

# Edith Rankin Memorial United Church



## 2016 Annual Report

4080 Bath Road, Kingston, ON K7M 4Y7  
613.389.2530 [www.ermuc.ca](http://www.ermuc.ca) [churchoffice@ermuc.ca](mailto:churchoffice@ermuc.ca)

# Edith Rankin Memorial United Church

## 2016 Annual Report

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## **STAFF DIRECTORY 2016**

Ministerial Team	Rev. Dr. Wayne Soble Rev. Dr. Jean Stairs Beth Elford (Jan-Jul 2016)
Ministers in Voluntary Association	Rev. George Lavery Rev. Earl Taft Rev. Dr. Neil Elford
Music Director	Laurence Rowbotham
Office Administrator	Tanya Bax
Caretaker	Barry Van Hooser

*(In view of the possibility of human error, neither Edith Rankin Memorial United Church nor any other party who has been involved in the preparation or publication of this work warrants that the information contained herein is in every respect accurate or complete, and they are not responsible for any errors or omissions or for the results obtained from the use of such information. Readers are encouraged to confirm the information contained herein with other sources.)*

**EDITH RANKIN MEMORIAL UNITED CHURCH  
ANNUAL CONGREGATIONAL MEETING**

**AGENDA  
FEBRUARY 19, 2017**

1. Call to Order/Welcome
2. Invocation and Commemoration
3. Approval of the Agenda
4. Approval of the Minutes of the Annual Congregational Meeting – February 21, 2016
5. Business Arising from the ACM February 21, 2016 Minutes
6. Approval of the Minutes of the Congregational Meeting on May 29, 2016
7. Business Arising from the Congregational Meeting of May 29, 2016 Minutes
8. Approval of the Minutes of the Congregational Meeting on November 27, 2016
9. Business Arising from the Congregational Meeting November 27, 2016 Minutes
10. Treasurer's Report for 2016
11. Approval of the Nominating Committee's Report
12. Introduction of Council Members, etc.
13. Acceptance of the 2016 Annual Report to the Congregation
14. Points from the Floor/Appreciations
15. Benediction
16. Adjournment

# **Minutes of the 2016 Annual Congregational Meeting**

## **Of**

### **Edith Rankin Memorial United Church**

**Sunday, February 21, 2016**

#### **Call to Order**

Following a light luncheon coordinated by the Catering Team, the Chair of the Congregation, Christopher Sproule thanked the catering team for providing lunch and congratulated them on the occasion of their 20<sup>th</sup> anniversary. Christopher announced that over the past twenty years, the catering team has realized a profit of \$163,500. Christopher read out a valentine thank you that was received from Music Mates thanking us for our support. Christopher declaring a quorum, called the meeting to order at 11:50 a.m.

In attendance according to the signed sheets: Wayne Soble, Jean Stairs, Edie Raymond, Audrey and Bill Creighton, Betty Jeanne Kippen, Barb and Wally Parks, Lorna Thorne, Lois Butler, Jim Leary, Bob and Jan Rubino, Gil Ryan, Tom and Rhonda Kerr, Frank and Wanda Burke, Karl Butler, Paul Ireland, Glenn Owen, Les and Beth Burgess, Beth and Neil Elford, Sandra and Gordon Sinclair, Sue and David Ariss, Al Pickering, Alan and Lorraine Fyke, George and Mary Lavery, Julie and Seng Lam, Susan Bertrand, Kathleen Bertrand, Fran Day, Fred Peterson, Bill and Gladys Minish, Doreen Boyd, Edna Leadbeater Lane, Don Lane, Jim McAllister, Isabelle Tompkins, Agnes Glenn, Beverly Gellatly, Anne and David Sinclair, Don Douglas, Gord and Barb Bell, Gordon and Joan Bales, Eleanor and Gordon Sinclair, Don Mallory, Nick Gazendam, Jim Crozier, Brenda and John Moyer, Paul Carl, Garry and Barb O'Neill, Laurence and Beverley Rowbotham, Hilda Doran, Shirley Brown, Mary Lou Wienhardt, Bonnie Peacock, Mel and Bonnie Hazell, Eric Lawson, Pat and Dick Bowman, Tony and Margaret Baker, Betty and Ivan Campbell, Dave and Marlene Metzler, Eleanor Dickey, Gerald and Annie Dickson, Marlene and Brian McCracken, Wanda Mahoney, John Warren, Eric VanDalen, Elly Warren, Cal and Laurel Connor, Jan and Pat Galasso, Sheila Billings, Joan Martin, Sharon Van Nest, Barb and Earl Taft, Marg Pickering, Doug and Diane Huddle, Elizabeth Amirault.

#### **Invocation and Commemoration**

Beth Elford led us in prayer and commemorated those adherents and members who died in 2015.

\*Delbert Edward Billings

\*Morley P.E. Slack

\*Gweneth Mary Forkes

Mary Clark

\*Deborah Anne Lloyd

Jeanne Maria Ludovica  
Ferguson

\*Neil Elsworth Howie

Robert Matthew Steacy

Mary L. Fleming

Beverley Anne Stevens

\*Keitha Elizabeth Park

\*Mildred Laura Cunniam

\*Ivan Ross Caswell

\*Marion Delve

\*Elizabeth Joyce Douglas

\*Harry Peter Stephens

### **Method of Voting/Extending the Vote to Adherents**

Christopher stated that adherents may vote as well as full members if there were no objections from members.. Voting will be by show of hands. As there were no objections, the vote was extended to any Adherents in attendance and by a show of hands.

### **Approval of the Agenda**

**Motion:** With no additions to the agenda, it was moved by John Moyer, seconded by Mel Hazell to accept the agenda as printed. **CARRIED**

### **Interim Congregational Secretary**

Rhonda has been asked to be the Secretary for today's meeting. With no objections Rhonda was thanked for recording the Minutes of today's meeting.

### **Approval of the Minutes of the Congregational Meeting on 28 October, 2015**

**Motion:** Moved by Bill Creighton, seconded by, Gordon Sinclair to approve the minutes of the Congregation meeting on 28 October. **CARRIED**

**Business Arising From these Minutes** - None

### **Approval of Minutes of the Congregational Meeting on 16 November 2015**

**Motion:** Moved by Paul Carl, seconded by Bonnie Hazell to approve the minutes of the Congregational meeting on 16 November. **CARRIED**

**Business Arising from these Minutes** - None

### **Treasurer's Report for 2015**

John Moyer, treasurer for 2015, reported that Edith Rankin ended the year with a deficit of \$24,700. The Church Board authorized Secker, Ross and Perry Chartered Accountants to audit our financials and an Auditor's report will be available in May. Cash flow is a challenge.

### **Approval of the Nominating committee's Report**

Peter thanked Brenda Moyer for her work in recruiting and preparing the report. Peter also thanked all those who have completed their terms on a Church Council Committee. It was announced that the Debenture program is starting and to please contact Peter for any further information.

**Motion:** Moved by Peter Merkley, seconded by Brenda Moyer to accept the following report of the nominating committee with the following changes:

Worship Co Chairs – Barb O'Neill and Lorna Thorne

Trustees – Gordon E Sinclair resigned. **CARRIED**

**REPORT OF THE NOMINATING COMMITTEE  
TO THE CONGREGATION**  
(February 2016)

The following are presented as members of the Council of Guiding Elders, Standing Committees and Board of Trustees for 2016. To assist Council with the planning for a new governance structure, which will be voted on in November 2016, current Committee members have been asked to hold their present positions until that time. Unless they have requested removal, the slate of participants is as follows:

Notes:

1. An asterisk (\*) indicates persons nominated for election to a first term or re-election to a further term in the same position.
2. Years in brackets indicate the consecutive years of service beginning and ending in February of the years shown and single numbers indicate the number of consecutive years served in the role or on a particular committee as of February 2016.
3. Non-elected positions include Faith in Action (FIA) members appointed by the Standing Committee to which they relate and members representing and appointed by various groups.

Officers of the Council of Guiding Elders

Chair	Gordon W. Sinclair	(2014-16) (2)
Vice chair		
Past Chair	Peter Merkley	(2014-16) (2)
Secretary	Ken Williams	(2015-17) (1)
Treasurer	John Moyer	(2015-17) (1)
Membership Steward	Brenda Moyer	(2007-16) (9)

Members of Council of Guiding Elders (Church Council)

Chair, Admin, Stewardship, & Res	Gordon Bell	(2014-16) (2)
Chair, Congregational Life	Janet Dubblestein	(2014-16) (2)
Chair, Ministry and Personnel	Margaret Merkley	(2015-17) (1)
Chair, Worship		
Chair, Faith Formation & Development	Elizabeth Amirault	(Interim Chair)
Chair, Media and Communications	Paul Carl	(2015-17) (1)
Chair, Mission and Outreach	Agnes Glenn	(2014-16) (2)
Chair, Nominating	Peter Merkley	(2014-16) (2)
Chair, Property		
Presbytery Representative	Elizabeth Amirault	(2013-17) (3)
Trustees (Deputy Chair)		
UCW (President)	Janice Rubino	(2)
Ministry Personnel	Rev. Dr. Wayne Soble	
	Rev. Dr. Jean Stairs	

STANDING COMMITTEES

Administration Stewardship & Resources (AS&R)

Gordon Bell, Chair			
Tony Baker	(2015-17) (1)	Fran Day	(n/a -16)
Gerald Dickson	(2013-17) (3)	Don Mallory	(2013-17) (3)
John Moyer	Treasurer	Gil Ryan	FIA

Congregational Life (CL)

Janet Dubblestein, Chair	
Barbara Bell	(2015-17) (1)
Brenda Moyer	Membership Steward
Beverley Ryan	FIA
Rhonda Kerr	FIA (head of Catering Team)

Faith Formation and Development (FFD)

Elizabeth Amirault, Interim Chair			
Stephen Delve	(2015-17) (1)	Anne Dickson	(2013-17) (3)
Margaret Henderson	(2013-17) (3)	Colleen Korderas	(2013-17) (3)
Jan Watkins	FIA	Florence Niven	FIA
Cindy Pettis	Kids Alive Coordinator		

Media and Communications (M&C)

Paul Carl, Chair			
Kathy Baer	(2014-16) (2)	Mel Hazell	(2013-17) (3)
Glenn Owen	(2013-17) (3)	Craig Pettis	(2013-17) (3)
Patti Speck	(2012-16) (4)	Shaun Martin	FIA
Paul Van Nest	Web Master	John Moyer	FIA
Al Pickering	FIA		

Ministry and Personnel (M&P)

Margaret Merkley, Chair			
Susan Ariss	(2015-17) (1)	Sheila Billings	(2010-16) (6)
Gayle Owen	(2015-17) (1)	Eric Lawson *	

Mission and Outreach (M&O)

Agnes Glenn, Chair			
Margaret Baker	(2014-16) (2)	Pat Bowman	(2014-16) (2)
Ina Ray Burke	(2014-16) (2)	Janice Rubino	(2010-16) (6)
Marilyn Rodger	(2011-17) (5)	Dick Bowman	FIA
Nancy Sproule	(2014-16) (2)	Lois Butler	FIA

Nominating

Peter Merkley, Chair  
Lois Butler (2014-16) (2)  
Brenda Moyer Membership Steward

Property

\_\_\_\_\_, Chair  
Henry Green (2013-17) (3)      Dean Lain (2011-17) (5)  
Jim Long (2013-17) (3)      Garry O'Neill (2013-17) (3)  
Bill Spencer (2015-17) (1)      David Metzler FIA  
Alan Fyke FIA      Gordon Bell AS&R Rep

Worship

\_\_\_\_\_, Chair  
Elizabeth Amirault (2014-16) (2)      Nancy Barber (2012-16) (4)  
Beverley Bell-Rowbotham (2015-17) (1)      Barb O'Neill (2013-17) (3)  
Al Pickering (2014-16) (2)      Eric VanDalen (2014-16) (2)  
Lorna Thorne (2014-16) (2)      Florence Niven FIA  
Laurence Rowbotham Music Director      Patti Speck FIA

Board of Trustees

Rev. Dr. Wayne Soble, Chair      Cameron McEachern (2013-18) (3)  
\_\_\_\_\_, Deputy Chair      Gordon E. Sinclair (2013-18) (3)  
Jim Crozier (2012-17) (4)      Doug Huddle \*  
Don Lane (2013-18) (3)      Jim Leary \*  
Tysie Mitchell (2013-18) (3)

Lay Representatives to Presbytery

Elizabeth Amirault (2013-17) (3)      Gail Hanley (2012-16) (4)  
Diane Huddle (2007-17) (9)      Marilyn Rodger (2013-17) (3)

2. On behalf of Church Council and the Congregation, the Nominating Committee recognizes, with thanks, the contributions of the following persons:

- a) who have completed their term(s) of service as Guiding Elders:
  - Andrew Robb      Worship
  
- b) who have completed their term(s) of service as members of the Standing Committees:
  - Dick Bowman      M&P
  - Karl Butler      Trustee
  - Mary Catherine Robb      M&O
  - Betty Jeanne Kippen      Nominating
  - Hugh Walker      Trustee
  - Diane Huddle      Nominating

c) who have resigned from their position:			
Millie Hill	Chair, FFD	Paul Van Nest	CL
Kim Mitchell	FFD	Sharon Van Nest	CL
Mary Leach	Worship	Meg Skinner	FFD

3. The Nominating Committee recommends that we retain the following as Ministers in Voluntary Association with our congregation:

Rev. Earl Taft  
 Rev. George Lavery  
 Rev. Dr. Neil Elford

4. The following are nominated as Officers of the Congregation:

Christopher Sproule \* Chair  
 Rhonda Kerr \* Secretary

5. The Nominating Committee recommends that the Church Council be granted the power to elect persons to fill positions up to November 2016.

**CARRIED**

**Acceptance of the 2015 Annual Report to the Congregation**

**Motion:** Moved by Gord Bell, seconded by Don Mallory to accept the report as amended by the trustee addendum and by the addendum of the music report, thanking Edna Leadbeater Lane and Don Lane for the donation of the baby grand piano. **CARRIED**

Christopher expressed appreciation for all the lay people involved in carrying out the work of the congregation.

**Election of the 2016 Chair and Secretary of the Congregation**

**Motion:** Moved by John Moyer, seconded by Mel Hazell, that Christopher Sproule serve as Chair of the Congregation and Rhonda Kerr serve as Secretary of the Congregation for 2016. **CARRIED**

**ERMUC Renovation project update.**

Gordon Sinclair announced that the project is moving along well although with a couple of set backs. Ribbon cutting will be held in September. Gordon encouraged the congregation to participate in either donations or debentures.

Paul Ireland reported that most of the foundation work is done, concrete has been poured. We can now see where the elevator is going. Next stage is back-filling with steel arriving on Feb. 29. We will start to see some real progress. All electrical and plumbing has been done in the interior of Upper Clark Hall and they are in the

process of dry walling. Paul and David Ariss will lead a tour to those interested following the meeting. Additional tours will be held during construction milestones.

### **Briefing on Proposed Governance Model For ERMUC**

Wayne gave a brief report on the structure of the proposed new Governance model for Edith Rankin Memorial. Council is hoping to have it finalized and brought to the congregation for a vote in November.

### **Points; from the Floor/Appreciations**

Gordon Sinclair read the following in appreciation to our church staff and volunteers:

Our Annual Congregational Meeting provides an excellent opportunity to us all to acknowledge and thank those among us, without whose good work, time and considerable talent we would be in serious trouble as a place of worship.

I have spoken many times about the quality of leadership from which we benefit, week-in, week-out.

Wayne Soble and Jean Stairs provide exemplary leadership. They each bring to the task of ministry unique skills, and have found an approach that complements the other's abilities in a way that allows all bases to be covered, all needs to be met. Beth Elford is an important ingredient in the ministerial mix with a focus on spiritual growth and counseling.

We are blessed to have someone in our church office with the skills and personality of Tanya Bax. She has become the "go-to" person at the church whether the question has to do with a myriad of church activities, construction concerns or pastoral matters. Tanya is a superb front-line resource.

Having just joined our staff last summer, Barry Van Hooser has already made his mark as a reliable, calming presence in his caretaking duties. He brings an impressive work ethic to the task of keeping the church ship-shape, and is a pleasure to deal with, particularly amid the chaos and disorder of construction. He replaces Barry Servage and Jo-ann Thomas, who were both recognized during 2015 for their contributions to our church.

For the important work of music in our church, we are fortunate to have had someone of Laurence Rowbotham's talent and skill among us for the past eleven years. Janet McDonald is to be commended for capably assuming the responsibilities with our hand bell choirs after the very sad loss of Debbie Lloyd in 2015. Kathy Lee deserves commendation here for her sparkling work with the Junior Choir for many years leading up to the fall of 2015.

Leadership on our addition/renovation project has fallen to the very capable Paul Ireland, who brings both considerable skill and a positive outlook to the ongoing work of our building project.

Mention must be made of the too often-thankless, unseen tasks in our church. People who give expression to their faith through organizing communion, coordinating pastoral prayers and children's time, decorating the sanctuary, undertaking minor repair work, maintaining the library, counting collection, ushers and greeters, working in the gardens, preparing AV presentations for worship, organizing the Anchor newsletter, and maintaining an ERMUC on-line presence through Facebook and the church web-page. The church relies on these volunteers to step up and carry out these tasks, and many others, with skill and grit. They provide the lubricant to help the church operate smoothly week-to-week.

The Sunday School staff, under the accomplished leadership of Cindy Pettis, continues in its significant mission with our younger members. Spring will see a more fulsome expression of appreciation to Cindy and the Sunday School staff.

We are at a special moment in the life of Edith Rankin Memorial United Church. A uniformly strong staff and solid lay leadership mean that just about anything is possible as we sail into what looks like a very promising future.

Christopher thanked Gordon Sinclair for all work on behalf of Church Council and the Capital Campaign.

### **Benediction**

Rev. Neil Elford closed the meeting with benediction

### **Adjournment**

**Motion:** Moved by Jim Crozier, seconded by Brenda Moyer to adjourn the meeting at 1:05 p.m.

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Chair, Christopher Sproule

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Interim Secretary: Rhonda Kerr

**EDITH RANKIN MEMORIAL UNITED CHURCH**  
**MINUTES OF THE CONGREGATIONAL MEETING**  
**29 May 2016**

**Call to Order/Welcome:** Christopher called meeting to order at 11:10 a.m. Those in attendance were: Edie Raymond, Fran Day, Linda and Steve Delve, Barb Taft, Brenda and John Moyer, Tony Baker, Gladys and Bill Minish, Florence Niven, Patti Speck, Annie and Gerrie Dickson, Jan and Joe D'Agostino, Betty Jeanne Kippen, Bill and Audrey Creighton, Eric VanDalen, Jan and Pat Galasso, David and Anne Sinclair, Peter and Marg Merkley, Paul Ireland, Keith and Yvonne Notley, Don and Barb Mallory, Mel Hazell, Marg Lawson, Marg and Al Pickering, Nancy and Christopher Sproule, Gil Ryan, Gord and Barb Bell, Susan Bertrand, Seng and Julie Lam, Denis and Helen Lywood, Mack Bennett, Anne Byron, Barb and Garry O'Neill, Eleanor Baxter, Tysie Mitchell, Connie and Harold Harris, Marlene Wentzell, Karl and Lois Butler, Alwyn Huigens, Bill and Diane Spencer, Nick Gazendam, Charmaine Bullett, Don Douglas, Eleanor Orr, Arlie Moore, Elizabeth Jeffrey, Kathy Thomas, Bonnie Hazell, Marion Larocque, Joan Martin, George and Mary Lavery, Bob and Milly Hill, Jan Watkins, Margaret Henderson, Eleanor and Gordon Sinclair, Beatsie McLean, Joan and Gordon Bales, Bill Hartling, Carole Bleecker, Nancy Stokes, Tom and Rhonda Kerr, Jim McAllister, Pat Bowman, Beth Elford, Lorraine and Alan Fyke, Fred Peterson and Gordon Sinclair.

Christopher would like information from this meeting to be formally accepted as an update from meeting Oct. 18 on how to finance the continuing project.

**Invocation:** Prayer of invocation was led by Dr. Wayne Soble

**Method of Voting/Extending the Vote to Adherents** (if there is motion from floor)

Christopher asked that if there were no objections then any motions from the floor would be voted on by a show of hand and that we extend the right to vote to adherents. No objections.

**Approval of the Agenda**

There were no noted amendments to the agenda

**Information Update on Renovation Project and Modified Financial Plan.**

Gordon Sinclair reported on the Renovation Project to date. See Attachment Annex A.

Peter Merkley reported that because the Debenture Program has not gone as well as hoped that there was need for a plan for repayment of the \$500,000 loan at 4.5% interest. Trust funds of up to \$100,000 are to be used to make payments on the loan for approximately the next 18 months until operating funds can be increased. See Attachment Annex B

**Points from the Floor** – There was no questions or comments.

**Benediction:** Wayne thanked all those who have worked so diligently these past few weeks and closed the meeting with prayer.

**Adjournment:** Meeting was adjourned at 11:35a.m.

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Chair, Christopher Sproule

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Secretary, Rhonda Kerr

Annex A. Plan for any revenue shortfall for the Capital Project

Annex B. M& M Debentures – a sweet deal

## **ANNEX A**

### **Plan for any revenue shortfall for the Capital Project**

The gap between available revenue and costs of construction in October was \$380K.

Since that time, a debenture program was launched in January, but there was little interest in the congregation for the debenture idea, and very little revenue was generated.

The glass partition separating the rear of the church from the rest of the sanctuary has been eliminated from the plan with some savings realized. Also, the fireplace in the gathering room/library has been eliminated from the plan.

The \$500,000 figure showing in the *Received to Date* column of the "Capital Costs and Revenue May 2016" spreadsheet is a bridging loan from the United Church of Canada (UCC), which has been a part of our plans since May of last year.

Once construction is completed, the loan will have to be paid off. We have a period of 15 years in which to pay it off.

Trustees will be asked to release \$100,000 from the Trust Fund to the Capital Account in order to make payments on the loan for 18 months, until December of 2017. Over the 18-month period a plan will have been developed to pay back UCC over the remaining time.

During this 18-month period, a number of positive developments could materialize as part of that plan:

- Revenue in the operating fund may develop to the point where it could make payments, or partial payments, following the 18-month period
- The Trust Fund could be enriched to the point where it could continue making payments, or partial payments.
- More donations could arrive
- More debentures could sell.
- All pledges, with the exception of the final \$100,000 (pledge extensions) will have been submitted.

**ANNEX B.** Presentation – Feb 14 2016

M& M Debentures – a sweet deal

*... To support the Mission and Ministries of Edith Rankin Memorial United Church*

The members and adherents of our congregation have a long history of supporting the Mission and Ministries of Edith Rankin Memorial United Church. This has taken many forms – volunteer time and talents to provide us with beautiful gardens, wonderful music, leadership to bring many ideas to life and of course, financial contributions. And these financial contributions also have taken many forms – weekly offerings of loose change, consistent gifts through PAR, donations to capital campaigns and on rare occasions investing in Debentures.

A Debenture is a loan. In our case, people associated with our congregation are being asked to offer loans to ERMUC so that we can better carry out our Mission and our Ministries. More precisely, these Debentures are an alternative to the church taking on a Mortgage relating to the Shaping our Future, Building on Faith campaign. While the building renovations are a tangible expression of the Shaping our Future, Building on Faith campaign, the focus of this effort has always been to enhance the success of our Missions and Ministries.

A loan needs to be repaid, so we would prefer to receive donations. However, some people may prefer the option of a Debenture and so Council has decided to make these available. Council has approved the following terms:

*Terms and Conditions as approved by Council:*

- *To be made available to Members and Adherents and others*
- *Interest rate of 2% per annum*
- *Interest paid annually on the 31<sup>st</sup> of December*
- *Minimum of \$5,000 with increments of \$1,000*
- *No redemption prior to December 31 2018 and after that, at the option of the Church*
- *Should the Lender need to cash the Debenture due to hardship, ERMUC will make every effort to accommodate*
- *In the event of death without joint ownership, all proceeds shall be paid to the estate of the lender*
- *“Laddering” of sequential notes for a 5 year term or beyond would be considered.*

If you have any questions, please contact Peter Merkley at  
“margandpetermerkley@gmail.com”

B-1

Council invites you to consider investing in these Debentures. There will be some formal paperwork and again please contact Peter Merkley to make the arrangements.

B-2

**EDITH RANKIN MEMORIAL UNITED CHURCH**  
**MINUTES OF THE CONGREGATIONAL MEETING**  
**27 November 2016**

**Call to Order/Welcome:** Christopher Sproule introduced himself, as chair of the congregation and called the meeting to order at 11:25. It was noted that we have a quorum, and there was no objection to voting by a show of hands.

Those in attendance were: Karl and Lois Butler, Andrew and Mary Catherine Robb, Sheila Billings, Joan Martin, Grant and Nancy Barber, Jim Leary, Penny Steele, Bob and Janice Rubino, Alison Ahara, Tysie Mitchell, Edie Raymond, Eric VanDalen, Paul and Sharon Van Nest, Cal and Laurel Connor, Gordon and Sandra Sinclair, Betty Jeanne Kippen, Ivan and Betty Campbell, Bonnie Peacock, Mary Lou Weinhardt, Paul Carl, Elizabeth Amirault, Bill and Ruth Allum, Eldon and Liz Peters, Craig and Ruth Pettis, John and Elly Warren, Gordon Bales, Neil and Beth Elford, David and Anne Sinclair, Cam McEachern, Dave and Marlene Metzler, Wally Parks, Hazel Allen, Pat Bowman, Pat and Jan Galasso, Ed and Sylvia Hearn, Don Douglas, Jean Barna, Lorna Thorne, Earl and Barb Taft, Eric Lawson, Glenn Owen, Brenda Gray, Don Gray, Margaret Henderson, Margaret Aitken, Mel and Bonnie Hazell, Christopher and Nancy Sproule, Jim and Beryl McAllister, Fred Peterson, Marilyn Rodger, Peter and Marg Merkley, Susan Bertrand, Norm and Beatsie McLean, Shirley Brown, Al and Marg Pickering, Brian and Marlene McCracken, George and Mary Lavery, Bill and Diane Spencer, Henry and Carolyn Green, Pat Bullett, Nancy Stokes, Faye Dennison, Patti Speck, Bill and Diane Molson, Tom and Rhonda Kerr, Frank and Wanda Burke, Les and Beth Burgess, Debbie Randle, Enid Doran, Ken Williams, John and Brenda Moyer, Gord and Barb Bell, , Kathy Baer, Fran Day, Martta Kelderman, Wayne Soble, Jean Stairs, Seng and Julie Lam, Alan and Shirley Mills, Julie Andrews, Florence Niven, Barbara Shave, Dorothy Routley.

**Invocation** - Rev Neil Elford led us in a prayer of invocation

**Method of Voting/Extending the Vote to Adherents** - With no objection from the floor, Chris extended the vote to include any adherent in attendance.

**Approval of the Agenda**

**Motion:** Moved by Paul Carl, seconded by Marlene McCracken to approve the agenda as printed. Carried

**Financial Plan for 2017** Gordon Bell, Chair of A.S. &R presented an interim 2017 plan with the explanation that it was a challenge to develop a financial plan with the unusual 2016 income and expenses due to our expansion. The final plan will be presented at the annual congregational meeting in February.

**Motion:** Moved by Gord Bell, seconded by Glenn Owen to accept the Financial Plan for 2017. Carried.

**By-Laws for the Revised Governance Model**

**Motion:** Moved by Gordon Sinclair, seconded by Brenda Moyer that the congregation approve the Council recommended proposed revisions to the governance structure for a two year period effective March 1, 2017, as put forward in the document presented November 22, 2016. Carried.

**Mission and Service Fund**

**Motion:** Moved by Marilyn Rodger, seconded by Jan Rubino to pledge \$31,000 or 10 percent of the total operating budget whichever is greater. Carried.

**Points from the Floor** Gordon Sinclair spoke about the donor recognition plaque. Several members expressed concern regarding the cost and need of a plaque. No decision has been taken by Council. Congregation's opinions are invited by contacting Gordon, the church office or the church council.

*(Secretarial Note: Council voted in December NOT to proceed with the donor recognition Plaque.)*

**Benediction** – George Lavery led us in a closing benediction.

**Adjournment Motion:** Moved by Brian McCracken and Bonnie Hazell to adjourn the meeting at 12:30 p.m. Carried.

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Chair, Christopher Sproule

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Secretary: Rhonda Kerr

<b><u>2017 FINANCIAL PLAN</u></b>	
<b><u>PART 1</u></b>	
<b><u>INCOME</u></b>	
Income from Offerings	
Envelopes	120,000.00
PAR (Local)	175,000.00
Loose	4,500.00
Initial Offering & Other	300.00
Other	300.00
Easter Special	8,000.00
Thanksgiving Special	7,500.00
Christmas Special	14,000.00
<b>TOTAL</b>	<b>329,600.00</b>
Other Income	
Income from Groups e.g. Catering, Music, Cmttees	9,000.00
Kagita Mikam Employment Benefit	-
Rentals	19,700.00
Interest on Investments	6,000.00
HST Rebates	2,500.00
Miscellaneous	1,000.00
Wish List	
Welcome Centre	
Office Income	
<b>TOTAL</b>	<b>38,200.00</b>
<b>TOTAL OPERATING INCOME</b>	<b>367,800.00</b>
<b><u>EXPENSES</u></b>	
<b>Church Council</b>	
Contingencies	1,000.00
Events	
<b>TOTAL</b>	<b>1,000.00</b>
<b>Administration, Stewardship &amp; Resources Committee</b>	
Banking Fees	1,000.00
Line of Credit Fees and Interest	1,600.00
PAR Fees	675.00
HST on Purchases	6,000.00
Offering Envelopes	500.00

Stewardship, Training & Development	-
Presbytery Assessment	11,500.00
Office Supplies	2,500.00
Photocopier Lease	5,500.00
ADP Fees	300.00
Postage	2,000.00
Computer Services	1,200.00
Telephones	1,800.00
Audit/Independent Review	-
Chase Fees (Debit/Credit machine)	431.00
Miscellaneous	100.00
Welcome Centre	
<b>TOTAL</b>	<b>35,106.00</b>
<b>Congregational Life Committee</b>	
Caring Connections	-
Name Tags	50.00
Events: Couples; Family; Sept. BBQ	100.00
Fellowship	700.00
Resources/General	50.00
Miscellaneous	-
Welcoming Team Expenses	500.00
Training & Development	-
<b>TOTAL</b>	<b>1,400.00</b>
<b>Faith Formation and Development Committee</b>	
Adult Faith & Life	200.00
Christian Initiation (Baptism & Confirmation)	750.00
Curriculum & Resources	275.00
Teacher Appreciation	300.00
Church Picnic Activity Expenses	150.00
Kids Alive Program	1,000.00
Youth Ministry Team	475.00
Leadership Dev. / Summer Ministries	750.00
Other -Miscellaneous	100.00
<b>TOTAL</b>	<b>4,000.00</b>
<b>Media and Communications Committee</b>	
Mailing and Supplies	800.00
Advertising and Promotion	800.00
Copyright Licenses	450.00
Maintenance	200.00
Miscellaneous	100.00
Software/Equipment	
Internet Expenses	750.00

Website Expenses	350.00
<b>TOTAL</b>	<b>3,450.00</b>
<b>Ministry and Personnel Committee</b>	
First Aid, Defibrillator	200.00
General M&P Expenses (Police Checks, First Aid)	100.00
Miscellaneous	150.00
<b>TOTAL</b>	<b>450.00</b>
<b>Mission and Outreach Committee</b>	
Mandate Subscriptions	200.00
UCC Mission Educational Materials	
Discretionary:	
Queen's School of Religion	
Project 1: El Salvador	1,000.00
Project 2: Camp Quin Mo Lac	500.00
Project 3. Student Bursary Fund BayQC	500.00
Project 4: Kingston Community Chaplaincy	500.00
Training and Development	
Miscellaneous	300.00
<b>TOTAL</b>	<b>3,000.00</b>
<b>Property Committee</b>	
Utilities	22,200.00
Insurance	7,000.00
Snow Removal	6,000.00
Maintenance/Building	3,500.00
Ground Maintenance	4,000.00
Inspections - elevator, boiler, ac, alarms	2,000.00
Miscellaneous - door 800, shelving 1500	2,300.00
<b>TOTAL</b>	<b>47,000.00</b>
<b>Worship Committee</b>	
Church Service Supplies	750.00
Guest Speakers	750.00
Decorations	300.00
Music Ministry - Guest Musicians	500.00
Music - (Misc Expenses)	-
Music - Purchases	1,200.00
Music - Handbells	500.00
Workshops/seminars-members	100.00
Miscellaneous	300.00
Transportation	600.00
Anniversary Sunday	
<b>TOTAL</b>	<b>5,000.00</b>

<b>Trustees</b>	
Copying & Misc.	-
Security Upgrades	-
<b>TOTAL</b>	-
<b>TOTAL OPERATING EXPENSES</b>	<b>100,406.00</b>
<b><u>COMPENSATION</u></b>	
<b>Worship &amp; Pastoral Care Minister</b>	
Salary - 40 hours	72,111.00
Allowances	5,093.00
Relief Minister/Preaching	
<b>TOTAL</b>	<b>77,204.00</b>
<b>Education, Outreach &amp; Pastoral Care Minister</b>	
Salary - 40 hours	72,111.00
Allowances	5,093.00
<b>TOTAL</b>	<b>77,204.00</b>
<b>Designated Minister</b>	
Salary - 10 hours	12,000.00
Allowances	1,363.00
<b>TOTAL</b>	<b>13,363.00</b>
<b>Director of Music Contract</b>	
	26,606.00
Relief Organist	1,800.00
<b>TOTAL</b>	<b>28,406.00</b>
<b>Office Administrator (formerly Administrative Secretary)</b>	
Salary - 35 hours	40,370.00
Allowances	125.00
Relief	2,457.00

Travel	410.00
<b>TOTAL</b>	<b>43,362.00</b>
<b>Caretakers/Custodians</b>	
Barry Van Hooser (32 hours per week) Salary	24,234.00
<b>TOTAL</b>	<b>24,234.00</b>
<b>Payroll Liabilities (UCC Pension &amp; Benefits, CPP, EI)</b>	<b>35,000.00</b>
<b>TOTAL COMPENSATION</b>	<b>298,773.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>399,179.00</b>
<b>TOTAL OPERATING INCOME</b>	<b>367,800.00</b>
<b>Surplus/(Deficit)</b>	<b>(31,379.00)</b>
<b>PART 2 (SEPARATE VOTE)</b>	
Mission and Service Income	
Envelopes	10,000.00
PAR	20,000.00
UCW	1,000.00
M&S Other	
<b>TOTAL</b>	<b>31,000.00</b>

## **MINISTER OF WORSHIP, PASTORAL CARE AND ADMINISTRATION**

The first Annual Report I ever wrote for a congregation pertained to the waning (no pun intended!) months of the year 1972. If anyone had asked me back then what I would likely include in my report on the year 2016, I would have wondered if they were possessed of seven demons that needed casting out! No way could I have thought that far ahead or ever even have imagined life and ministry in a “space age” year that sounded like a date that belonged in a science fiction movie. But here I am, a lot older and (I hope) at least a little wiser reminiscing about 2016 as part of history, not some distant time in the future! And for God’s people down by the Bay, it was definitely a year we made some history. The old grey church certainly ain’t what it used to be and living through and completing our major renovation project has understandably been the primary focus of the year that was. Designing, debating, redesigning, debating some more, worrying, praying, hoping, packing, dislocating, praying, fundraising, deconstructing, grumbling, laughing, fretting, hoping, praying, fundraising, cleaning, cleaning, cleaning, waiting, moving, unpacking, furnishing, fussing, praying, rejoicing, celebrating, enjoying pretty much sums up the year.

It’s been worth the wait. Yes, there remain a few naysayers, but the overwhelming verdict from members, adherents, neighbours, sister churches and others (sometime let me tell you about the “Wow” reaction of a group of 20-something St. Lawrence College students!) is that we have a tremendous facility in which and from which to live our mission, vision and values statements for at least another generation and then some. Thanks to our inviting barrier free main entrance, creative and homelike Welcome Centre, long-awaited elevator (!!!), handy library, cushioned pews, flexible sanctuary space (think chapel), spacious narthex, main floor nursery and toddler centre, accessible washrooms, well-located refurbished offices, spacious upper meeting room, dedicated music room, new activities room, re-purposed lower meeting rooms, gracious and spacious lower accessible entrance, our varied ministries are already being enhanced and the wider community is discovering what an excellent location we are for a variety of events. I am especially gratified by our new partnership with the Seniors Association Kingston as this excellent organization now considers ERMUC home to its “Seniors Centre Loyalist” broad selection of programs and activities which will get underway in the new year. Jean deserves most of the credit for making this happen from our end but I am most appreciative of the gracious and diligent attitudes, actions and efforts of Don Amos, Executive Director of the Seniors Association Kingston Region and Program Director Jo-Anne Lachapelle-Bayak in seeing this partnership through to its happy and mutually beneficial outcome.

At both the September 25<sup>th</sup> official opening and the October 26 dedication service, I published a lengthy specific list of those worthy of our deepest thanks and will not repeat that list here. But it warms my heart as much as it boggles my mind to remember with such gratitude all the contractors (companies and employees),

United Church of Canada partners, provincial and federal government supporters, generous financial donors and volunteers for the seemingly endless chores such an undertaking entails. I single out once more our two Gordons, Sinclair and Bell, whose determined, tireless and too often unnoticed and unappreciated efforts to guide the whole process have been absolutely extraordinary. Barry Van Hooser's ability to cope with dust, dirt, debris and Tanya Bax's unsurpassable capacity to keep her head while all about her the rest of us were too often losing ours are gifts to us for which a few words of appreciation are hardly adequate. Through all the mess and muddle, Laurence kept us making joyful noises, office assistants Rhonda and Wanda showed up when needed, virtually all programs and activities carried on as if a 2 ½ million dollar makeover was simply par for the course. Christ is and should be the chief cornerstone of our building, its ministry and its mission, but all those whose many and varied contributions of time, talent, treasure, energy and expertise have been as essential and as solid as the bricks and mortar are for me "living stones" making Edith Rankin Memorial United Church a spiritual house of hospitality, healing, hope, vibrant worship and faithful witness. Thanks to you all.

While the construction site was the talk of the town and the topic of much of the year's discussion, as alluded to above the rest of our life and work went on. While having no offices proved inconvenient and occasionally awkward, depriving people of easy access to both Jean and me at the church, precious contacts were still made. Worship took place, visits were made, meetings were attended, programs were carried out. Beth Elford's pastoral care ministry was deeply appreciated and will be missed but I wish her well as she continues honing her skills as a wise and caring spiritual director. I also look forward to getting to know Donna Bell as she assumes her role as pastoral visitor among us and hope that she will discover, as have I, that ERMUC is a pastoral community where mutual care is constantly evident in the manifold ways folks care for one another. And as everyone surely knows by now, my life and my ministry would be dismally poorer were it not for the partnership in both of my beloved who brightens the corner where I am and so consistently lights up the life and work of ERMUC with her energy, creativity and dedication.

Flawed and faithful, we all continue to be God's people grateful for our once-upon-a-times and doing our best to heed the summons of the future God wants us to shape for Jesus' sake and the world's. So, while it is the legitimate purpose of an annual report to look back and provide an account of our stewardship, I am ever mindful of Jesus' exhortation that fitness for the kingdom is about looking forward. Our renovation project has firmed up the foundation upon which we can do that but the real duty and delight of our calling to be salt and light in the world is in the ministry and mission in which we are engaged as the Body of Christ. Here are some things that I believe will need our attention as we press on toward the mark of our high calling In Christ Jesus::

- Our revised governance model puts the emphasis on each person's gifts and calling. Putting our faith *in action* requires every single member and adherent

to identify at least one area of our life and work to care especially about. There are different ways to do that, not all of which require heavy lifting, but the goal is for everyone to claim at least one aspect of who we are and what we do that is near and dear to their heart. Pick a “ministry team” and make it your business to pray about the ministry and, in even the smallest way, help make it happen.

- Senior members are invited to recognize and celebrate that there is no expiry date for disciples! While aging may mean a shift in ways that discipleship is lived out, there is no “best before” date on your ageless capacity for prayerfulness, wisdom, compassion, guidance and encouragement that can only come from the richness of lives fully lived. Rejoice in your ministry of “eldership” and offer it gladly.
- Our worship and work may well need to change as “new occasions teach new duties and time makes ancient good uncouth” but younger adults and families accustomed to entitlements unknown to previous generations are encouraged to find ways to invest time and energy in the labours of love that will shape a faithful future for themselves and their children. Quite frankly, too much of the workload is currently being carried by grandparents and other members of the “older generation” and I worry that the future we desire cannot be sustained without younger generations stepping up to offer both leadership and service.
- We absolutely must find fresh and sustainable ways to finance the work and witness of our congregation. Long gone are the days – if, indeed there ever were – when leftover change and good intentions paid the bills. ERMUC is a relatively large congregation with substantial assets and liabilities. Nor are churches like other charities where there are large enough numbers of donors to help out with occasional donations. Churches are life shaping communities, but usually with limited numbers of potential donors. Surely it is reasonable that households who consider ERMUC their “church home” contribute to maintain the home and their investment in it as shareholders regardless of how frequently or infrequently they sleep over! Again, younger generations might need to find ways to replace the financial support lost to the church treasury as older folks slip away. And, before they slip away, some of those older folks could really make a difference if they included the church in their wills as a way to invest in the future of faith as part of their legacy. It remains true that our hearts and our treasure tend to reside in the same place. I yearn for the day when we can stop pleading for sufficient treasure to pay for our calling to be faithful because our calling to faithful has finally been heard where we keep our treasure!
- If, as an ad for Canada’s sesquicentennial puts it, “the world needs more Canada”, it is even more true that the world needs more church. More Christianity. Not just any old church or any old Christianity but a thoughtful, just, compassionate, penitent, theologically intelligent and articulate alternative to the violent, toxic, mean and fearful tenor of our times. I believe our community and the world needs our theologically evangelical and liberal witness as never before. To be casual or indifferent about the faith formation

of our children or neglectful about our own ability “to be ready to make your defence to anyone who demands from you an accounting of the hope that is in you..., with gentleness and reverence” (1 Peter 3.15f) puts both the life of the church and the world in great peril. I appeal to all of us at ERMUC to enlist our better angels to stir up the Spirit within and among us in the coming year that we might be the future we are waiting for.

Folks keep asking about my plans for retirement. According to its classifications, the United Church of Canada requires that I now show up for work as “Retired Supply” which affects only the paperwork and changes nothing about my pastoral relationship with you. If the Presbytery doesn’t get too touchy, if your patience, tolerance and goodwill continue to abide me and if the Spirit is willing to energize and refresh my mind, body and spirit, I am inclined to linger awhile longer. Not indefinitely, but for awhile. That future of God about which I am so passionate, hopeful, often excited and occasionally quite stubborn still beckons me. And in the good and gracious company of “all God’s beloved [at Edith Rankin Memorial] who are called to be saints,” I remain persuaded that the best is yet to come.

*Respectfully submitted,  
Rev. Dr. Wayne Soble*

**MINISTER OF CHRISTIAN EDUCATION, OUTREACH  
AND FAMILY PASTORAL CARE**

**It was Martin Luther King who said that “*our lives begin to end the day we become silent about things that matter.*”** It seems that 2016 was a year full of things that mattered to me, ERMUC, Kingston and our world and this report is an opportunity to speak about them. As I wrote in my fall Anchor message, heading back to work last summer after vacation was not at all like pressing a replay button. The move back in and generally helping everyone feel at home in the new facility was definitely something that mattered! Kingston needs us and our \$2 million annual impact on the city. It was an exhausting time at move-in but also an exhilarating experience as together we began to glimpse the potential for deeper ministry and mission as a result of collaborative efforts to complete the construction project.

**Young families consistently tell me how much it matters to them that there is a main floor nursery** with ready access from/to the sanctuary. Entering with stroller, diaper bags, babies and toddlers in tow is now so much easier for our families. Paula Laughlin, our ever buoyant and relationally exceptional Nursery Coordinator is amazed at how many more babies and toddlers are using the

nursery this year. There are rarely less than 4 infants and usually more like 6-10 bringing their voices and energy to the nursery space. To the surprise of many, the nursery has also been used several times mid-week, since it is now adjacent to meeting spaces. A new on-line accessible (and inexpensive!) curriculum “Frolic in the Faith” has been implemented this year in the Nursery, providing music, stories and wondering questions for toddlers as well as e-newsletters for parents to continue faith formation from home-base.

**Pleasant and functional work environments matter.** Despite the fact that I feel I’m always explaining why I warranted the “corner office” ;- ) [and my story is that Wayne has more books than me and so needed more wall space with less windows!], I want to convey my appreciation to all those who imagined such pleasant working environments for full-time staff. Wayne and I are grateful to Ministry and Personnel and Administration, Stewardship and Resources Committees for ensuring we have a bright pleasant space for meeting with people and the tools we need to do our work effectively, including new laptops and printers that connect to the church office printer and internet connections that finally seem to be working uninterrupted for us!

**It matters that ERMUC has new space that can be a valuable resource for the neighbourhood and city.** In anticipation of the “opening” of our newly renovated and expanded church, I developed a new program that continues to address our Council’s decision a few years back to prioritize Senior’s Wellness Ministry, along with continuing priority to children, youth and families. “Just For... Fun, Food, Body and Soul” was a new 12 week program held on Wednesdays from Sept to early December. Eighteen (18) seniors/retirees registered and learned about all sorts of things related to wellness. In the planning phase of this program, a conversation began with the Seniors Association Kingston Region. What began as a “would you be interested in co-sponsoring this new program” sort of conversation transitioned rapidly into a “could we become partners” conversation. Our Church Council and the Board of Directors of the Seniors Association (and its Executive Director Don Amos) were both enthusiastic about having ERMUC become “Seniors Centre Loyalist”, a new satellite location for programming and in December, Council approved the partnership agreement. Starting Jan 31, 2017, nine (9) programs will be offered at ERMUC, one of which incorporates our now regular Lenten Film Series (“Issues that Matter- a series of five documentary films on current issues, Wednesdays, Mar 8 to April 5, 2017). Wayne and I look forward to coordinating with the Seniors Association and reviewing how this partnership unfolds with the long view in mind. Right now, it provides guaranteed annual rental income for ERMUC as well as excellent access for our own members (50 years +) to innovative and interesting programs.

**It matters that our construction project is a story worth telling and that it has been heard throughout the land.** Some folk at our national church heard about the ERMUC story and soon after a staff member of “Edge” (a transformational ministry network and program at the UCC) called me up and invited me to apply

for a “transformational development grant.” This sounded like a fine idea to help give the Seniors Association partnership its best chance of success. An application was submitted in early November and received news just before Christmas that the grant was awarded: \$3,000 to assist with coordination needs in the partnership. Over the next few months, steps will be taken to implement some marketing and promotion and on-site coordination, drawing upon the grant funds.

**One of the things that mattered the most to my developing inter-faith consciousness and commitment to Christian hospitality** (by welcoming the stranger you meet angels, according to Hebrews!) was the on-going work in 2016 of the West Kingston Refugee Partnership, which I chair. Our first privately sponsored family is now in their eighth month of our 12 month re-settlement agreement with them. What a privilege and joy it has been to get to know them and to participate with all the capable members of our Settlement Team in helping them integrate into Kingston and Canadian life. The Al-Salkhadi’s, a family now of 3 girls, are doing just fine. A meeting which reviewed their annual budget, income and expenses, and projected out for a second year provided the assurance that they will be okay when WKRP ceases the provision of a monthly stipend in the 13<sup>th</sup> month. Their hospitality and spirit of appreciation toward their new Canadian friends has overwhelmed WKRP. Several of us have been invited to meals in their home and have welcomed the deepening bonds of friendship. There will be an occasion sometime this winter or spring for ERMUC’ites to meet and greet the family and I promise you that will be a heart-warming occasion. WKRP has moved to a bi-monthly meeting which has relieved the earlier intensity of responsibility associated with this outreach project. I am grateful to the group of ERMUC members who have given their time and efforts to assisting this massive project. Someday, historians will look back on Canada’s response and celebrate the way faith-based groups, including ERMUC, stepped up to respond to a crisis unparalleled since the end of the Second World War.

**In 2016, it mattered that ERMUC has a twin relationship with a UCC Mission and Service Fund partner**, Iglesia Bautista Emmanuel. Early in January, Jim Hodgson, Program Coordinator, Latin America/ Caribbean for The United Church of Canada, called me to ask if I would be willing to be part of a national church delegation to participate in a first-ever “Ecumenical Peace and Reconciliation Conference” in El Salvador. The conference was an attempt to analyze factors that prohibit peace and to identify strategies that can evoke peace-making efforts in schools, colleges, universities, churches, government, NGO’s, human rights groups and within Salvadoran gangs, women’s groups and youth centres. I was pleased to be part of the 19-member UCC delegation that joined this international conference, on the condition that I could bring with me a lay member from Edith Rankin. Katie Schutz, an ERMUC young adult, accompanied me and together we brought back stories and gifts from the context of our twin partner. It was an amazing experience that reinforced for me the importance of face-to-face mission engagement and put Sunday worship in a whole new perspective. Worshipping in

a rural mission of our twin church (which is in the capital city), with open air chapel, dirt floor, dogs and chickens running over your feet, nursing mothers and oodles of children singing their lungs out, was an unforgettable experience that made our anxieties about worship length seem frivolous. Our solidarity with our partner at a high-risk time in the country's life really mattered to the people of Iglesia Bautista Emmanuel. When I came back, it mattered even more to me that more ERMUC people have the opportunity to experience the lives and daily experiences of the Salvadoran people and how they worship and witness. Our mutual learning about mission and ministry is what will call us back to the heart of the gospel – “to set free the oppressed” and “let the rivers of justice flow”.

**Because hospitality mattered and was a central value in our construction project, I was pleased to recruit a group of 10 volunteers soon after our move back in to become “greeters” in our new Welcome Centre.** It has been a delight to work with Diane Spencer, Kim Leighton, the two Barb's (O'Neill and Bell!), Wanda Burke, Elly Warren, Janet Dubblestein, Jane Hannaford, Betty Jeanne Kippen and Margaret Baker. A monthly schedule is developed and each volunteer staffs the Reception Desk and Welcome Centre during public church office hours – 9:00 – 1:00 pm. Turns out, this matters as much to the women who volunteer as to the people who enter the building. They love serving the church in this way, making sure people are warmly greeted, know where they're going in the building, and are offered a cup of coffee. They have had the benefit of facilitating Tanya's work as many drop-in's are looking for information, tickets for a dinner, or to leave something for someone and they can handle these matters and allow Tanya to work with less interruptions. I asked the volunteers if they would like to contribute a comment to my annual report:

*I thoroughly enjoy greeting at the church on Monday mornings. I have received many positive comments on how helpful it is to have someone greeting and I know Tanya appreciates having questions fielded. - J. Dubblestein*

*I would like to add that as a greeter to our church I feel like a host to our church family. Welcome to our home. - B. O'Neil.*

*The Welcome Centre is a bright decorative new addition to the church. People coming for the first time especially appreciate a smiling face and warm welcoming. I prefer a two hour shift (I know most do a four hour shift). I expect with more participants using the activities creating more flow of people, the place will get busier in the New Year. - D. Spencer*

*All of the comments I receive from walk-ins on Tuesdays are positive. People are almost surprised that the foyer of a church can look this inviting and welcoming. I also believe strongly that the job we do as volunteers is not only appreciated by visitors but also necessary. The space is vast and can be a bit overwhelming to people who are new to the building. During*

*my last shift, there were three people who came in the front door looking for the exercise class. Apart from directing traffic, I enjoy chatting with visitors and getting to know some of our church members better. - E. Warren*

**There are lots of other things that I do as a matter of course that matter to ERMUC's ministries.** In 2016, I carried out annual performance reviews for Tanya Bax and Barry Van Hooser and provided recommendations for action to M & P and AS & R. Edith Rankin receives exceptional work and dedication from these employees and we are blessed to have them as well as our Casual Office Supplies, Rhonda Kerr and Wanda Burke (without whom my 8:00 am panic calls would be futile!). Youth ministry, PA Day Events, TGIF's (Thank God it's Family Nite), Summer in the City Youth and Children's Program, oversight of Kids Alive and Nursery, Educational Forums, Film Series, Wellness Walking, Spirit Sisters, occasional preaching and worship leadership are all aspects of my ministry that are both inspiring and challenging. The support and encouragement that comes from so many Edith Rankinites (whose names are too many to list but you know who you are!) makes it meaningful and doable and ensures that ERMUC is doing something that matters for our children, youth and families. This aspect of my ministry is not without its challenges, as I'm sure you can imagine. A significant one in 2016 has been the lack of a Kids Alive Coordinator due to Cindy Pettis' resignation in June. This gap is felt and cannot be sustained indefinitely if the Kids Alive Program is to continue as a vital program valued by ERMUC. I look forward to having someone come forward saying they feel called to this and that their passion is for faith formation with children. This will ensure the program receives the consistent attention it both requires and deserves to bring parents and children to ERMUC and to impact decisions to stay.

**What matters most to me, when all is said and done** in terms of reflecting on 2016, is that we were and will continue to be in 2017 a safe, welcoming, inclusive, exploratory space for all ages and sorts of people that yearn to discover the Christian story and its relevance for our time. Oh, and my partnership with team members matters greatly, too. Ministry can be a lonely enterprise some days and the support and wisdom of my amazing team member and spouse, Wayne Soble, makes all the difference. Although I miss the valuable insights and precious skills of Beth Elford, I am glad and grateful that her presence is still with us in the church community. I look forward in 2017 to working with Donna Bell, ERMUC's new 10 hour/week Pastoral Visitor (Classics) and appreciating more fully the gem she will be in our midst.

*Respectfully submitted,  
Rev. Dr. Jean Stairs*

## COUNCIL OF ELDERS

As it was last year, the major preoccupation of Council for the 2016 year was the progress of the building program. What was different from other years was that construction was actually in progress, the discussion and planning having come to an end. Council received monthly reports of both headway being made and challenges unearthed, with pretty constant e-mail traffic between meetings.

Along with oversight of the building project, Council also devoted time and energy to:

- A new, more streamlined system of church governance that will take affect in March 2017. A two-year trial period, with regular review, will determine whether the new system is a good fit for Edith Rankin, whether adjustments are necessary, or whether we should revert to the former system.
- Our Syrian refugee family, the **Al-Salkhadis**, have been settled since last May and, once 12 months pass, will embark on a new life in Canada independent of the financial and social support of the multi-church **WKRP** committee, capably chaired by **Jean Stairs**. This will be reported in more detail elsewhere but the diligent work of the committee and the success of the family needs acknowledgement here.
- Our partnership with **Iglesia Bautista Emmanuel** in San Salvador and the charismatic **Pastor Miguel Tomas Castro** is given new life each winter by a 9-day Mission Awareness visit by Edith Rankin and other United Church people in the area.
- The **Halo Project** was designed to assign a dollar value to the life of Edith Rankin in relationship with the broader Kingston community, and we received a draft report in December that assigned a value of just under \$2M.
- A relationship with the **Kingston Seniors Association** developed through the fall and culminated with an agreement being signed by both Edith Rankin and the Seniors Association before the year-end. This agreement allows for Seniors programs to be run from our new facility, and promises to grow from a modest beginning to a very exciting future.
- The **AS&R** (Administration, Stewardship and Resources) Committee, chaired by **Gord Bell**, presented a comprehensive approach to generating more operational dollars in the church that should show some results in 2017.

- Council wished **Elizabeth Amirault** every success in her new position in Hamilton that she started in September.
- Council accepted, with regret, the decision by **Beth Elford** to relinquish her position of Congregational Designated Minister (Pastoral Care), effective July 31.
- Council approved the recommendation from the Ministry and Personnel Committee to appoint **Donna Bell** to the 10-hour/week position vacated by Beth.

Finally, it has been a privilege to serve as Chair of Council since September 2014 and to oversee the construction of our new addition and renovation project. I entered the leadership role with considerable optimism and hope for this congregation, and, despite some setbacks, challenges and disappointments, the optimism remains, and the hope has been realized with the completion of our building project. The completion of the project, of course, marks the beginning of a bright future for Edith Rankin.

*Respectfully submitted,  
Gordon Sinclair  
Chair, Council of Elders*

### **CAPITAL PROJECT**

After years of “ wishin' and hopin' and thinkin' and prayin' , plannin' and dreamin' ”, as the 1964 Dusty Springfield song goes, 2016 began with construction underway, with all the commotion and displacement that comes with a major construction project, and ended with a marvelous facility for which we can all feel both pride and gratitude.

Construction came to an end with the conclusion of the summer, while minor “deficiencies” were dealt with up until the middle of December. With the fall, however, came essentially full use of the new facility.

The relationship with Cupido Construction, the general contractor, throughout the building process could be characterized as professional and positive. They were easy to work with and were responsive to any concerns that came from the church. Deserving commendation were **Gord Bell**, who chaired the in-church Project Committee for all his fastidious work, and **Tanya Bax**, who was the “go-to” person throughout the construction period.

Several events throughout the fall celebrated the new facility. September 25 saw a “ribbon-cutting”, actually a “ribbon-untying” event prior to the morning service. Many special guests were with us, all leaders in the community and in the church. An Open House was held on Saturday, October 15 to showcase the new facility to our community. We celebrated a Dedication Service, with guest **Rob Dalgleish**, on Sunday, October 16. A concert scheduled for November 20 was cancelled due to worsening weather and road conditions. This concert will be rescheduled for the spring of 2017.

Through the summer months it became apparent that construction expenses would outstrip pledges and other anticipated revenue, so it was decided that, in order to deal with an expected cash-flow challenge, we would

- Ask certain members of the congregation to provide short-term, interest-free loans, repayable by Christmas, if possible. \$95K was generated in this way
- Offer debentures at an interest rate of 2%, raising another \$65K.

Other revenue arriving through the fall:

- Close to \$90K was released from the City of Kingston in a refund for 90% of the cost of our building permit. The final 10% will be released in the next year.
- In early December, an HST rebate of \$61K was returned to the church.
- Pledge income arrived steadily through the fall

All these revenue sources collectively made it possible to make our way successfully through the cash flow challenge. Only debt management lies ahead, which should be dealt with through pledges and other revenue through 2017.

Our trustees have agreed to service a \$500K loan from the United Church of Canada until the end of 2017. At that time, the church will make a determination as to how to continue to pay down the UCC debt, with, it is hoped, a much-reduced principal.

A milestone of sorts was reached December 23, when the final payment to Cupido Construction was paid.

What has taken years in planning, imagining, discussion and worry has been realized in just a little more than one year. We can all be proud with what has been achieved here. It is truly a sacred space, one that will reach out to our community and help us all to grow in faith and commitment.

*Respectfully submitted,  
Gordon Sinclair*

## WORSHIP COMMITTEE

The worship committee in 2016 was comprised of Elizabeth Amirault (until Sept 2016), Eric Van Dalen, Andrew Robb, Beverley Bell- Rowbotham, Laurence Rowbotham ( Music Director), Nancy Barber( until April 2016), Barbara O'Neill ( co-chair) Lorna Thorne ( co-chair) . Rev. Dr. Wayne Soble is an essential part of the committee. The committee met 8 times during the 2016 year and addressed the following responsibilities as mandated by the United Church Council and the congregation.

A number of people, members of the committee and others who are associated through "Faith in Action" roles, carried out activities that have helped the committee fulfill its mandate:

- Nancy Barber: sanctuary decorations coordinator ( until April);
- Penny Steele: candle inventory;
- Barb O'Neill: communion preparation and serving coordinator;
- Florence Niven: coordinator of Prayers of the People and Children's Time;
- Florence Niven: wedding coordinator;
- Patti Speck: announcements presenter;
- Lorna Thorne: coordinator of the rosters of lay readers;
- Jean Barna: sanctuary decorations coordinator ( Sept 2016)
- Eric Van Dalen; transportation coordinator

1. *Oversee, plan and implement all matters related to worship and administration of the sacraments, attending creatively and faithfully to patterns and expressions of worship that are meaningful, hopeful, rooted in significant tradition(s), relevant for today and tomorrow, satisfying both to longtime worshipers and newcomers, appealing to "seekers" and those with little or no experience of "church".*

Our minister Rev. Dr. Wayne Soble, is our primary resource. He plans and conducts most of the services. The Committee assists as requested and required. We are also very blessed to have Rev. Dr. Jean Stairs preach many times during the year. Various groups conducted services throughout the years. I.e. UCW, Spirit Sisters, Mission and Outreach, Presbytery and the Youth.

Summer Services: Elizabeth Amirault agreed to act as the worship coordinator for which she was given a small honorarium. During the five weeks of Wayne's vacation the following people were guest speakers, George Lavery, Bev Bell-Rowbotham, Eric Lawson,

Gordon Sinclair and Elizabeth Amirault. Thank you all for your time and wonderful message.

2. *Attend to the use, decoration and aesthetics of the sanctuary, and other liturgical space.*

A huge thank you to Nancy Barber for her decorating prowess over the past years. Jean Barna took on the lead in September and she and her volunteers have done a great job. New seat cushions were purchased for all the pews in the sanctuary and a huge thank you to Andrew Robb who took on this project. The cost was \$18390.00. Two collapsible screens were also purchased which will enable the back of the sanctuary to be use for more intimate services and activities. The screens will fit through the doors and can be used downstairs as well. Thank you to Wayne and Andrew for searching out what was best suited for our use. The cost was \$ 4157.00. The monies for these two purchases came from the Memorial Fund

3. *Attend to policies and practices related to weddings, baptism and funerals.*

Two guides - one for weddings and one for funerals and memorial services are followed. Florence Niven assists couples as a wedding coordinator.

4. *Attend to worship hospitality including arrangements for and scheduling of ushers and greeters.*

Barb O'Neill has scheduled the greeters and ushers for the regular services on Sunday and special services as required. Eric VanDalen organized a transportation arrangement, with the assistance of the ministers which enables people living in Retirements homes and without personal transportation to travel to church services and back in a taxi. The cost as of the end of November was \$352.00. Patti Speck and her helpers welcome everyone each Sunday with their cheery greeting and weekly announcements. Lorna Thorne arranged for the Scripture readers each Sunday with 31 different people reading throughout the year.

5. *Plan, implement and generally oversee the sponsorship of special events that are primarily celebratory, performance or liturgical in focus.*

The Worship Committee helped facilitate the following:

- The Anniversary service January 17<sup>th</sup>
- Handel St John Passion service March 25<sup>th</sup>
- First Nation Service June 19th

- The Blessing of the Animals October 2nd
- The Dedication Service on Oct 16th
- A Remembrance Service on November 6<sup>th</sup>
- A service of Remembrance and Hope December 18<sup>th</sup>
- Two Christmas Eve services, the second including communion

6. *Support, encourage and supervise the congregation's ministry of music and other expressions of "the arts" including choirs, musical groups and the like.*

The Committee appreciates the services of the Music Director including the choice of music appropriate to the specific services and the many beautiful pieces of music that he has composed for the choir to sing. The Committee also appreciates the contribution of the Senior Choir, and the junior choir. A huge thank you to Kathy Lee who has lead the Junior Choir for 20 years and has decided to step down from this position. We are also very grateful for the wonderful Limestone Ringers under the direction of Janet McDonald. A thank you also to a number of individual musicians who have performed throughout the year.

7. *Support, guide and generally supervise the work of the Music Director.*

The Worship Committee recommended that the contract of Laurence Rowbotham be renewed for 2017.

8. *Such other matters as may be reasonably assigned by the Council of Elders.*

There were no specific assignments in 2016.

The committee has been assigned responsibility to administer a Memorial Fund. Money contributed in memory of past members of the congregation, mainly at funerals and memorial services in the church, is credited to this fund. It is to be used in ways that will enhance the sanctuary as part of the church expansion project. The total contributed in 2016 was \$1257.50 leaving a balance in the fund at the end of December 2016 of \$5972.00. Funds were spent to purchase pew pads, moveable screens and for augmentations for the bell choir

The Worship Committee appreciated the strong leadership provided by Rev. Dr. Wayne Soble in all of the committee's worship responsibilities and activities and

his design of effective liturgy. The style and substance of his preaching continues to be excellent.

*Respectfully submitted,  
Lorna Thorne*

## **MUSIC**

*“It is music’s lofty mission to shed light on the depths of the human heart.”* Robert Schumann

Music at Edith Rankin has an important role in helping to communicate, in an enjoyable way, the word of God. It is our goal to complement the psalms, hymns and the words of the sermon through our selection and performance of God-inspired words. The sacred mission of every member of the chancel choir, the children’s choir, the bell choir and our fabulous soloists, is not to entertain, but to illustrate and teach about God’s love and proclaim the gospel of Jesus.

New to our music programme this year is the Bell Tree which adds an entirely new dynamic to our bell sound. The bell tree, the moving and storage enhancements for the bells (funded by the Debbie Lloyd memorial donations), the grand piano (donated by Don and Edna Lane) and the conga drums are all welcome additions to our musical sounds and our music makers. The new Gordon and Sandra Sinclair Music Room in the downstairs of the building addition has also been welcomed tremendously by the Chancel Choir, and is used constantly for choir practices and storage of gowns and music.

I applaud leaders Janet McDonald, Ruth Pettis, Sandra Sinclair and Kathy Lee for their desire and willingness to be God’s musical messengers, helping to create the mystical experience we all enjoy. Extra special thanks must be accorded to Kathy Lee who has faithfully and excellently taught and conducted the Children’s Choir for many, many years. Kathy is taking a well-deserved sabbatical, but her contribution to the children and to the congregation will be missed.

We must acknowledge, with gratitude, the considerable amount of time donated weekly by our choir members, bell ringers and leaders. If the art of music is one of the greatest treasures in the world, then those who perform that music must be commended. Special kudos go to the Chancel Choir for its inspiring performance of The Saint John Passion by G.F. Handel on Good Friday. Gratitude is also expressed to the sound and visual team who play a vital role in how our musical worship is heard and therefore received by the congregation.

Thanks to the parents, partners and families as well as the music committee who have supported those who have participated in musical worship in 2016. Please continue to let all the musicians know how much you appreciate their contributions and how their music reaches the depths of your hearts. And please consider joining a musical group – there is always room in all our musical ensembles for new members. Please see Tidings for dates and times of rehearsals.

*Respectfully submitted,  
Laurence Rowbotham*

### **SENIOR CHOIR FINANCIAL STATEMENT FOR 2016**

Senior Choir Financial Report for 2016

Opening cash on hand	\$324.00
Donation to ERM General Fund	<u>-\$324.00</u>
Cash on hand at year end	\$ 0.00

*Respectfully submitted,  
Don Douglas*

### **FAITH FORMATION AND DEVELOPMENT COMMITTEE**

The past year has been full of changes and new beginnings. It is exciting to see the newly renovated spaces being used to bring life and form to the ministries of Edith Rankin Memorial United Church

FF&D strives to bring learning opportunities that reflect what is currently happening in the world and our own back yard. One example being a spring Forum on Assisted Death that began with a pot-luck dinner and a panel of physicians, an ethicist, and a minister, all ERMUC members. This lively event was attended by 94 people whose feedback informed that this issue is of great concern and demands engagement by church and state. A second forum was held in October, again preceded by a pot-luck. This time, the focus was on what has happened since the federal legislation passed and options such as Hospice Care in Kingston. This event was attended by 35 people and included Sophie Kiwala, MPP as a presenter.

Thank you to Beverly Gellatly for leading book clubs in January on the book “Being Mortal” by Atul Gawande and again in the fall on the book “Inside the O’Briens” by Lisa Genova.

During Lent, FF&D offered the Lenten Film Series again which had sparse attendance due to weather but those who attended found the movies and discussion that followed to be both evocative and entertaining. Thank you to Beth Elford for leading a Lenten exploration of labyrinth walking in March. It was a memorable event for all who attended. My favorite moment was exiting the labyrinth and looking up to see the sunlight sparkling on the bay. It made the event that much more magical.

FF&D was saddened by the departure of Cindy Pettis from her position as Kid’s Alive coordinator. We were happy when she agreed to assist with some background coordination and to remain as an occasional teacher/helper.

We welcomed Genevieve Cairns as “scheduler” for the teaching roster and Kristin Harper, Lorna Thorne, Brenda Moyer and Genevieve Cairns as new teachers, helpers or Circle Time leaders. Other leaders, teachers and helpers include Penny Steele, Janet Dubblestein, Kathleen Bertrand, Melanie Darling, Ruth Pettis and Paul Thornton. The Kids Alive Program uses Sparkhouse Rotation Curriculum, a Presbyterian USA developed on-line accessible curriculum that is ecumenically used. This fall the rotation focused on “The Disciples” and in the winter of 2017 the theme will be “Four Friends” (based on Luke 5:17-26, the healing of the paralytic).

FFD approved a joint recommendation from Paula Laughlin, Nursery Coordinator and Rev. Jean Stairs to introduce a new curriculum for the nursery called “Frolic in the Faith”, designed for toddlers. It is an on-line curriculum with modest expense. The nursery regularly has from 4-10 babies and toddlers and many parents have expressed appreciation for the new main floor nursery. It offers them more immediate access to their children and provides more space for toddlers to move. In 2016, as in previous years, two PA Day events were held, one in the fall and one in the winter. These were organized by Rev. Jean Stairs, who brought together each time a team of leaders to assist. TGIF (Thank God, It’s Family Nite) continued throughout the winter, spring and fall. This ministry provides an opportunity for young families to come together and experience a time of connection as well as faith formation. Starting in the fall of 2016, the theme for TGIF is the Bee/Attitudes (based on the Beatitudes, Matthew 5). A time for parents only was introduced during TGIF – a form of “Rev Rap” with Wayne while Jean leads the children’s circle time, singing and prayer.

FF&D wants to thank Rev. Dr. Jean Stairs for her endless commitment to education and faith formation for all ages. From PA days, welcome back celebrations, T.G.I.F., youth backpack events, youth worship service, and Rock-a-thons, to Forums on significant issues around Medical Assistance in Dying, Jean creates opportunities to engage with our faith and our world. I know that Jean's Senior's Wellness Program - "Just For... Fun, Food, Body and Soul", which ran from 12 weeks Sept to December, was also very successful with 18 seniors enrolled.

In closing, FF&D could not have been as successful as we continue to be without the dedication of our small committee, Jan Watkins, Anne Dickson (and honorary member Gerrie Dickson), Steve Delve, and all of the unnamed volunteers who took on many roles when we asked them for help.

*Respectfully submitted,  
Elizabeth Amirault*

### **CONGREGATIONAL LIFE COMMITTEE**

Congregational Life had another successful year. There were many Fellowship Breakfasts throughout the year which were well attended.

TGIF nights were successful with many children and parents in attendance.

Easter Breakfast was handled well again this year by Craig Pettis and his crew.

The Classics Birthday Party was enjoyed by our Classics and guests put on by the Catering Team.

There were many baptisms throughout the year as well as confirmations.

The September Start-Up Bar-B-Q was a big success organized by Janet Dubblestein and her crew of volunteers.

Brenda Moyer and crew organized another successful Fish Fry in October.

We rounded out the year with our Annual Christmas Dinner and Childrens' Christmas Pageant.

*Respectfully submitted,  
Janet Dubblestein*

## **FELLOWSHIP BREAKFASTS**

Your Fellowship Breakfast planning committee consists of The Rev. Dr. Wayne Soble, Tony Baker, Glenn Owen and myself Gordon Bales. We arranged seven speakers in the year 2016. They were: Maurice Smith informing us about The Marine Museum of the Great Lakes in Kingston; David Swerdfeger who heads up the Council on Aging speaking about elder abuse prevention; The Rev. Dr. Jean Stairs hosting the Syrian Refugee Sponsorship Group in April; Amanda Brierly talking about the work of Home Based Housing in Kingston and its work in helping homeless people.

The September meeting was integrated with the formal opening of our newly expanded church building and our guest speaker was His Worship Bryan Paterson, Mayor of Kingston. In October, we heard The Rev. Beverley Kean-Newnook, and her work as padre and lead chaplain at Canadian Forces Base Kingston. Our last speaker was the youngest, Naomi Gazendam, talking to us about "Cool to be a Christian: A Young Woman's Journey of Faith."

Our speakers are encouraged not only to inform us of their work but also to help us to identify ways in which we as a congregation and as individuals may reach out to the Kingston community at large. We recognize that they are willing to devote an early Sunday morning to be with us. We also recognize the work of Paul Van Nest and Craig Pettis and Al Pickering along with a corp of helpers who also are up early to prepare breakfast, set up and set down tables, arrange audio/visual aids and attend to the smooth flow of the meetings.

All men and women in our congregation are welcome to be a part of this fellowship experience and to bring guests.

*Respectfully submitted,  
Gordon Bales*

## **SPIRIT SISTERS**

Spirit Sisters, formed in 2006, is open to any woman who seeks to grow in faith, accompanied and nurtured by the Spirit and a caring network of women interested in exploring their spirituality. The group meets from 7:00 – 9:00 pm on a monthly basis (usually the third Monday) from Sept to June. The June meeting is often a "garden party" held at the home of one of the Spirit Sisters.

Spirit Sisters' gatherings welcome 25-30 women each month. There are over 50 women on the email list-serve used for group communications.

From January to June 2016, Spirit Sisters continued their discussion of the theme “Exploring the Big Questions”, which included an examination of what it means to live authentically, an evening with some of our favourite books, and an evening of contemplation which concluded with our walking the labyrinth. In May we led a worship service that allowed us an opportunity to review some of the topics we had addressed during the year and to share our discoveries with the congregation.

September 2016 marked the 10th Anniversary of Spirit Sisters. We are proud to report that Spirit Sisters continues to nourish and challenge women of all ages and backgrounds and seems to grow stronger as the years go by. As a means of honouring our beginning, we decided to revisit some of the themes outlined in the book *Dance of the Spirit*, by Maria Harris, which was introduced by Rev. Micheline Montreuil to the original 2006 study group, who later called themselves Spirit Sisters. We will be discussing some of the women’s spiritual practices as outlined in this book until June 2017. Topics include: Awakening, Discovering, Traditioning and Nourishing.

A meeting schedule can be found on the ERMUC website: [www.ermuc.ca/groups-adulteducation/spirit-sisters](http://www.ermuc.ca/groups-adulteducation/spirit-sisters)

Members of the 2016-17 Planning Team are Beth Elford, Wanda Mahoney, Carolyn McPhee, Florence Niven, and the Rev. Jean Stairs.

Spirit Sisters collects loose change each month to support expenses that may be incurred, such as honoraria for guest speakers, photocopies, DVD or book resource purchases, meeting supplies, thank-you gifts, donations to local women’s shelters or flowers, fruit, etc. for a member experiencing a death or pastoral need.

In December 2016, Spirit Sisters contributed personal care items to the women of Dawn House, and also gathered the items for a Christmas food basket - delivering it to a Kingston family through the Salvation Army food basket initiative.

To be added to the email list and to receive regular information about upcoming sessions, contact Spirit Sisters Communication Coordinator, Florence Niven, [fniven7@gmail.com](mailto:fniven7@gmail.com)

*Respectfully submitted,  
Florence Niven*

## **BRIDGE GROUP**

The Bridge Group met 15 times in 2016, on the 2<sup>nd</sup> and 4<sup>th</sup> Monday afternoons.

From January to June, during church renovations, we played in players' homes. In September, we commenced our 18<sup>th</sup> year, and returned to the church to play in either the Welcome Centre or Activity Room.

There are 16 members plus a list of spares. Anyone with a basic knowledge of Bridge is most welcome to join us at any time.

A voluntary donation of \$1 per player was collected each afternoon to offset social costs. At the end of the year, we were pleased to be able to donate \$100 to the ERMUC Operating Account.

*Respectfully submitted,  
Brenda Moyer*

**FROM THE REGISTERS**

***BAPTISMS***

**June 12, 2016**

Pearl Adell Maud Bagg – daughter of Jake and Laura Bagg  
Maci Dawn Hope Dubblestein – daughter of Kevin and Deborah Dubblestein

**October 9, 2016**

Hazel Ila Ericka Hill – daughter of Kelly Hill  
Fraser Theodore Marchand – son of Michael and Hannah Marchand

**October 23, 2016**

Grace Isla Chambers-Ferguson – daughter of Deirdre Chambers and Elliot  
Ferguson

***MARRIAGES***

Kimberly Ann O'Donohue & Paul Roy Butt - July 30, 2016  
Katharine Ann Speck & Thomas Alan Singleton - August 6, 2016  
Stephanie Louise Armstrong & Christopher David Hutton Garrison – August 6, 2016  
Emily Charlotte Gibson & Peter Francis Hoogendyk – September 24, 2016

***NEW MEMBERS RECEIVED BY PROFESSION OF FAITH,  
REAFFIRMATION OF FAITH, CLEAR ASSURANCE,  
REINSTATEMENT OR TRANSFER***

**March 27, 2016**

Carolyn McPhee

**June 12, 2016**

**Confirmands**

Jane Hannaford, Kim Leighton

**December 4, 2016**

Mack Bennett, Anne Byron, Dorothy Routley

**MEMBERS REMOVED BY COUNCIL MOTION**

**May 24, 2016**

Charles Pelley

Yvonne Pelley

**December 13, 2016**

Mark Connelly

John Lisk

Diane Lisk

Denis Ouellette

Tania Ouellette

Karen Smith

Richard Turner

Patricia Turner

Ray Zaback

Susan Zaback

**DEATHS**

*\* Denotes a Member of our Congregation*

\*Betty Jean McKendry – January 22, 2016

\*Shirley Elizabeth Cameron – February 19, 2016

Velma Grace Koop – March 10, 2016

\*Marjorie Edna Colwell – April 18, 2016

\*Isabelle Jean Campbell Tompkins – May 2, 2016

\*Kenneth Albert Wayne Tompkins – June 2, 2016

Eleanor Richardson – June 27, 2016

\*Mary MacGregor Torrance – July 18, 2016

\*Hugh Shaw – August 12, 2016

Donald Arthur Cameron – August 18, 2016

\*Dawson Neil – August 30, 2016

\*Shirley Roberta Spencer – October 2, 2016

Richard George Light Sr. – November 28, 2016

*Respectfully submitted,*

*Brenda Moyer*

**2016 CONGREGATIONAL STATISTICS**

*(to be reported to the UCC in Feb 2017)*

Number of Households under Pastoral Care: 434

Total Resident Members: 519

Total Non-Resident Members: 11

Total Members: 530

Total Adult Adherents: 233

*Respectfully submitted,*

*Brenda Moyer*

## **MISSION & OUTREACH COMMITTEE**

This year the Mission and Outreach Committee met monthly on the second Tuesday of the month at 7 p.m. We responded to many requests internationally and locally. Several projects were carried over from initiatives begun in 2015. Others were new initiatives but all projects were successful due to the generous support of the congregation. The committee members carefully consider which projects to sponsor facilitate and support.

Items of food, personal hygiene, and articles of warmth were requested throughout the year and delivered on a weekly basis to Partners in Mission Food Bank, and local shelters. Our congregation generously supports several shelters, Lily's Place Family Shelter, Ryandale, Dawn House, Kingston Youth Shelter, Street Health and In From the Cold. Collections of batteries for snowsuits and eyeglasses have been initiated by Marilyn Rodger of M&O. Janet Dubblestein provides a bin for donations of new babies and children's clothes, which she delivers to Better Beginnings.

In February, Tim Brown, Executive Director of the Food Sharing Project for KFL&A, spoke to our committee about the work his group does in supplying nutritious food for students, in need, in local schools. The program provides food for approximately 5000 students in 95 schools across the area.

In March, Naomi Gazendam, a youth member, spoke to the committee about her plans to participate in a leadership program in the summer of 2016 with Camp lawah in Costa Rica. Subsequently, the committee moved to provide Naomi with assistance to help make her trip a reality. She was encouraged to return and report to the congregation on her experience.

Following an earlier report (Dec.2015) concerning the sponsorship of a Syrian family, Margaret Baker, M&O's representative on West Kingston Refugee Partnership, and Rev. Jean Stairs, Chair of the same committee, kept us informed of the progress of our sponsored family. A separate report by Margaret Baker is included in this annual report. A second family is expected to arrive in 2017.

El Salvador trip plans were finalized and in March 2016, Rev. Jean Stairs and congregation member, Katherine Schutz, joined a UCC delegation to attend an Ecumenical and International Conference for Peace and Reconciliation in El Salvador from Mar.16-20. This conference was designed to teach strategies to enable Salvadorian youth to deal with violence. Katie and Rev. Jean reported to the congregation and Presbytery. The committee moved to provide funding to Katherine for this trip.

Part of the twinning process with our twin church Iglesia Bautista Emmanuel was the encouragement of members of the congregation to participate in Spanish lessons as an asset to communication with our Spanish-speaking partners. There were nine participants enrolled in these classes given by Sheri Creighton.

Several Faith- In -Action initiatives were arranged and managed by Marilyn Rodger; Reports on Food Grains, Fall Advance, (Equity Monitor- Bay of Quinte Conf. ), Gifts for Vision , Zatoun(Fair Trade) products sales of which 10% goes to Mission &Service.

In June, at the recommendation of M&O, a representative of Home Base Housing gave a very informative talk to the Sunday Fellowship Breakfast group, explaining their mandate and how we can be of assistance in the current Housing First program in Kingston. In From the Cold Kingston Youth Shelter, and Lily's Place Family shelter.

Over the summer, a successful backpack project requested by Family and Children Services provided 22 backpacks and school supplies, which would be delivered for distribution to disadvantaged children. We will revisit this project in 2017.

Our Mission and Outreach special service was held on Sunday, Oct. 30 ,2016. Our guest speaker was Rev. Ruth Noble, Mission &Service Engagement Coordinator for UCC .The theme was *Salt and Light*. Members of M&O led the service and provided ushers, greeters.

Due to a conflict in scheduling, our annual Stone Soup lunch was postponed until the New Year.

Due to fiscal constraints, M&O decided not to support a request by our twin, Iglesia Bautista Emmanuel, for financial support for their Bible Schools of Peace 2016 held in November.

A Christmas dinner tradition shared by Edith Rankin Memorial United Church and St Matthews United Church did not go forward this year. St. Matthews Church was unable to support the event.

Prior to Christmas in 2016, M&O provided a Tree of Warmth formerly known as The Mitten Tree. The congregation was encouraged to provide both hand made *and* purchased mittens, scarves, hats, gloves, socks that would be distributed to local schools, shelters, Better Beginnings and other areas of need within our community. At this time, backpacks were filled by the youth with items provided by the congregation and delivered to Street Health by M&O members. Spirit Sisters and U.C.W. Unit 2 sponsored a Christmas hamper for a family and provided wonderful support for a request from Dawn House to provide items of warmth, personal care, sleep wear, slippers and food to be given to women, identified by Dawn house as in need of assistance. Several members of the congregation worked one-hour shifts to help with the Salvation Army Christmas Kettle Campaign. Most volunteers preferred the change to one-hour shifts this year.

Blue envelopes for the Benevolent fund and Change for Change cash (Glass jar at back of sanctuary) are collected and accounted for by Nancy Sproule. These funds are available at the discretion of the ministers.

The year 2016 has been a busy one for M&O. Every contribution by the congregation of Edith Rankin memorial in support of our projects, on behalf of those in need, is noticed and appreciated.

*Respectfully submitted,  
Pat Bowman*

### **WEST KINGSTON REFUGEE PARTNERSHIP**

In early January, our Sponsorship Application for the Al-Salkhadi family was forwarded to the United Church of Canada. After a few delays, the request was approved January 29, 2016 and sent to the immigration office in Winnipeg.

WKRP chaired by Rev. Dr. Jean Stairs, focus resources from members of five west end churches and a number of individuals from the community. It has proved to be a very energetic and capable group of people who achieved a lot in a short period. They have benefited greatly from input and suggestions from the Islamic Centre where some very strong links have evolved.

Oussama and Nawar Al-Salkhadi with their two little children arrived at Kingston Airport May 17, 2016 to a very excited group of people including young children of church members. Since then great strides have been made to adapt to life in Canada, they now have experienced all four seasons.

After an adjustment period, Oussama began attending English classes and shortly after gained employment at a local restaurant. Initially Nawar attended English lessons at LINC (Language Instruction for Newcomers to Canada) but was obliged to withdraw due to the birth of their third child, daughter Remas, in September. As a substitute WKRP are providing private English lessons and Nawar is becoming much more confident when communicating with others. Aya (4) and Retaj (2) are in daycare two days each week at the "Y". The city subsidizes one day per child with WKRP covering the second day.

Thanks to all who donated time, household items and financial resources to help the Al-Salkhadi family settle in Canada as smoothly as possible. Supplementary to work with this family, members of Edith Rankin Memorial have provided support to a number of Government Assisted Refugees who have a more challenging adjustment to make after arriving in Canada. The application for our second family, the Al-Sahou's, is in process at the Canadian Immigration Processing Centre in Winnipeg. Their arrival may occur sometime in 2017.

WKRP developed a contractual arrangement with the "Kingston Writer's Refugee Committee" (KWRC) in order for them to access our Sponsorship Agreement Holder, The United Church of Canada. The KWRC obtained a grant from the Writer's Foundation Canada in order to sponsor Jamal Saheed (a Syrian writer), his wife (a poet and

editor/translator), and their two older sons. They have been refugees in Dubai for the past three years and arrived in Kingston on Dec 28, 2016. They are settling into their new home on Johnson Street and the boys are attending school. The KWRC has responsibility for all settlement matters and financial support.

May we pray for those families who are coming to the end of their sponsorship period. Hopefully they will enjoy life in Canada and contribute their talents to their home communities.

*Respectfully submitted,  
Margaret Baker*

### **MEDIA & COMMUNICATIONS COMMITTEE**

As we move from a church council of committees to a congregational team model, the Media & Communications Committee will become the following teams:

- Computer Management
- Exterior Signage
- Website
- Audio Visual
- Publicity & Communications
  - The Anchor
  - Newspaper & Radio Ads
  - Congregation Phoning
  - Mailouts

In 2016 with our volunteers, we provided the following support:

- **weekly audio and visual support during Sunday worship services and other services as required;**
  - Al Pickering, John Moyer, Mel Hazell, Les Burgess, John Warren, and Paul Carl
- **weekly podcasts of the service, sermon and music on our ERMUC website;**
  - Paul Van Nest, Craig Pettis and Marg Lawson
- **maintaining the many ERMUC website pages**
  - Paul Van Nest, Craig Pettis and Marg Lawson
- **update FaceBook**
  - Tanya Bax, Paul Van Nest and Paul Carl
- **provide photographer support;**
  - Craig Pettis
- **bulletin and notice boards;**
  - Kathy Baer

- **post messages to the road sign on request**
  - Glenn Owen & Mel Hazell
- **coordinate and submit PSA's and paid advertising for important events;**
  - Mel Hazell & Paul Van Nest
- **organize church mail outs and maintain mail out databases;**
  - Tanya Bax & Paul Van Nest & Glenn Owen
- **congregational subscription sales and renewal of the United Church of Canada "Observer" ;**
  - Glenn Owen & Kathy Baer
- **administer copyright licenses and report on use;**
  - Glenn Owen
- **compile the quarterly "The Anchor" newsletter**
  - Patti Speck and Paul Carl

In April 2015, the M&C Committee undertook a Needs Assessment Review to look internally at what and how we provide our services. From that review, unfortunately, due to lack of funding and a larger congregational effort to fundraise for and complete the new renovations, the following items were never completed:

- Replacing our current video/camera presentation equipment with a newer digital system.
- Replacement of the hearing assist equipment.
- Replacement of headset microphones as required.
- Purchase TV's for the Nursery and Upper meeting room to live cast the PowerPoint & service. This will also be used during the week to advertise events at the church.

Now that the renovations are completed, we will be asking the congregation for financial support to purchase the required equipment.

In the Fall of 2016, John Warren took on the task of asking a group of media and Communications students to review how we at Edith Rankin communicate within and outside of our church. The draft report has been received and will be revealed in presentation format, to the M & C committee in early 2017.

Other notable M&C Committee items to report are:

- Replaced projector bulb;
- Edith Rankin Facebook page has currently 109 likes up from 73 this time last year;
- Continually keeping the ermuc.ca website up to date, informative and pleasing to the users.
- PowerPoint presentations continue to be designed to ensure visually accessible formatting;
- Weekly large printed bulletins are provided for members of the congregation as required

While many of our costs are associated with set monthly recurring costs, our committee has been fiscally responsible and has come under budget for 2016. M&C submitted a 2017 draft budget that will continue to provide the funds as required in a fiscally responsible way.

On behalf of the Media & Communications Committee, I respectfully submit our 2016 Annual Report and would like to thank each of the M & C members as well as the members of the congregation for their support and guidance.

*Respectfully submitted,  
Paul Carl*

### **ADMINISTRATION, STEWARDSHIP & RESOURCES COMMITTEE**

The past year's construction and renovations have had a significant impact on the 2016 Financial Plan's expense and revenue projections. The only other time ERMUC has experienced a similar situation was in 1960, the first year in the new church building, and 1985-86 with the construction and operation of Clark Hall addition. In these situations, the previous year's expenses and revenue, are not a reliable guide to revenue and ASR and Property expenses for the year going forward. Accordingly, 2016 encountered revenue and expense impacts that could not be easily or reliably predicted.

**Revenue:** With construction complete by August 31, an assessment was made of the monthly envelope offerings in comparison to the same month in 2015. Due to the challenges of winter storms, cool building, limited accessibility to the Church and within the Church followed by the oppressive heat of summer, envelope offerings were down by \$18,677 (December 31). Appeals were made via Tidings and a direct mailing to envelope users to advise of the situation and respectfully ask if the short fall could be made up by December 31 yielded \$2,423.

**Expenditures:** Anticipating potential reduction in revenue due to lower attendance caused by construction issues, Committee Chairs, in late 2015 and the mid-2016, were requested to restrict expenditures to essential needs. In addition, construction/renovations of an actively used Church, equipped with single hydro, gas and water meters, resulted in significantly higher monthly utility bills. While cost sharing between ERMUC and Cupido was negotiated based in part on past year usage, ERMUC was required to pay the bills first then collect from Cupido later. Finally, just like a new home, there are always additional needs that are not included/ thought of in the Capital Contract & Contingency cost but are required to 'finish' the facilities, e.g. restoring, increased router power and capacity, additional cabling for internet/WiFi throughout the building, privacy blinds for the offices, etc.

Based on these revenue and expense challenges, the following is a summary of 2016 year-end figures known at the time of Report writing.

**2016 Financial Plan**

Planned Revenue: \$ 374,734.30    Planned Expenses: \$ 410,450    Deficit: (\$35,715.70)

**2016 Cash Accounting**

Dec. 31 Revenue: \$ 376,806.    Expenses: \$402,788    Deficit: (\$25,981)

**2017 Interim vs Final Financial Plan:** In light of the envelope offering short fall and uncertainty as to the ability for the users to of make up the shortfall plus construction associated one-time expenses, the 2017 Financial Plan was titled an “Interim” Plan, subject to review in January after all the 2016 revenue and expenses are known. At the November Annual Financial Plan Congregational Meeting, the congregation endorsed the “Interim” approach. Based on the 2016 year-end financial status the Interim Financial Plan may be subject to revision with the Final 2017 Financial Plan being presented for approval voted on at the February 2017 Annual Congregational Meeting.

**Monthly Expenditure Monitoring:** In light of the unknown actual monthly electric consumption associated with the elevator, air handler, air conditioning and natural gas consumption, there will need to be greater monitoring of these bills in comparison to the Interim Financial Plan estimates. This monitoring will also involve monitoring actual vs estimates for 2017 revenue to determine if the approved (ACM) 2017 Final Financial Plan will require further adjustment throughout 2017.

**Line of Credit (LOC):** In 2016 the full implications of the transfer of the Designated Funds out of the Operational Account was realized. These funds played a major role as a financial ‘cushion/operating cash reserve’ during the normal summer period of low revenue/givings over the last number of years. In the absence of this ‘financial cushion’, the Line of Credit is used to prevent overdraft fees during the summer plus when unexpected major expense occurs.

The LOC has, for the last number of years, been \$30,000 (backed by a \$30,000 GIC). Given the implications of renovations and construction, the Treasurer wisely, with the support of Council and Trustees, increased the LOC to \$75,000 with a \$45,000 increase (backed by separate \$45,000 GIC). The LOC use is tracked each month in the Statement of Operations. The LOC use rose to \$53,333 in August and was at \$10,000 as of December 31.

**ERMUC Council Increased Revenue Sources & Reduced Expenses Sources Tables:** At Council’s request. ASR generated the above two tables. Input was obtained from the Committees and the congregation (through a note in Tidings). Given the emphasis on Revenue Sources generation, this Table, with 20 Sources, was tabled and accepted at the April 25 Council Meeting. While the Reduced Expenses Source Table, with its 10

sources, has yet to be finalized, several have been implemented. Each source had a suggested Committee /Group to lead each one with Council assuming the lead for the 'orphan' Sources.

It should be noted that individuals and groups (formal and ad hoc) have and are actively undertaking both revenue generation and specific projects that, by their nature, assist the Operational Account e.g. Annual Fish Fry, Catering Team, to name a few.

### **ASR Lead on 5 Sources - Increased Revenue Sources Table:**

# 1 Rental of Roof for Solar Panels: Building on the past solar panel assessment for ERMUC roofs, Gerrie Dickson consulted widely with other churches, panel installation firms, St Lawrence staff plus undertook an analysis of hydro usage. He produced a summary report that, while there does not seem to be a demand for roof rentals, the cost of panels has come down significantly such that an installation could be funded by the Trustees or a group of members. Unfortunately, in September, the Ontario Government halted the process to obtain solar panel permits. Currently, Gerri awaits further information from the Ontario Government.

# 2 New Rental Incomes: The renovations, expansion and air conditioning has sparked new community wide interest in ERMUC facilities with several new long term rental agreements booked.

a) Entire Building: Rev. Jean Stairs and Rev. Wayne Soble have been instrumental in facilitating the establishment of the Kingston Senior's Association Loyalist West Centre /Operation at ERMUC. As a result, the Association is running 13 pilot courses generating rental revenue plus raising the profile of ERMUC within the community regarding the new rental facilities and features.

b) Old Music/Office: Unfortunately the size of the grant the Kingston Seniors Association applied for was reduced such that the Association can't afford to rent the office this session. As a result, there is a need to rent this room through local real estate firms. .

# 3 Existing Rental Income:

a) Rental Rates: Rooms were renamed and a schedule of increased rental rates, geared to each, based on size and whether they are air conditioned. These rates were developed based on comparable current church and Senior's Association rental rates in Kingston. Significant effort was expended by Tanya in obtaining the rates and Gerrie in developing hourly, 4 hour, 8 hour, and seasonal rates based on 'discount for volume'. These rates were finalized with the assistance of the Ministers.

b) Rental Agreements: Long term rental agreements, with phased in rent increases, were created for the two long standing renters, as opposed to daily rental agreement. These agreements will serve as a template for future long term agreement with the goal of

clearly establishing expectations and responsibilities. Daily agreements still need to be updated and finalized.

# 6 Annual Operational Fund Campaign: This initiative has been deferred to 2017 due to other higher and more urgent requirements. In addition, with implementation of the new governance model, there will hopefully be a dedicated group which will not have competing demands.

#16 Debit / Charge Machine: In response to the wide spread and increasing use of charge cards, as opposed to carrying cash, this initiative was put into operation in August with the significant assistance from Tanya Bax. The set up was modeled after a church in southern Ontario that Tanya located and obtained guidance from. This church has been using the machine for 3 years and found limited use in the first year, more in the second and extensive use in the third year.

On the Resources side, we are at a complete staffing level. Our ministerial side is well served with Wayne, Jean and with Donna Bell replacing Beth Elford, all working for more hours than we pay them. Laurence Rowbotham continues to provide excellent music leadership for the congregation. Our Office is well served by Tanya Bax who does an amazing amount of work for all of us, both paid and unpaid, without fail. With the increased Ministerial programming and church initiatives coupled with the Capital Campaign and contractor payment administrative work, Council maintained her paid hours at 35 for the renewal of her 2017 contract. Finally, we appreciated the very important 'on call' support when Tanya was not available; Wanda Burke for short notice single days plus Rhonda Kerr for longer periods such as vacations. **There is need for a second individual to supply this support, should Rhonda not be available. Interested? – See Rev. Stairs.** Special recognition needs to be given to Tanya for her tolerance, patience, skill and knowledge in facilitating a very successful operation in the old Music Office plus relocation of the new Church Office. In addition, Tanya's patience and interpersonal skills were greatly tested during construction as she became the sounding board, arbitrator and peace maker between construction staff, ERMUC staff and congregation over work site 'issues'. In recognition of this and other challenges and effort during 2016, ASR supported M&P's provision of a one-time financial gift plus vacation credit.

ASR would also like to give very special recognition and a major expression of appreciation to Fran Day for her exceptional service which spanned several decades as the Coordinator of the Counters for the weekly Sunday Service offering. In addition to coordinating, Fran has been a regular Counter. ASR and the congregation would like to thank Linda Lain, a current Counter, for agreeing to assume Fran Day's role as Counter Co-ordinator.

Finally, the ASR Committee would like to thank and recognize the dedication, service and assistance of Tony Baker, Gerrie Dickson, Don Mallory, Linda Lain (Counter Co-ordinator), John Moyer (Treasurer) plus Rev Stairs.

*Respectively submitted,  
Gordon Bell*

### **OFFICE ADMINISTRATOR (formerly Administrative Secretary)**

My previous years at ERMUC were filled with new and exciting challenges and 2016 did not disappoint. Towards the end of the year, my job title was updated by the Ministry and Personnel Committee to reflect the growing changes in the role. Below is a snapshot of a few of the new tasks that were taken on in 2016 and some new(er) significant duties and responsibilities that have been added to the position since 2012.

Legend: ★ New in 2016

‡ Added between 2012-2015

#### Financial

- Now responsible for management (including issuance of cheques) of 4 separate bank accounts:
  - Operating
  - ‡Savings (since 2015)
  - ★WKRP (new in 2016)
  - ‡Capital Campaign (since 2013)
- ‡Monthly “financials” now consist of reconciling 4 accounts and preparing 8 -10 separate statements
- ‡Multiple monthly transfers via Scotia Connect/Scotia Online to show flow of funds between Restricted Funds and Operating Account
- ‡Annual Charitable Return - Required by June 30 annually to maintain our charitable status
- ‡Working with Professional Auditors to complete external audits.
- ‡HST return prepared twice annually
- ★Debit/Credit Machine - Consultation, researched with other churches both locally and provincially, installation, preparation of instructions and training. Responsible for all reports and inputting/tracking and transfers of multiple contributions (ticket sales /registration / donations to multiple accounts) all from one unit.
- ★Responsible for inputting and tracking all external and internal loans and debentures via QuickBooks and excel spreadsheets

- ★WKRP assistance/support – grants, spreadsheets, fundraising, volunteer support, management of accounts, cheques, etc.
- †Vacation Bible School – grant assistance, payroll administration, handle/record registrations

#### † ★Capital Campaign

- ★Assisted with management of construction related contact between ERMUC, Property Manager, Cupido and on site contractors
  - ★Accepted and reported upon deliveries
  - †Invoicing
  - †Payments
- ★†Packed and unpacked office twice in a one year period
- ★Re-formatting and maintaining Wish List, designated account and donor tracking.
- ★Supported Sept 25, Oct 15 and Oct 16 services, dedications/open houses
- ★Assisted the Ontario Trillium Foundation with last minute preparations required
- ★Assisted Ontario Trillium Foundation with press release and forwarded press release to all local media, presbytery, social media, etc
- ★Maintain and track database for private loans and debentures and trigger when repayment/payments required
- ★Create and issue 2016 T5 forms as per CRA requirements
- ★Formatted and printed the Open House brochure re Oct 15

#### Ministry & Personnel

- †Responsible for First Aid, monitoring, supplying and updating AED and first aid kiTs
- ★Completed grant applications and monthly maintenance required for Kagita Mikam funding
- †Assist direct supervisor with spreadsheet tracking of all employee hours, appointments, vacation days, etc
- †Ongoing office relief training/support

#### Seniors Centre Development

- ★Assisted with several consultations re space/date availability
- ★Updated Shepherd's Staff database to correctly capture seniors/retirees of ERMUC
- ★Created survey via Survey Monkey that was distributed via email and snail mail to 240 households to capture needs/wants of the senior/retiree community

- ★ Created “Just for...” posters and inserts, a co-sponsored program from ERMUC and Seniors Association

#### IT Management/Social Media

- ★ Installed/Upgraded software and drivers to get all three offices up and running once we moved into our new digs.
- † Use Mail Chimp (external program) in coordination with Shepherd’s Staff for emailing of the Anchor, coming events and urgent notices
- ★ Facebook, posting updates, photos, etc. Facebook “likes” have significantly increased in 2016.

★ Assisted with set up of Welcome Centre

★ Assisted property committee with tendering bids for external property maintenance

† Create posters and tracked registration for many events, some examples below:

- † TGIF
- † Vacation Bible School
- † “Just For...”
- † Physician Assisted Death forums
- † PA Days (registration only)
- † Wellness Walking (poster only)
- † Issues of the Heart (poster only)

† Created new formats for Kids Alive Calendars, bulletins, tidings, letterhead, Wedding and Funeral bulletins

† Formatting the Annual Report ☺

Every year has been an exciting challenge and I look forward to many more.

Thank you to all of you at ERMUC for your continued support, patience and friendship.

*Respectfully submitted,  
Tanya Bax*

## ENVELOPE STEWARD

On behalf of the entire Congregation, and others who benefit from our presence in the community, a sincere **THANK YOU** to all the individuals, families and groups who have financially supported the Congregation in 2016. Our wide variety of programs depends on your continued support and we express our thanks in advance for your 2017 financial assistance.

On Dec 31, 2016, ERMUC had 142 (165 in 2015) assigned envelope contributors and 113 (116 in 2015) Pre-Authorized Remittance (PAR) contributors.

In total, during 2016 ERMUC's Operating Fund received support from over 312 identifiable sources; envelopes, PAR and visitors. Donor totals can be broken down as follows:

<\$52.00 – 59 (112 in 2015)	\$52 - \$260 – 54 (67 in 2015)
\$260 - \$520 – 36 (35 in 2015)	\$520 - \$1300 – 89 (75 in 2015)
\$1300 - \$2340 – 45 (60 in 2015)	\$2340 - \$3640 – 18 (28 in 2015)
\$3640 - \$5200 – 5 (20 in 2015)	\$5200 - \$10400 - 3 (2 in 2015)
\$10400 - \$15600 – 2 (2 in 2015)	>\$15600 – 1 (1 in 2015)

For 2018, to minimize waste of unused boxed envelopes, we will again order 160 boxed envelope sets for distribution. If you haven't picked up your 2017 envelopes, they are available either at the back of the Sanctuary or in the Church Office. Should anyone not currently assigned envelopes require them, or should regular contributors wish to switch to PAR, please contact Tanya in the Church Office at (613) 389-2530.

*Respectfully submitted,*  
*John Moyer*

## TREASURER'S REPORT

On the following pages, you will find the 2016 Financial Summaries and elsewhere in this Annual Report, you will find a Capital Campaign Financial Summary.

ERMUC ended 2016 with an **operating deficit of \$23,921.59**. M&S offerings were down 12.8% to \$35,693.50 (M&S goal was \$41,760); general offerings (PAR, envelope, loose etc.) were down 3.2%; but, general revenue (rentals, interest, HST rebate etc.) increased by some 81.7%! Our Committees did an excellent job of keeping total expenses in check! However, given that ERM continues to realize an operating deficit, it is living beyond its means.

On a positive note, we have no outstanding invoices to be paid; **but** ERM is using approximately \$10,000 of its Line of Credit (LOC).

During 2016, the main challenge was 'cash flow'. To increase our flexibility, we increased our LOC from \$30,000 to \$75,000. Due to the cyclical fluctuations in offerings, there were times when ERM used over \$50,000 of its LOC to support operations. This of course incurs bank charges.

I expect 2017 to be a year of discovery as we enjoy our new facilities. Until we live in the structure for a year, our utility bills will most likely fluctuate from previous years. On the other hand, ERM could well realize more rental income to offset some of these increased charges.

From a cash management perspective, 2017 promises again to be a very challenging year as we transition to a point, still some months off, when the Capital Fund ceases to exist and becomes part of the Operating Fund.

*Respectfully submitted,  
John Moyer*

## 2016 YEAR END INCOME & EXPENSE STATEMENT

	Jan - Dec 15	Jan - Dec 16	PLAN 2016
Ordinary Income/Expense			
<b>Income</b>			
Bank Deposits			
Designated Funds Income			
Mission & Service Fund Revenue			
051 - Mission and Service(Envelope)	17,540.50	9,935.50	
052 - Mission & service (PAR)	20,561.00	23,790.00	
053 - Mission & Service UCW	2,500.00	1,500.00	
Mission & Service Fund Revenue - Other	315.00	468.00	
<b>Total Mission &amp; Service Fund Revenue</b>	<b>40,916.50</b>	<b>35,693.50</b>	<b>45,000.00</b>
<b>Total Designated Funds Income</b>	<b>40,916.50</b>	<b>35,693.50</b>	
Offerings			
001 - Local envelope			
001a - Easter Envelopes	7,551.00	9,081.00	7000.00
001b - Thanksgiving Envelopes	6,194.00	8,173.00	5,000.00
001c - Christmas Envelopes	14,714.10	13,499.25	12,000.00
001 - Local envelope - Other	115,766.93	104,808.47	130,000.00
<b>Total 001 - Local envelope</b>	<b>144,226.03</b>	<b>135,561.72</b>	
002 - Local (PAR)	183,970.08	184,264.28	175,000.00
003 - Loose Cash Offerings	4,050.93	3,507.95	
004 - Other/Misc	0.00	211.58	7,000.00
007 - Initial Offering	213.00	267.00	350.00
Offerings - Other	2,431.56	361.88	200.00
<b>Total Offerings</b>	<b>334,891.60</b>	<b>324,174.41</b>	<b>336,550.00</b>
Other Revenue			
009 - Other	2,604.15	0.00	
009(A) - Wish List Items	0.00	5,506.45	
012 - Catering Team Income	0.00	628.00	
013 - UCW Income	421.26	1,398.94	
014 - Fellowship Income	104.40	67.90	
016 - Mission & Outreach Income	475.00	728.00	
017 - Worship Income	2,341.29	0.00	
018 - Property Income	1,477.90	20.00	
019 - FFD Income			
019(A) - Just For...Registration Fees	0.00	395.00	
019 - FFD Income - Other	2,045.89	1,071.65	
<b>Total 019 - FFD Income</b>	<b>2,045.89</b>	<b>1,466.65</b>	

<b>020 - Office Income</b>			
<b>020(A) - Welcome Centre</b>	0.00	49.45	
<b>020 - Office Income - Other</b>	383.82	72.63	
<b>Total 020 - Office Income</b>	<b>383.82</b>	<b>122.08</b>	
<b>021 - Congregational Life Income</b>	1,224.55	2,033.10	
<b>022 - Interest Income</b>	53.49	12,015.12	12,000.00
<b>023 - HST Rebate/Income</b>	9,722.95	6,580.47	4,800.00
<b>026 - Name Tags Revenue</b>	25.00	39.00	
<b>027 - Observer Income</b>	980.00	1,316.00	1,500.00
<b>029 - Miscellaneous Revenue</b>	350.00	1,281.56	1,000.00
<b>030 - Rental Income</b>	5,755.00	5,091.00	5,000.00
<b>070 - Kagita Mikam Employment Income</b>	2,930.32	12,455.00	4,884.30
<b>Other Revenue - Other</b>	277.00	0.00	9,000.00
<b>Total Other Revenue</b>	<b>31,172.02</b>	<b>50,749.27</b>	<b>38,184.30</b>
<b>Restricted Funds Income</b>			
<b>0034 - Landscape/Gardening</b>	0.00	272.23	
<b>033 - Benevolent Fund Income</b>	3,641.79	9,673.00	
<b>035 - Memorial Fund Income</b>	7,094.25	1,257.50	
<b>045 - Vacation Bible School Income</b>	13,420.50	11,068.40	
<b>061 - Capital Campaign Income</b>	567,007.95	1,565,993.36	
<b>062 - Syrian Refugee Sponsor WKRP Inc</b>	32,751.62	30,160.65	
<b>Total Restricted Funds Income</b>	<b>623,916.11</b>	<b>1,618,425.14</b>	
<b>Total Bank Deposits</b>	<b>1,030,896.23</b>	<b>2,029,042.32</b>	
<b>Total Income</b>	<b>1,030,896.23</b>	<b>2,029,042.32</b>	
<b>Expense</b>			
<b>Admin., Steward. &amp; Res.</b>			
<b>251 - Bank Charges</b>	889.14	1,220.81	
<b>252 - Envelopes</b>	391.20	659.87	
<b>253 - PAR Fees</b>	652.01	677.75	
<b>257 - HST/GST on Purchases</b>	10,018.64	11,981.02	
<b>258 - ADP Charges</b>	304.58	334.41	
<b>259 - Stewardship Expenses</b>	84.08	0.00	
<b>260 - ScotiaBank Transactions</b>	362.92	1,765.46	
<b>261 - Four Winds Presbytery Assess.</b>	10,970.00	10,465.00	
<b>262 - Audit Fee</b>	7,650.00	7,650.00	
<b>263 - Miscellaneous</b>	240.99	246.00	
<b>264 - Chase Debit/Credit Fees</b>	0.00	285.42	
<b>Total Admin., Steward. &amp; Res.</b>	<b>31,563.56</b>	<b>35,285.74</b>	<b>28,600.00</b>
<b>Church Council</b>			
<b>103 - Church Council Events</b>	316.31	0.00	

104 · Church Council Contingencies	191.30	256.00	
Church Council - Other	0.00	500.00	
<b>Total Church Council</b>	<b>507.61</b>	<b>756.00</b>	<b>1,000.00</b>
<b>Compensation</b>			
601 · Salary- Minister Soble			
601A · Housing Allowance - Wayne	20,259.96	0.00	
601B · Travel Allowance - Wayne	1,100.84	1,180.48	
601D · Res. & Book Allowance - Wayne	265.24	0.00	
614 · Relief Minister/Preaching	500.00	500.00	
601 · Salary- Minister Soble - Other	50,430.00	71,397.00	
<b>Total 601 · Salary- Minister Soble</b>	<b>72,556.04</b>	<b>73,077.48</b>	
604 · Salary -Minister Stairs			
604E Continuing Education - Jean	0.00	846.00	
604D · Res & Book Allow - Jean Stairs	226.97	0.00	
620A · Housing Allowance - Stairs	20,259.96	0.00	
620C · Mileage - Rev. Jean Stairs	1,250.14	1,209.12	
604 · Salary -Minister Stairs - Other	50,430.00	71,397.00	
<b>Total 604 · Salary -Minister Stairs</b>	<b>72,167.07</b>	<b>73,452.12</b>	
605 · Music Dir. Contract			
615 · Relief Organist	1,400.00	2,000.00	
605 · Music Dir. Contract - Other	25,800.04	24,933.63	
<b>Total 605 · Music Dir. Contract</b>	<b>27,200.04</b>	<b>26,933.63</b>	
606 · Salary - Admin. Secretary			
606A · Travel Allowance Admin. Sec.	127.84	126.73	
616 · Office Relief	1,436.00	2,520.75	
606 · Salary - Admin. Secretary - Other	40,968.24	40,968.24	
<b>Total 606 · Salary - Admin. Secretary</b>	<b>42,532.08</b>	<b>43,615.72</b>	
607 · Salary- Caretaker - 2 (Servage)	6,789.49	0.00	
608 · Minister Pastoral Care - Elford			
608B · Mileage Expenses - Elford	1,366.77	794.75	
608C · Res & Book Allowance - Elford	113.92	46.07	
608P · Housing Allowance - Elford	5,109.96	0.00	
608T · Education Expenses - Elford	375.00	165.00	
608 · Minister Pastoral Care - Elford - Other	10,827.00	8,887.06	
<b>Total 608 · Minister Pastoral Care - Elford</b>	<b>17,792.65</b>	<b>9,892.88</b>	
609 · Caretaker Salary (Van Hooser)	7,837.44	23,970.00	
610 · Salary - Caretaker - 1 (Thomas)	7,062.63	0.00	
6560 · Payroll Expenses CPP, EI, UCCP	36,936.95	30,742.19	
<b>Total Compensation</b>	<b>290,874.39</b>	<b>281,684.02</b>	<b>304,560.00</b>
<b>Congregational Life</b>			
301 · General and Resources	383.50	45.68	

302 · Events	411.41	207.00	
303 · Nametags	88.50	81.00	
304 · Caring Connections	278.07	107.94	
305 · Fellowship Coffee Hour	512.25	780.71	
307 · Contingencies and Misc.	121.07	0.00	
308 · Welcoming Team Expenses	57.00	210.16	
<b>Total Congregational Life</b>	<b>1,851.80</b>	<b>1,432.49</b>	<b>1,700.00</b>
<b>Faith Formation &amp; Develop</b>			
152 · Confirmation Res. and Meal	2,173.18	73.98	
153 · Curriculum & Resources	275.00	184.78	
154 · Teacher Appreciation Dinner	19.99	283.03	
156 · Youth Group Expenses	323.55	250.00	
157 · Kids Alive Program	933.20	675.24	
158 · Conference and Workshops	350.00	200.00	
160 · Study Group Materials	0.00	0.00	
161 · Adult Life	0.00	91.08	
162 · Pageant Expenses	32.98	0.00	
163 · Leadership Dev./Summer Ministry	750.00	750.00	
164 · Miscellaneous	0.00	233.86	
<b>Total Faith Formation &amp; Develop</b>	<b>4,857.90</b>	<b>2,741.97</b>	<b>4,975.00</b>
<b>Media &amp; Communications committee</b>			
201 · Mailing and Supplies	522.84	485.95	
202 · Advertising and Promotion	323.84	505.00	
203 · Copyright Licenses	581.07	659.90	
204 · Maintenance	45.00	495.91	
205 · Miscellaneous	13.43	0.00	
206 · Software/Equipment	75.09	0.00	
207 · Observer Subscription	1,079.65	1,240.00	
208 · Internet Expenses	779.35	719.40	
209 · Website Expenses	364.62	119.88	
<b>Total Media &amp; Communications Committee</b>	<b>3,784.89</b>	<b>4,226.04</b>	<b>4,575.00</b>
<b>Ministry &amp; Personnel Committee</b>			
353 · General M&P Expenses	262.35	242.00	
354 · Contingencies and Misc.	5,912.44	423.80	
<b>Total Ministry &amp; Personnel Committee</b>	<b>6,174.79</b>	<b>665.80</b>	<b>450.00</b>
<b>Mission &amp; Outreach</b>			
404 · Training and Development	105.00	0.00	
405 · Discretionary Funds	2,150.00	250.00	
406 · Miscellaneous	501.39	0.00	
<b>Total Mission &amp; Outreach</b>	<b>2,756.39</b>	<b>250.00</b>	<b>3,400.00</b>

<b>Office</b>			
551 · Computer Services	1,390.50	3,760.95	
553 · Office Supplies	2,128.36	2,040.39	
554 · Photocopier Lease	6,708.52	3,598.84	
555 · Postage	2,411.57	2,490.06	
556 · Telephone	3,004.19	2,287.27	
557 · Miscell. Office	256.51	0.00	
558 · Welcome Centre/Bistro	0.00	249.52	
<b>Total Office</b>	<b>15,899.65</b>	<b>14,427.03</b>	<b>14,590.00</b>
<b>Property</b>			
451 · Heating	6,637.58	8,586.50	
452 · Hydro	10,511.83	16,577.00	
453 · Utilities - Water & Sewer	2,628.54	4,150.25	
454 · Maintenance Bldg.			
459 · Elevator	0.00	105.00	
454 · Maintenance Bldg. - Other	3,652.17	9,030.48	
<b>Total 454 · Maintenance Bldg.</b>	<b>3,652.17</b>	<b>9,135.48</b>	
455 · Ground Maintenance	2,853.44	2,871.23	
456 · Snow Removal Parking Lot	5,300.00	5,299.98	
457 · Insurance- Property	5,542.08	5,986.81	
458 · Contingencies and Misc.	3,778.56	26.64	
460 · Dishwasher Lease	0.00	369.00	
<b>Total Property</b>	<b>40,904.20</b>	<b>53,002.89</b>	<b>41,300.00</b>
Reconciliation Discrepancies	0.00	139.17	
<b>Transfer Funds</b>			
750 · Landscape/Gardening Fund	0.00	272.23	
753 · Memorial Fund	7,094.25	1,257.50	
754 · Benevolent Fund	3,641.79	9,673.00	
755 · Mission & Service	40,916.50	35,693.50	
768 · Capital Campaign	567,007.95	1,565,993.36	
769 · Vacation Bible School	13,420.50	11,068.40	
770 · Syrian Ref. Sponsor. (WGRP)Fund	32,751.62	30,160.65	
<b>Total Transfer Funds</b>	<b>664,832.61</b>	<b>1,654,118.64</b>	
<b>United Church Women</b>			
700 · UCW Kitchen Expenses	0.00	1,238.00	
<b>Total United Church Women</b>	<b>0.00</b>	<b>1,238.00</b>	
Wish List	0.00	741.99	
<b>Worship</b>			
501 · Church Service Supplies	201.67	304.20	
503 · Guest Speakers	0.00	300.00	
506 · Decorations	0.00	224.31	

507 · Miscellaneous	414.15	39.98	
508 · Guest Musicians	0.00	500.00	
510 · Music-(Misc. Expenses)	635.00	0.00	
511 · Music-Purchases	473.41	0.00	
512 · Music - Handbells	430.75	533.30	
515 · Anniversary Sunday	1,475.00	0.00	
516 · Transportation	261.72	352.34	
517 · Events	696.85	0.00	
<b>Total Worship</b>	<b>4,588.55</b>	<b>2,254.13</b>	<b>5,300.00</b>
<b>Total Expense</b>	<b>1,068,596.34</b>	<b>2,052,963.91</b>	
<b>Net Ordinary Income</b>	<b>-37,700.11</b>	<b>-23,921.59</b>	
<b>Net Income</b>	<b>-37,700.11</b>	<b>-23,921.59</b>	<b>35,715.70</b>

*Respectfully submitted,  
John Moyer*

## 2016 YEAR END YEAR END BALANCE SHEET

Dec 31, 16

### ASSETS

#### Current Assets

##### Chequing/Savings

1002 - High Interest Savings Account	19,133.78
1003 - Scotiabank Chequing Account	12,018.59
1007 - Capital Campaign-Chequing Acct	13,198.76
1060 - WKRP (West King. Ref. Part.)	35,483.06

<b>Total Chequing/Savings</b>	79,834.19
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##### Other Current Assets

##### ERMUC Trust Fund SM42563271

1006 - Investment Fund (Scotia-McLeod)	240,746.00
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<b>Total ERMUC Trust Fund SM42563271</b>	240,746.00
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##### Line of Credit GIC's SB1903244

1007C - GIC100000015D33J	30,415.40
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1009A - GIC100000016SX7F	46,440.47
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<b>Total Line of Credit GIC's SB1903244</b>	76,855.87
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<b>Total Other Current Assets</b>	317,601.87
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<b>Total Current Assets</b>	397,436.06
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#### Fixed Assets

##### Accum. Amortization

1150 - Building	-477,052.11
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1151 - Chancel Lights	-14,241.69
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1152 - Furniture & Fixtures	-67,420.83
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1154 - Sign	-5,554.14
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1155 - Sound System	-27,111.44
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1156 - Computer & Other Equip.	-2,571.27
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1158 - Furnace	-56,921.60
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<b>Total Accum. Amortization</b>	-650,873.08
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##### Building

1100 - Building- Main	707,064.09
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1101 - Chancel Lights	15,434.95
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1102 - Furniture and Fixtures	67,541.24
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1104 - Sign	5,735.76
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1105 - Sound System	32,706.94
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1106 - Computer and other equip	8,576.31
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1107 - Land	145,978.47
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1108 - Furnace	90,157.12
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<b>Total Building</b>	1,073,194.88
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<b>Total Fixed Assets</b>	422,321.80
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<b>Other Assets</b>	
1120 · Construction in Progress	458,623.95
1305 · HST receivable - Capital Campaign	2,580.50
1350 · Other accounts receivable	2,604.15
1355 · Other accounts receivable - CC	2,034.54
1405 · Prepaid ex. (current) -restrict	89,060.00
1415 · Prepaid exp(non-current)restric	9,896.00
	<hr/>
<b>Total Other Assets</b>	<b>564,799.14</b>
<b>TOTAL ASSETS</b>	<b>1,384,557.00</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
1420 · Scotia Bank VISA	-10.65
	<hr/>
<b>Total Credit Cards</b>	<b>-10.65</b>
<b>Other Current Liabilities</b>	
<b>Designated Funds</b>	
2017 · Mission and Service	3,695.00
	<hr/>
<b>Total Designated Funds</b>	<b>3,695.00</b>
2100 · Payroll Liabilities	-318.36
3901 · Transfer from Oper. to Capital	-11,519.71
4301 · Transfer from Plan Giv to Opera	13,397.94
5500 · UCC CDF (Capital Campaign Loan)	-11,475.00
7203 · Transfer from Mem fund to capit	1,312.00
7300 · Transfer from Op to Cap Assets	11,519.71
7500 · Trans Capital from Camp to Fund	436,322.45
	<hr/>
<b>Total Other Current Liabilities</b>	<b>442,934.03</b>
	<hr/>
<b>Total Current Liabilities</b>	<b>442,923.38</b>
<b>Long Term Liabilities</b>	
<b>Restricted Fund Equity Grouping</b>	
2002 · Benevolent Fund	4,780.99
2003 · Memorial Fund - General	5,972.08
2008 · Landscaping/Gardening Fund	1,525.21
3001 · ERMUC Trust Fund	354,980.69
4500 · Vacation Bible School Fund	7,005.50
5000 · Capital Campaign	
5001 · CC Campaign Consultants	-100,000.00
5002 · CC Office Supplies	-4,219.03
5003 · CC HST	-278,283.91
5004 · CC Miscellaneous	-3,358.46
5005 · CC Administrative Support	-6,522.53
5006 · CC Postage	-927.15

5007 · CC Events	-9,106.09
5008 · CC Bank Fees	-977.72
5009 · CC Audit Fees	-9,400.00
5010 · CC Relocation/Moving Expenses	-18,577.96
5011 · CC Fees/Permits	-50,260.18
5012 · CC Expansion Consultants	-335,832.75
5013 · CC Proposal Writing	-7,964.00
5014 · CC Legal Fees	-1,997.20
5015 · CC Construction Project Manager	-58,500.00
5016 · CC Construction Contract	-1,751,252.17
5017 · CC Private Loans/Debentures	-39,954.25
5020 · CC Utilities (Hydro/Water/Etc.)	-8,521.07
5000 · Capital Campaign - Other	2,818,054.41
<b>Total 5000 · Capital Campaign</b>	<b>132,399.94</b>
<b>6000 · Syrian Ref. Sponsor. (WGRP)Fund</b>	<b>35,504.49</b>
<b>Total Restricted Fund Equity Grouping</b>	<b>542,168.90</b>
<b>Total Long Term Liabilities</b>	<b>542,168.90</b>
<b>Total Liabilities</b>	<b>985,092.28</b>
<b>Equity</b>	
3500 · Capital Equity	431,791.59
3900 · Retained Earnings	-15,905.28
<b>Net Income</b>	<b>-16,421.59</b>
<b>Total Equity</b>	<b>399,464.72</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,384,557.00</b>

*Respectfully submitted,  
John Moyer*

**2016 YEAR END CAPITAL CAMPAIGN FINANCIAL STATEMENT**

<b><u>Income</u></b>	<b>2013</b>		<b>2014</b>		<b>2015</b>		<b>2016</b>		<b>Total</b>
Donations received	\$	353,099.82	\$	245,519.21	\$	382,231.76	\$	370,437.40	\$ 1,351,288.19
Gain on investments	\$	4,716.15					\$	-	\$ 4,716.15
Trillium Fund Grant	-		-		\$	141,200.00	\$	-	\$ 141,200.00
Federal Access Grant	-		-		\$	39,975.00	\$	-	\$ 39,975.00
Coal Miners Daughter	\$	2,180.00					\$	-	\$ 2,180.00
Bay of Quinte Grant							\$	58,735.68	\$ 58,735.68
HST Rebate	\$	9,179.66	\$	2,435.71	\$	3,601.19	\$	77,772.59	\$ 92,989.15
City of Kingston Return							\$	89,060.40	\$ 89,060.40
UCC Loan							\$	100,000.00	\$ 100,000.00
UCC Loan							\$	500,000.00	\$ 500,000.00
Kingston Presbytery NCDC Loan							\$	50,000.00	\$ 50,000.00
Debentures							\$	65,000.00	\$ 65,000.00
Private Loans							\$	89,000.00	\$ 89,000.00
<b><u>Total Income</u></b>	<b>\$</b>	<b>369,175.63</b>	<b>\$</b>	<b>247,628.92</b>	<b>\$</b>	<b>567,007.95</b>	<b>\$</b>	<b>1,400,006.07</b>	<b>\$ 2,583,818.57</b>
<b><u>Expenses</u></b>	<b>2013</b>		<b>2014</b>		<b>2015</b>		<b>2016</b>		<b>Total</b>
Campaign Consultants (Klote)	\$	90,000.00			\$	10,000.00	\$	-	\$ 100,000.00
Office Supplies	\$	3,772.06	\$	300.67			\$	146.30	\$ 4,219.03
HST paid	\$	12,929.90	\$	3,632.94	\$	28,427.32	\$	233,293.75	\$ 278,283.91
Miscellaneous	\$	-	\$	15.12	\$	45.65	\$	3,297.69	\$ 3,358.46
Administrative Support	\$	908.25	\$	5,614.28	\$	-	\$	-	\$ 6,522.53
Postage	\$	189.00	\$	354.75	\$	154.00	\$	229.40	\$ 927.15
Events	\$	7,397.46	\$	191.43	\$	-	\$	1,517.20	\$ 9,106.09
Bank Fees	\$	357.90	\$	87.61	\$	429.65	\$	102.56	\$ 977.72

<b><u>Expenses (cont'd)</u></b>	<b>2013</b>		<b>2014</b>		<b>2015</b>		<b>2016</b>		<b>Total</b>	
Audit Fees	\$	-	\$	7,500.00	-	\$	1,900.00	\$	9,400.00	
Relocation/Moving Expenses	\$	-	\$	354.37	\$	10,108.20	\$	8,115.39	\$	18,577.96
Fees/Permits	\$	-	\$	-	\$	49,886.53	\$	373.65	\$	50,260.18
Expansion Consultants <i>(NORR, Forefront, Pinchin, etc)</i>	\$	-	\$	22,270.00	\$	112,524.32	\$	34,601.14	\$	169,345.46
Proposal/Grant Writing <i>(incl. Trillium)</i>	\$	-	\$	5,320.00	\$	2,104.00	\$	540.00	\$	7,964.00
Legal Fees	\$	-	\$	-	\$	-	\$	1,997.20	\$	1,997.20
Construction Project Manager	\$	-	\$	-	\$	15,237.52	\$	43,262.48	\$	58,500.00
Construction Contract <i>(Cupido)</i>	\$	-	\$	-	\$	252,950.56	\$	1,498,301.61	\$	1,751,252.17
Private Loans Complete/Paid Out	\$	-	\$	-	\$	-	\$	39,000.00	\$	39,000.00
Debenture Year End Interest Paid	\$	-	\$	-	\$	-	\$	954.25	\$	954.25
Utilities	\$		\$	-	\$	-	\$	8,521.07	\$	8,521.07
<b><u>Total expenses</u></b>	<b>\$</b>	<b>115,554.57</b>	<b>\$</b>	<b>45,641.17</b>	<b>\$</b>	<b>481,867.75</b>	<b>\$</b>	<b>1,876,153.69</b>	<b>\$</b>	<b>2,519,217.18</b>
<b>Net</b>	<b>\$</b>	<b><u>253,621.06</u></b>	<b>\$</b>	<b><u>201,987.75</u></b>	<b>\$</b>	<b><u>85,140.20</u></b>	<b>\$</b>	<b><u>(476,147.62)</u></b>	<b>\$</b>	<b><u>64,601.39</u></b>

***O/S Loans/Debentures  
as at Dec 31/16***

UCC Loan	\$	100,000.00
UCC Loan	\$	488,525.00
Kingston Presbytery NCDC Loan	\$	50,000.00
Private Loan	\$	50,000.00
Debentures	\$	65,000.00
	<b>\$</b>	<b><u>753,525.00</u></b>

*Respectfully submitted,  
John Moyer*

## **PROPERTY COMMITTEE**

The Property Committee would like to start by thanking all the volunteers who have worked so hard on so many church “property” projects in 2016.

The number of members’ engraved walkway stones stand at 101. The flower gardens around the church and walkway continue to gather visitors to stop and enjoy, eat their lunch or have a quiet moment of reflection. Again thank you to Fred Jones and his team for their hard work.

The Property Committee had another declutter day and took 2 truck loads of “junk” and old paint to the landfill and hazardous waste recycling drop-off. We now have some storage and work area in our PC room. We are planning on converting the Church Hall stage into a convertible storage area.

We would like to thank again our electrical repair team of GarRy O’Neill, Jim Long and ladder holders, for their many upgrades throughout the Church. In particular Garry has had the extra task of correcting electrical oversights missed by the contractor team.

Jim Long has lead his team in making many plumbing upgrades with the help of Dave Randle. Outside taps have been added to assist with watering the gardens and bring the water meter up to code.

Our committee of Dave Metzler, Jim Long, Garry O’Neill, Al Fyke, Craig Pettis, Henry Green, Dean Lain, and Bill Spencer have few meetings through the year, but are at the church regularly doing whatever comes our way. As the Coordinator of the Property Committee, I would to thank the committee members and our custodian Barry Van Hooser for his contribution through this construction year. The church hall floors look amazing.

*Respectfully submitted*  
*Bill Spencer*

## **MINISTRY & PERSONNEL COMMITTEE**

The committee met throughout the year carrying out the requirements of Ontario Labour Code, the United Church Manual, and practices adopted by ERMUC. We also dealt with issues involving staff members as they arose.

M&P recommends employment policies to the Council and, once approved, monitors the policies’ implementation by the various committees which supervise the staff. M&P provides support to staff members and acts as one link between staff and the congregation. To do this, each staff member is ‘twinned’ with a member of the committee. This enables the staff member to discuss items that arise during the year and M&P, on

behalf of the Church Council and the congregation, to ensure that any issues are addressed promptly and effectively.

M&P thank all of the staff for their outstanding work throughout 2016. ERMUC is blessed to have such a dedicated and talented staff. M&P recognized all staff during a Staff Appreciation Sunday on April 17, 2016.

- Wayne Soble, Minister of Word and Sacrament; and Pastoral Care –Retired Supply, full time position
- Jean Stairs, Minister of Christian Education, Outreach, Family and Pastoral Care – Settled Minister, full time position
- Beth Elford, Minister of Pastoral Care – resigned from her quarter-time position as Congregational Designated Minister, July 31, 2015
- Laurence Rowbotham, Director of Music - independent musician-contractor; 46 week contract per year. He was reappointed under a new contract by the Church Council for 2017.
- Tanya Bax, Office Administrator - 35 hours per week. Tanya's new title, that was effective November 1, 2016, reflects more accurately, Tanya's duties and responsibilities
- Barry Van Hooser, Part-time Caretaker- 32 hours per week. Property Committee monitors his work but Jean Stairs is his direct supervisor.
- Rhonda Kerr, Casual Office Supply – to assist as needed or to fill in as required during absences of Tanya Bax.
- Wanda Burke, Casual Office Supply – to assist as needed or to fill in as required during absences of Tanya Bax.

M&P does not supervise the staff. The committees with which the staff members interact provide direction on the work to be done. Day to day supervision and co-ordination falls to the minister so tasked. In 2016, it was Rev. Jean Stairs. The review process enables the employee and the employer to discuss job performance, progress on objectives, continuing education, interpersonal relationships and any other items that are related to the employment situation.

It is the responsibility of M&P to complete an annual review with all ministerial personnel.

Tanya is responsible for the first aid station and the defibrillator, and she is our staff-trained first aid responder. Tanya renewed her First Aid Certification in 2016. The defibrillator hangs on the wall of the landing, at the top of the stairway from the Narthex down to the lower hall. First aid kits are located in the Welcome Centre kitchenette, and in the kitchen.

The staff compensation budget for 2017 was prepared and submitted to the AS&R Committee for its consideration. The 2017 Financial Plan was presented to the congregation by the Church Council in November 2016 and approved included salary and employment expenses for the year. Salary and benefit increases were based on the United Church of Canada's recommended COL of 1.1%, for 2017.

A register of 'criminal record checks' is maintained for all staff and volunteers in sensitive positions. This is part of the risk management plan for ERMUC.

After listening to a concern from our ministerial staff that they are often not informed about needs for pastoral care, M&P initiated a fridge magnet that is presently available in the Welcome Centre, for all members to pick up.

A formal thank you to Beth took place on Sunday, September 2016, and a search committee was formed to find a new quarter-time Congregational Designated Minister. Donna Bell, the successful applicant, starts January 1, 2017.

The United Church Manual and all UCC documents pertaining to Ministry and Personnel (and other) matters are available on the United Church's website at: <http://www.united-church.ca/>

*Respectfully submitted,  
Margaret Merkley*

## **BOARD OF TRUSTEES**

**General.** The Trustees met formally 3 times during the year (April 3, August 28 and November 20). Between meetings, individual members carried out assigned significant tasks on behalf of the Trustees and maintained regular email contact with one another on various matters. Jim Crozier (until his September departure to British Columbia), Jim Leary and Cam McEachern served diligently as Trustee liaisons with our investment firm, Scotia McLeod. Doug Huddle has ably represented us with respect to insurance matters. In accordance with United Church of Canada policies and procedures set forth in *The Manual* (2016, G3.5), the settled minister is automatically the chair of the Trustees unless s/he opts to appoint a "deputy" to act as chair. Since, according to my job description, I am the minister who relates primarily to Trustees I am the "official" chair. My practice has consistently been to work with the Nominating Committee to appoint a ("deputy") chair who has experience and expertise in these matters and we have been served well in this regard over the years. Since our contingent has been fewer in number than in previous years and the workload not insignificant, I have chaired official meetings during 2016 and tried to support the Trustees in their several efforts.

**Responsibilities.** As required by statute, Trustees hold all property of the congregation on behalf of the United Church of Canada and generally act for the congregation on legal matters. ERMUC also assigns the management of investments ("Trust Funds") to our Trustees. Trustees must comply with all decisions made about these matters by the governing body (i.e, our Council of Elders), the Presbytery or the Conference. Capital Campaign (Building Expansion) Funds are kept in a separate account managed by the Council of Elders. The Trustees have no fiduciary responsibility for this fund. Other

“restricted” or “designated” funds (e.g., Memorial Fund, Benevolent Fund) which may be reported in the Financial Statement are likewise held in a separate account administered by the Treasurer and are the responsibility of the Council of Elders and its Standing Committees, not the Trustees.

**Actions.** Several actions involving legal documentation and/or impacting property and investments were required during the year:

- Trustees worked with the national office of the United Church of Canada to secure a \$500,000 loan to “bridge” the gap between building project payments and the receipt of outstanding pledges and other anticipated revenues. To comply with UCC requirements, this low interest loan is treated as a mortgage amortized over 15 years but which can and should be paid back as quickly as the revenue to the capital fund is generated. To facilitate repayment of this loan while awaiting this revenue, Trustees complied with Council’s directive that beginning September 1/16 and subject to review after one year, \$20,000 be transferred at the beginning of each quarter from the Trust Fund to the Operating account in order to facilitate monthly payments on the UCC loan.
- Trustees, together with Council, have applied for a \$100,000 grant from the Four Winds Presbytery “Church Development Fund” toward our building project. Because Presbytery’s is awaiting certain clarifications from Canada Revenue Agency with respect to this Fund, the grant has yet to be either approved or awarded. In the meantime, Trustees have secured from Presbytery a one-year interest free loan of \$50000 to further assist with building project payments pending receipt for outstanding revenue. Should some or all of the requested grant of \$100000 be received, it will be used to repay this loan.
- To meet the requirements of the Scotiabank, Trustees arranged for \$45000 from investments (“Trust Fund”) to be reinvested in GIC’s as security for an increase in our church’s line of credit (max \$75000). This was done in a balanced way to maximize continuing returns on remaining investments managed by Scotia McLeod. Interest from the GIC’s will be deposited to the Operating Account.
- To facilitate certain prompt and efficient transactions occasionally required by the Church office in dealing with goods and service providers, Trustees arranged for \$1000 from investments (“Trust Fund”) to be reinvested in a GIC to satisfy Scotiabank’s request for security on a restricted use church credit card.
- Trustees signed documents related to the leasing of a new dishwasher.

**Insurance.** Throughout most of the year, insurance was provided through the General Insurance Plan of the United Church of Canada and underwritten by HUB International. This insurance coverage was switched to Marsh (Ecclesiastical) Insurance in December because of a more favourable annual premium (\$5301 – a savings of approximately \$2000!) and better customer service. Directors and officers liability insurance continues to be covered by the United Church of Canada. Mr. Scott Lee of McDougall Upper Canada Insurance continues to serve most helpfully as our local broker. For those interested in the details, the policy may be reviewed through the Church Office.

**Membership.** We look forward to the addition of new trustees in the coming year but the congregation can be assured that we have been ably served during 2016 by the following: Jim Crozier, Doug Huddle, Don Lane, Jim Leary, Cam McEachern and Tysie Mitchell.

*Respectfully submitted,  
Dr. W. Wayne Soble*

### **UNITED CHURCH WOMEN**

Each of our six Units carried out our UCW Purpose of Christian witness, study, fellowship and service as they met monthly.

Unit 8, invited Jane Mackay as our guest speaker at our Annual Worship service in April. Jane offered her challenges of being a minister's wife, some of those years being right here at Edith Rankin Memorial.

Our Spring General Meeting saw the UCW stepping outside the box and meeting at the New Providence Care Hospital site. Cathy Szabo spoke to us about the new facility and then we were led on a tour of the mock-up rooms. Thanks goes to Marg Merkley for setting this up and to Peter for welcoming us.

The fall months brought us Mostly Apple and the Artisans Bazaar.

With approximately 109 women, we are the largest UCW in the Four Winds Presbyterial.

As we move forward in 2017, our focus is to do some upgrading of the church kitchen. With new rental possibilities, this area may be in more demand and needs to be attended to sooner than later.

Thank you to all who support us in our work.

*Respectfully submitted,  
Janice Rubino*

**EDITH RANKIN MEMORIAL UNITED CHURCH WOMEN**  
**TREASURER'S REPORT 19 NOVEMBER 2015 - 31 DECEMBER 2016**

Balance Forward from 2015		\$8,721.26
<b>Net Unit Receipts</b>		
Offerings	\$4,493.00	
Catering	\$	
Projects	\$2,354.09	
Donations	\$1,330.00	
	Total	\$8,177.09
<b>General</b>		
Miscellaneous Donation	\$5.00	
Donation to Kitchen Improvement**	\$50.00	
Calendars*	\$88.12	
Bazaar 2016	\$3,428.00	
Mostly Apple	\$480.60	
GIC**	\$3,238.45	
Interest**	\$27.53	
	Total	\$7,317.70
Total Receipts		\$15,494.79
Forward		\$8,721.26
<b>Total</b>		<b>\$24,216.05</b>
<b>Disbursements</b>	\$12,923.34	<b>\$(12,923.34)</b>
Adjustment to agree with Bank and Register		\$(0.04)
<b>Total</b>		<b>\$11,292.67</b>
Carried Forward to 2017		\$(500.00)
Designated Funds for Kitchen**		\$(3,316.01)
Surplus		<b>\$7,476.66</b>

**EDITH RANKIN MEMORIAL UCW**  
**TREASURER'S REPORT DISBURSEMENTS**  
**19 NOVEMBER 2015 - 31 DECEMBER 2016**

	Budgeted	Dispersed	
<b>Surplus Funds 2015</b>	<b>\$8,221.26</b>	<b>\$8,120.20</b>	<b>\$101.06</b>
Kitchen Improvements	\$1,500.00	\$1,398.94	\$101.06
Food Bank	\$500.00	\$500.00	\$-
Breakfast Program (Food Sharing Project)	\$1,500.00	\$1,500.00	\$-
Syrian Refugee Fund	\$500.00	\$500.00	\$-
Almost Home	\$400.00	\$400.00	\$-
Better Beginnings	\$400.00	\$400.00	\$-
In from the Cold	\$400.00	\$400.00	
Mission and Service	\$1,000.00	\$1,000.00	\$-
Martha's Table	\$500.00	\$500.00	\$-
Lily's Place	\$400.00	\$400.00	\$-
Operating Fund	\$421.26	\$421.26	\$-
Streetsmart/Bayridge Centre(Limestone District Charitable Trust)	\$700.00	\$700.00	\$-
<b>Budget 2016</b>	<b>\$5,800.00</b>	<b>\$4,793.18</b>	<b>\$1,006.82</b>
<b>Estimated Expenses</b>	<b>\$2,230.00</b>	<b>\$2,166.00</b>	<b>\$64.00</b>
M&S	\$1,500.00	\$1,500.00	
Presbyterial Dues	\$730.00	\$666.00	\$64.00
<b>Congregational Purposes</b>	<b>\$1,300.00</b>	<b>\$874.11</b>	<b>\$425.89</b>
Kitchen Supplies	\$150.00	\$-	\$150.00
Special Receptions, Classics	\$450.00	\$317.28	\$132.72
Literature	\$400.00	\$381.83	\$18.17
Gifts and Honorarium	\$300.00	\$175.00	\$125.00
<b>Local Expenses</b>	<b>\$670.00</b>	<b>\$153.07</b>	<b>\$516.93</b>
Stationary	\$100.00	\$11.02	\$88.98
Benevolent Fund/Prayer Shawl Ministry	\$200.00	\$35.03	\$164.97
Contingencies, Bank Charges	\$370.00	\$107.02	\$262.98
<b>United Church Projects</b>	<b>\$1,600.00</b>	<b>\$1,600.00</b>	<b>\$-</b>
Student Bursary	\$1,100.00	\$1,100.00	\$-
Camp, Conferences, Leadership, Surplus to Quin-Mo-Lac	\$500.00	\$500.00	\$-

## UCW Budget 2017 (Proposed)

### Estimated Receipts

Fundraising monies/offerings	\$5,330.00	
Balance Forward	\$500.00	
Total	\$5,830.00	<b>\$5,830.00</b>

### Estimated expenses

UCC Mission and Service Fund	\$2,000.00	
Presbyterian Dues	\$730.00	
Sub-total		<b>\$2,730.00</b>
Congregational Purposes		
Special Receptions, Classics	\$400.00	
Literature	\$400.00	
Gifts, Honorariums	\$300.00	
Sub-total		<b>\$1,100.00</b>
Local Expenses		
Bank Charges, Office Supplies	\$250.00	
Contingencies	\$100.00	
Prayer Shawl/Benevolent Fund	\$150.00	
Sub-total		<b>\$500.00</b>
United Church Projects		
Student Bursary	\$1,000.00	
Camp, Conferences, Leadership surplus to Quin-MO-Lac	\$500.00	
Sub-total		<b>\$1,500.00</b>
<b>Total</b>		<b>\$5,830.00</b>

*Respectfully submitted,  
Kathy Rogers*

## CATERING TEAM: CELEBRATING

A graphic celebrating 20 years. The number '20' is rendered in a large, bold, metallic font with a gradient and a slight shadow. Below the '0', the word 'years!' is written in a cursive, handwritten-style font.

January 2016 marked the 20<sup>th</sup> Anniversary for our Catering Team. At our first meeting of the year we fondly remembered all those dinners...turkeys by the dozens, ham and scalloped potatoes and of course our signature roast beef dinners! At the 2016 Congregational Annual meeting in February we served sandwiches and birthday cake and set up a poster display of photos and remembrances from past years that was enjoyed by all.

With our construction project in full swing, we concentrated on “in-house” events. A soup luncheon in March, a roast beef dinner in April and of course the Classics Birthday party in May were all enjoyed by members and guests.

The fall began with a Celebration Breakfast to kick off the ribbon cutting ceremony for the new addition. In October, a dinner was catered for the Retired Teachers Association and we served the members of the 4 Winds Presbytery in November. December saw us preparing two turkey dinners-our Annual Family Christmas dinner, held in conjunction with the Kid’s Alive Christmas Pageant and the Quilter’s Guild Annual Christmas get together.

The Financial Statement is attached. We continued to support the church in many ways including both the operating fund and the building project in our disbursement of funds. We purchased a small fridge for the Welcome Centre and undertook to have the shelves, in the large kitchen fridge, sand-blasted and re-coated to eliminate the rust.

An on- going concern is the poor condition of our kitchen and, with members of the UCW, we continue to seek both funding and ingenuity to solve the many problems we find.

Thank you for celebrating with us for this past year. We are proud of our 20 years of cooking!!

*Respectfully submitted,  
Patti Speck*

**CATERING TEAM FINANCIAL STATEMENT**

**December 2016**

Bank Balance from Last Statement: 321.86

**INCOME:**

Income from events:	8,390.70		
Expenses for events:	<u>2,205.80</u>		
Profit:	6,184.90	-----	6,184.90
Interest			<u>0.66</u>
			6,507.42

**DISBURSEMENTS:**

Capital Campaign	4,000.00		
ERMUC Operating Fund (10% 2016)	628.00		
Martha's Table	1,000.00		
Fridge for Bistro	246.34		
Bank Fee	0.60		
Kitchen Supplies	<u>85.58</u>		
	5,960.52	-----	<u>5,960.62</u>
		Bank Balance	546.90

*Respectfully submitted,  
Wanda Burke*

**MEMBERSHIP OF CHURCH COUNCIL, STANDING COMMITTEES, BOARD OF TRUSTEES AND OTHER COMMITTEES FOR 2016**

**CHURCH COUNCIL (as at 31 Dec 16)**

Officers of the Council of Guiding Elders

Chair	Gordon W. Sinclair	(2014-16) (2)
Past Chair	Peter Merkley	(2014-16) (2)
Secretary	Ken Williams	(2015-17) (1)
Treasurer	John Moyer	(2015-17) (1)
Membership Steward	Brenda Moyer	(2007-16) (9)

Members of Council of Guiding Elders (Church Council)

Chair, Administration, Stewardship, & Resources	Gordon Bell	(2014-16) (2)
Chair, Congregational Life	Janet Dubblestein	(2014-16) (2)
Chair, Ministry and Personnel	Margaret Merkley	(2015-17) (1)
Chair, Worship	Barb O'Neill	(Co-Chair)
	Lorna Thorne	(Co-Chair)
Chair, Faith Formation & Development	Elizabeth Amirault	(Interim Chair)
Chair, Media and Communications	Paul Carl	(2015-17) (1)
Chair, Mission and Outreach	Agnes Glenn	(2014-16) (2)
Chair, Nominating	Peter Merkley	(2014-16) (2)
Chair, Property		
Presbytery Representative	Elizabeth Amirault	(2013-17) (3)
Trustees (Deputy Chair)		
UCW (President)	Janice Rubino	(2)
Ministry Personnel	Rev. Dr. Wayne Soble	
	Rev. Dr. Jean Stairs	

**STANDING COMMITTEES**

Administration Stewardship & Resources (AS&R)

Gordon Bell, Chair			
Tony Baker	(2015-17) (1)	Fran Day	(n/a -16) (n/a)
Gerald Dickson	(2013-17) (3)	Don Mallory	(2013-17) (3)
John Moyer	Treasurer	Gil Ryan	FIA

Congregational Life (CL)

Janet Dubblestein, Chair	
Barbara Bell	(2015-17) (1)
Brenda Moyer	Membership Steward
Beverley Ryan	FIA
Rhonda Kerr	FIA (head of Catering Team)

### Faith Formation and Development (FFD)

Elizabeth Amirault, Interim Chair

Stephen Delve	(2015-17) (1)	Anne Dickson	(2013-17) (3)
Margaret Henderson	(2013-17) (3)	Colleen Korderas	(2013-17) (3)
Jan Watkins	FIA	Florence Niven	FIA
Cindy Pettis	Kids Alive Coordinator		

### Media and Communications (M&C)

Paul Carl, Chair

Kathy Baer	(2014-16) (2)	Mel Hazell	(2013-17) (3)
Glenn Owen	(2013-17) (3)	Craig Pettis	(2013-17) (3)
Patti Speck	(2012-16) (4)	Shaun Martin	FIA
Paul Van Nest	Web Master	John Moyer	FIA
Al Pickering	FIA	Les Burgess	FIA

### Ministry and Personnel (M&P)

Margaret Merkley, Chair

Susan Ariss	(2015-17) (1)	Sheila Billings	(2010-16) (6)
Gayle Owen	(2015-17) (1)	Eric Lawson	

### Mission and Outreach (M&O)

Agnes Glenn, Chair

Margaret Baker	(2014-16) (2)	Pat Bowman	(2014-16) (2)
Ina Ray Burke	(2014-16) (2)	Janice Rubino	(2010-16) (6)
Marilyn Rodger	(2011-17) (5)	Dick Bowman	FIA
Nancy Sproule	(2014-16) (2)	Lois Butler	FIA

### Nominating

Peter Merkley, Chair

Lois Butler	(2014-16) (2)		
Brenda Moyer	Membership Steward		

### Property

Henry Green	(2013-17) (3)	Dean Lain	(2011-17) (5)
Jim Long	(2013-17) (3)	Garry O'Neill	(2013-17) (3)
Bill Spencer	(2015-17) (1)	David Metzler	FIA
Alan Fyke	FIA	Gordon Bell	AS&R Rep

### Worship

Barb O'Neill, Co-Chair

Lorna Thorne, Co-Chair

Elizabeth Amirault	(2014-16) (2)	Laurence Rowbotham	Music Director
Beverley Bell-Rowbotham	(2015-17) (1)	Nancy Barber	(2012-16) (4)
Al Pickering	(2014-16) (2)	Eric VanDalen	(2014-16) (2)
		Florence Niven	FIA
		Patti Speck	FIA

Board of Trustees

Rev. Dr. Wayne Soble, Chair		Cameron McEachern (2013-18) (3)	
		Doug Huddle	
Jim Crozier	(2012-17) (4)	Jim Leary	
Don Lane	(2013-18) (3)	Tysie Mitchell	(2013-18) (3)

Lay Representatives to Presbytery

Elizabeth Amirault	(2013-17) (3)	Gail Hanley	(2012-16) (4)
Diane Huddle	(2007-17) (9)	Marilyn Rodger	(2013-17) (3)

Ministers in Voluntary Association

Rev. Earl Taft  
Rev. George Lavery  
Rev. Dr. Neil Elford

*With Appreciation:*

*On behalf of Church Council and the Congregation, the Nominating Committee recognizes, with thanks, the contributions of all these individuals, who have served as Guiding Elders or members of Standing Committees in 2016.*

**2017/18**

**REGULAR MEETING SCHEDULE OF THE CONGREGATION, CHURCH COUNCIL,  
AND MINISTRY TEAMS**

1. The Congregation is called to meet for the Annual Meeting for 2017 on: **tba**
2. The outgoing and incoming Church Council is called to meet on Tuesday, February 28, 2017 at 6:00 p.m. for a potluck dinner, appreciation and orientation. Subsequently, the meetings will be as determined by the Church Council
3. The Ministry Teams will meet as determined by the Team Members.

**REPORT OF THE NOMINATING COMMITTEE**

(TO BE INSERTED WHEN RECEIVED)