

EDITH RANKIN MEMORIAL UNITED CHURCH ANNUAL REPORT FOR THE YEAR 2020



**O God, who is both beyond and within all time,
as we evaluate this past year,
help us to assess what we should have left out,
as well as what we should have included,
so that this coming year may be a time of balance
between the march of clock time and the dance of spirit time.**

William L Wallace.

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Staff at Edith Rankin Memorial United Church:

Rev. Michelle Down, Minister
 Kim Barney, Music Director
 Elizabeth Amirault, Pastoral Care
 Tanya Bax, Office Admin
 Barry Van Hooser, Custodian
 Ruth Judd, Sunday School Coordinator

Rev. George Lavery, Minister Emeritus
 Rev. Dr. Paul Currie, Volunteer Associate
 Rev. Dr. Neil Elford, Volunteer Associate



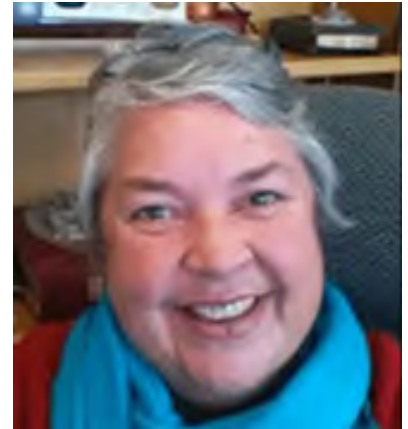
MINISTER

New friends and family at Edith Rankin Memorial United Church

It is with love and conviction that I write to you my first Annual Report. Any good ministers report should start with scripture right? ... so how about this one from the new testament **3 John 1:13-14** that says:

**“I have much to write to you,
but I would rather not write with pen and ink;
instead I hope to see you soon;
and we will talk together face to face.”**

(really ... it says that Look it up!)

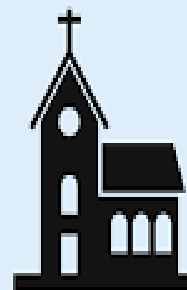


Of course we wish that we could be face to face, but I also want you to hear how proud I am of the Council of Elders who have made commitment to provide safe and accessible worship, music, and programming during this global pandemic. The ERMUC facility remains closed, but through the blessings of technology, the faith development continues! We have been able to share in the Hope, Peace, Joy and Love of Christmas, and now the Light of Epiphany right from the comfort of our own homes. Of course this means lots of additional work, and finding new ways of doing things, but putting the health and safety of our faith family will always be our priority.

I want to take this opportunity to thank the ERMUC staff who have been faithful since my arrival to offer their best service during these difficult times. Kim blesses us with the virtual choir which of course takes hours and hours of behind the scenes work that no one ever hears about. Elizabeth continues to reach out to the Classics via telephone and old fashioned letters, and of course in on going prayer. Ruth provides weekly ministry to our Sunday School families with great emails offering videos, crafts, stories and biblical lessons attached to the theme teaching for the day. Barry checks the facility daily to ensure security, and of course Tanya keep the office administration running and organized in a faithful and friendly manner. You have a great staff team at ERMUC, and I hope that you will take this opportunity to send them a note and share your gratitude. Tell them that you appreciate what they have all been doing during this shut down due to the pandemic, and give that bit of encouragement that we all need when this pandemic gets weary.

Thank
you!

**TO ALL THE PASTORS AND
CHURCH STAFF, THANK YOU FOR
WORKING HARD TO ENCOURAGE
AND SHEPHERD US FROM AFAR
DURING THE CORONAVIRUS!**



CrossCards



The staff is great, but we all know that the church requires many many volunteers to make it operate seamlessly. I want to share my deep gratitude for the volunteers of Edith Rankin. You are gifted and blessed, and I am so grateful that you share those gifts and blessings with the wider faith family at ERMUC. The tech team that help to prepare the music, pictures, videos, and then present them in worship on Sunday mornings are the envy of many United Churches in the area. We are all so appreciative of the time and talent that you share. The web team that keeps all the information flowing and accessible on the website. The caring callers who continue to reach out to the faith family via telephone and email with a friendly connection. Those who have delivered groceries and

prescriptions. Those who have put together concerts, breakfast programs and movie nights. Those who are pen pals with our young people. Those who put together the budget and keep our finances on track. The UCW and the Just Men groups that meet to share faith, and build family. Those who discern our future, and archive our past ... these and so many more volunteers of Edith Rankin, you have my heart-felt gratitude. Thanks for all the ways that you are a blessing.

Since my arrival at ERMUC on September 1, 2020 I continue to share my commitment to shared collaboration. This happens within the existing staff and volunteers, but also with other United Church clergy and congregations. I am very happy to be offering a shared Lenten Journey with two other United Churches this year as we live into that shared vision of Collaboration.

I believe deeply that **collaborating instead of**

competing with other churches is the faithful way forward. To partner with other communities of faith, as well as secular community partners, and offer humble transparent leadership is both my goal and intent.



I am committed to sharing the love that has come to me from Jesus with all that I meet, in ways that are kind, empathetic, inclusive, affirming, supportive, nurturing, creative, invitational, and respectful.



Affirm | **S'affirmer**
UNITED | **ENSEMBLE**

As your team leader I pray that you will also share in this journey. Share in the new normal and embrace the opportunities that we have right now to creatively explore how and where God is working in our lives, and in our neighbourhoods. I am here for you, to support you and care for you, and share in this blessed journey.

As we share our stories of Light, building trust, faith and empathy, our prayers and spiritual practices will grow roots and connect us all to creation and the Creator. As we move forward in faith, we will explore together the Affirming process of the United Church and open our hearts to a new level of diversity, inclusion, acceptance, and equality.

As we follow the stay-at-home order, and provide love and safety for our neighbour, we are living out the gospel message. Faith is deepening, even in the ache and pain of isolation. May this gift of poetry by Jan Richardson, remind us of the blessing of home.

In Faith, Love and Service;

Rev. Michelle Down

The Year As A House

A Blessing

Think of the year as a house:
door flung wide in welcome,
threshold swept
and waiting,
a graced spaciousness
opening and offering itself
to you.

Let it be blessed
in every room.
Let it be hallowed
in every corner.
Let every nook
be a refuge
and every object
set to holy use.

Let it be here
that safety will rest.
Let it be here
that health will make its
home.
Let it be here
that peace will show its face.
Let it be here
that love will find its way.

Here
let the weary come
let the aching come
let the lost come
let the sorrowing come.

Here
let them find their rest
and let them find their
soothing

and let them find their place
and let them find their
delight.

And may it be
in this house of a year
that the seasons will spin in
beauty,
and may it be
in these turning days
that time will spiral with joy.
And may it be
that its rooms will fill
with ordinary grace
and light spill from every
window
to welcome the stranger
home.

— Jan Richardson © —

MUSIC DIRECTOR

This being my first year as Music Director at Edith Rankin Memorial United Church, I can honestly say that it certainly was not what I was expecting. The year started out like many others, with all the wonders, the hope, the love, and the peace that is Christmas. We welcomed in the New Year with our outstanding interim ministers Rev. Bill and Rev. Joe, after so many years with Rev. Wayne and Rev. Jean at the helm. Then in the fall we welcomed Rev. Michelle, bringing with her additional wisdom and a strong and vibrant faith leadership to our congregation. Whew..... That is a lot of change! Then there was Covid19.



You know however, a funny thing happened. Under outstanding leadership and strength of character from our interims Rev. Bill and Rev. Joe, we began to forge a new path forward. Though traditional in person worship was placed on pause, our innovative group of lay leaders, volunteers, and technical experts, with the guidance of Bill and Joe began to work to re-invent worship in a new way, actually the only way possible. This became the virtual worship experience we see and experience today.

There are so many things to be thankful for in these times. There are the constant and steadfast commitments that are the Limestone Ringers, under the deft leadership of Janet McDonald. The Ringers with their many talented musicians continue to add so much to our worship experiences. The choir continues to meet every Thursday evening virtually, for fellowship and to share life's experiences, tell a few stories, and yes discuss a little music. Rehearsals following the lockdowns became a one on one with members of the newly formed "Virtual Choir" using their technical and musical skills to sing from home through a new program titled Soundtrap. Pre-recording their voices each week, they contribute to providing newly made Anthems, Duets, and Solos. On rare occasions we were able to record a few musical selections in our sanctuary (Thanks Craig!), respecting strict social distancing guidelines, sanitation, and numbers protocols.

A special recognition and shout out, to the hard work of so many in our Choir. Carolyn May, Cathy Flynn, and Alma Barney, whose organizational work in the music room in 2020, will pave the way for a better rehearsal experience come the time when we can once again return to in person practices. Brenda Moyer and Cathy Flynn, for their help in distributing copies of music to our virtual choir participants. The choir is strong and healthy, and so looking forward to our return to in person rehearsals and worship.

Then there were the many from our congregation and choir that shared of their musical talents throughout the year. Anthony Gifford, Eric Lawson, Keith Notley, Paul & Debbie Currie, Kathy Lee, Carolyn May, Cathy Flynn, Anne Palmer, Ruth Pettis, Sandra and Gordon Sinclair, Margaret Moncrieff, Shannon Smith, Brian and Marlene McCracken, Douglas Brodie, Tom Kerr, Joe and Susan Ramsay. Hopefully I haven't missed anyone; there are so many talented individuals that bless this congregation.

We were also blessed with the music from our newly formed "ERMUC Band". Rev. Joe was instrumental (in more ways than one) in providing the impetus for the group. Many will welcome the opportunity to get together again, once we can meet and work in our building (very soon we hope). One of the highlights of 2020 was the fall Benefit Concert held in November. Not only did the event raise close to \$4,000 for our church, it also provided an avenue for some of our most talented to shine. A wonderful time was had by all, and we look forward to more in the future.

I want to especially thank all the individuals that I have not mentioned individually here, but who contributed so much to the success of our music program. There was Joe Ramsay, Craig Pettis, Paul Currie, Paul Carl of our tech group in particular. Craig's work in providing ongoing pictures and videos to include with our music is truly a blessing. And finally to you the congregation. Seeing everyone's smiling faces on Sunday mornings brightens my day, and helps me to realize just how blessed we are, and how special Edith Rankin Memorial United Church is to all of us.

Respectfully,
Kim Barney
Director of Music



MINISTER FOR PASTORAL CARE

Well, I am sure many of us are starting our reports with, "what an unusual year this has been".

It had taken us by surprise but within a short period of time we found ways to continue our ministries to our Classics in spite of the lock down. When our church turned to online worship some of the Classics were able to sign on and take part in worship. Some moved a bit slower to take up the technological option for being in community and I am happy to say that the majority of our Classics are online. Not only has there been an uptake in the worship service attendance, but the Pastoral Care – Virtual Welcome Centre has a group of committed participants who look forward to the weekly meeting, and I must say I look forward to it as well. Having a designated time and place to see faces of others, make new friends, and have a cup of coffee while sharing with each other online has proven to be helpful and appreciated by us who connect on Wednesday morning at 11am.

Early on in the lockdown I put out a call through Tidings for anyone who thought they might be able to think of a Classic member, or any other person who would benefit from some regular calls. I was extremely impressed by the number of people who took up this challenge and began to check in on shut ins and those who needed some comfort and support. Thank you to all who participated and especially Marg Merkley who reached out to the UCW units to match Classics with callers. Some of whom are still keeping in touch with their Classics and making a difference in each other's lives. I would also like to thank those who delivered groceries or in any way helped others who were in self-isolation upon their return from Florida or other destinations. This is another of the many examples of Christian hospitality that is central to who we are at Edith Rankin Memorial United Church.

From January to early March of 2020, I continued with my responsibility of visiting Classics at their home, or in long term care centers or retirement homes. One of my roles while working with Joe and Bill was to visit church members who were in hospital. I was also the staff member in charge of the Wellness Walking program for Edith Rankin that was shared with the Seniors Centre. Our weekly Thursday morning walk around the sanctuary was followed by a fellowship time of coffee in the Welcome Centre. I, like others I have spoken with, truly miss our walks and talks on Thursday morning that ended so abruptly in March.

My role changed drastically with the lock-down in the spring as I was no longer able to enter any care or retirement homes or any hospitals to do visiting. Members of the lay pastoral care team also found themselves no longer able to visit with their assigned Classics, so we all pivoted to telephone communication. That continues to be the way we keep in touch to this point. There was a period during the summer, when COVID case counts were low enough that some could have visitors outdoors, physically distanced, and masked. It was wonderful to see people in 3-D and be outdoors in the summer sun.

One of the challenges I have found this year is in contacting those who are in care centers and not able to speak on the phone. I had begun sending cards to them a number of times during the year to say that I remembered them and was missing our visiting. Christmas of 2019, I delivered cards at the various events held within the church, mailing the remaining cards. This year, as I was not able to



see any of the Classics, my husband and I hand delivered cards to those living in houses, and in retirement and care homes. Those whom we were not able to visit had their cards mailed. During the Christmas card delivery, we had some card recipients who came to the door or stood on their porch to say hello. Again, it was wonderful to see people in the flesh and share a Christmas greeting. The cards were well accepted, and I received a number of phone calls to thank me for thinking of them. Learning from that, I have begun to send birthday cards to Classics and call them on their birthday to let them know that we, at Edith Rankin MUC, care and think of them. Just one more way to be in touch with as many people as I can.

Yes, this past year was an unusual year, but I feel that over the phone I have become more closely connected to some of the Classics. Having nothing else competing for our time, or the intimacy that can be achieved in a phone call, has deepened my connection to this wonderful group of people, our Classics. Some members of the lay pastoral care team have shared that they too have been able to get to know each other better and develop more richness in the connection to those that they call. I am looking forward to visiting with people again. I am looking forward to those times like Wellness Walking and the Classics' Birthday Dinner, when smiles and laughs can be shared safely. Until then, I, and my lay pastoral care team, will continue to the best of our ability to keep our Classics connected to their Edith Rankin MUC family.

Respectfully submitted by:
Elizabeth Amirault
Minister of Pastoral Care.



Classics
Birthday Party

OFFICE ADMINISTRATOR

"Faith is the bird that feels the light when the dawn is still dark." - Rabindranath Tagore



This quote best sums up 2020 for me, both on a personal level and a professional one. The year started out dark for me and continued down a dark path for a lot longer than what any of us anticipated. When I took a leave of absence at the end of January, I never dreamed that I would be away from my "other family" for half the year. I will be forever grateful to those that were there to support me, help out in the office and fill in my role when I could not be there. For the support that I received from Edith Rankinites both during my leave and upon my return, that is what kept my faith alive. That helped me on my journey to find the light once again in my life so that I could come back to my role as Office Administrator, stronger and more focused than I have ever been. Thank you to all of you for your thoughts, prayers and well wishes.

The last few months of 2020 were quite busy for me. We had the transition of me returning to work, Rev. Bill Smith leaving at the end of August, Rev. Michelle Down joining us in September and Rev. Joe Ramsay leaving at the end of October. Our Treasurer and I worked out some new protocols and were able to get into a great rhythm to work together and support one another while keeping the church's finances in check. I had a quick and steep learning curve with Ring Central, Ring Central meetings and also working on our website along with our Media and Communications Team.

The year 2020 was full of challenges for everyone, but watching the congregation and staff go from transition to transition, whether it be a change in Ministerial leadership, a little thing called Covid 19, moving from in person services to virtual services, etc, I marvel at all of your abilities to embrace these challenges and continue growing, learning and leading the way. I look forward to this upcoming year (my 9th year here!) and doing my best to support all of Edith Rankin Memorial United Church.



Isaiah 58:11 "The Lord will guide you continually, and satisfy your needs in parched places, and make your bones strong; and you shall be like a watered garden, like a spring of water, whose waters never fail."

Tanya Bax
Office Administrator

CUSTODIAN

Due to the closure of the church on March 13, 2020. Barry Van Hooser, the custodian, was able to do a deep clean of the church building with the supervision of Gord Bell, Property Chair. Because the church was going to be closed for some time, Barry agreed to reduced hours of work on May 1, 2020 and continues to work at those hours until the church reopens. (excerpt from M+P report)

SUNDAY SCHOOL COORDINATOR

2020 started out pretty much like every other year for our Sunday School crew here at Edith Rankin Memorial. As part of the regular worship service each Sunday morning, Rev. Bill Smith would lead the Children's Time and, through his wonderfully animated lessons, kept the kids (and the congregation!) engaged and entertained. Then, following his time with the children, we would all head downstairs to the Lower Hall, singing and sometimes even marching out of the sanctuary, often to music led by Rev. Joe.

The numbers of students in attendance this past year continued to vary significantly from one Sunday to the next, with as few as 4 on some wintery Sundays to as many as 20 on "special occasions", including Baptismal Sundays and craft days that were promoted ahead of time.

Regardless of how many children showed up, however, our Sunday morning activities always centred around a bible reading or story, or a community or church activity such as our 60th anniversary or celebratory events such as making decorations for Shannon Smith's baby shower. Songs, games, arts and crafts and occasionally even baking were part of the Sunday morning routine.

Inspired by Rev. Joe Ramsay, our first theme of the year was "What Church Means To Me" and we collected several drawings which illustrated a variety of their interpretations of what church meant to them. Some of the highlights of our first months together included creating beautiful snowmen crafts under the talented leadership of our resident artist, Florence Niven, and also making letters and cards to send to the children of our sister church in El Salvador, this year with the help of our Spanish-speaking parent volunteer, Sofia Milley. Another memorable event included making heart-shaped strawberry shortcake to complement our discussions about love.

Food and drinks have always been an important and much-anticipated part of our closing activities and some of our occasional Sunday School volunteers, including Penny Steele, Kristin Harper, Ruth Pettis and Judy Bierma, were a great help in ensuring that everything was tidied up and that the kids received their juice at the end of each session.



Our dedicated volunteers such as Janet Dubblestein, Glenda Fisk and Sarah Jackson were instrumental in helping me run many of the Sunday activities, particularly when it came to helping out with crafts; these ladies came to my rescue on several occasions, helping out “in a pinch”, for example when we had way more children than expected.



Then, in mid March, all of this fun, in-person stuff stopped and we all stayed home to protect ourselves, as well as our friends and families, from the Covid virus. Our connections with our Sunday School families did not end there, however. Beginning in late March, our Edith Rankin Sunday School program went VIRTUAL and I began sending weekly emails to all of the families associated with Edith Rankin church, including parents, grandparents, ERMUC staff and our Sunday School volunteers.

The format or content of the emails has evolved somewhat since last March; for example, whereas my initial plan had been to ensure that I send out the emails on Sunday mornings, I now send them on Saturdays or sometimes even earlier than that; having been a working Mom myself, I know that Sunday mornings are not always the best time for children and their families. My Virtual Sunday School emails have consisted largely of music videos and animated stories, as well as some craft suggestions or readings, all of which have in some way related to the worship service topic or theme of the week.

A big thank you goes out to Rev. Bill, Rev. Joe and Rev. Michelle for keeping me “in the loop” so that I have been able to preselect the videos and find other appropriate activities to share with our families; thanks also to Lorna Thorne for organizing a couple of special activities in the fall. I have not received a lot of feedback from the 30 or so families that I send the emails to, but the few who have reached out to me have responded very favourably so I am happy that my “virtual connections” have helped at least some folks in our ERMUC family... and I will continue to do so until it is safe for us to gather once again at Edith Rankin. **After all, church is not a building; “church is wherever God’s people are praising” ... and these days we just happen to be gathering in front of a computer screen instead of at Collins Bay!**

Ruth Judd
 Sunday School Co-ordinator



REFLECTIONS, REPORTS, AND CELEBRATIONS FROM THIS PAST YEAR AT EDITH RANKIN

COUNCIL OF ELDERS

2020 has been the year of challenges with the Covid 19 Global Pandemic and the transformative difficulties that have presented themselves over the past year. Judy Fyfe stepped down as Chair of Council in April due to her increased work obligations at St. Vincent De Paul. Thank You Judy for the past two years' commitment of chairing the council. I stepped into the position with trepidation as this was really not my comfort zone.

The council had many discussions about the process of becoming an Affirming congregation and had guest speaker Bruce Hutchinson come to speak. We will look into this more in the future. The Search and Selection committee brought forth their candidate, Michelle Down, in May. Thank you to all the members of this committee for the hours they dedicated to searching for the candidate that would fit well with our church family.

When our first service was cancelled in March none of us ever thought that we would be closed for in person services for the length of time that has ensued. Rev. Bill Smith and Rev. Joe Ramsay did a wonderful job leading us in the new facets of our faith community. Their commitment and leadership has allowed the ERMUC Family to maintain a strong semblance of community. Our monthly meeting transformed to the Ring Central platform.



Much time was spent on dealing with the new and changing Covid protocols and staffing during this time.

We were very relieved that Rhonda Kerr stepped in to fill Tanya's position during her sick leave.

Then the position of Music Director needed to be filled and a search committee was formed for that task. They came back with the recommendation that Kim Barney be hired for the position.

Peter Merkley, our treasurer, has done a magnificent job seeking out government programs that we were able to access to help us with financial need during Covid.

Who knew the mixed messages that we would receive regarding the number of people that would be able to be in attendance at the Armstrong- Rodrigue wedding and all the protocols that must be followed.

That in turn led to the forming of another committee to undertake the huge job of developing a reopening plan and in church service preparedness.

Council adopted an Anti -Racism Statement and will now acknowledge the Traditional Territories at the opening of all services. Then came the task of developing a financial plan for 2021 taking into account all the uncertainty of the factors that Covid 19 restrictions might impact our church in the future.

2020 has been quite the year, one none of us had envisioned. We are a resilient faith community that faced the many challenges that we experienced this year head on.

Respectfully Submitted

Lorna Thorne



Pastoral Care Coordinator: The part-time temporary employment of the Pastoral Care Coordinator for Seniors was to terminate on June 30, 2020. M&P recommended to Council that Elizabeth Amirault continue in this position for six months. Recently M&P recommended to Council that Elizabeth be extended for another year through 2021.

Voluntary Associate Ministers (VAMs): In November, M&P met with Rev. Dr. Neil Elford and Rev. Dr. Paul Currie to explore how M&P could support them.

The M&P Committee provided financial information on salaries for the Financial Plan, met on an Office Administrator subcommittee, and completed Police Record Checks. M&P held a meeting each month of the year and the Chair attended several Council meetings with the many personnel recommendations. Most of the meetings this year were on Ring Central.

The M&P committee members are Carolyn Bond, Jan D'Agostino, Linda Delve, Ray Kuntz, Eric Lawson, and Jim Leary. Each member is a "twin", that is, partnered with each employee. M&P would like to thank all the employees of our church for their hard work and dedication, especially during this Covid year.

Submitted by:

Eric Lawson, Chair



WORSHIP TEAM

2020 started out as a “normal” year for Edith Rankin. We were enjoying the leadership of Reverend Doctor Bill Smith and Reverend Joe Ramsay as the worship supply ministry team since the retirement of Wayne and Jean in the summer of 2019. Their contract was from August 4th, 2019 for Joe and September 15th for Bill and was scheduled to end June 30th, 2020. That arrangement was altered slightly as Joe stayed on until the end of October to help with the transition of the new minister, Reverend Michelle Down. Bill stayed on until July 26th to help with summer services. Even though Bill’s time with us came to a close at the end of July it was decided to wait until the end of October to have an official farewell to them both. Thanks to the generosity of the congregation they were each honoured with a tangible gift: for Bill, a donation to San Salvador in his name and for Joe, a Dove guitar and a donation to Mission and Service ministry. There was also a monetary gift for both of them. They were a blessing to our congregation and we sent them off “in style”.

The Search and Selection Team that was formed in late 2019 was kept busy searching for a new minister. A call was issued to Michelle Down from First St. Andrews United Church in London Ontario. Her first Sunday with us was September 6th. She was most grateful for Joe’s start-up help during September and October. Thank you to the Search and Selection Team for their dedication to this important task.

As I said, the year 2020 started out normally enough. We celebrated Anniversary Sunday on Jan 15th with Patti Speck delivering guest preacher Trish Elliot’s sermon. Trish was stuck in Ottawa due to inclement weather.

By the first of March, Covid rumours were increasing and by March 15th the doors of the church were closed. We had our first Ring Central service on March 15th. Everyone thought this situation would be short lived, but we are now nearing the one year mark as I write this report.



Joe Ramsay, Paul Currie and Paul Carl led the charge in mounting the Ring Central services. The contributions of Craig Pettis and Kim Barney for the visual and music components respectively of the service cannot be understated. A new normal has been created for our church.

When Michelle joined us in September she embraced the new way of worshipping, sharing her expertise, empathy and compassion to the situation. When Joe left at the end of October, Michelle continued on seamlessly.

A few special services still happened during our Covid time in 2020: UCW, Spirit Sister service and the welcoming of new members to name a few. We must thank, too, the worship leaders who carried the services in August after Bill left: Anthony Gifford, Rev. Dr. Paul Currie, Eric Lawson, and Rev. George Lavery. Joe returned August 1 after one month's holiday to play his part in the August worship services. Appreciation is also extended to George for his leadership in worship on December 27th.

The actual roles of the worship team members has evolved over the year. Some have had more to do, others less. A brief outline follows:

Announcements: "The Life and Work of Edith Rankin" is presented most capably by Patti Speck at the beginning of each service.

Communion and Prayers: Thanks to Florence and Don Niven for providing this leadership for our church.

Greeters: Ray Kuntz found ushers for January and February and will be ready to carry this important task forward once we return to the church.

Readers: Lorna Thorne arranges for scripture readers for each Sunday service.

Decorating: Jean Barna continues to enhance the chancel and the Welcome Centre of our church capturing the spirit of the season and the liturgical calendar. She makes the church look "alive" even though there are not many people in the building currently to appreciate the presentation.

As Jean says: "It gives one a chance to ponder as we move through the changing seasons of the liturgical calendar. This provides the inspiration for the development of the visual images displayed in the chancel that enhance the musical talents shared with us during our virtual Sunday morning services. An effort has been made, in the Welcome Centre as well, to create a few decorative presentations throughout the year showing that our creative blessings continue on as we enlighten the weekly visitors to our congregation. The decorations have added a touch of colour and light to the otherwise dark Covid year of 2020".

Music Team: Kim Barney has transitioned amazingly to the Ring Central format with his team of dedicated musicians who spend several hours each week preparing for the virtual choir each Sunday. The Limestone Ringers have also been able to rehearse at the Seniors' Centre and make a welcome contribution to the music ministry. Thank you to Janet McDonald and her bell ringers for this ministry.

Media Team: This team is mainly Paul Carl, Paul Currie and Craig Pettis now that Ring Central services are the norm. We simply cannot thank them enough. A true ministry in these Covid times.

As coordinator of this team, I can only express on the congregation's behalf, the gratitude we have for all the roles these people play at Edith Rankin. The church has embraced the Covid situation, and, under the capable leadership of Michelle, have moved forward and felt the blessings of God. Let us treasure what we have and look forward with hope, peace, joy and love.

Respectfully submitted;
Sandra Sinclair



RE-OPENING PLAN COMMITTEE REPORT

Re-opening Committee:

Media & Communications: Paul Carl

Property: Gordon Bell

Wedding Coordinator: Florence Niven

Worship: Sandra Sinclair

Greeters & Ushers: Ray Kuntz

Music Ministries: Cathy Flynn

Youth & Faith Formation: Lorna Thorne

Trustees & Catering: Doug Huddle

Ministerial Staff: Rev. Dr. Bill Smith, Rev. Joe Ramsay and Rev. Michelle Down



In March 2020, the Council of Elders decided to indefinitely suspend all in person services and events being held at the church to ensure the safety of staff, members of the church and user groups. All worship services were moved to a virtual format, using RingCentral.

At the June 10th Council of Elders' meeting it was decided to continue offering only video-conference worship services for the remainder of the summer. This decision was consistent with directions given by the East Central Ontario Regional Council (ECORC). A committee was then formed to work on a report that would be submitted to Council for their approval.

The goal of the committee was to ensure that Edith Rankin Memorial United Church had the appropriate COVID-19 practices and protocols in place to provide a safe place for everyone within our church building. Over the summer the committee met almost weekly to come up with the [Edith Rankin Memorial United Church Reopening Plan](#).

The committee found that this was a more difficult endeavour than they first thought it would be. Everything from stages of the plan, COVID-19 pre-entry assessments, how to enter and leave the building, social distancing, PPE equipment and cleaning requirements had to be carefully detailed. The most taxing on the church was the planning of how many volunteers and staff would be required to ensure compliance with all government and KLFA Health Unit guidelines.

The [Edith Rankin Memorial United Church Reopening Plan](#) was received by Council on September 22, 2020. It was later submitted by the Chair of Council to East Central Ontario Regional Council (ECORC) for their approval in October 2020.

The website team has also set up a [COVID-19 Information and Updates](#) webpage to ensure the [Edith Rankin Memorial United Church Reopening Plan](#) and regular updates are relayed to all congregation members.

Paul Carl,
Chair
Re-Opening Committee

MEMBERSHIP STEWARD**FROM THE REGISTERS – 2020****BAPTISMS****February 23, 2020**

Cooper Mark Sebastyan – son of Sarah and Stephen Sebastyan
 Joanie Rose Semenuk – daughter of Glenda Fisk and Steven Semenuk
 Walter Edward Kurt Bagg – son of Sarah Ann and Kurt Robert Bagg
 Mabel Grace Laura Bagg – daughter of Laura and Jake Bagg
 William Luke Robert Bagg – son of Kelly and Luke Bagg
 Oliver Ross Michael Bagg – son of Kelly and Luke Bagg

**DEATHS**

*Douglas Lake – November 28, 2018
 *Dorothy Barbara Keir – August 15, 2019
 *Maxine Vivian (Mickey) Saunders – January 10, 2020
 *Hugh Douglas Walker – January 23, 2020
 *Rodney Frederic Brandon Harris-Lowe – February 10, 2020
 *Beverly Gellatly – March 25, 2020
 *William Orville Minish – March 29, 2020
 *Marjorie Phyllis Gagnon – May 5, 2020
 *Jeanne Stoness – July 2, 2020
 Yvonne Pollock – July 9, 2020
 *Alan Denis Mills – August 22, 2020
 *Everett Franklin Mills – August 30, 2020
 *Dorothy Ida Routley – September 3, 2020
 *Shirley Isabelle Brown – September 3, 2020
 May Harper – September 30, 2020
 *Sylvia Grace Hearn – October 9, 2020
 *Barbara Lee McIlquham – October 29, 2020
 Arnold Kenneth Raymond – November 20, 2020

** Denotes a Member of our Congregation*

NEW MEMBERS: *Received by Profession of Faith, Reaffirmation of Faith, Reinstatement or Transfer***January 21, 2020**

Jean Martin
Bob Martin

June 14, 2020

Amy Baker
Maureen Briscoe
Lisa Larose
Isobel Patchett
Marcus Robertson
Susan Robertson
Jane Semenuk
Donna Southcott
Roberta Waddell

**MEMBERS REMOVED BY COUNCIL MOTION**

September 23, 2020: Katherine Knight

October 27, 2020: Kelley Sarris

December 15, 2020: Heidi Blondin
Jack Blondin
Karli Blondin

TRANSFERS OUT

Matt Stacy – October 29, 2020
Rebecca Stacy – October 29, 2020
Annette Long – December 4, 2020

MARRIAGES

Barbara Armstrong and Richard Rodrigue – June 20, 2020

Respectfully submitted,
Brenda Moyer
Membership Steward



FAITH FORMATION

I have been doing this role since Rev. Jean Stairs left and look forward to the hiring of more staff to take over this responsibility.

This year many events had been planned but due to Covid 19 these events were cancelled.

Our Nursery Co-ordinator Sarah Sebastyan took a leave in December 2019 to have her third child so the Nursery was looked after by various parents for the first 2 months of the year. Thank you to all those who gave their time to care for the little ones in the Nursery.

January 24th was our first TGIF of the year. The theme was "Can't Take That Back" and we talked about being mindful of what we say to each other. Fourteen adults and eight children were in attendance. Thank you to Betty Jeanne Kippen and Jean Smith for preparing our meal of chicken fingers, veggies and dip, salsa and chips. We had left over Anniversary cake for dessert.

When lock down started in March an email was sent out to our parents offering any school supplies that we had in the Sunday School office to aid parents with home schooling. A few parents had some requests and the delivery to their homes was made to fill their request.

Our Drive By Welcome Event for Michelle and Joyce took place in September and it was paired with a food drive to support St Vincent De Paul. The youth braved the terrible rainy weather to direct traffic and collect donations of food and monetary donations. The response was amazing and we filled the truck from St Vincent. Judy Fyfe, Executive Director, was more than pleased with the donations. Thank You to all those who got drenched that day.

Thank you to Ruth Judd who has sent out Sunday School videos and activities to the children every week. Let's hope that in 2021 we will be able to restart the many fun events for the children and youth.

Respectfully Submitted

Lorna Thorne



WELCOME CENTRE TEAM

The Welcome Centre Team was introduced in 2016 to be a hospitable welcome to all who enter Edith Rankin United Memorial Church. Some of the other functions of the team included: completion of varied tasks as requested by the Office Administrator; guiding people to our bulletins, church and posted community events; selling tickets to any church event including assistance with Fundscrip forms; assisting with collecting memorial donations at a congregant's funeral with no funeral home involvement and being available to our rental partner, the Seniors Centre Loyalist.

Due to the pandemic of the Corona virus, the church building closed in March 2020 and the Welcome Team concluded its service as well. My tenure as leader also concluded in March 2020 as I had completed my 1-year commitment.

I respectfully suggest that time and effort will be required to re-establish this team if that is the decision made. My thoughts are offered on what may be ahead are as follows:

1. New leadership will be required and consultation with Reverend Michelle Down could be most constructive as this team was previously considered a ministerial function.
2. Function and role could be reviewed and new paths of service determined if appropriate. Clarity around the relationship with the Seniors Centre if it returns as a preferred rental partner should be pursued and collaborated on as needed.
3. Team composition will need to be revisited as significant time has now passed regarding who would be a member. Although the 12-member team was very committed to fulfilling the shift schedule of 4-hour duration and at least 2 shifts per month unless otherwise requested, scheduling was becoming quite challenging at times due to illness and absenteeism.

I sincerely valued my connection with such a thoughtful and conscientious team. Although individual commitment is required, I believe all members found this role to be an enjoyable, helpful and friendly way to extend our collective hands and faith to all who entered our church.

Respectfully submitted by:

Janice D'Agostino



SPIRIT SISTERS

2020 has brought some changes to Spirit Sisters, but we remain a vital presence within the ERMUC community. Our mailing list reaches 60, and we regularly welcome 24-29 women to each gathering.

In January 2020, based on concerns about our declining numbers during the winter months, the planning committee made the decision to try something different. We suggested meeting for brunch at a local restaurant, rather than expecting the women to drive after dark, in winter conditions, for our usual 7 pm meeting. The brunch was such a resounding success we decided to do the same in February. We were pleased to welcome familiar faces we hadn't seen in awhile, back to our group, and were once again enriched by their company.

Once Covid settled in, we started meeting via Ring Central Meetings. We were able to change our format to accommodate the 'new normal' easily, thanks to the technical support of Rhonda Kerr. Gathering virtually on the 3rd Wednesday of each month at 7 pm, we offer 1-hour programs that start with a short meditation, followed by group discussions on a chosen theme.

Linda Delve, Fran Farquhar, Carolyn McPhee, Margaret Moncrieff, and Florence Niven make up this year's planning committee, with valued peripheral support and encouragement from Rev. Michelle Down.

Spirit Sisters is open to any woman who seeks to grow in faith, accompanied by a caring network of women and nurtured by the Spirit. For more information about this group, please contact Florence Niven.



MEDIA & COMMUNICATIONS TEAM

From January until March 2020 our volunteer team worked diligently to provide expertise and media support at the church and behind the scenes. As everyone knows in March 2020 that all changed, and we went into a COVID-19 lockdown. Our dedicated team at the media desk, for the first time in many years, was not able to sit at the Media team station during the Sunday services. They were therefore able to have a well-deserved break.

At that time, our efforts changed from supporting Sunday services in the church to creating and supporting online. This great task was taken on by Rev. Joe Ramsay, Rev. Paul Currie and Craig Pettis using the Ring Central Meeting platform. With the creativity of this team, along with the Worship Team, Edith Rankin became a role model in how virtual services can be successful. This was highlighted in the Fall of 2020 at one of the UCC Edge Virtual Conferences through presentations by Kim Barney and Rev. Joe Ramsay.

At the same time, the Anchor Team of Patti Speck and Paul Carl adjusted the 2020 Easter Anchor to highlight the reality facing the church during the lockdown. In late spring they completed a Special Edition of the Anchor to celebrate the supply ministries of the Rev. Joe Ramsay and Rev. Dr. Bill Smith's time at Edith Rankin and to welcome Rev. Michelle Down, who would start in September 2020 as our new minister.

For the Advent edition the Anchor team changed the format from mainly event advertising to that of "telling our story." These changes were well-received by the congregation.

The website team consisting of Paul Van Nest, Craig Pettis and Kathy Baer, worked hard in the Fall of 2020 to learn a new command structure, under the tutelage of the Rev. Joe Ramsay, to update the look and feel of our website: www.ermuc.ca. This included transferring all webhosting services from Go Daddy.com to WebHosting Canada with the assistance of Rev. Joe Ramsay. The website team continues to improve and update the website and has asked Diane Molson to periodically review the content as an end user.

Amid the upheaval of the pandemic, the whole Media and Communication team has continued to support the church whenever and wherever the need arose. As with the in-person support, the Sunday worship team struggles with the continuing and growing demand for audio/video support volunteers and are always looking for more team members to assist with this vital service.

Member/Duties of the Media & Communication team for 2020:

- **weekly audio and visual support during Sunday worship services and other services as required; (January 2020 to March 2020)**
 - John Moyer, Mel Hazell, Les Burgess, Heinz Becker, Paul Currie, John Warren and Paul Carl

- **weekly audio and visual support during Sunday worship services and other services as required; (March 2020 to December 2020)**
 - Paul Currie, Craig Pettis, Glenn Owen, Rev. Joe Ramsay & Paul Carl
- **weekly podcasts of the service, sermon and music on our ERMUC website;**
 - Paul Van Nest, Craig Pettis and Kathy Baer
- **maintaining the many ERMUC website pages**
 - Paul Van Nest, Craig Pettis and Kathy Baer
- **update FaceBook**
 - Tanya Bax and Paul Carl
- **Update and maintain ERMUC Twitter**
 - Tanya Bax
- **provide photographer support;**
 - Craig Pettis & Jean Barna
- **bulletin and notice boards; (January 2020 to March 2020)**
 - 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" now known as the "Broadview";**
 - Glenn Owen & Kathy Baer
- **administer copyright licenses and report on usage;**
 - Glenn Owen
- **compile the "The Anchor" newsletter**
 - Patti Speck and Paul Carl



M&C team submitted a 2021 budget that will continue to provide the funds as required in a fiscally responsible way.

On behalf of the Media & Communications teams, I respectfully submit our 2020 annual report and would like to thank everyone of the M&C Team members and for the support and guidance from the whole congregation of Edith Rankin Memorial United Church.

Yours Faithfully,
Media & Communication Team

BOARD OF TRUSTEES

I would like to thank all of our Trustees for their work during this and every year.

The Trustees are: Bill Creighton, Doug Huddle, Tysie Mitchell, Sandra Sinclair, Paul Van Nest and Jim Leary(Chair).

If anyone is interested in joining us on the Board of Trustees, please contact the Nominating Committee of ERMUC and make your interest known.

The Trustees meet periodically during the year to attend to business. This usually is the review and approval of our insurance policy renewal for the year and reviewing our Trust Fund investment portfolio and approving any recommended adjustments.

I last met with Scott Miller, our financial adviser at Scotia Wealth Management, in September, 2020. He reported that our investments have rebounded some after the initial downturn at the beginning of the pandemic. The market value of our Trust Fund Investments as of December 31, 2020 is \$279,141. In July the Trustees, as instructed by a council motion, had \$20,000 transferred to the Church account in order to obtain a GIC as security for a \$20,000 increase in the Church's Line of Credit. There are GIC's in place as security for the church's entire Line of Credit limit.

The Trustees met by e-mail in June and approved and subsequently signed the United Church of Canada Pandemic Response Loan agreement. This a \$10,000 loan, \$500 of which is forgiven, if repaid in full by September 30,2021.

In November, with the lead taken by Doug, we approved the renewal of our insurance policy for 2021 through our agent Mr. Scott Lee.

Respectfully Submitted,
Jim Leary



PROPERTY TEAMS

Upkeep and Maintenance Team

This has been an unusual year requiring flexibility and innovation to address the demands of the COVID-19 requirements of the Health Unit and Council of Elders that the Church be closed and remain closed while maintaining the building.

The Teams would like to thank the Office Administrator, Tanya Bax, in coordinating the access of trades to the closed building plus providing advice and guidance on Property matters. Similarly, Property Teams wish to acknowledge the patience, support, and flexibility of our Custodian, Barry Van Hooser. Both staff members and their supervisors have been invaluable in achieving our mandates in 2020.

Property Teams - This team is comprised of: Gord Bell, Garry O'Neill, Dave Metzler, Craig Pettis, Dean Lain and Wally Parks and associates : Joe D'Agostino, Ray Kuntz, Steve Squelch, Al Fyke. With the Church closed, Property Teams have only occurred once since Barry has been undertaking a number of Property Team duties.

COVID-19 ACTIONS:

Covid-19 Re-Opening Plan: Gord Bell provided Property input on the Plan. This involved identifying sanitation protocols for the various rooms, placement of Health Unit signage, identifying sources of necessary floor markings and floor preparation to receive the floor markings. Gaffers tape was purchased to prevent damage to the floors. Purchase of additional materials was placed on hold pending Council's decision on opening the Church.

Custodial Action: Custodian was instructed to sanitize common touch surfaces during his working hours and to sanitize those areas visited by individuals that had signed the three entrance sign-in sheets.

Contrary to initial instructions, the new floors laid in the addition and renovated upper Clark Hall required the application of a sealer and polish to protect the flooring from damage by Covid-19 floor markings. The appropriate material was finally located and obtained from Clayton Flooring Inc. at \$835. Accordingly, Barry applied the sealer and polish to all the new floors twice, once for the sealer then again with the polish.

Custodial Duties: Custodial Hours – Council granted Barry's request to cut his hours in half to 15.25 per week (Tuesday to Friday) to allow him to qualify for CERB benefit. Given the Church was closed, he soon had the floors all shiny and bright with several coats of polish!

Realizing that the custodial duties were limited due the church being closed, his immediate on-site supervisor, Gord Bell, discussed other Property Team activities he could undertake if he were willing. He stated he was willing to do these to fill out his hours after sanitizing and custodial cleaning. He commented he has done significant amount of painting, having been taught by his step-father, a

professional painter. Fantastic.....at long last outstanding needed painting could be done!!!! He has painted the following.

- Touch ups in Rev. Down's Office, Tanya's office, Music room.
- Fully painted the Front kitchen walls and trim in two colours.
- Old Nursery- stripped the wallpaper boarder and painted all the walls.
- Painted over the stains on the roadside wall in the Lower Hall.
- Painted the red/brown hand railing in the lakeside stairway.
- Painted the black ramp hand railing and mailbox beside the ramp to the UNIFOR Office and mailbox.
- Painted part of the window well railing until the weather closed in this fall.
- Applied three coats of stain to the wooden exterior UNIFOR access door.
- Applied three coats to the new picnic table.
- Future 2021 painting- Women's Lower Level washroom walls in two colours and Zinsser anti mildew painting on east basement wall.

Other Property Duties.

- Installed missing ceiling florescent fixtures plastic diffusers 10 +/- in the Lower Clark hallways and rooms plus in the UNIFOR Office.
- Remove wall stains in the UNIFOR Office washroom and in the adjacent hallway.
- Remove all the Bibles and Hymn books from the Sanctuary and store in the lower level closet.

Since April, at the direction of M&P and at the beginning of each month, Gord has provided Barry with 1-2 page "Custodial Directions for each specific month" plus a monthly time sheet to record daily hours and activities undertaken. Copies of the Custodial Directions and completed time sheets have been kept on record.

Property Team provided replacement custodial duties when the custodian is on vacation, requests time off and not available due to illness/ bereavement.

Elevator Failure – November 27, the elevator failed. Investigation by KONE technician and an electrician determined a power surge had destroyed the elevator drive. The drive is the brains of the elevator system. Its function is to operate the movement, speed, and torque of the elevator motor. Kone has provided a quote of \$9,813.00 + \$1,275.69 HST = \$11,088.69. Council has directed the Trustees to determine if there is Insurance coverage and directed Property to determine the cost of installing a surge protector to avoid future power surge failures.

Electrical: - KHM was contracted to undertake three electrical activities. First replace the illuminated switch in the upper men's washroom. Two, install two wall mounted outlets, one in the kitchen and one where the old Bell phone was in the lower lobby for the Ring Central phone in the lower level to be moved between the two locations. (Two data ports were previously installed by Phoneworks at \$500.)

Three, run a dedicated circuit from the Chancel electrical panel to the overhead video projector and the video camera at a cost of \$1,525.00. This circuit will prevent future failures of the projector caused by interference by the dimmer controls currently supplying power to the projector via the overhead lighting rack assembly. Due to the trades being exceptionally busy, church being closed and it is inside work, as a result the work has been delayed a number of times and will need to be carried out in 2021.

Parking Lot: - With the Church closed, the maintenance of the parking lot has been a low priority due to use and desire to minimize costs. The constant erosion from rainfall runoff has resulted in ever deepening wash outs. Orange pilons were placed to warn drivers of the deepest washouts. Kiley Paving agree to provide materials to fill the washouts and grade the lot at cost of \$2,500 +/- . However, the firm never carried out the work.

1) Parking Lot Paving

In June, Kiley Paving provided a possible phased approach to paving and grading the granular lot.

Option A - Additional Paving along the East Side of the Church where the washouts are the worst . - \$13,500 + HST

Option B – Supply New Granular A Material and Grading including Compaction of the Remainder of the Existing Granular Parking Lot. - \$9,500 + HST

Option C – Grading and Pave Section at North section of the Existing Granular Parking Lot – Laneway between both Entrance Ways - \$15,300 + HST

These Options were based on specific measurements. These three options totaled \$38,300. Total paving of the lot, based on these figures, would be in the range of \$60,000 +/- plus storm water management.

2) Parking lot lighting (2019) - The Energy Efficiency Team (Brian McCracken, Garry O'Neill and late Gerrie Dickson) analysed the cost benefits of an ERMUC-owned parking lot lighting system replacing lighting rented from Hydro One. The team prepared a Project Summary presentation based on actual costs and electrical contractor quote for Council's approval. The Summary cost was \$18,000 and had a payback period of 22 years. Council was supportive, however Council did not have the funds and asked if EET had raised any funds, which EET had not. EET said they were willing to provide technical support to anyone knowledgeable on fundraising. Consequently, the project is on hold until funding is determined.

Cooling: - Rental Office - Installed and removed the portable room sized AC unit with window air intake and exhaust. - Air Handler -3 air filters were replaced every 4 months.

Heating: - Hamilton-Smith have been called in twice to replace 4 of the room hot water control valves, called actuators, as the originals had failed. These service calls used up the last of the new actuators, so the cost was only labour which totaled \$900. Hamilton-Smith was called three more times in November: once to adjust the boiler master control settings at a cost of \$426.00; replace the domestic hot water heater transfer pump at a total of \$3,014.00; and to investigate hot water

distribution and pump problems found to be a failed boiler water supply regulator valve (from City water supply) with valve replacement at a cost of \$1,040.00.

Snow Clearing and Grass Cutting : - Contract - Zorland Property Inc. had their snow removal contract renewed with a new charge to apply sand and salt to the parking lot undertaken at \$75.00 per application. A three page ERMUC addendum has been generated to clarify past practises and ensure clarity in the contract. Similarly, Zorland Property Inc. was awarded the contract to maintain the grass.

Eaves trough Cleaning and Replacement: - Kingston Seamless Eavestrough cleaned and inspected the lakeside eavestrough and downspout at \$508.50 . To eliminate runoff entering the air handler room due to damaged Sanctuary roadside eavestrough and downspouts, the eavestrough was replaced by 6" trough, direct 3"X 3" downspouts, and valley deflectors at a cost of \$840. 00

Lower Level Washroom Renovation: Dave Metzler arranged for BTV Plumbing and Heating to replace the 5 basins and 5 taps at cost of \$2,441.00.

Canada Geese: - They must have gotten the email the Church was closed! There were very few sightings and very little droppings.

Funding Challenges: - Like all ERMUC Teams, there is never enough funds for the planned projects. **However, Property has three types of funding needs. The primary need is the recurring yearly** Financial Plan expenditures, such as the Utilities, with the yearly inflation increases. These are the costs that are contained in the Annual Financial Plan. **The secondary needs are the unexpected 'surprise' costs** that are not included in the Annual Financial Plan and are absorbed by deferring expenditures if they can be deferred. **The tertiary needs are major replacements** such chair replacements, sanctuary carpet replacement, parking lot lighting, parking lot paving, etc. that require funding that is not included in the Annual Financial Plan. Since the regular Financial Plan is a 'bare bones' approach, funding for the tertiary needs are in competition for special funding along with the other ERMUC Team special funding efforts. As such, the tertiary projects are pushed off each year. **The only long term solution for these tertiary needs would be a Building Fund, similar to the Memorial Fund, except there would be projects with council approved priorities that the congregation can support with donations.**

ERMUC Building and Grounds Multi Year Needs List: - Dynamic Listing of Repairs/Replacement/Long Term Needs - Original 05/24/17 & Updated Sept. 18/17. This is a seven-page list, by area/ need, that was compiled. The Needs were assessed under 4 criteria: Initial Priority 1-3; Responsibility; Approximate cost; and Possible Funding Sources. The list is dynamic with items removed as accomplished and new items, when identified, are added. At year's end, 4 of the items had been achieved.

- Submitted respectfully by Gord Bell, Property Coordination.

TREASURER**TREASURER'S REPORT**

We will all remember the year 2020! The pandemic made such a difference in our lives - but one important characteristic of our Congregation did remain the same. In addition to ongoing contributions to the operating fund, various groups in the church organized all sorts of successful events - everything from the virtual concert to the "no bake, bake sale". You continue to be a very supportive group!

At the time of writing this Report, our December 31 2020 financial statements are not available. However, they should be completed in time for the Annual Meeting and we will include them in the final printing of the 2020 Annual Report. I am confident that the internal financial statements for the year ended Dec 31 2020 will record a Surplus. The statements for the 11 months that ended on November 30 2020 recorded a Surplus of \$22,384. While this December was a different month than our normal Decembers, I would expect our Surplus to hold for the year.

I want to provide some information with respect to the COVID government support. We have taken advantage of the programs offered and we have received just over \$30,000 through the wage subsidy program. This \$30,000 are grants and we have recorded them as Income (and so they contributed to our Surplus). We also received a loan in the amount of \$60,000 through a different government program. As long as we repay this loan by December 31 2021, it is interest free and we need to repay only \$40,000. The balance of \$20,000 will be forgiven. We also received a loan of \$10,000 from the United Church of Canada. If it is repaid by December 31 2021, it also is interest free and we need to repay only \$9,500. These programs have offered welcome assistance and have contributed significantly to our expected Surplus.

What all this means is that we have cash in the bank and we are able to pay our bills.



During the year, our Dec 31 2019 Financial Statements were prepared on a "Notice to Reader" basis by an outside accounting firm. These statements are attached to this Annual Report for information and have been attached to the 2019 Report. Likewise, the December 31 2020 Financial Statements will be prepared over the next few months on a Notice to Reader basis and these will be attached to the 2020 Annual Report in due course.

COVID has had an impact on all of us and from a financial perspective, a negative impact on many in our community. As a result, most churches and charities are experiencing reduced levels of financial support. The government programs are designed to fill that gap. As your Treasurer, I ask that you remember the people who have experienced reduced income or who are not able to support our church as they have done in the past, either financially or otherwise. For those of you who have been able to provide a consistent, or even increased, level of giving, thank you for your generosity.

We are entering 2021 with a spirit of hope as we look to sustain and grow our Edith Rankin community. I challenge all of us to "give until it feels good" so that we all can share in a better year.

**Please see Financial Reports as Appendix 5 and 6

Respectfully submitted,

Peter Merkley, Treasurer

February 21 2021



ENVELOPE STEWARD

On behalf of the Congregation, a sincere **THANK YOU** goes out to all the individuals, families and groups who have faithfully supported Edith Rankin Memorial in 2020. To say the least, 2020 has been an interesting and unusual year and your continuing financial support of Edith Rankin Memorial has been very much appreciated.

On Dec 31, 2020, ERMUC had: 110 (123 in 2019) assigned envelope contributors
101 (104 in 2019) Pre-Authorized Remittance (PAR) donors.

In total, during 2020 ERMUC's Operating Fund received support from over 231 identifiable sources; envelopes, PAR and visitors.

Our 2020 donor profile is:

\$1.00 - \$52.00	27 donors (43 in 2019)
\$52 - \$260	38 donors (45 in 2019)
\$260 - \$520	33 donors (34 in 2019)
\$520 - \$1300	68 donors (78 in 2019)
\$1300 - \$2340	34 donors (44 in 2019)
\$2340 - \$3640	20 donors (18 in 2019)
\$3640 - \$5200	8 donors (9 in 2019)
\$5200 - \$10400	2 donors (4 in 2019)
\$10400 - \$15600	1 donor (1 in 2019)
>\$15600 – 0	0 (0 in 2019)

For 2021, we again ordered 130 boxed envelope sets for distribution. With the aim of reducing waste, the total number of sets we need for 2022 will be re-assessed during the year and if necessary, our order adjusted. 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.

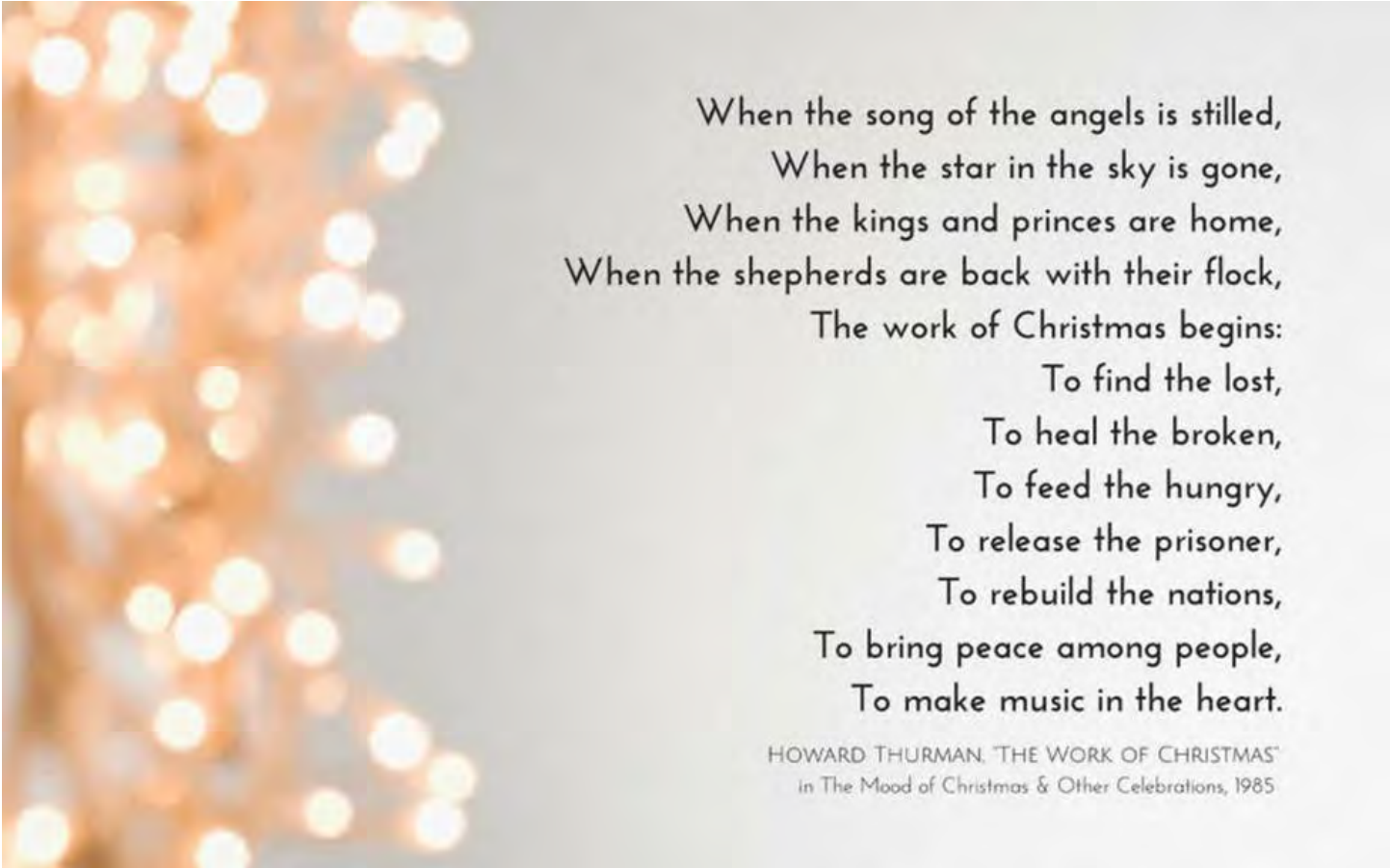
Respectfully submitted,

John Moyer, Envelope Steward

2020 CONGREGATIONAL STATISTICS

	<u>2020</u>	<u>2019</u>
Approximate Number of Households under Pastoral Care:	420	449
Total Resident Members:	463	477
Total Non-Resident Members:	23	21
Total Members:	486	498
Approximate Total Adult Adherents:	248	261

Respectfully submitted,
Brenda Moyer
Membership Steward



When the song of the angels is stilled,
When the star in the sky is gone,
When the kings and princes are home,
When the shepherds are back with their flock,
The work of Christmas begins:
To find the lost,
To heal the broken,
To feed the hungry,
To release the prisoner,
To rebuild the nations,
To bring peace among people,
To make music in the heart.

HOWARD THURMAN, "THE WORK OF CHRISTMAS"
in *The Mood of Christmas & Other Celebrations*, 1985

FUNDRAISING REPORT

2020 was the year that the Covid-19 virus invaded the world, and churches were not immune from its worst affects. Despite the inconvenience and privations imposed by the virus, Edith Rankin managed to mount several successful fund-raising events. All cash realized was dedicated to the operating fund.

February 29 saw a very successful Leap of Faith Auction, organized by that dynamic duo, Patti Speck and Sandra Sinclair. Thanks also to invaluable assistance from Carolyn May and Cathy Flynn. Kudos to the great support of many who came to bid and have a lot of fun in the process. The event was well-attended, and yielded a respectable profit of \$4900.

The May 13 trip to see *Hamilton* at the Elgin theatre in Toronto had to be cancelled because of Covid. Each person who had paid a deposit for the trip was offered a refund, but several generous souls decided to donate their deposit or a portion of their paid-for ticket fee to the church, realizing a welcome but unexpected sum of \$2000.

The November 21 *You'll Never Walk Alone* concert featuring talented people within our church was attended via Zoom by over 100 people.

Organized by Sandra Sinclair and Kim Barney, the concert would not have been possible without the technical assistance of Craig Pettis and Paul Currie.

Admission was of course free, but \$3975 was raised through donations, another example of Edith Rankin's generous spirit.



Brenda Moyer and Craig Pettis collaborated to create and then sell Pewter Christmas Ornaments depicting our church, in December. Thanks to the production cost of the ornaments being paid for by two benefactors, this project realized a profit of \$1960. Two ornaments were gifted to the benefactors.



A report on Fundscrip appears separately in the Annual Report, and is not included in our totals here.

In summary, despite the challenges of Covid, a total of \$12,835 was generated and deposited in our operating fund. Thanks to the people who helped to make this happen, and also to the people in our midst who supported these events.

Who knows what 2021 holds for us, but we have heard some reliable rumours that a Zoom concert entitled "Love Shows Up" is in the planning stages for early-ish 2021. Make sure you plan on "showing up".

Respectfully submitted,

Sandra and Gordon Sinclair

FUNDSCRIP SHOPPING/GIFT CARDS

In November of 2017, Edith Rankin Memorial began the fundraising project sponsored by Fundscrip.

Until Covid19, **Fundscrip SHOPPING/GIFT CARDS** orders were placed once a month and Edith Rankin Memorial received a percentage of the amount of each order.

We have earned over \$3000 with nothing out of pocket from the people who ordered the cards. Now we can order them ourselves online using the process in Tidings on our website ermuc.ca.

Over 240 different retailers participate and the percentage we earn varies from 3% to 12%. Using them for regular purchases of groceries and gas, and other purchases of gifts, restaurants, hardware, sports, etc. continues to assist us to balance our church budget.

Sincerely, Sharon Van Nest

FündScrip

Help us raise money and join our gift card fundraiser!

UCW**Edith Rankin Memorial United Church 2020 Annual Report**

2020 – will be remembered by all of us, and for generations to come, as a “pivotal” year when best laid plans, events, traditions, and activities were changed, cancelled or “postponed”. While unprecedented lock-downs and COVID-19 restrictions presented a host of challenges it also provided opportunities to keep connected using a diverse range of communication strategies available to us in the 21st century. UCW members were no exception as we continued to fulfil our Mission Statement that is: *“to love God, to foster Christian faithfulness, spirituality, commitment and devotion and to promote love and respect by living generously and giving joyfully to all God's people and to affirm and strengthen ourselves creatively.”*

With a membership of 77, ERMUC's UCW group is one of the largest in the region and across the country. We welcome new members.

The UCW puts together a separate annual report that is available to anyone interested in reading detailed reports about each Unit and UCW activity. This report also includes a complete UCW Treasurer's Report.

Each of our four units met in January and February before COVID-19 disrupted in-person meetings in mid-March. Since March, each Unit has stayed connected by phone and/or virtually (via Ring-Central, with thanks to Rhonda Kerr), to carry out the UCW Purpose of Christian witness, study, fellowship and service. A wide range of activities and guest speakers were embraced by each of our four units. In addition, several UCW members volunteered to make regular phone calls to other members of the congregation who have been isolated.

Each month, UCW members give donations in goods or money to a range of community outreach projects that include Almost Home, the Alzheimer Society, Better Beginnings, Dawn House, the Food Bank, the Food Sharing Project, The Amherstview Salvation Army Food Drive, and Home Base Housing. Unit 2 organized a very successful Santa Sack event. They pivoted from their annual Santa Sack project where members of the congregation are asked to fill actual Santa Sacks, to organizing a fundraising venture that enabled them to purchase and deliver \$3,000.00 worth of gift cards to students at the Bayridge Learning Centre!

Our annual UCW Worship Service, the General Annual Meeting in May, Mostly Apple and the Artisan Bazaar did not happen this year due to COVID restrictions. 2020 was to be the last year of the Mostly Apple event being organized by the UCW. If this event takes place in the future, it will be organized by the congregation. We thank all the people who made this event happen over the past many years. In lieu of the Artisan Bazaar, UCW members were asked to contribute to a “No Bake, Bake Sale” that raised \$1,512.00.

The Christmas General Meeting was held virtually using Ring-Central, on December 1st. Our guest speaker, Pierre Klein from Home Base Housing, talked to us about the new Kingston Youth Services Hub that will operate out of the former Princess Street United Church. The Hub will operate on a holistic approach to meet the needs of homeless youth. Ruth Pettis shared a devotional called, "Where are the Angels?" by Rev. Janet Stobie.

Our surplus funds from 2019 were allocated to "Women for Change" in Zambia, renovations for the women's washroom, off the Lower Hall, and the kitchen fund. We have over \$6000.00 sitting in the kitchen fund to be used for the second stage of the renovation.

It is with great sadness that we acknowledge the passing of three UCW members who passed away this past year - Marjorie Gagnon on May 5th, Shirley Brown on September 3rd, and Sylvia Hearn on October 9th.

Respectfully submitted,

Margaret Merkley, UCW President



CATERING TEAM 2020 ANNUAL REPORT

2020 began in much the same manner as any other, with the team full of plans for brunches and lunches, snacks and dinners. We provided a soup luncheon at the Vision Café on Feb.9, with a free will offering collected to offset expenses. We also offered a Dinner for 8, for the Leap of Faith Auction on Feb 29. Purchased by Linda Delve for \$100, she has yet to collect! We will honour their generous donation and enjoy making this happen sometime in the future!

As it did for much of the rest of the world, planning went out the window with the reality of Covid-19 restrictions. We stayed out of the kitchen, and stayed safe! In the late summer, Doug Huddle represented us on the committee brought together to formulate a re-opening plan and although we have not been able to implement that as yet, the plan was approved by Council and sits, "ready to go!"

Congregational support for Martha's Table meant we were able to donate \$670 to this organization that we have supported annually in December.

Patti Speck agreed to sit on the Discernment Committee which will meet in early 2021 to help collate ideas and requirements for staffing as we move forward as a congregation.

An informal statement of our finances is as follows:

Opening Balance:		\$5,981.73
Disbursements:	Kitchen fund	\$3000.00
	Capital fund	\$2500.00
	Memorial donation	50.00
	Bank fee	<u>2.40</u>
		\$5552.40
Income:	Congregation cafe	62.05
Closing balance:		<u>\$491.38</u>



The Catering Team Executive remains unchanged, with Rhonda Kerr acting as Chair. Currently kitchen use is prohibited but we will look forward to a WELCOME BACK congregational dinner as soon as it is safe to gather again!

Respectfully submitted,
Patti Speck – Secretary
Wanda Burke – Treasurer

MISSION AND OUTREACH

We met only once in the winter.

Despite the challenges of 2020, donations were collected for St. Vincent de Paul, Dawn House and gift cards in lieu of Santa sacks to name a few. Gifts of warmth (socks, mitts and scarves) were delivered locally by many individuals directly to charities. Several members made masks for donation or to raise funds for charities.

Faith, Family, Friends.

Let us continue to look after one another and hope for a better 2021.

Kathy Rogers,
Acting Chair

GARDENING FAITH IN ACTION TEAM

The many gardens filled with a variety of shade and sun loving perennials are being maintained by several dedicated gardening enthusiasts. With an interest in lowering the maintenance of the gardens at ERMUC, wood chips were added to most of the beds to add nutrients and moisture retention; the roadside garden was reduced in size with an increased planting of suitable sun loving perennials; a few shrubs and rose bushes were added later in the season to add more colour and seasonal interest for the upcoming year as well as spring bulbs in readiness of a spring showing.

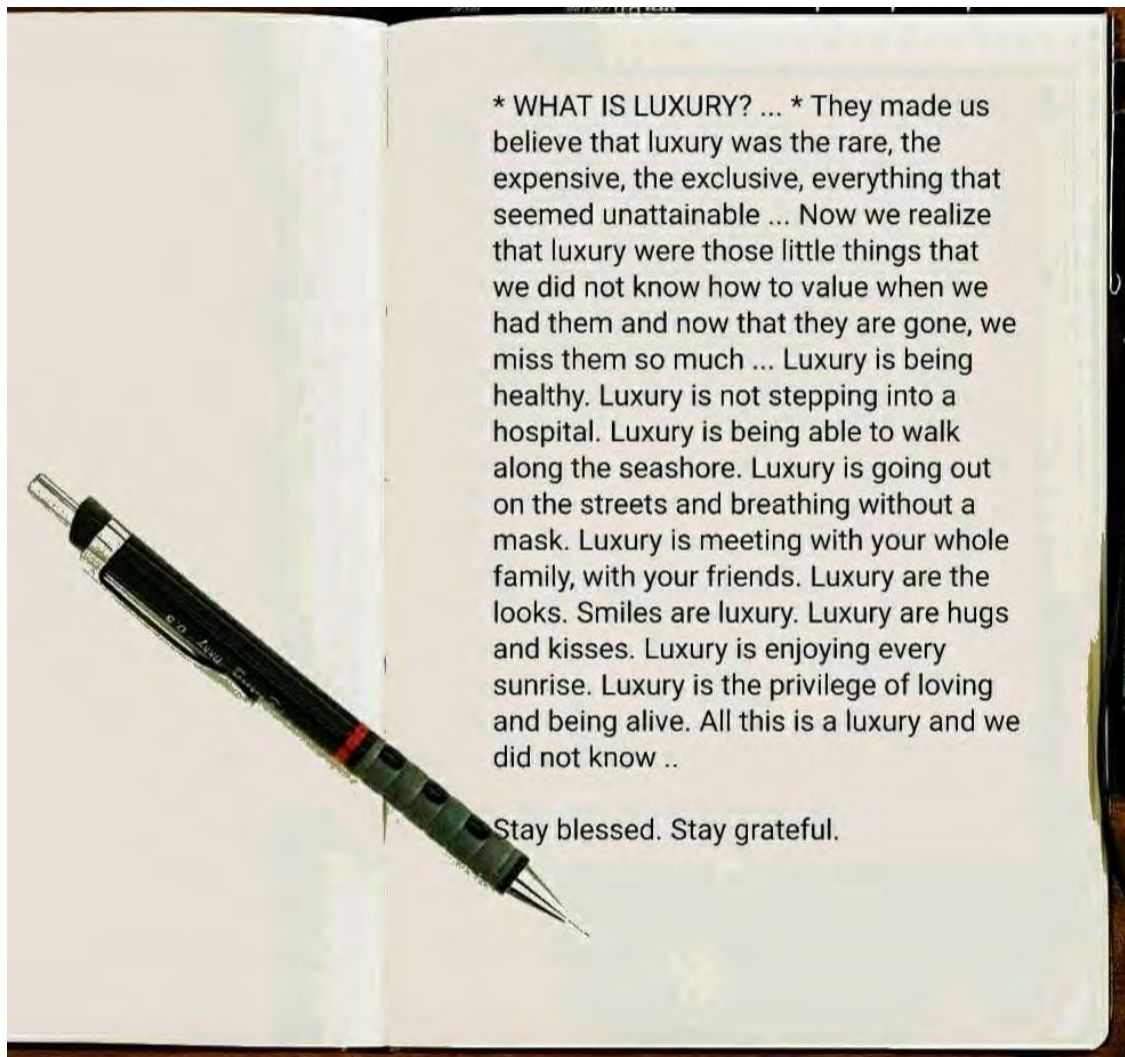
Let us know if you are interested in joining the GFAT.

Sincerely

Jean Barna

GFAT Co-ordinator.





WOMEN IN CONVERSATION

Women in Conversation (WiC) is a group of about 12 women who have a shared interest in meeting monthly to enjoy fellowship and stimulating conversation. We meet in the Upper Room from 1:30-3 PM on the 4th Thursday of most months. After tea and a chat, discussion follows, based on a topic that has been advertised in advance. Sadly, for 2020, we were only able to meet twice. In January, we enjoyed a fascinating discussion about "the 9 enneagram personality types", led by Marlene McCracken. A snowstorm forced us to cancel February's gathering. Then Covid restrictions came into being. In June, however, a small group of us met, with "administrative approval" on ERMUC's back terrace. We brought masks, water, lawn chairs and hats, and agreed that it was wonderful to be together, in person, albeit socially distanced.

WiC is open to all women, regardless of whether they have an affiliation with a UCW unit or with ERMUC. Details about meetings will be announced in Tidings. For more information, please contact Barb Taft (613 634-6506) or Brenda Moyer (613 634-0975).

Respectfully submitted,
Brenda Moyer



ERMUC BREAKFAST SPEAKERS TEAM

Our mandate is to invite speakers to our breakfasts to share their engagement in the life and work of Kingston. Meetings are on the 4th Sunday of January to May and September to November. We meet through Ring Central at 8:15am for approximately an hour. Sorry, no breakfast until the church building reopens.

On the team are Tony Baker, Reverend Michelle Down, Glenn Owen, Paul Van Nest and Gordon Bales, and a group of dedicated congregants who prepare breakfast and look after audio and visual technology. Janice D'Agostino stepped down from the team in November.

The year 2020 began with Sandi Dodds of The Mess talking to us in January and Mayor Bryan Patterson in February. These were well received and attended. But... Covid-19 arrived in March and we went Virtual. Bob Wells of our congregation was scheduled for April and he said he could do the presentation virtually. By this time our congregation was warming up to doing church virtually so April did go ahead as did May when our interim ministers Reverends Bill Smith and Joe Ramsey addressed us as planned. Meanwhile we contacted our other speakers scheduled for the fall and the consensus was that we would put the program on hold until future notice.

In the fall Council advised us of their wish that we start up again in January 2021. The committee met and invited Reverend Michelle Down to join us. In anticipation of Remembrance Day, Paul Van Nest volunteered to give a presentation about RCAF Bomber Command in World War 2 and the impact of his cousin's death on his family. This was excellent. For the foreseeable future our engagement with speakers will be via Ring Central.

Report submitted,
Gordon Bales

BRIDGE GROUP

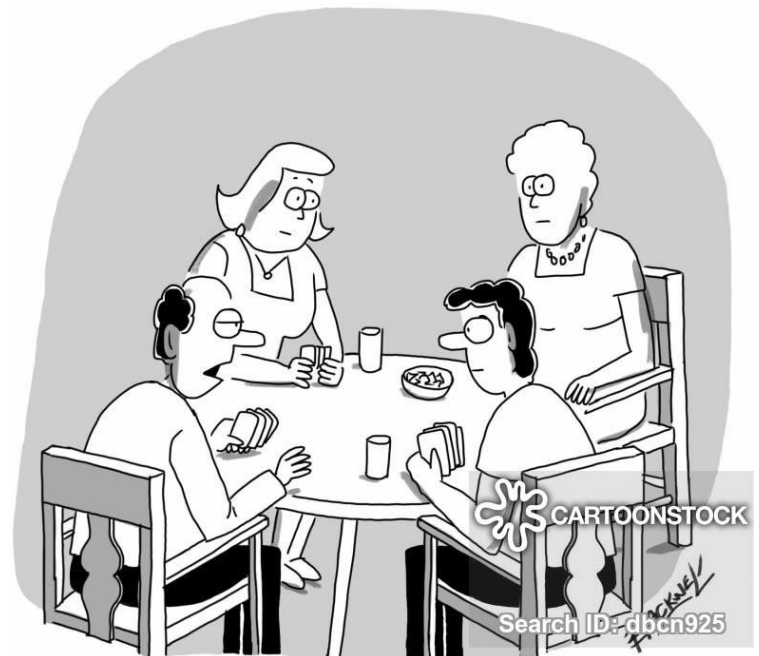
The Bridge Group met 6 times in 2020, until March, for fellowship and cognitive stimulation, on the 1st and 3rd Monday afternoons at 1:15 in the Activity Room.

There were 22 regular players, plus a list of spares. When we resume playing at the church, anyone with a basic knowledge of Bridge is most welcome to join us at any time. A voluntary donation of \$1 per player is collected each afternoon to offset social costs.

In October, we were saddened to learn of the death of Sylvia Hearn. She and her late husband, Ed, had enthusiastically played ERMUC Bridge "forever". We will miss her.

Bridge contact person is Brenda Moyer (613 634-0975).

Respectfully submitted,
Brenda Moyer



**“NO, BOB, YOU CAN’T MOVE ALL-IN...
WE’RE PLAYING BRIDGE!”**

LIMESTONE RINGERS



When Edith Rankin Memorial United Church (ERMUC) was closed in March, 2020, the Limestone Ringers vacationed earlier than other years.

When September came and ERMUC was still closed like other churches, I was upset that the bells could not rehearse. We had a few videos of taped performances but this didn't solve our present problem.

I checked into renting a room at the Senior Centre with 6' physical distancing. The SC had opened up with proper protocols in August. I was able to rent a large room and we started rehearsals in mid October. The staff was very helpful setting up and taking down the chairs and tables, sanitizing before and after practice, and giving us a discount in rent as I was a member.

12 ringers and one sub rehearsed every Monday night and with Craig Pettis' help video taped our pieces for the virtual Sunday services. We now have a larger repertoire to draw upon.

As a Covid Project, Kathy Baer and I created a data base for all of the bell music stored in cabinets in the music room. The choir room was being reorganized and this seemed like the best time to

complete our project.

ERMUC and the SC are closed again so we will wait patiently until reopening.

We are hopeful that rehearsals will happen soon. Ringing together gives us enjoyment, continuity, good mental health and a purpose.

We feel a part of the music ministry of the church and have been made welcome and appreciated by Kim and Michelle for our contribution to the life of ERMUC.

Respectfully submitted by Janet McDonald,
Director of the Limestone Ringers.

PRAYER SHAWL MINISTRY

Prayer Shawl Ministry

In this COVID 19 year, I had only one request for a Shawl.

At present in the "stash" there are 24 adult shawls, 12 infant shawls and 3 Senior Youth shawls. Please contact me if you are in need of a shawl to give on behalf of our church family.

Respectfully submitted
Janice Rubino



DECISIVE ISSUES - 2020

In 2020 we met every other Monday at 10:00 for a discussion of our book ' 12 Rules For Life ' by Jordan B. Peterson - until mid March.



We were about to begin chapter 5 ' Do Not Let Your Children Do Anything That Makes You Dislike Them ' .

After polling some of the 16 - 18 people who meet together, it was decided to wait until we could see each other face to face before we meet again - hopefully in 2021 .

submitted by Barb Taft

'JUST MEN' GROUPS

The first 'Just Men' group started around 2008 with a small number of men meeting every two weeks to discuss, in a confidential forum, matters of faith, spirit and relationships. Interest in the men's group grew and it became necessary to start additional groups in order to keep each group around ten men or less. We now have four 'Just Men' groups with a total of 25 members.



We meet twice a month, getting to know one another well and becoming good friends. Our meetings start with a 'check in' where we share with the group our struggles or our triumphs since our last meeting. We know what we share is heard by a sympathetic or rejoicing ear. In the second part of the meeting we discuss a topic of spirituality or conscience. This often leads to a lively discussion which sometimes carries over to the next meeting.

In pre-pandemic times (can we remember that far back?) we normally met at the church. Some of the JM groups will periodically meet at a local restaurant. During the COVID pandemic the JM groups have been meeting by ZOOM.

We run a Prayer Circle to receive prayer requests and pass them on to the 'Just Men' membership.

'Just Men' is always looking for new members who want to be part of a group engaged in spiritual discussion. There are four groups you can choose from:

- Just Men 1 1st and 3rd Monday 3pm
- Just Men 2 2nd and 4th Wednesday 10am
- Just Men 3 2nd and 4th Thursday 1:30pm
- Just Men 4 1st and 3rd Tuesday 7pm

Respectfully submitted,

Brian McCracken

**MEMBERSHIP OF CHURCH COUNCIL, STANDING COMMITTEES, BOARD OF TRUSTEES
AND OTHER COMMITTEES
(AS AT DECEMBER 31, 2020)**

CHURCH COUNCIL

OFFICERS OF THE COUNCIL OF GUIDING ELDER

CHAIR:	Lorna Thorne
VICE CHAIR:	Vacant
PAST CHAIR:	Vacant
SECRETARY:	Ken Williams
TREASURER:	Peter Merkley
REGIONAL REPRESENTATIVE:	Glenn Owen

MEMBERS OF THE COUNCIL OF GUIDING ELDER

Paul Carl
Rhonda Kerr
Ryan Leary

STANDING COMMITTEES

MINISTRY AND PERSONNEL

Carolyn Bond
Janice D'Agostino
Linda Delve
Ray Kuntz
Eric Lawson, Chair
Jim Leary

MINISTRY COORDINATING

Rev. Michelle Down
Alma Barney
Kim Barney
Janet Dubblestein
Helene Ouellette
Andrew Robb
Gordon Sinclair

NOMINATING

Diane Huddle
 Brenda Moyer
 Glenn Owen, Chair
 Sandra Sinclair

BOARD OF TRUSTEES

Rev. Michelle Down
 Bill Creighton
 Doug Huddle
 Jim Leary, Deputy Chair
 Sandra Sinclair
 Paul Van Nest

REGIONAL REPRESENTATIVES

Glenn Owen
 Marilyn Rodger

MINISTRY TEAM COORDINATORS

Administration:	Vacant
Faith Formation:	Lorna Thorne
Media and Communications:	Paul Carl
Mission and Outreach:	Kathy Rogers (Acting)
Property:	Gord Bell
Worship:	Sandra Sinclair
Membership Steward:	Brenda Moyer
Envelope Steward:	John Moyer
Officers of the Congregation:	Christopher Sproule, Chair Rhonda Kerr, Secretary

Nominations Report: Report of the Nominating Committee to the Congregation (February 2021)

Notes:

- An asterisk (*) denotes a nominee for election to a first term or for reelection to a further term in the same position.
- Years in brackets indicate consecutive years of service in the position beginning and ending in February of the years shown.

Council of Guiding Elders

Chair	Lorna Thorne *	(2020-2022)
Vice-chair	Vacant	
Past Chair	Gordon Sinclair *	(2021-2023)
Secretary	Ken Williams *	(2017-2023)
Treasurer	Peter Merkley	(2018-2022)
Regional Rep.	Glenn Owen	(2020-2022)
Members	Rhonda Kerr	(2018-2022)
	Ryan Leary	(2020-2022)
	Ruth Pettis *	(2021-2023)
Rev. Michelle Down		

Standing Committees

Ministry and Personnel

Carolyn Bond *	(2019-2023)
Linda Delve	(2020-2022)
Glenda Fisk *	(2021-2023)
Ray Kuntz	(2018-2022)
Jim Leary *	(2019-2023)
Cindy Pettis *	(2021-2023)

Ministry Coordinating

Rev. Michelle Down	
Alma Barney	(2018-2022)
Kim Barney	(2018-2022)
Janet Dubblestein *	(2017-2023)
Helene Ouellette *	(2019-2023)
Andrew Robb *	(2017-2023)
Gordon Sinclair *	(2017-2023)

Nominating

Diane Huddle *	(2020-2022)
Betty Jeanne Kippen *	(2021-2023)
Brenda Moyer *	(2020-2022)
Glenn Owen *	(2020-2022)
Sandra Sinclair *	(2017-2023)

Ministry Team Coordinators**Administration**

Vacant

Faith Formation

Lorna Thorne * (2017-2023)

Media and Communications

Paul Carl * (2017-2023)

Mission and Outreach

Kathy Rogers * (2021-2023)

Property

Gordon Bell * (2017-2023)

Worship

Sandra Sinclair * (2017-2023)

Board of Trustees

Rev. Michelle Down	
Alison Ahara *	(2021-2023)
Bill Creighton *	(2019-2023)
Doug Huddle	(2016-2022)
Jim Leary, Deputy Chair	(2016-2022)
Tysie Mitchell *	(2013-2023)
Marcus Robertson *	(2021-2023)
Sandra Sinclair	(2018-2022)
Paul Van Nest *	(2017-2023)

Regional Representatives

Glenn Owen	(2020-2022)
Joyce Payne *	(2021-2023)
Marilyn Rodger *	(2019-2023)
Vacant	

Envelope Steward

John Moyer *

Officers of the Congregation

Christopher Sproule, Chair *

Rhonda Kerr, Secretary *

The Nominating Committee notes the following appointments that have been made by Council:

Membership Secretary

Brenda Moyer

Ministers in Voluntary Association

Rev. Dr. Neil Elford

Rev. Dr. Paul Currie

On behalf of Church Council and the congregation, the Nominating Committee recognizes, with thanks, the contributions of those who have retired or who have completed their term(s) of service:

Judy Fyfe and Paul Carl	Council of Guiding Elders
Eric Lawson and Janice D'Agostino	Ministry and Personnel
Gordon Sinclair	Nominating
Ross Quanz	Administration
Eric VanDalen	Board of Trustees

The Nominating Committee recommends that the Church Council be granted the authority to elect persons to fill positions as required.

APPENDIX 1: AGENDA FOR THIS ANNUAL CONGREGATIONAL MEETING FEB 21, 2021

EDITH RANKIN MEMORIAL UNITED CHURCH

ANNUAL CONGREGATIONAL MEETING

AGENDA

FEBRUARY 21, 2021

- | | |
|--|--------------------|
| 1. Call to Order/Welcome | Chair |
| 2. Invocation and Commemoration | Rev. Michelle Down |
| • Lighting of Memorial Candle | |
| • Gratitude for Slate of Officers and Volunteers for 2020 | |
| • Reminders of Ring Central Etiquette | |
| 3. Approval of the Agenda | Chair |
| • Quorum (30 members) | |
| • Vote for adherents | |
| 4. Approval of the Minutes of the Annual Congregational Meeting: March 1, 2020 | Chair |
| 5. Business Arising from the ACM March 1, 2020 Minutes | Chair |
| 6. Approval of the Minutes of the Congregational Meeting: May 24, 2020 | Chair |
| 7. Business Arising from the Congregational Meeting: May 24, 2020 | Chair |
| 8. Treasurer's Report for 2020 | Peter Merkley |
| Motion to Approve | |
| 9. Nominating Committee's Report | Glenn Owen |
| Motion to Approve | |
| 10. 2020 Annual Report | Lorna Thorne |
| Motion to Approve all remaining reports as Consent Docket | |
| 11. Blessing of Slate of Officers, Council Members, Team Leaders, | Rev. Michelle Down |
| 12. Update of Staffing Discernment for Information | Gordon Sinclair |

- | | |
|-------------------------------|-------------------|
| 13. Points from the Floor: | Chair |
| 14. Thanks to the ERMUC Staff | |
| 15. Benediction | Rev George Lavery |
| 16. Adjournment | Chair |

Appendix 2: ACM March 1, 2020 Minutes

EDITH RANKIN MEMORIAL UNITED CHURCH
ANNUAL CONGREGATIONAL MEETING
MARCH 1, 2020

Those in attendance were: Janet Dubblestein, Susan Bertrand, Raymond Kuntz, Helene Ouellette-Kuntz, Elizabeth Amirault, Sonya Fraser, Eric Lawson, Brian and Marlene McCracken, George and Mary Lavery, Barb Taft, Eleanor Orr, Joan Martin, Glenn Owen, Phyllis Hannah, Tom and Rhonda Kerr, Shirley Donovan, Gordon and Joan Bales, Alan and Lorraine Fyke, Peter and Margaret Merkley, John and Brenda Moyer, Pat and Jan Galasso, David and Anne Sinclair, Wally and Barb Parks, Dave and Marlene Metzler, Doug and Diane Huddle, Frank and Wanda Burke, Jeremy and Judy Fyfe, Patti Speck, Edie Raymond, Betty Jeanne Kippen, Kim and Alma Barney, Les and Beth Burgess, Nancy Stokes, Geraldine Nicol, Ken Williams, Annie Dickson, Joe and Susan Ramsay, Paul Carl, Bill Smith, Don Douglas, Karl and Lois Butler, Sharon Van Nest, Marcus and Susan Robertson, Amy Baker, Carolyn Bond, Robert and Jean Martin, Ruth Allum, Eldon and Liz Peters, Bob and Janice Rubino, Gil and Bev Ryan, Yvonne Pollard, Bill Creighton, Gordon and Sandra Sinclair, Tysie Mitchell, Fred Jones, Mel and Bonnie Hazell, Jim Leary, Ryan Leary, Calvin and Laurel Connor, Ruth Pettis, Bonnie Peacock, Mary Lou Weinhardt, Christopher and Nancy Sproule.

1. **Call to Order/Welcome:** Christopher Sproule called the meeting to order at 11:36. There was a quorum present. With no objections Chris declared that adherents may be included in voting.
Elizabeth Amirault led us in an opening prayer.
2. **Invocation and Commemoration:** Rev. George Lavery led us in prayer for those in our church community who passed away in 2020.

*denotes a member of our congregation

*Iris Palmquist – January 14, 2019

*John Neufeld – January 21, 2019

Bernice McKay – January 29, 2019

*Enid Marguerite Doran – March 13, 2019

*Arlie Christine Moore – March 22, 2019

*Charles Earl Taft – April 1, 2019

Cameron David Burke – April 22, 2019

*Gerald William Dickson – June 6, 2019

Edward Czechowski – July 19, 2019

*Edgar James Mills – July 21, 2019

Rita Stewart – August 4, 2019

Robert Thomas McMahon – September 29, 2019

*Robert James McAllister – October 6, 2019

*Roger LeClair – October 17, 2019

*Harold John McKendry – December 8, 2019

3. Approval of the Agenda

Motion: Moved by Bonnie Hazell, seconded by Brenda Moyer to approve the agenda as printed on the screen. Carried.

4.0 Approval of the Minutes of the Annual Congregational Meeting February 24, 2020

Moved by Sharon Van Nest, seconded by Brian McCracken to accept the minutes of Feb. 24th, 2020. It was noted that the Capital Fund Report should be in the 2019 minutes. Carried with one correction.

4.1 Business Arising from the ACM 24 February 2019 Minutes

Building Project Financial Statement – work in progress. Gordon is hoping to have this statement available soon.

4.2 Approval of the Minutes of the Congregational meeting on 12 May 2019

4.3 Business Arising from the Congregational meeting of 12 May 2019 (Supply Ministry) - none

4.4 Approval of the Minutes of the Congregational meeting on 22 September 2019

(Community of Faith Profile #1)

Motion: Moved by Tom Kerr, seconded by Bonnie Hazell to accept the report. Carried.

4.5 Business Arising from the Congregational meeting of 22 September 2019

4.6 Approval of the Minutes of the Congregational Meeting on 27 October 2019

(Community of Faith profile 32)- the minutes of this meeting will be added as an addendum to the annual report.

4.7 Approval of the Minutes of the Congregational Meeting on 17 November 2019

(Community of Faith profile #3)

Motion: Moved by Jim Leary, seconded by Brenda to accept the minutes as printed. Carried.

4.8 Business arising from the Congregational meeting of 17 November 2019 - none**4.9 Approval of the Minutes of the Congregational Meeting on 1 December 2019 (2020 Financial Plan)**

Motion: Moved by Gordon, seconded by Marg Merkley to accept the report as Carried.

4.10 Business Arising from the Congregational Meeting of 1 December 2019 - non

5.0 Treasurer's Report for 2019 – Peter Merkley announced that year- end 2019 statements are available but have not as yet been presented to council or the Admin team. He thanked Rhonda Kerr for her diligence in preparing these statements in time for today's meeting. A round of applause followed.

2018 Notice to Readers Statements. – There was a question re: page 4. Peter will review and report to council.

2019 Profit of Loss Statement - compensation down approx \$30,000 due to only having two half time ministers. Total offerings down but fundraising has offset this amount.

Next steps – Rhonda will make adjustments. Peter will review. Council will review. MNP will prepare the 2019 financial statements on a Notice to Reader basis.

6.0 Approval of the Nominating Committee's Report –

Motion: moved by Gordon, seconded by Barb Taft to accept the 2020 Nominating Committee Report. Carried.

Report of the Nominating Committee**2019 Annual Meeting****1. Council of Elders****Officers**

Chair

Vice-chair

Past Chair

Judy Fyfe

Secretary

Ken Williams

Treasurer

Peter Merkley

Regional

Representative

Glenn Owen

Elected Members

Paul Carl

Rhonda Kerr

Ryan Leary

Lorna Thorne

2. Standing Committees

Ministry and Personnel

Eric Lawson, Chair

Carolyn Bond

Jan D'Agostino

Linda Delve

Ray Kuntz

Jim Leary

Ministry Coordinating Committee

Alma Barney

Kim Barney

Janet Dubblestein

Hélène Ouellette

Andrew Robb

Gordon Sinclair

Nominating Committee

Gordon Sinclair, Chair

Sandra Sinclair

3. Ministry Team Coordinators

Administration

Ross Quanz

Faith Formation

Lorna Thorne

Media & Communications

Paul Carl

Mission & Outreach**Property** Gord Bell**Worship** Sandra Sinclair**4. Board of Trustees**

Bill Creighton

Doug Huddle

Jim Leary

Tysie Mitchell

Sandra Sinclair

Paul Van Nest

Clergy, ex officio

5. Regional Representatives

Glenn Owen

Marilyn Roger

6. Membership Steward Brenda Moyer**7. Envelope Steward** John Moyer**8. Ministers in Voluntary Association** Paul Currie and Neil Elford**9. Chair of the Congregation** Christopher Sproule**10. Secretary of the Congregation** Rhonda Kerr

Council made a motion at the January council meeting to honour Rev. George Lavery as Minister Emeritus. This was followed with a standing ovation.

7.0 Election of Congregation Chair and Secretary – John Moyer stepped in as temporary chair of the congregation.

Motion: Jim Leary, seconded by Sandra Sinclair that Christopher Sproule be the chair of the congregation for 2020 and Rhonda Kerr will be secretary to the congregation for 2020. Carried.

Chris resumed as chair.

8.0 Acceptance of the 2019 Annual Report to the congregation

Brenda moved, seconded by Paul Carl to accept the annual report as printed. Carried. Brenda noted the following for information purposes.

449 members, total resident members 477, non resident – 21 total number 498 members. Total approx adherents 261. Number of givers 2019 – 239. Number to M&S 234.

Average weekly attendance – 173 during October/November.

Update on Ministerial Call Process – Peter reported that there has been a limited number of applicants. Interviews will be starting in the next couple of weeks.

9.0 Points from the Floor – Eric Lawson thanked the staff: Wayne and Jean for their many years of service. Rev. Joe Ramsay and Rev. Dr Bill Smith, Donna Bell, Elizabeth Amirault, Shannon Smith, Laurence Rowbotham, Kim Barney, Tanya Bax, Rhonda, Wanda and Barry. A round of applause followed.

Chris would like to thank everyone who worked on the annual report, coffee servers today as well as every Sunday through the year and to all of the congregation for attending this annual meeting.

10.0 Adjournment - Elizabeth Amirault closed the meeting with prayer.

Motion: Moved by Bonnie Hazell, seconded by Brian Mccracken to adjourn the meeting at 12:20 p.m.

Chair: Christopher Sproule

Secretary: Rhonda Kerr

Appendix 3: Congregational Meeting May 24, 2020**EDITH RANKIN MEMORIAL UNITED CHURCH****CONGREGATIONAL MEETING****HELD VIRTUALLY****24 May, 2020**

Those present were: Patti Speck, Tom and Rhonda Kerr, Chris and Nancy Sproule, Kathy Thomas, Lois O'Hara, Paul Carl, Lorna Thorne, Ivan and Betty Campbell, Mel and Bonnie Hazell, George and Mary Lavery, Geraldine Nicol, Brian and Marlene McCracken, Doug and Diane Huddle, Carolyn McPhee, Joe Ramsay, Eleanor Orr, Linda Delve, Craig and Ruth Pettis, Bob and Jan Rubino, Carole Bleecker, Margaret Moncrief, Doug Brodie, Alison Ahara, Don and Florence Niven, Bonnie Peacock, Les and Beth Burgess, Edie Raymond, Barb Taft, Kathy Baer, Karl and Lois Butler, Gord and Barb Bell, John and Brenda Moyer, Sandra Sinclair, Tysie Mitchell, Don Douglas, Don and Brenda Gray, Andrew and Mary Catherine Robb, Dave and Yvonne Metzler, Joe and Jan D'Agostino, Jean Barna, Laurence and Bev Rowbotham, Marilyn Rodger, Fred and Charlotte Jones, Shirley Hall, Jane Semenuk, Carolyn Bond, Faye Dennison, Jim Barton, Jeremy and Judy Fyfe, Paul and Debbie Currie, Joyce Morrison, Paul and Sharon Van Nest, Bonnie Howse, Betty Jeanne Kippen, Amy Baker, Ray Kuntz, Helene Ouellette, Alan and Kate Sedgewick, Barb Armstrong, Pat Bullett, Glenn Owen, Alwyn Huigens, Gord and Joan Bales, Don and Barb Mallory, Neil and Beth Elford, Jeremy Hele, Ken Williams, Bill and Diane Molson, Eric Lawson, Sheryl Baker, Heinz and Leola Becker, Bill Smith, Joe Ramsay, Pat and Jan Galasso, Marcus and Susan Robertson, Seng and Julie Lam Sheila Billings, Bruce and Doreen McGibbon, Krista Baker, Kathy Lee, Glenda Fisk, Dean and Linda Lain, Penny Steele, Jim Leary, Marjorie Audin, Peter and Marg Merkley, Frank and Wanda Burke, Janet Spencer, Eleanor Dickey, Nancy Harwood, Ryan Leary, Laurel Connor, Sheri Jones, Mike Lloyd, Gil and Bev Ryan, Kim and Alma Barney, John and Elly Warren, Jenna Moore, Mikayla Sebesta, Gail Hanley, Debbie Randle, Diane Spencer, Cathy Flynn, Carolyn May, Eldon and Liz Peters, Brian Reid, Regional Representative

1. **Call to Order:** Christopher introduced himself as chair, Rhonda Kerr as secretary, Joe Ramsay as host and Brian Reid as Regional Rep for this, our first virtual congregational meeting. Declaring a quorum Christopher called the meeting to order and as the Rev. Dr. Paul Currie to lead us in an opening prayer.
2. **Directions for the use of Ring Central:** Rev. Joe Ramsay outlined how to use our microphones and video cameras to take part in the meeting. Anyone with a question would need to put up their hand until the chair recognizes you and then Joe would unmute you. When calling for a vote, the chair will scan the visible presence of participants with raised hands and decide whether the vote is carried. If the chair is unable to determine the outcome of a vote visually, the chair will call for breakout rooms to be formed.
3. **Approval of Agenda:**

Motion: Moved by Peter Merkley, seconded by Rhonda Kerr that the agenda be approved as presented. Carried.

4. Extending voting privileges to adherents

Motion: Moved by John Moyer, seconded by Doug Huddle that adherents of Edith Rankin Memorial United Church be permitted to vote on the business which will come before us. Carried.

5. Voting Procedures

Moved by Lorna Thorne, seconded by Patti Speck that seventy percent (70%) of those casting a vote (excluding abstentions) be required for the recommendation of the Search and Selection Committee to be approved;

The vote be taken by a show of hands or by audible indication;

That Barb Bell, Paul Carl, Paul Van Nest, Kathy Baer and Ken Williams be named as scrutineers who will: host breakout rooms, if required; and report the results of all votes to the chair for presentation.

6. The Search and Selection Committee Report and Recommendation

Peter reported that the full Search and Selection Report will be sent out to all those with email addresses on file.

Peter outlined the work of the committee with the motion from the congregation to declare a vacancy for one minister in the spring of 2020 to begin July 1, 2020. The congregation also moved to accept the following persons to form the Search and Selection Committee: Douglas Brodie, Maci Dubblestein, George Lavery, Kathy Lee, Peter Merkley, Jenna Moore, Kate Rowbotham. Florence Niven.

The Search and Selection Committee presented their recommendation to the Council Meeting on May 4th where it was unanimously passed by council.

Motion: Moved by Peter Merkley, seconded by Florence Niven and with the unanimous agreement of the Search and Selection Committee and with the unanimous recommendation of Council that; Edith Rankin Memorial United Church Rankin Memorial United Church call Rev Michelle Down on the terms and conditions recommended by the Search and Selection Committee which terms and conditions form part of this Motion, as below. Carried unanimously.

Item	Notes	Recommended Terms
Salary	UCC minimum plus 35%	\$84,029
Pension & Benefits	UCC standard	

Continuing Education	(minimally above UCC standard)	\$1,500
Travel	As incurred at \$0.42 per km	
Technology Allowance	To cover cell phone and internet (not taxable)	\$2,000
Spirit Fund		\$500
Study Leave	UCC minimum: 3 weeks every year	3 weeks
Vacation	UCC minimum: 4 weeks every year	8 weeks (ideally one week after Christmas, one after Easter, four in the summer, two discretionary) -for two of these weeks Michelle will be available for emergency pastoral care

7. Disbanding of the Search and Selection Committee

Motion: Moved by Peter Merkley, seconded by Kate Rowbotham that the Search and Selection Committee be disbanded immediately following the Covenanting Service of Rev. Michelle Down. Carried

8. Closing Remarks:

Christopher thanked the 'small army' for the work in preparing for today's meeting. Christopher wanted to recognize Gordon Sinclair for his commitment to forming the transition team which enabled us to have Bill, Joe and Elizabeth among us this past year and also for recruiting members of the Search and Selection Committee.

Motion: Moved by Pat Gallaso, seconded by Jan Gallaso to thank all the members of the Search and Selection Committee for their amazing efforts on behalf of the congregation. Carried with a virtual round of applause.

9. Benediction:

Rev. George Lavery led us in Benediction.

10. Adjournment:

Chris adjourned the meeting at 12:45 p.m.

Christopher Sproule, Chair

Rhonda Kerr, Secretary

Appendix 4: Congregational Meeting November 18, 2020

EDITH RANKIN MEMORIAL UNITED CHURCH **CONGREGATIONAL MEETING** **18 November 2020**

The meeting was held virtually using Ring Central.

AGENDA

Call to Order/Welcome: Christopher Sproule as chair of the congregation called the meeting to order at 11:00 a.m. through Ring Central on line. It was noted that we have a quorum, and there was no objection to voting by a show of hands. Christopher thanked all those who helped to prepare for this meeting and announced that the meeting would be recorded. Those in attendance were Paul and Debbie Currie, Tom and Rhonda Kerr, Paul Carl, Barb and Gord Bell, Christopher and Nancy Sproule, Paul and Sharon Van Nest, Kimberley and Alma, Glenn Owen, Rev. Michelle Down, Joyce Payne, Rev. Neil Elford, Peter Merkley, Gil and Bev Ryan, Julie Lam, Anthony Gifford, Mel and Bonnie Hazell, Lorna Thorne, Gail Hanley, Penny Steele, Bob and Jan Rubino, Patti Speck, Ken Williams, Alison Ahare, Les and Beth Burgess, Betty Jeanne Kippen, Bonnie Howse, Carolyn McFee, Carole Bleecker, Dean Lain, John and Brenda Moyer, Brian and Marlene McCracken, Diane Molson, Fred and Charlotte Jones, Doug Huddle, Don and Barb Mallory, John and Ellie Warren, Eleanor Orr, Eric Lawton, Fay Dennison, Florence Niven, Bob and Fran Willits, Rev. George and Mary Lavery, Gordon Bales, Heinz and Leola Becker, Jean Barna, Joyce Morison, Janice D'Agostino, Kathy Lee, Karl and Lois Butler, Marcus and Sue Robertson, Tony and Margaret Baker, Marilyn Rodger, Dave Wentzell, Jim Leary, Rob and Mary Catherine Robb, Mary Lou Weinhardt, Pat Bullett, Ray and Helene Kuntz, Roberta Tyrell, Sheila Billings, Linda Delve, Tysie Mitchell, Frank and Wanda Burke, Janet McDonald, Carolyn Bond, Bonnie Peacock, Kathy Baer, Laurel O'Connor, Barb Taft and Gwen Rintoul.

Invocation: Rev Dr. Paul Currie led us in a prayer of invocation

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

Rules of Order: Paul Carl is acting as host to this virtual meeting.

Approval of the Agenda: approved as published.

Approval of the 2019 Financial Statements

Motion: Moved by Peter Merkley, seconded by Lorna Thorne that the congregation approve the Financial Statements for the year ended December 31, 2019 prepared on a Notice to Reader basis. Carried.

Approval of the 2021 Financial Plan

Lorna Thorne, chair of Council opened the discussion with some opening remarks. Peter Merkley, Treasurer provided an on screen, step by step introduction of the 2021 Financial Plan of Edith Rankin Memorial United Church

Motion: Moved by Peter Merkley and seconded by Lorna Thorne that the congregation approve the 2021 Financial Plan. Carried.

2021 Mission and Service Pledge

Motion: moved by Marilyn Rodger and seconded by Lorna Thorne that the congregation approve the 2021 Mission and Service pledge of \$31,000. Carried.

Benediction: Rev. Neil Elford concluded the meeting with benediction.

Adjournment: Moved by Patti Speck to adjourn the meeting at 12:20 p.m.

Christopher Sproule
Chair

Rhonda Kerr
Secretary

Attachments:

- A. 2019 Financial Statement
- B. 2021 Financial Plan

Edith Rankin Memorial United Church

Financial Plan 2021

These numbers have been assembled by your Treasurer ... but they have been provided by the various teams and groups within our Congregation. The draft Financial Plan has been reviewed, discussed and recommended by Council. Thank you for your input and support.

Recommended by Council:
Nov 12 2020

Approved by Congregation:
Nov 22 2020

Guiding Principles

- 1 We recognize there are many competing pressures on our financial position. These priorities include funding our spiritual purpose, program leadership, responsible property maintenance, outreach and debt repayment. In our budgeting process we are guided by our Mission, our Vision and our Values.
- 2 We will continue with 1 full time Minister and one quarter time Pastoral Care Minister, pending discernment.
- 3 We want to continue existing programs, pending our visioning process. Therefore, a priority will be to budget for other leadership resources.
- 4 We intentionally seek partnerships to share the stewardship of our space.
- 5 We will have a balanced budget.

Assumptions

- 1 We all want to know when the COVID pandemic will end. This Financial Plan makes no assumption on this. The following factors are impacted:
 - (a) Impact on Compensation: At the present time, the Caretaker is on reduced hours. When we do open the building, the Caretaker will return to his previous regular hours. To be conservative, we assume he will be on his regular hours for all of 2021. This means that until we open our building, the actual financial results will be ahead of budget by about \$1,000 per month because the caretaker actually will be working reduced hours. See Tab on Compensation.
 - (b) Impact of government programs such as wage subsidies: See Assumption #4.
 - (c) Impact on Offerings: See Assumptions #6.
 - (d) Impact on Rental income: The Union Office has renewed their lease for another year. This is very good news. The Seniors Center has not paid any rent since March 2020 and their operations have been impacted by COVID. When we have people back in the building, the Seniors Association may rent the Lower Hall for exercise classes, but this rent is trivial. It is very important that we pursue other rental opportunities. We are looking for a volunteer to lead this. See Assumption #7.
 - (e) Costs associated with opening our building. These are largely one time costs and the timing of when we return has little impact.
- 2 We assume our current Ministries and all our programs will continue - to the extent possible with COVID 19.
- 3 Youth and Other Leadership: We are going through a period of discernment and until this process is complete, we do not know our staffing plans. For purposes of this Financial Plan, we make no assumptions as to the nature of any additions to staff we only allow for the possible Expense. We assume an annualized Expense of \$50,000 and \$25,000 in 2021. See Compensation Tab for details.
- 4 Government Programs: We will continue to apply for every program available. The criteria for the wage subsidy programs is based on Total Revenue, not just Offerings. For March and April we received about \$18,000 under the CEWS Program. We were not eligible in May and June but the criteria changed for subsequent months and we became eligible again. In the 3 months of July, Aug and Sept 2020, we received \$12,000 (a total of \$40,000 so far in 2020). We likely will receive grants for Oct, Nov and Dec 2020 and into 2021. This program ends in June 2021. We assume we will receive \$12,000 for the six months ended June 2021 and we assume the Program will not be extended. See Tab for details.
- 5 Special fundraising events: By 2021, we will be looking forward to the fellowship these events offer. Traditional and new, innovative fundraisers are entirely dependent on people volunteering to lead projects (thank you to those people who had led many past successful projects!). These include Fundschrift, the Fish Fry, garage sales and bus trips. We assume \$10,000... and to be clear - we do not have volunteers (yet)!
- 6 Offerings:
 - (a) THANK YOU! More than half our Offerings are by way of PAR and everyone is being very generous.
 - (b) In 2020, we are merging the "Capital Fund" with the "Operating Fund". Any money received in 2020 and 2021 for the Capital Campaign will now go into the Operating Fund and will continue to be used for Capital Campaign related purposes.
 - (c) We assume a steady level of Offerings... \$315,000.

(d) See analysis in Revenue Tab .

7 Rental Income:

Office: The existing Lease has been renewed to Sept 30 2021. We assume it will be renewed again for total Revenue of \$9,600 for 2021.

Seniors Center: We assume no rent.

New tenants: We assume volunteers will come forward to lead a "stewardship of our space" team. This team will seek out new tenants. We recognize this will be a challenge but there is much work that can be done now. We assume rent from this new source to be \$6,000.

Other rentals: This will be impacted until the building is fully open. In normal times, this number is about

\$5,000. We assume \$2,500 for 2021.

8 HST Rebate: As a registered charity, we receive a rebate on the HST we pay. In prior years, this was a large amount (Building Expansion). The HST we pay in 2021 and the rebate we receive in 2021 will be relatively small.

9 Other Revenue: This includes such items as gifts for our Ministers and the Kitchen Renovations. We assume this is Nil in 2021.

10 UCC Assessment: The budgeted amount is based on information from National Office. UCC has implemented an 'across the board' increase. In 2021, our UCC Assessment will be about \$23,500. Our assessment in 2020 was \$12,000.

11 Special Appeal - COVID Loan: we assume we will have a special COVID appeal to repay the COVID loan of \$9,500.

12 Special Expense projects: There are a few projects that some of the teams - Worship (repair the organ), Property and Media would like to consider. We assume these will be "self financing" - people will make extra donations for these projects.

13 UCC Mortgage: We make the following Assumption (see #14), but first.... some information:

(a) The present balance is \$271,584.

(b) The Interest Rate is 2.5%. We make a monthly payment of \$570 which pays this interest.

(c) We made a lump sum payment of \$50,000 in January 2020. The Trustees and Council agreed to use some of our Investments to make this payment.

(d) As a matter of comparison, our Investment portfolio had a balance of \$266,388 on Sept 30 2020. This fluctuates with the market.

(e) We are committed to paying down the Principle of the UCC loan from our Operating funds, however with the uncertainties of COVID, we sacrifice this commitment in 2021 and fully expect to make a lump sum payment in 2022.

With the above information, we assume there will be no Principle payments on the UCC mortgage in 2021 from the Operating Account. This Assumption will impact the next Assumption.

The present balance of the Presbytery Development Loan is \$42,516.

14 Principal payments will be paid as follows:

(a) For the UCC Mortgage, the annual lump sum payment will be:

- (i) From the Operating Fund - only an amount from any unexpected Surplus
 - (ii) From special fundraising: If volunteers come forward to lead special fundraising project(s), the proceeds would be used to pay down the UCC Loan.
 - (iii) From the Investment Funds - the amount agreed to by both Council and the Trustees.
- (b) For the Presbytery Development Loan, the annual Principal payment (which is part of the annual P&I combined payment) will be paid from the Operating Account.
- (c) For the UCC COVID loan, we will repay \$9,500 by Dec 31 2021. This was a loan in the amount of \$10,000 provided by the UCC at the beginning of the COVID pandemic. The proceeds were used to assist with cash flow over the summer. This will be repaid from the Operating Account. If we repay this loan in full by Dec 31 2021, there is a \$500 discount and the whole loan is interest free. We assume a special appeal to raise the funds to repay this \$9,500.
- 15 Based on information provided by the Trustees, the annual Interest from the Trustee Investments will be \$9,800 on a portfolio of \$266,388 as at Sept 30 2020.
- 16 The purchase of assets costing up to \$25,000 will be "Expensed". Those costing more then \$25,000 will be "Capitalized". We are not subject to Income taxes, so this is for internal purposes only.
- 17 Mileage: \$3,000 for Minister; \$400 for Pastoral Care; \$400 for Office.
- 18 Other allowances: Minister's technology - \$2,000; Minister's Spirit Fund - \$600; Minister's Study leave - \$1,500. Others: continuing education - \$250.
- 19 We increased the limit of our Line of Credit from \$30,000 to \$50,000 in 2020. We will continue to maintain our Line of Credit at Scotiabank in this amount. We have not used the Line of Credit in 2019 or 2020.

Our Ministry and Programs

This Financial Plan enables and supports the Ministry and Programs of Edith Rankin Memorial United Church. This Ministry requires various resources in order to thrive and be successful... volunteers, physical space and supplies as well as paid staff to lead and energize programs. We are fortunate to have many rich and valued Ministries at Edith Rankin...vibrant worship, Choirs, Spirit Sisters, Just Men, UCW , breakfasts and popular programs for youth and children.

The first section of this Financial Plan provides some detail for the various teams that provide leadership to our Ministry. In the financial sense, these are the "Expenses" in the budget. Later in the Financial Plan, we outline the Revenue that will provide for a balanced budget.

Mission and Service Transfers

Financial Plan 2021 - Operating Fund

		<u>Budget 2021</u>	<u>Budget 2020</u>	<u>Notes</u>
Expenses				
1	Donations	\$ 30,000	\$ 35,000	
	TOTAL	<u>\$ 30,000</u>	<u>\$ 35,000</u>	

Mission and Service

Financial Plan 2021 - Operating Fund

	<u>Budget</u>	<u>Budget</u>	<u>Notes</u>
	2021	2020	
Expenses			
<i>1General Expenses</i>	\$1,000	\$ 1,500	
TOTAL	<u>\$ 1,000</u>	<u>\$ 1,500</u>	

Worship

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Music, decorating and other	\$ 2,000	_____	
	TOTAL	<u>\$ 2,000</u>	<u>\$ 3,000</u>	

Faith and Formation Development

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Adult faith and Life	\$ 200	\$ 200	
2	Christian Initiative (Baptism & Confirm)	\$ 200	\$ 400	
3	Curriculum and Resource	\$ 150	\$ 300	
4	Teacher appreciation	\$ 150	\$ 300	
5	Picnic cakes	\$ 100	\$ 100	
6	Sunday School	\$ 200	\$ 350	
7	Nursery	\$ 25	\$ 75	
8	Honorarium Sunday School	\$ 1,200	\$ 1,200	
9	Honorarium Nursery	\$ 400	\$ 800	
10	Youth Ministry	\$ 300	\$ 450	
10	Misc	\$ 75	\$ 150	
TOTAL		<u>\$ 3,000</u>	<u>\$ 4,325</u>	

Congregational Life

Financial Plan 2021 - Operating Fund

	Budget 2021	Budget 2020	Notes
Expenses			
1	Membership envelopes	\$ 500	
	TOTAL	<u>\$ 500</u>	<u>\$ 750</u>

Media and Communications

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Mailing and Supplies (Anchor)	\$ 500	\$ 500	
2	Ads and Promo (Christmas, Easter)	\$ 800	\$ 800	
3	Copyright Lic's	\$ 850	\$ 700	
4	Maintenance	\$ 200	\$ 200	
5	Software/ equipment	\$ 150		
6	Internet	\$ 750	\$ 750	
7	Website	\$ 47	\$ 250	
8	Lighting Upgrade	\$ -	_____	\$5,000 budgeted in 2020; not spent
	TOTAL	<u>\$ 3,297</u>	<u>\$ 3,200</u>	Actual for 2020 estimated to be \$3,377

Property

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Fixed costs	\$ 42,370	\$ 41,516	Full details provided
2	Optional projects	\$ 3,300	\$ 6,042	
3	COVID Expenses (other than Compensation)	\$ 750		
TOTAL		<u>\$ 46,420</u>	<u>\$ 47,558</u>	

Ministry and Personnel

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	First Aid - Defibrillator	\$ 200		
2	Staff Christmas Luncheon	\$ 100		
3	General (Police Checks, First Aid)	\$ 200		
TOTAL		<u>\$ 500</u>	<u>\$ 750</u>	

Administrative

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Banking Fees	\$ 700		
2	Line of Credit Fees and Interest	\$ 400		
3	PAR Fees	\$ 780		
4	HST on purchases	\$ 7,500		
TOTAL		<u>\$ 9,380</u>	<u>\$ 28,000</u>	2020 included UCC

Office

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	UCC Assessment	\$ -		Separate Tab
2	Office Supplies	\$ 1,500		
3	Photocopier lease	\$ 2,000		
4	ADP Fees	\$ 400		
5	Postage	\$ 2,000		
6	Computer Services	\$ 500		
7	Telephone and RingCentral	\$ 2,200		
8	Accounting firm fees	\$ 5,000		
9	Welcome Center	\$ 100		
TOTAL		<u>\$ 13,700</u>	<u>\$ 15,000</u>	

Council

Financial Plan 2021 - Operating Fund

		<u>Budget 2021</u>	<u>Budget 2020</u>	<u>Notes</u>
Expenses				
1	General	\$ 100		
TOTAL		<u>\$ 100</u>	<u>\$ 250</u>	

Compensation

Financial Plan 2021 - Operating Fund

January 1 to Dec 31 2021

	2021		Notes:
Ministers:			
Full time	\$ 85,850	Excludes benefits	
Pastoral Care	\$ 13,000	No benefits	Current contract expires Dec 31 2020
TOTAL	<u>\$ 98,850</u>		
L			
Benefits	\$12,851		
Other Leadership:			
TBD	\$ 25,000	No benefits	Annualized = \$50,000
Total	<u>\$ 25,000</u>		
Music Director:			
Director	\$ 27,635	No benefits	
Total	<u>\$ 27,635</u>		
Others:			
Office	\$ 45,906		
Caretaker	\$ 26,019		COVID relief is in Property
Total	<u>\$ 71,925</u>		
Benefits	\$ 9,350		

Mileage and Other Allowances

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	Mileage - all staff	\$ 3,800		
Other Allowances				
1	Technology - Minister	\$ 2,000		
2	Spirit Fund - Minister	\$ 600		
3	Study Leave - Minister	\$ 1,500		
4	Con Ed - others	\$ 250		
	Total Other	\$ 4,350		
	Combined 2020		\$ 5,392	

UCC Assessment

Financial Plan 2021 - Operating Fund

		Budget 2021	Budget 2020	Notes
Expenses				
1	UCC Assessment	\$ 23,500	\$ 12,000	Was \$12,500 in 2020
TOTAL		\$ 23,500	\$ 12,000	

Government COVID Programs

Financial Plan 2021 - Operating Fund

Background Comments and History:

With the COVID pandemic, governments have initiated various relief programs. We have applied for all of these where we are eligible. Details as follows:

- (a) \$40,000 loan for small businesses. While some "Not for Profit" organizations are eligible, churches are not.
- (b) 10% wage subsidy. We have applied for this and have received payments. This was a temporary program that ended in June 2020.
- (c) CEWS - 75% wage subsidy - initial program. To qualify, our Revenue needs to have reduced - based on various formulas for different periods. We were eligible for Periods 1 and 2 (March and April) and we have received about \$18,000. We were not eligible for Periods 3 and 4.
- (d) CEWS - 75% wage subsidy - revised program. For Period 5 onwards, there is only one formula - the year over year reduction in Total Revenue (not just Offerings) from 2019 to 2020. Our Revenue can vary significantly even without COVID. Also, it is difficult to project any future changes to government programs. We received more than \$12,000 for July, August and September 2020. We assume half of this for the first six months of 2021 (the Program ends in June 2021)

		Budget 2021	Budget 2020	Notes
Revenue				
1	Government COVID programs	\$ 12,000		
	TOTAL	<u>\$ 12,000</u>		

Revenue

Item	Financial Plan 2021 - Operating Fund								2020	2021 Budget
	2012	2013	2014	2015	2016	2017	2018	2019		
Offering - traditional	\$ 331,996	\$ 333,129	\$ 346,719	\$ 334,892	\$ 324,174	\$ 335,319	\$ 342,684	\$ 318,768	See Notes	\$ 315,000
Offering - Capital										\$ 6,000
Total Offering										\$ 321,000
M&S and Contributions*	\$ 138,442	\$ 456,255	\$ 315,569	\$ 447,057	\$ 1,656,833	\$ 397,978	\$ 234,659	\$ 27,439		\$ 30,000
Investment Income	\$ 11,368	\$ 13,963	\$ 15,086	\$ 14,420	\$ 12,015	\$ 10,504	\$ 3,029	\$ 9,667		\$ 9,800
Other	\$ 7,115	\$ 8,777	\$ 9,058	\$ 15,694	\$ 24,348	\$ 34,820	\$ 42,747	\$ 25,019		\$ -
Rental										
Office	\$ 4,635	\$ 6,412	\$ 5,190	\$ 5,755	\$ 5,091	\$ 18,170	\$ 20,094	\$ 27,790		\$ 9,600
Seniors										\$ -
New										\$ 6,000
Daily										\$ 2,500
Total Rent										\$ 18,100
Fundraising										\$ 10,000
Sales tax Rebate	\$ 5,853	\$ 15,348	\$ 10,789	\$ 27,214	\$ 6,580	\$ 8,492	\$ 13,152	\$ 18,811		\$ 5,000
Grants - Capital campaign				\$ 181,175						
Gov't COVID programs										\$ 12,000
Special Appeal - UCC COVID Loan										\$ 9,500
Total	\$ 499,409	\$ 833,884	\$ 702,411	\$ 1,026,207	\$ 2,029,041	\$ 805,283	\$ 656,365	\$ 427,494		\$ 415,400

* in prior years, includes Capital Campaign

Notes:

Offerings to Sept 30 2020 are \$203,580. Offerings in the same period in 2019 were \$216,011

Edith Rankin Memorial United Church - Overall Budget

Financial Plan 2021 – Operating Fund

		Budget	Actua 2019	Notes
		2021	2019	
REVENUE				
1	Donations to Mission and Service	\$ 30,000	\$ 27,439	Separate vote; flow through
2	Offering	\$ 321,000	\$ 318,768	Budget in 2020 was \$345,000
6	Rental - Combined	\$ 18,100	\$ 27,790	
7	Fundraising	\$ 10,000		Special projects - Fish Fry, Funscripts, Hamilton etc
8	Investment Income	\$ 9,800	\$ 9,667	From the Externally Restricted Fund: Actual 2019 amount transferred was \$6,080. Total earned was \$9,667
9	Other Income	\$ -	\$ 12,834	Includes approx. \$9K donated for past Ministers
10	Sales tax rebate	\$ 5,000	\$ 18,811	HST recovery
11	COVID CEWS	\$ 12,000		
12	Special appeal to repay UCC COVID loan	\$ 9,500		
	TOTAL REVENUE	<u>\$ 415,400</u>	<u>\$ 415,309</u>	
EXPENSES				
1	Mission and Service Transfers	\$ 30,000	\$ 27,439	Separate vote
2	Administrative (Other than loan payments)	\$ 9,380	\$ 30,799	In 2019 - included UCC Assessment
	UCC Principal	\$ -		Could be additional amount from Investment Fund
	UCC Interest	\$ 8,460		\$705 x 12
	Presb Dev (P&I)	\$ 5,315		Scheduled payment
	UCC COVID	\$ 9,500		
3	Church Council	\$ 100	\$ 9,017	Actual 2019 includes approx. \$9K for gifts to Wayne and Jean.
4	UCC Assessment	\$ 23,500		
4	Compensation (including Benefits):			
	Minister(s)	\$ 98,850		See Tab
	Vacation relief	\$ 1,768		
	Youth			
	Other Leadership	\$ 25,000		
	Hiring & Moving Expenses	\$ 500		
	Music Director	\$ 27,635		
	Vacation Relief	\$ 2,400		
	Office and Caretaking	\$ 71,925		
	Vacation Relief	\$ 3,500		
	Benefits	<u>\$ 22,201</u>		
	Total Compensation	<u>\$ 253,779</u>	<u>\$ 260,777</u>	
5	Congregational Life	\$ 500	\$ 1,079	
6	Faith and Formation Development	\$ 3,000	\$ 3,147	
7	Media and Communications	\$ 3,297	\$ 2,421	
8	M & P Committee	\$ 500	\$ 588	
9	Mission and Outreach Committee	\$ 1,000	\$ 1,119	
10	Office Expenses	\$ 13,700	\$ 14,366	
11	Property	\$ 43,120	\$ 54,891	
12	Worship	\$ 2,000	\$ 1,304	
13	Mileage	\$ 3,800		Minister and staff

14 Other Allowances \$ 4,350

TOTAL	\$ 415,301	\$ 406,947
EXPENSES		

SURPLUS/ DEFICIT

Surplus	\$	99	\$	8,362	Deficit on Financial Statement of \$7,830 covered by Investment Income
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Appendix 5: Financial ReportsEDITH RANKIN MEMORIAL UNITED CHURCH
INCOME & EXPENSE STATEMENT 2020

	Jan - Dec 19	Jan - Dec 20
Ordinary Income/Expense		
INCOME		
Bank Deposits		
Restricted Funds Income		
0034 - Landscape/Gardening	0.00	370.00
0033 - Benevolent Fund Income	3,155.35	1,081.00
0035 - Memorial Fund Income		
040 - Sound System Income Fund	50.00	0.00
0035 - Memorial Fund Income - Other	9,015.00	430.00
Total 0035 - Memorial Fund Income	9,065.00	430.00
0061 - Capital Campaign Income	22,158.29	27,067.63
0062 - Syrian Refugee Sponsor WKRP Inc	200.00	0.00
0066 - Scholarship Fund Income	5,319.41	7,590.75
0067 - El Salvador 2019 Mission Income	61,544.29	0.00
0085a - Misc Reno - KITCHEN	4,088.60	3,050.00
0085b - Misc Reno - TECHNOLOGY	100.00	0.00
Total Restricted Funds Income	105,630.94	39,589.38
Designated Funds Income		
Mission & Service Fund Revenue		
0051 - Mission and Service(Envelope)	15,048.05	3,626.50
0052 - Mission & service (PAR)	11,391.00	19,580.00
0053 - Mission & Service UCW	1,000.00	0.00
0054 - Mission & Service Special Funds	0.00	1,260.00
Mission & Service Fund Revenue - Other	0.00	0.00
Total Mission & Service Fund Revenue	27,439.05	24,466.50
Observer Income		
0050 - Observer Subscription Income		
0027 - Observer Income	1,035.00	850.00
Total 0050 - Observer Subscription Income	1,035.00	850.00
Total Observer Income	1,035.00	850.00
UCW Designated Fund		
0013 - UCW Income	9,089.00	1,967.00
Total UCW Designated Fund	9,089.00	1,967.00
Total Designated Funds Income	37,563.05	27,283.50
Offerings		
0001 - Local envelope		
0001a - Easter Envelopes	7,214.00	5,145.00
0001b - Thanksgiving Envelopes	4,181.00	5,501.25
0001c - Christmas Envelopes	9,295.00	10,350.00

008 - Canada Helps Donations	0.00	3,438.20
008c - Paypal Donations	0.00	1,050.78
001 - Local envelope - Other	181,770.69	81,638.00
Total 001 - Local envelope	202,460.69	107,123.23
002 - Local (PAR)	91,687.04	174,894.74
003 - Loose Cash Offerings	16,284.20	505.40
004 - Other	265.00	1,078.33
007 - Initial Offering	165.00	155.00
Offerings - Other	4,076.68	15,536.25
Total Offerings	314,938.61	299,292.95
Other Revenue		
074 - Canada Emergency Wage Subsidy	0.00	30,879.51
009 - Other	2,325.00	0.00
011 - Fundscrip Revenue	1,220.00	2,078.82
012 - Catering Team Income	0.00	0.00
014 - Fellowship Income	212.94	67.00
015A - Council Income	8,900.00	3,546.55
016 - Mission & Outreach Income	2,268.00	31.00
018 - Property Income	10,665.00	700.00
019 - FFD Income		
019KA&N - Kids Alive & Nursery Donations	40.00	0.00
019 - FFD Income - Other	368.00	67.00
Total 019 - FFD Income	408.00	67.00
020 - Office Income		
020(A) - Welcome Centre	211.00	50.82
020 - Office Income - Other	100.00	555.63
Total 020 - Office Income	311.00	606.45
021 - Congregational Life Income	244.12	0.00
022 - Interest Income	6,160.54	7,479.56
023 - HST Rebate/Income	9,081.88	6,860.15
026 - Name Tags Revenue	54.00	11.00
029 - Miscellaneous Revenue	0.00	0.00
030 - Rental Income		
030sc - Rental Income - Seniors Centre	11,254.00	600.00
030 - Rental Income - Other	16,536.00	13,575.00
Total 030 - Rental Income	27,790.00	14,175.00
071 - Fundraising Initiatives		
071 UCW - UCW Santa Sock Fundraiser	0.00	3,152.00
071e - Martha's Table Fundraiser	0.00	695.00
071d - Ornament Fundraiser	0.00	1,900.00
071c - Spirit Sisters (Dawn House)	0.00	925.00
071b - Concert Fundraiser	0.00	3,755.00
071a - Fundraising - Handbells	877.33	0.00
071 - Fundraising Initiatives - Other	11,019.34	751.00

Total 071 - Fundraising Initiatives	11,896.67	11,178.00
072 - UCC Res. Care Plan Compensation	0.00	19,332.58
073 - ADP Wage Subsidy Compensation	0.00	3,438.24
Total Other Revenue	81,537.15	100,450.86
Total Bank Deposits	539,669.75	466,616.69
Other monies received	16,955.89	0.00
Total Income	556,625.64	466,616.69
Gross Profit	556,625.64	466,616.69

EXPENSE**Fundraising Initiative Expenses**

710c - Spirit Sisters(Dawn House)Fund	0.00	925.00
710e - Marthas Table Fundraiser	0.00	670.00
710 UCW - UCW Santa Sock Fundraiser	0.00	3,152.00
Total Fundraising Initiative Expenses	0.00	4,747.00
Search and Selection Committee		
101 - Search&Selection 20/21 Expenses	0.00	10,580.00
Total Search and Selection Committee	0.00	10,580.00

Administration Team**251 - Bank Charges**

251(a) - Scotia Connect	0.00	0.00
251(b) - Service Charges	23.00	149.25
251(c) - Misc. Fees	101.22	156.82
251 - Bank Charges - Other	778.40	569.96
Total 251 - Bank Charges	902.62	876.03

252 - Envelopes

252 - Envelopes	410.02	371.22
253 - PAR Fees	709.88	738.00
257 - HST/GST on Purchases	9,843.54	9,226.15
258 - ADP Charges	313.08	242.83

260 - ScotiaBank Transactions

260(a) - Credit Line Monthly Fee	275.00	300.00
Total 260 - ScotiaBank Transactions	275.00	300.00

262 - Audit Fee

262 - Audit Fee	5,000.00	14,048.00
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263 - Miscellaneous

263 - Miscellaneous	1,115.75	0.00
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264 - Chase Debit/Credit Fees

264 - Chase Debit/Credit Fees	1,019.82	556.72
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265 - UCC National Assessment

265 - UCC National Assessment	11,198.99	11,199.00
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270 - UCC Loan Interest and Fees

270 - UCC Loan Interest and Fees	4,055.00	4,560.00
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271 - KPNCDC Loan Interest

271 - KPNCDC Loan Interest	1,285.67	1,350.00
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274 - Ring Central

274 - Ring Central	0.00	1,425.66
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Administration Team - Other

Administration Team - Other	0.00	0.00
Total Administration Team	36,129.37	44,893.61

Church Council

102 - Church Council Training and Dev	257.54	240.00
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103 - Church Council Events	8,759.43	0.00
104 - Church Council Contingencies	0.00	3,539.83
Total Church Council	9,016.97	3,779.83
Compensation		
100 - Transition Costs (2019/20)	417.49	0.00
601 - Salary- Minister Soble		
601B - Travel Allowance - Wayne	548.60	0.00
601 - Salary- Minister Soble - Other	38,572.89	0.00
Total 601 - Salary- Minister Soble	39,121.49	0.00
604 - Salary -Minister Stairs		
620C - Mileage - Rev. Jean Stairs	441.04	0.00
604 - Salary -Minister Stairs - Other	44,313.14	0.00
Total 604 - Salary -Minister Stairs	44,754.18	0.00
605 - Music Dir. Contract		
615 - Relief Organist	3,400.00	1,400.00
605 - Music Dir. Contract - Other	27,403.68	3,916.16
Total 605 - Music Dir. Contract	30,803.68	5,316.16
606 - Salary - Admin. Secretary		
606A - Travel Allowance Admin. Sec.	87.60	0.00
616 - Office Relief	922.78	9,403.30
606 - Salary - Admin. Secretary - Other	41,619.28	4,989.00
Total 606 - Salary - Admin. Secretary	42,629.66	14,392.30
608 - Minister Pastoral Care - Bell		
608B - Mileage Expenses - Bell	177.06	0.00
608 - Minister Pastoral Care - Bell - Other	7,212.94	0.00
Total 608 - Minister Pastoral Care - Bell	7,390.00	0.00
609 - Caretaker Salary (Van Hooser)	24,353.06	2,463.49
625 - Youth Ministry Coordinator	2,000.00	1,500.00
626 - Salary-Interim Minister Ramsay		
626c Education	0.00	390.98
626 - Salary-Interim Minister Ramsay - Other	15,960.68	5,361.21
Total 626 - Salary-Interim Minister Ramsay	15,960.68	5,752.19
631 - Salary -Interim Minister Smith	12,030.44	6,593.41
632 - Salary - Minister PC Amirault	4,124.08	2,098.01
632a - Elizabeth Amirault - Mileage	133.05	283.93
6560 - Payroll ExpensesCPP, EI, UCCP	27,026.21	50,555.13
6561 - Payroll	0.00	144,060.74
Total Compensation	250,744.02	233,015.36
Congregational Life		
301 - General and Resources	-23.21	0.00
303 - Nametags	296.00	95.40
304 - Caring Connections	106.45	18.40
305 - Fellowship Coffee Hour	636.01	194.95
307 - Contingencies and Misc.	64.23	0.00

Total Congregational Life	1,079.48	308.75
Faith Formation & Develop		
151 - Ch. Initiation & Baptismal Res	138.95	0.00
152 - Confirmation Res. and Meal	501.43	0.00
153 - Curriculum & Resources	309.74	0.00
154 - Teacher Appreciation Dinner	270.00	0.00
157 - Kids Alive Program	1,926.93	1,272.96
162 - Pageant Expenses	0.00	55.63
164 - Miscellaneous	0.00	18.83
Total Faith Formation & Develop	3,147.05	1,347.42
Media & Communications Team		
201 - Mailing and Supplies	200.00	0.00
202 - Advertising and Promotion	590.00	436.00
203 - Copyright Licences	66.67	804.85
204 - Maintenance	47.67	0.00
205 - Miscellaneous	92.61	0.00
206 - Software/Equipment	25.48	0.00
208 - Internet Expenses	1,130.11	187.17
209 - Website Expenses	268.78	114.12
Total Media & Communications Team	2,421.32	1,542.14
Ministry & Personnel Committee		
353 - General M&P Expenses	527.00	469.26
354 - Contingencies and Misc.	61.23	0.00
Total Ministry & Personnel Committee	588.23	469.26
Neighbourhood Needs Team		
402 - Projects and Events	300.00	0.00
405 - Discretionary Funds	734.00	0.00
406 - Miscellaneous	85.24	0.00
Total Neighbourhood Needs Team	1,119.24	0.00
Office (Admin Team)		
551 - Computer Services	2,267.57	2,923.34
553 - Office Supplies	2,915.06	1,507.68
554 - Photocopier Lease	3,136.97	2,116.15
555 - Postage	3,085.76	3,200.56
556 - Telephone	1,910.72	2,176.77
557 - Miscell. Office	465.13	248.37
558 - Welcome Centre/Bistro	167.21	38.99
Office (Admin Team) - Other	0.00	0.00
Total Office (Admin Team)	13,948.42	12,211.86
Property Team		
451 - Heating	7,269.21	5,903.45
452 - Hydro	7,263.93	7,716.69
453 - Utilities - Water& Sewer	2,104.33	2,894.76
454 - Maintenance Bldg.		

459 - Elevator	4,712.90	3,362.85
454 - Maintenance Bldg. - Other	10,604.51	13,052.70
Total 454 - Maintenance Bldg.	15,317.41	16,415.55
455 - Ground Maintenance	5,226.20	3,548.00
456 - Snow Removal Parking Lot	7,769.50	5,970.80
457 - Insurance- Property	7,103.16	5,550.12
460 - Dishwasher Lease	1,476.00	1,476.00
461 - Culligan Water	705.98	284.55
462 - Equipment & Supplies (Covid 19)	0.00	1,203.23
Total Property Team	63,739.70	50,963.15
Worship		
501 - Church Service Supplies	174.37	188.06
506 - Decorations	182.16	62.12
508 - Guest Musicians	100.00	0.00
510 - Music-(Misc. Expenses)	0.00	230.00
512 - Music - Handbells	0.00	90.00
515 - Anniversary Sunday	400.00	0.00
516 - Transportation	447.27	143.91
Total Worship	1,303.80	714.09
Transfer Funds		
750 - Landscape/Gardening Fund	0.00	320.00
753 - Memorial Fund	7,582.00	430.00
754 - Benevolent Fund	2,243.05	1,081.00
755 - Mission & Service	22,044.05	24,466.50
768 - Capital Campaign	16,978.30	27,067.63
769 - Vacation Bible School	0.00	0.00
770 - Syrian Ref. Sponsor. (WGRP)Fund	200.00	0.00
780 - UCW Fund	2,251.50	1,967.00
781 - El Salvador Mission Trip	61,544.29	0.00
783 - Scholarship Fund Transfer	5,319.41	7,590.75
784 - Observer Income	1,030.00	850.00
785a - KITCHEN FUND	1,934.30	3,050.00
785b - Technology	50.00	0.00
Total Transfer Funds	121,176.90	66,822.88
Total Expense	504,414.50	431,395.35
Net Ordinary Income	52,211.14	35,221.34
Net Income	52,211.14	35,221.34

Appendix 6: Statements from MNP

Edith Rankin Memorial United Church
Financial Statements
December 31, 2019
(Unaudited - see Notice to Reader)

Edith Rankin Memorial United Church

Contents

*For the year ended December 31, 2019
(Unaudited - see Notice to Reader)*

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Notes to the Financial Statements	5

Notice To Reader

On the basis of information provided by management, we have compiled the statement of financial position of Edith Rankin Memorial United Church as at December 31, 2019 and the statements of operations and changes in fund balances for the year then ended. We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these statements may not be appropriate for their purposes.

The financial statements of Edith Rankin Memorial United Church for the year ended December 31, 2018 were unaudited and issued with a Notice to Reader communication by Baker Tilly SEO LLP of Kingston, Ontario, Canada.

Kingston, Ontario
November 22, 2020

MNPLLP

Chartered Professional Accountants

Licensed Public Accountants

Edith Rankin Memorial United Church

Statement of Financial Position

As at December 31, 2019
(Unaudited - see Notice to Reader)

	Operating Fund	Invested in Capital Assets	Externally Restricted	2019	2018
Assets					
Current					
Cash and bank	48,135	42,271	10,118	100,524	131,051
Investments			368,766	368,766	249,669
Sales tax recoverable	6,848			6,848	9,298
Due from Other Funds		31,629	969	32,598	81,229
	54,983	73,900	379,853	508,736	471,247
Capital assets (Note 1)		3,184,217		3,184,217	3,306,468
	54,983	3,258,117	379,853	3,692,953	3,777,715
Liabilities					
Current					
Accounts payable and accrued liabilities	11,517			11,517	13,124
Designated funds	35,160			35,160	22,279
Due to Other Funds	32,598			32,598	81,229
	79,275			79,275	116,632
Long-term debt		365,180		365,180	375,435
	79,275	365,180		444,455	492,067
Fund Balances					
Unrestricted	(24,292)			(24,292)	(21,753)
Invested in Capital Assets		2,892,937		2,892,937	2,931,034
Externally Restricted			379,853	379,853	376,367
	(24,292)	2,892,937	379,853	3,248,498	3,285,648
	54,983	3,258,117	379,853	3,692,953	3,777,715

Approved on behalf of the Board

Director _____

Director _____

Edith Rankin Memorial United Church

Statement of Operations

*For the year ended December 31, 2019
(Unaudited - see Notice to Reader)*

	<i>Operating Fund</i>	<i>Invested in Capital Assets</i>	<i>Externally Restricted</i>	2019	2018
Revenue					
Donations and contributions	27,439		198,667	226,106	234,659
Investment income			9,667	9,667	3,029
Offerings	318,768			318,768	342,684
Other	12,834	12,185		25,019	42,747
Rental	27,790			27,790	20,094
Sales tax rebate	18,811			18,811	13,152
	405,642	12,185	208,334	626,161	656,365
Expenses					
Administrative	30,799			30,799	25,048
Amortization		134,149		134,149	131,791
Church council contingencies	9,017			9,017	173
Compensation	267,302			267,302	291,656
Congregational life	1,079			1,079	742
Faith and formation development	3,147			3,147	3,420
Interest		9,365		9,365	11,218
Media and communications	2,421			2,421	2,968
Ministry and personnel committee	588			588	438
Mission and outreach	1,119			1,119	716
Mission and service transfers	27,439			27,439	33,818
Office expenses	14,366			14,366	14,189
Property	54,891			54,891	48,520
Specified expenses			124,359	124,359	86,261
Worship	1,304			1,304	2,862
	413,472	143,514	124,359	681,345	653,820
Excess (deficiency) of revenue over expenses before other items	(7,830)	(131,329)	83,975	(55,184)	2,545
Other items					
Unrealized gain on investments			18,034	18,034	7,602
Excess (deficiency) of revenue over expenses	(7,830)	(131,329)	102,009	(37,150)	10,147

Edith Rankin Memorial United Church
Statement of Changes in Fund Balances

For the year ended December 31, 2019
(Unaudited - see Notice to Reader)

	<i>Operating Fund</i>	<i>Invested in Capital Assets</i>	<i>Externally Restricted</i>	<i>2019</i>	<i>2018</i>
Fund balances, beginning of year	(21,753)	2,931,034	376,367	3,285,648	3,275,501
Excess (deficiency) of revenue over expenses	(7,830)	(131,329)	102,009	(37,150)	10,147
Interfund transfers	5,291	93,232	(98,523)		
Fund balances, end of year	(24,292)	2,892,937	379,853	3,248,498	3,285,648

Edith Rankin Memorial United Church Notes to the Financial Statements

*For the year ended December 31, 2019
(Unaudited - see Notice to Reader)*

1. Capital assets

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2019 Netbook value</i>	<i>2018 Net book value</i>
Land	145,978		145,978	145,978
Buildings	3,942,335	940,363	3,001,972	3,125,123
Machine and equipment	246,356	210,089	36,267	35,367
	4,334,669	1,150,452	3,184,217	3,306,468

**Edith Rankin Memorial United
Church**

**Schedule 1: Externally Restricted
Funds (Unaudited - See Notice
to Reader)**

For the year ended December 31, 2019

	<i>Opening balance</i>	<i>Donations and Contributions</i>	<i>Other Income</i>	<i>Expenses</i>	<i>Interfund Transfers</i>	<i>Change in Fair Value</i>	<i>Ending balance</i>
Benevolent	2,524	3,155		3,153			2,526
Memorial	8,402	9,065		275	(1,117)		16,075
Landscape	939			173			766
ERMUC Trust	306,171	97,476	9,667		(76,287)	18,034	355,061
Vacation Bible	1,042						1,042
Capital Campaign	-	21,908			(21,908)		-
Furnace	1,201						1,201
Syrian Refugee Sponsorship	11,909	200		12,898	789		-
El Salvador 2019 Mission Trip	36,994	61,544		101,105			(2,567)
Scholarship Fund	7,185	5,319		6,755			5,749
	376,367	198,667	9,667	124,359	(98,523)	18,034	379,853