconded by:** Bernd Portz

- f) That all adherents be made Corresponding Members with privileges to vote.
- g) That Marion Boyd chair the 2018 budget meeting.
- h) That Rod Coates act as recording secretary for the 2018 budget meeting
- i) That the meeting Agenda be accepted as printed.

**CARRIED**

### **18. 2017 Financial Report and Budget for 2018**

Donna Mowry referenced the last page of the proposed 2018 budget, which showed the total budget of \$259,701 for 2017 compared with \$264,200 for 2018. She said that the \$4,498 increase over last year represented a 1.7% increase, which is just about the cost of living for 2017.

Donna said that the total budget for Administration was just over \$96,000 in 2017, and is now just over \$68,000 for 2018. She said that the decrease was mainly due to elimination of the \$25,000 line of credit loan (with Nesbitt Burns), which does not exist in 2018. The Search Committee \$2,000 budget is also not required in 2018.

Continuing with other budget highlights, Donna noted that the 2018 M&P budget is \$4500 more than last year and that other committee increases are offset by the Administration budget reduction. Referring to the first page summary, Donna stated that:

- Staff salaries are 65% of the budget
- Administration is 26% of the budget, representing operating expenses of the church.
- 91% of the budget is the cost of running the church (salaries and operating expenses)
- The narrative budget, created by Liz Dillman, lists categories of Care, Outreach, Worship, Learning, and Resource.

- Under the M&P budget, the minister's salary in 2017 was \$33,720 but in 2018 is \$68,382 since it represents a full year's salary.

**Moved by:** Donna Mowry

**Seconded by:** Liz Dillman

That the 2018 budget be approved as presented.

**CARRIED**

Marion Boyd noted that it is important to consider this budget seriously since it reflects our church's work and mission in the community. Marion requested that Gord Dunbar and David Hamilton, the staff members present, excuse themselves at this point of the meeting so that any salary questions could be addressed.

Barry Schmidt stated that he felt one item was missing, which was budgeted revenue. Barry said that revenue as of the end of November was \$172,000, and that by adding normal December extra donations it extrapolated to a year-end figure of \$198,000; this revenue pattern, if continued into 2018, would result in a deficit projection of \$68,000. Barry said that continuing deficits are a serious problem. He said that we sold investments to offset the deficit in 2017, and if this is a continuing trend the investments will be significantly depleted. He recommended that we remove the items of Choir Workshop and Intern Minister to reduce our costs for 2018.

**Moved by:** Barrie Schmidt

**Seconded by:** Joan Gillespie

That we remove the Choir Workshop and Intern Minister items from the 2018 budget.

**DEFEATED**

Donna Mowry said that the stewardship campaign would increase revenue for 2018 and hopefully address some of the revenue shortfall. Rod Coates noted that PAR (Pre-Authorized Remittance) changes resulting from the stewardship campaign to date have resulted in a projected General Fund increase of \$5,000 for 2018.

Randy Norris noted that people underspent "remarkably" in 2017, so there is some offset of the deficit due to the reduced committee spending.

Bernd Portz asked why the 2018 mileage rate has increased to \$5,000. Marion Boyd said that Don Harry never submitted mileage claims and Gord Dunbar's contract includes compensation for mileage. Donna Mowry said that Gord is already conducting additional pastoral visiting, including hospital visits to London and Guelph.

Randy Norris noted that a large component of the payroll expenses were mandatory payroll deductions.

Rad Michielson & Dotty McClelland both noted that offsetting revenue and costs were to be expected from choir registration for the September choir workshop. Rad Michielson explained some of the benefits of the choir workshop and how it added to the choir's ability to express itself.

Liz Dillman said that there would be offsetting revenue for a grant for the intern minister. Marion Body noted that the 2016 JNAC approved the inclusion of an intern minister, and that – if an intern minister were available - the cost would be an 8-month commitment over 2018 and 2019.

Donna Mowry asked Mary Phillips to comment on the staff salaries. Mary Phillips summarized the information as follows:

- 1.4% increase for the Minister of Word & Sacrament based on national UCC guidelines
- 1.4% for the minister of music based on RCCO (Royal College of Church Organist) guidelines
- Office coordinator & custodian salaries based on the Grey-Bruce living wage for 2017, which increased significantly. It would have resulted in 9% increase, so M&P recommended 4.5% this year and will recommend a 4.5% increase again next year.

Ron Harris said that we need to think about the future. He said that we cashed in a \$25,000 investment to pay off our line of credit loan. He said that if this trend continues for 5 years there will be no investments left. Ron said that we will shortly need a new roof, and hopefully this money will come from somewhere, but we need to think about that.

Marion Boyd thanked Ron for his comments, noting that we are in a similar situation to other churches in the presbytery. She said that Council requested Bruce Presbytery to release the manse funds for this purpose, and that Council is thinking that we need to have a capital fund in addition to the operating fund. She said that Barrie & Ron are only identifying what our financial situation is. Stu Mowry said he shared Barrie & Ron's concerns, as a trustee, and that we need to have money in place in the General Fund and make sure that we provide a focus for this, recognizing that we have donations for wish list items but also need to face reality.

Charles Clark said that he had participated in needs and search committees of Kincardine United, although he is not yet a member. He said he was concerned about a church that is afraid to move ahead, that money is there and he expects that there will be new people attending as a result of the new minister. Charles said we should enter into prayer more often and enter into the hope that we will move ahead.

Randy Norris said that it's a matter of "bums on seats", and related a conversation he had about signage as a way to attract more people into the church. He said there are more important things to worry about first – i.e., keeping the rain out with a new roof.

Marion Boyd said that the trustees who spoke are exercising their fiduciary responsibility by identifying financial concerns. She went on to say that Council believes that there is a new vitality in the congregation, that fixing the roof should be considered as an investment, and that no decision has been made to address this funding.

Following the approval of the budget, Marion Boyd requested that Gord Dunbar and David Hamilton, be invited to return to the meeting.

#### **19. 2018 Mission & Service Target**

Mary Phillips presented the M&S target for 2018.

**Moved by:** Mary Phillips

**Seconded by:** Krista Ritchie

That the 2018 M&S objective be \$28,500.

**CARRIED**

#### **20. Recommendation for the Date, Place & Format for 2017 Annual Meeting**

Marion Boyd said the 2017 Annual Meeting was set for April 15<sup>th</sup>, 2018, but we have a new minister with a vacation on that date. Marion said that we wish to move the meeting by one week to April 22<sup>nd</sup>.

**Moved by** Donna Mowry

**Seconded by** Rad Michielson

That the annual meeting be held April 22<sup>nd</sup>, 2018.

**CARRIED**

**21. Other Business**

No other business was raised.

**22. Adjournment and Prayers**

There being no further business, Marion Boyd declared the meeting closed at 12:30 PM. Gord Dunbar closed the meeting with prayer.

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Signature of Chair

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Signature of Secretary