

THE UNITED CHURCH OF CANADA
Agassiz Presbytery

PEMBINA PARISH PASTORAL CHARGE
Zion-Calvin, Darlingford & St Paul's, Morden



Mission Statement

*To be a living celebration of God,
as the body of Christ,
serving the community and the world!*

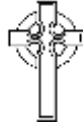
2017 ANNUAL REPORT

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IN MEMORIUM



Andersen, Anders Christian
Bailey, Margaret
Bartleman, Clarence Gary
Titchkosky, Earla Grace
Henderson, Vina
Ching, Isobel Helen
Wood, Francis Henry (Harry)
Hart, John Richard (Jack)
Hart, Mavis Arleen
Olafson, Johannas (Joe)
Livingston, Shirley Margaret
Holenski (Dresler), Annie
Elliot, Mary
Brunn, Marjorie Emily
Andrew, Lydia Caroline
Mudge, Ruth Emma
Menzies, Robert James

MARRIAGES

Martin E. Worrall & Laurie E. Wiebe
Curtis D. Faux & Jennifer E. Ching

MEMBERSHIP TRANSFER IN

Steiner, Brian & June

Pembina Parish 2016 Annual Meeting

Sunday, February 26, 2017 – St. Paul’s United Church, Morden, MB

In Attendance: Total 68

Nancy Penner	Betty Dunbar Sager	Henry Penner
Esther Rothenburger	Carol Burton	Dale Dudgeon
Sally Chubey	Norman Rothenburger	Bert Chubey
Grace Young	Hugh Lumgair	Fay Carruthers
Brian Andrew	Maureen Irvine	Don Holenski
Donna Barnet	Lorraine Holenski	Rish Law
Susan Morgan	Arnold Law	Sue Nelson
Sharon Olafson	Ted Nelson	Bob Luger
Bruce Shewfelt	Kathryn Luger	Earl Gardiner
Mary Miller	Jim Conner	Karen Dyck
Bruce Lyng	Glenn Dyck	Myrna Mayor
Della Duncan	Fred Mayor	Margot Craig
Edith Lovatt	Wayne Motheral	Bev Wilson
Kathy Ritchie	Louise Gardiner	Lynn Bollenbach
Shannon Holenski	Valerie White	Cathy Lone
Lesley Andrew	Doug Lone	Deb Hamilton
Mary Dushenko	Karen Ching	Evelyn Currie
Pat Hamm	Linda Wark	Ruth Nichol
Lois Dudgeon	Betty Hamilton	Margaret Cove
Myra Amy-McElroy	Dorothy Gower	Brian Steiner
Brenda Sloan	June Steiner	Roxanne LeBlanc
Peggy Twyman	Jean Motheral	Marlene Holeyka
Rev. Suzanna Bates	Rev. Cathie Waldie	

1. Welcome at 12:45 pm by Chair Person: Marlene Holeyka. Recording Secretary: Jean Motheral.

2. Opening Worship: Rev. Suzanna Bates Luke 9: 28-35.
 a) In Memoriam list read by Rev. Cathie Waldie and Rev. Suzanna Bates.

3. Approval of Agenda
 Addition: 2017 goal for M&S (9.d)

MOTION: by Fred Mayor to approve agenda, seconded by Edith Lovatt. Carried.

4. MOTION: by Nancy Penner that voting on temporal matters be extended to all adherents, seconded by Lesley Andrew. Carried.

5. Minutes of Previous Meetings:

a) March 13, 2016 (Annual Meeting)

Correction: state of officers should read slate of officers (Page 8 2016 AGM Report).

MOTION: by Brian Andrew to adopt minutes as corrected, seconded by Norman Rothenburger. Carried.

b) May 15, 2016 (Congregational Meeting)

MOTION: by Myrna Mayor to adopt minutes as circulated, seconded by Sue Nelson. Carried.

6. Business Arising

None

7. Conversation re: Discernment Process

Presented by Bruce Shewfelt and Earl Gardiner. (attached "I")

During the Questions & Concerns period, the following points were made:

- the process is in the beginning stage
- the group is taking time to develop a firm foundation and be diligent in working through the process in a systematic way; there is no rush.
- everyone is encouraged to get involved
- many other congregations are using this EDGE resource
- we are looking for a 1 year ministry appointment (someone with discernment experience) after Suzanna leaves.

Karen Ching commended the committee on their progress.

8. Reports (All finance-related reports to come last).

- | | |
|----------------------------------|---------|
| a) Minister's Report | page 10 |
| b) Leadership Team | page 13 |
| c) Baptisms, Transfers | page 4 |
| d) House Groups | page 14 |
| e) Interest Groups: | |
| 2. Zion Calvin Sunday School | page 16 |
| 3. St. Paul's Sunday School | page 16 |
| 4. Affirming Conversation | page 17 |
| 5. Prayer Shawl Ministry | page 18 |
| 6. Christmas Poinsettia Ministry | page 18 |
| 7. Pastoral Care | page 19 |
| 8. Technology | page 19 |
| 9. Banner and Quilting Group | page 20 |

- 10. St. Paul's Choir page 20
- 11. Ivy League page 21
- 12. Outreach page 22
- 14. Fall Supper page 23
- 15. Property Discernment page 24
- 16. Refugee Support Group – work is underway to bring two more adult family members. There will be a “Syrian Supper” at St. Paul’s on April 30, 2017 to raise funds.
- 17. Stewardship Giving Team page 28

f) UCW

- 1. St. Paul's UCW page 30
- Changes noted in funeral lunch policy.
- Kitchen cleaning planned for March 9, 2017 at 9:00 am.
- 2. Thornhill UCW page 32
- 3. Darlingford UCW page 34
- Corrections of dates shown on agenda.
- g) Zion Calvin Annual Report page 36
- h) Zion Calvin Board of Trustees page 36
- i) St. Paul's Property page 38
- j) St. Paul's Board of Trustees page 38
- k) Ministry & Personnel page 29
- Position of paid choir director will be advertised in the spring to start in the fall 2017.
- l) Financial Statement page 39
- and e) 1. Finance page 14
- 13. Opportunity Fund page 23
- Presented by Louise Gardiner. (attached II)

Louise Gardiner expressed thank- you's to Mary Miller for counting money each week; Linda Sandercock, envelope secretary; Nancy Penner, past treasurer.

MOTION: by Lois Dudgeon to accept all reports with corrections (re: Darlingford UCW Financial Report) as shown on agenda and below, seconded by Karen Ching. Carried.

Darlingford UCW Financial Report

Balance of cheque account as of Dec.31/15	1,864.17
G.I.C. as of Dec.31/14	1,091.71
Interest paid May 15/15	<u>16.47</u>
Balance of G.I.C. as of Dec.31/15	<u>1,108.18</u>
Balance for 2016	2,972.35
Should be:	
Balance of cheque account as of Dec.31/16	1,864.17
G.I.C. as of Dec.31/15	1,091.71
Interest paid May 15/16	<u>16.47</u>
Balance of G.I.C. as of Dec.31/16	<u>1,108.18</u>
Balance for 2016	2,972.35

9. New Business

a) Presentation of 2017 Budget page 40 Louise Gardiner

MOTION: Hugh Lumgair to accept the 2017 Budget as printed, seconded by Shannon Holenski. Carried.

Discussion: re: deficit budget

Note: M & S line not included because it is an “in-and-out” amount, as is “Soup & Pie” income.

b) Repayment of Opportunity Fund loan

MOTION: by Louise Gardiner that we pay \$5000.00 to the Opportunity Fund on the loan, seconded by Carol Burton. Carried.

d) M & S Goal for 2017

MOTION: by Sue Nelson that Pembina Parish set Mission & Services goal for 2017 at \$38,000.00, seconded by Earl Gardiner. Carried.

c) Nominations page 47

MOTION: by Edith Lovatt to appoint Henry Penner and Shannon Holenski as scrutineers, seconded by Louise Gardiner. Carried.

1. Leadership Team

MOTION: As there were no nominations from the floor, Hugh Lumgair moved, seconded by Evelyn Currie that nominations cease. Carried.

As a result of vote, Karen Dyck and Debbie Hamilton were added to the Leadership Team.

MOTION: by Shannon Holenski to destroy ballots, seconded by Edith Lovatt. Carried.

2. Ministry & Personnel

Add Karen Ching and Cathy Lone.

4. Youth Advisors

Since there is no Youth Group, Roxanne LeBlanc and Brenda Sloan suggested that this position be renamed to a Sunday School or Christian Education position.

5. St. Paul's Trustees

Add Nancy Penner, one vacancy remains.

MOTION: by Bruce Lyng to amend the Constitution of Pembina Parish to extend the five year term of Trustee by up to two additional years, seconded by Earl Gardiner. Carried.

6. Rock Lake UC Camp Corporation

Karen Ching declined, one vacancy remains.

MOTION: by Myrna Mayor to accept the slate of officers for 2017, seconded by Grace Young. Carried.

Bob Luger extended formal thanks to Rev. Suzanna Bates and Peggy Twyman for their service here and wished them well in the future.

10. MOTION: by Hugh Lumgair to adjourn the meeting at 2:45 pm.

11. Closing Worship -Rev. Cathie Waldie

Marlene Holewka
Chairperson

Jean Motheral
Recording Secretary

APPOINTMENTS FOR 2017

Leadership Team:		Appointment	Service
Chair	Marlene Holewka	2017	2 years (+1 year)
Vice-Chair	TBD	2016	2 years (+1 year)
Secretary	Edith Lovatt	2015	2 years (+1 year)
Treasurer	Louise Gardiner	2016	2 years (+1 year)
M&P Representative	To be appointed by M&P	2017	2 years (+1 year)
Member	Karen Dyck	2017	2 years (+1 year)
Member	Bev Wilson	2016	2 years (+1 year)
Member	Debbie Hamilton	2017	2 years (+1 year)
Minister	Rev. Cathie Waldie		
Minister	Rev. Suzanna Bates		
Ministry & Personnel	Earl Gardiner	2016	2 years (+1 year)
	Jackie Stark	2015	2 years (+1 year)
	Jean Motheral	2015	2 years (+1 year)
	Karen Ching	2017	2 years (+1 year)
	Cathy Lone	2017	2 years (+1 year)
Elders	Doug Lone	2016	3 years (+1 year)
	Karen Ching	2016	3 years (+1 year)
	Joan Peters	2016	3 years (+1 year)
Presbytery Representatives	Sharon Deceuninck	2015	3 years (+1 year)
	Vacancy	2017	3 years (+1 year)
Youth Representatives	Vacancy	2016	
	Vacancy		
Zion-Calvin Trustees	Debbie Hamilton	2016	5 years (+2 extra years)
	Betty Hamilton	2012	5 years (+2 extra years)
	Bob Luger	2012	5 years (+2 extra years)
	Vacancy		5 years (+2 extra years)
St Paul's Trustees	Fred Mayor	2012	5 years (+2 extra years)
	Lesley Andrew	2012	5 years (+2 extra years)
	Nancy Penner	2017	5 years
	Vacancy		5 years
Rock Lake UC Camp Corp.	Bob Luger	2017	
	Vacancy	2017	

MINISTERS' MESSAGE

“For surely I know the plans I have for you,” says God, “plans for your well-being and not for harm, to give you a future with hope” - Jeremiah 29:11

It is often said that the only thing certain about change is change itself. Our lives, world and even the Church are always changing, inviting us to new ways of thinking, being and doing as we continue the journey of faith. Throughout this journey we know that God is with us, leading us into the future with promise and hope.

The past year has been one of change and transition for us as a parish. In May we were saddened to say goodbye to Suzanna after five years of wonderful ministry with us. There was much to celebrate about the gifts she and Peggy had shared so generously in our parish, and a special farewell service and lunch were held to mark this ending. With Suzanna's departure a Ministry Profile (formerly known as JNAC) committee was formed to begin the work of assessing our ministry needs and searching for a new minister. Our initial hope was to find someone able to fill a “gap position” for several months, but after no applications were received a decision was made to follow the longer Ministry Profile process and search for someone to fill a long-term ministry position instead.

Another area of exploring change for us as a parish has been the ongoing conversations about our mission and vision, especially how they relate to our church buildings. Our Property Discernment Interest Group has been hard at work over the past year helping to facilitate this process. With the assistance of Edge, a network for ministry development in the United Church it has completed an IMNA survey and Viability report, hosted a community round table, met with a variety of individual groups, visited other church communities undergoing change and researched options for our buildings. In all these conversations we continue to ask what God's vision is for us as a community of faith and where God is calling us. Seeking to be open to the Spirit we await the exciting things God has in store for us!

As well as these changes within our parish, the wider United Church is also undergoing change. In early July the outcome of a vote taken throughout the Church showed a majority in favour of reducing the current four levels of decision-making in our denomination to three. While the impact of this restructuring process won't be felt deeply at the congregational level, it is another indicator of the broad changes happening within the Church.

With all of these changes happening around us, we are grateful for the things that have provided a sense of continuity and stability within our parish over the past year. Our Leadership Team continues to offer strong guidance and direction to the life and work of our congregations. Our House Groups, Interest Groups and UCWs all continue to participate in various ways in mission and ministry. Through the dedication of our Sunday School teachers we are seeing some growth in the Sunday School at St. Paul's and continued enthusiasm at Zion-Calvin's. Opportunities for learning and growth have come through various study groups, and the invitation to give generously from our hearts has been extended through the “We Sing Thanksgiving” Stewardship Giving program. As a community of faith we have shared fun times together as well as times of sadness and grief, as we mourned the loss of those who died over the past year.

In closing, I wish to express my thanks to all of you for the time, energy, commitment and prayers you have given our parish over the past year. Whether it be large or small, each of your gifts makes a

difference to the life and work of our congregations. I look forward to continuing to serve in ministry with you and to follow God's call into the future, trusting in God's goodness, grace and blessings.

Yours in Christ,

Rev. Cathie Waldie

PEMBINA PARISH LEADERSHIP TEAM

The role of the Leadership Team is to oversee the life and work of the Pembina Parish in accordance with The Manual of the United Church of Canada as written in The Constitution of Pembina Parish (5.1.). The Constitution states that the ministries are expressed through the faith-guided efforts of Committees, Interest Groups, and House Groups who are accountable to the Leadership Team. Members of the Leadership Team are active in many of the Committees and Interest Groups and / or are available as a liaison to these groups as needed. As we read the annual reports from these committees and groups, we can once again, reflect on what can be accomplished when we work together in fellowship sharing our time, talent, and skills as we strive toward supporting our Mission which is: 'To be a living celebration of God, as the body of Christ, serving the community and the world.'

During the 2017 – 2018 term, our Leadership Team as a whole had 11 meetings, as well as some additional working group meetings for specified tasks. This report will highlight some of our activities this term.

With facilitation by Rev. Suzanna Bates, and Rev. Ken Thomas we completed the required review of the United Church of Canada Remits which are items brought forward from the 42nd General Council as follows:

Remit #1 – Three Council Model - Approved 100% March 16, 2017

Remit #3 – Office of Vocation - Approved 100 % April 5, 2017

Remit #6 – One Order of Ministry - Opposed 100% April 5, 2017

Remit #4 – Funding a New Model – Approved 100% June 7, 2017

The United Church of Canada has passed Remits #1, #2, #3, and #4, according to correspondence received July 2017.

In May we bid a fond farewell to Rev. Suzanna Bates and Peggy Twyman, thanking them for their service and wishing them well on their journey to their new home and new church family in British Columbia.

Throughout this time of transition from a parish team ministry to a parish currently served by one minister, we acknowledge with appreciation, the ongoing dedication and leadership of Rev. Cathie Waldie.

A Leadership Team representative is working with our member representatives to complete a Ministry Profile in preparation for the search for a second minister. Two Leadership Team Members are participants on the Property Discernment Interest Group. A copy of the Property Discernment Interest Group Report will be available with the Annual Report.

We enlisted the help of some of our members to develop an Inventory of Tasks at St. Paul's and at Zion Calvin, and identify who currently takes responsibility for their completion. This helped us to see where there is a need to find volunteers to fill in vacancies.

In June, we recruited volunteers to manage some of the work that Rev. Suzanna and Peggy had been doing. Shannon Holenski took on the role of Editor and Chief of the parish quarterly newsletter. June Steiner accepted the challenge of managing the parish website. Arlene Link, our Office Administrator agreed to develop the power points for our worship services at St. Paul's with support as needed. Jason Ungarian agreed to continue to operate the computer and projector for Sunday Worship. We are still looking for volunteers to operate the sound system on a rotating basis for Sunday Worship.

Over the summer we responded to Fred Mayor's request to find a process for St. Paul's property and grounds ongoing maintenance and management. With Fred's expertise and guidance, we revised the Property and Grounds Inventory of Tasks to a Property and Grounds Maintenance Checklist with dates for task completion. In the fall, Glenn Dyck stepped into role of Property and Grounds Management Coordinator at St. Paul's. Glenn's leadership in this task has allowed Fred Mayor to step back from these responsibilities, which he has carried for many years. A successful 'Fall Clean Up' event was held at St. Paul's with 30 volunteer 'Movers and Shakers' participating.

In August, Leadership Team representatives met with four of our Youth Representatives from St. Paul's for ice cream and a chat about what they liked about their church and what their interests were and how they would like to be involved. These individuals have expressed interest in a mid week Youth Group with activities like discussions on topics of interest, cooking, eating, and visiting together, a multigenerational games night, glow bowling, or crafts. These young people also asked us to remember to include them when we are looking for volunteers for some of our events. They want to be involved when their schedules permit. Plans are in place to meet with Youth representatives from Zion Calvin for their input.

In September, we welcomed Anne Bateman to the position of Choir Director for the St. Paul's Choir.

In January, 2018, we met with our Elders, Karen Ching, Doug Lone, and Joan Peters to ask them what they were seeing and hearing around and within the churches, about our churches, where they have seen excitement, joy, and good energy, where they have noticed or felt frustration or concerns, and what their vision was for Pembina Parish over the next few years.

The Leadership Team has recently accepted proposals for three new Interest Groups. We thank these individuals for their interest, and wish them well with their new initiatives:

United Church Women Evening Group – December 2017

Worship Interest Group – January 2018

S.A.F.E. Stay Active for Life – January 2018

Respectfully Submitted by:

Marlene Holewka

Chair, Pembina Parish Leadership Team

For:

Leadership Team Members:

Rev. Cathie Waldie, Edith Lovatt, Louise Gardiner, Bev Wilson, Karen Dyck, Deb Hamilton, and Karen Ching and Cathy Lone (Alternating M&P Reps).

House Groups

Through the continued dedication of house group leaders, worship support is coordinated for every month. House groups have seen a reduction in the number of members who are able to participate; the remaining members are stepping up and completing many duties each week.

I have concerns for how much longer this model can continue, as the addition of new members to house groups is very slim. This past year only 4 houses were able to have new members added to their lists and every house saw a reduction in members.

Sincerely submitted
Edith Lovatt

Finance Interest Group

The Finance Interest Group members are: Alex Fedorchuk, Hugh Lumgair, Wes Schroeder, Louise Gardiner and Rev. Cathie Waldie.

The focus of this Interest Group is to monitor and review the ongoing financial situation of the Parish. The group assists in the annual Stewardship Giving program, monitors the fundraising projects, the income/givings and expenses to ensure the sustainability of the Parish. We meet quarterly to review the balance sheet and comparative Income Statement. We prepare the annual budget for presentation and approval at the annual meeting.

Financial updates were provided for News and Notes and the Parish Newsletters as well as monthly Leadership Interest Group meetings.

For the year ending December 31, 2017:

From a financial perspective Pembina Parish finished the year with a large operating surplus (\$49,268) vs the operating deficit that was approved by the congregation (\$-12,709). This was made possible primarily due to having the 2nd Minister position vacant from June to the end of the year.

Pembina Parish Profit & Loss Report			
For the Period Ending - December 31, 2017			
	Actual	Budget	Variance
Income			
Givings	\$232,743	\$241,644	-\$ 8,901
Fund Raising	11,245	11,700	- 455
Other	21,189	17,860	3,329
Total Income	\$265,177	\$271,204	-\$ 6,027
Expenses			
Salaries	\$128,618	\$172,606	-\$ 43,988
Administration	33,648	39,327	- 5,679
St. Paul's Bldg Expenses	42,997	43,650	- 653
Zion Calvin Bldg Expenses	5,715	10,270	- 4,555
Interest Groups	4,931	17,560	- 12,629
Total Expenses	\$215,909	\$283,413	-\$ 67,504
Net Surplus or <Loss>	\$ 49,268	-\$ 12,209	\$ 61,477

The total expenses required to do the work of the Parish were projected in the 2017 budget to be \$283,413, whereas we actually spent only \$215,909, a savings of \$67,504. The majority of this savings came from a reduction in Minister's salaries & benefits (\$49,560) as well the monies allocated for minister recruitment not occurring in 2017 (\$7,500). A variety of savings in other areas contributed to the addition reduction in expenses (\$10,444).

On the income side congregational givings were less than was budgeted by \$8,901 (actual was \$232,743 vs a budget of \$241,644). However, compared to 2016, givings were up slightly by \$2,112 (\$232,73 vs. \$230,631). Other income from fund raising and other sources exceeded the budget projection by \$2,874.

The Parish also collects and remits on behalf of the congregations monies directed to M&S work. For 2017 a target of raising \$38,000.00 was set. The actual amount donated to M&S work for 2017 was \$35,710, a shortfall of \$2,290. Thank you to all that donated to the M&S fund.

In terms of the Financial Position of the Parish (or what's in the bank and what is owing) the Balance Sheet as at December 31, 2017 was quite strong. The current assets (cash and receivables) sat at \$85,858, whereas our liabilities (accounts payable and demand loans) were only \$13,123, leaving the Parish with \$72,735 of working capital. It should be noted that \$21,530 of the cash in the Operating Bank account is recorded on the Balance Sheet as monies designated as a Building Fund Reserve. The finance interest group recommends that the congregation consider transferring this money to a special bank account.

In addition to the general operating funds described above, the Parish's Opportunity Fund currently sits at \$96,316. Of the Opportunity Fund money, \$27,366 is categorized as 'available to spend', \$33,337 is designated for repairs and improvements to Zion-Calvin, with the balance of the Opportunity Fund (\$35,613.50) considered 'endowment' (only able to spend the interest, the principle remains as an ongoing endowment).

The income statement and the balance sheet amounts for the year ending December 31, 2017 will be subject to review and revision by the Parish's external accountants, BDO. We do not anticipate any significant changes from their review engagement.

For the 2018 Fiscal Year:

The Finance Interest Group recently met to prepare and submit a detailed budget for 2018 to the Leadership Team. The budgeting process included a thorough review of last year's expenses with increases, decreases and additions made as the Group felt were needed. The Finance Interest Group also received several budget requests from various Interest Groups doing work in the church and these were also included. The budget was built around the Parish not having a second Minister in place and on the payroll until July 2018 and has based the salary for that new position at .8 FTE. The total expenditures required to fulfill the work of the Parish in 2018 are projected to be \$249,837. Using an estimate that the congregation's givings will decrease by 3% over last year, the Parish's revenue is projected to be \$256,743. The net difference between our projected income and expenses is an estimated surplus for the year of \$6,906.

The Finance interest group also did some projections (using this year's income and expense budgets) taking into consideration what a full year of having both a full time and part time ministerial staff (1.8 FTE in total) would look like. Based on our calculations we estimate an annualized loss of \$32,000. This would indicate that the Parish will need to be proactive to ensure that we can generate additional income each year through some means (increase in givings – e.g. more per current member and/or more members, new fund raising, additional building rentals, and ??).

Based on the report tabled by the Building Discernment Committee it would appear that our Parish will need significant monies in the future to keep St. Paul's building in good repair. No allowance was made within the 2018 budget for increasing our building reserve (which currently sits at \$21,530). With guidance from the Discernment committee and the congregation, it is felt that this is something that should be considered.

Respectfully submitted by
Louise Gardiner, Treasurer

ZION-CALVIN SUNDAY SCHOOL

We have 8-10 children ranging in age from 3-15 yrs. We use “Spill the Beans” worship and learning resource for all ages for the most part but I have years of old resource material I pull out from time to time.

Myra Amy McElroy volunteers her time to lead the children in music. We prepared some music selections as a little farewell for Suzanna in May. She was very touched by their presentation. Children’s voices joining together is always so special.

Deb Hamilton fills in from time to time when I am away and it’s nice to have that helpful back up.

Christmas and the Advent season is always well attended. The children love to prepare a special service. This year we found a play that seemed to be written just for us. The Christmas Star is a humorous little play about a “Star” who didn’t know what her job was and kept trying to do everyone else’s job. The different parts were well suited to our group and it was very well performed and received by the Congregation. Lots of carol singing and it was a great service. The children pretty much led the service and are looking forward to an opportunity to do so in the future.

The children are a wonderful part of our Sunday worship and their input is always well received. It’s a privilege to work with such a wonderful group and I look forward to working with them. Their enthusiasm is contagious.

As always, thank you to our Minister Cathie Waldie and the congregation members for their on going support.

Respectfully submitted,
Karen Ching

ST PAUL'S SUNDAY SCHOOL

We have had an exciting year with many special moments and the most amazing children you could imagine! We have been blessed with the opportunity to learn, with a wide range of ages, and explore the Bible and how God encourages us to live in peace, love and with respect for each other and all living things.

Some highlights for 2017 are:

Pancake supper – playing with our food
Chance 2 Grow – Flower Fundraiser
Talking with our minister about Communion
Bible Presentation
Welcome Back Sunday-A Place to Belong
Crafts
Reading the Bible
Drive Away Hunger
Night at the Movies- “The Star” (Family night)
Building the Mosaic Nativity Scene
Christmas Store delivery- St. Matthew’s/Maryland Community Ministry
December 17th service with “The Perfect Gift” presentation
Being together

We are communicating with 36 children by email almost weekly to keep them informed as to what is going on and any new information. During each Sunday we can have a group of 5 to 16 children, depending on the time of year. The Early Years group has blossomed, and we want to thank the extra helping hands in making this a successful transition for the children. Special thank you to all those who so generously supplied us with all the delicious snacks of sweets, fruit and cheese.

Respectfully submitted by the Sunday School Interest Group



PRAYER SHAWL MINISTRY

We are blessed to have prayer shawl knitters in our congregation. These people make a supply of shawls in assorted shapes and colours available to those in need. In 2017 we gave out 32 Prayer Shawls.

These Prayer Shawls are blessed during a church service and then given to people who are in need of support.

We also have people who donate gift bags and yarn, so we truly feel this is a project that involves the entire congregation.

A huge thank you to all our wonderful knitters and donors.

Submitted by

Lynne Cawley

AFFIRMING CONVERSATION

This Interest Group was formed in September 2016 to explore what it might mean for our parish to become an Affirming Ministry within the United Church. This designation is given to communities of faith that have intentionally reflected on what it means to be inclusive and welcoming of people of all sexual orientations and gender identities. The process of becoming an Affirming Ministry takes time and includes many opportunities for learning, conversation, dialogue and reflection.

One event was held by this Interest Group in 2017. About a dozen people gathered in late September to watch the film “For the Bible Tells Me So,” followed by a time of discussion. Although this was a small event, it helped continue the conversation about how the church has often responded to those of different sexual orientations. At the end of the evening hope was expressed that another event looking at specific Biblical passages related to this issue might be held. It is also hoped that we might invite a guest speaker to come and outline the Affirming Ministry process with us in 2018.

Respectfully submitted,
(Rev.) Cathie Waldie

CHRISTMAS POINSETTIA MINISTRY

Each year, as the season draws near, at the beginning of Advent, we order poinsettias to be delivered to those who have had a bereavement in the family, and to those of our Church community who are homebound. The poinsettias are placed in the church until delivery.

Our thanks to the Bruce Shewfelt family for helping with the bagging of the plants after worship, and to those who delivered the plants after worship on December 17th. Also thank you to Arlene Link in the office for all her assistance.

The help of everyone is greatly appreciated. Thank you for your donations to The Poinsettia Fund. We truly believe that this is a worthwhile ministry as those on the receiving end greatly appreciate being remembered by our congregation.

Respectfully submitted,

Myrna Mayor

PASTORAL CARE INTEREST GROUP

There were two meetings of this group held in 2017. Each meeting reviewed the list of Pastoral Link people for our parish House Groups, noting any changes or vacancies. The list of those currently receiving pastoral care from a Pastoral Link person or someone else from the parish was also reviewed and updated.

The role of Pastoral Link people within our parish is to connect with those in need of pastoral care, such as the elderly, homebound, those recently hospitalized, and the bereaved. Pastoral Link people make at least two pastoral contacts per year at Easter and Christmas, and seek to respond to other pastoral concerns as they arise. Some of our Pastoral Link people also help deliver poinsettias (St. Paul's) or baking (Zion-Calvin) at Christmas. Rick Britton remains the overall contact person for Pastoral Link people, informing them of any new pastoral needs related to those in their House Groups.

During the time Cathie was on holidays in October, one of our Pastoral Link persons, Myrna Mayor, took on the additional role of serving as a pastoral care visitor at Boundary Trails Health Centre. We are grateful for Myrna's assistance during this time.

We are also grateful for the many people who serve as Pastoral Link people in our parish, as well as the UCWs and those who visit and keep in touch with others on behalf of the church. At present there are a couple of vacancies for Pastoral Link people in our House Groups. We invite you to consider becoming part of this vital ministry in our parish's life and work.

Respectfully submitted,
Rev. Cathie Waldie

BANNER AND QUILTING GROUP

For the Rock Lake Camp fundraising auction in April, we set up one quilt at the church for hand quilting and donated several other items as well.

At the beginning of the year, we became involved with the international “Days for Girls” and organized 4 work bees where we were joined by women from St John’s Catholic, Zion Lutheran, Anglican, Glencross, and Westside Community churches, as well as Barnswallow Quilters for a total of 493 volunteer hours.

We make sure the various banners are hanging in the sanctuary for the appropriate liturgical seasons.

Current members of the group are Carol Burton, Edith Lovatt, Jean Motheral, Louise Gardiner, Sue Nelson & Pat Gibson.

We are currently making some charity quilts for children.

Respectfully submitted,

Jean Motheral

ST PAUL’S CHURCH CHOIR

St. Paul’s Choir continues to provide musical leadership for the congregation. We sing an anthem on alternate Sundays, and sing every Sunday during the seasons of Advent and Lent. We prepared special music for the Christmas Eve service. We helped lead worship at a Sunday service at Tabor Home in March.

Our annual spring program was held on April 22, entitled “A Few of our Favorite Things”. It was a successful evening, netting about \$3000 for Pembina Parish. We appreciate the work offered by congregation members to make this evening a success each year. Thank you to the bakers, servers, and decorators, and to the extra singers who join us in rehearsal.

During the first part of 2017, the choir was capably directed by Peggy Twyman and Jean Motheral, with Fay Carruthers as accompanist. In October, we welcomed Anne Bateman to the position of choir director. Planning has begun for the 2018 spring concert. Details soon.

Submitted by
Fay Carruthers

Ivy League Story

There are times when people feel the need to get away from their busy demanding lives. Ivy League has been meeting for many years for just that reason.

Ivy is a plant that can break down the strongest of walls, and we break down walls! We get together once a month for fun. We all have many demands on our time and talent so we gather just to eat together, to get to know one another, to get away from our busy lives, to laugh and eat.

We always welcome ladies into our meals at any time, so if you are wanting to come and eat with us, please just talk to us and share your email address so that we can let you know about our next gathering.

Submitted by

Lynne Cawley

OUTREACH INTEREST GROUP

Interest Group Members:, Lynne Cawley , Karen Ching, Pat Gibson, Edith Lovatt, Sue Nelson, Mary Lou Schroeder, June Steiner

Wow, what a year we have had.

Our major fund raiser has been the Soup and Pie Lunch, which is held the third Friday of the month. We held six Soup and Pie Lunches in 2017. Thank you to the many volunteer workers, providers of soup, pie and breads, and all the people who came to break bread with us. Thanks to the Thornhill UCW for organizing the January Soup and Pie.

In addition to the lunches, the Outreach Group organized a Pancake supper for Shrove Tuesday with the help of Sunday school. The funds raised that evening were earmarked for Mission and Service. Our third Christmas Cookie Walk was held December 8 and was a tremendous success. Thank you to all those who donated cookies and those who came to buy. We had a fabulous and yummy selection this year.

Outreach also organized the collection of items for the St. Matthews Maryland Christmas store and the St. Paul's Sunday School delivered and helped with set up.

We have been very pleased that we have been able to offer our "Local Minute for Mission" the first Sunday of the month. We feel that it is important for everyone to know more about the organizations that we support.

There were two multi-faith events focussed on Reconciliation: support for bill C262 event and Sisters in the Spirit event. The Outreach interest group also supported Days for Girls by providing lunch and expenses for their Feb 2 initial event.

Thanks to the generous support of the entire community we were able to disperse \$6,349.91

This year's donations went to:

-Mission and Service Fund	\$1,374.91
-Genesis House	\$500.00
-Chance 2 Grow Program	\$300.00
-BTHC Spiritual Care	\$500.00
-Rock Lake Church Camp	\$500.00
-Healthy Minds Breakfast Program	\$300.00
-Caring and Sharing Home and School program	\$300.00
-Morden Parent Child Resource Centre	\$250.00
-Interfaith Immigration Committee	\$500.00

In addition to financial support to community groups, outreach was able to designate funds for emerging congregational pastoral care needs and financial support for our Parish's food hampers for Caring and Sharing

- St.Pauls maintenance	\$525.00
-Local pastoral care	\$300.00
-Caring and sharing hamper program	\$1,000.00

Mission and Service givings for 2017 were \$37,084.91 our goal was \$38,000.00

The Outreach interest group suggests the Mission and Service Goal for 2018 be set at \$38,000.00

Respectfully Submitted by
Sue Nelson

FALL SUPPER INTEREST GROUP

Our fourth annual Fall Supper on November 5th, was a success, we sold 324 tickets, which was slightly less than previous years. We noted that our tickets sales were down but our enthusiasm for the event was over the top. There was an increase in younger people participating in one form or another, my hope is this will continue.

I am always overwhelmed by the great generosity of our congregation. When asked to bake a pie, cook vegetables, carve meat, wash dishes you stepped forward

Thank you.

The CEU was transformed into a beautiful dining room with the lovely decorations from Party On Rentals, thank you Amy and Haylee Henderson.

We continue to outreach into the community by offering meals on wheels to Legion House 1 and 2, Oak West, Vista Terrace and Elks Place.

A big thank you to our committee members: Myrna Mayor, Sue Nelson, Lori Willcocks, MaryAnn McElroy, Lesley Andrew

Total deposit: \$4964.00

Expenses: \$1359.59

Profit: \$3604.41

Respectfully Submitted by

Lesley Andrew

OPPORTUNITY FUND INTEREST GROUP

Annual Report 2017 – Opportunity Fund Interest Group

The role of this Interest Group is to handle any bequests or memorial donations given to Pembina Parish and to manage the Opportunity Fund account. The group also receives and recommends applications for projects to be funded from the Available-to-be-Spent portion of the Opportunity Fund.

Three meetings of this Interest Group were held in 2017. Members were informed of two bequests given to our parish. The first was a bequest of \$23,000.00 from the estate of Gordon Cowan, designated for Zion-Calvin United Church. These funds were placed in the Opportunity Fund account and designated for Zion-Calvin through application. The second bequest was of \$10,000.00 from the estate of Gary Bartleman. These funds are divided equally between the Endowment and the Available to be Spend according to the terms of the Opportunity Fund. It is hoped that a service of recognition for Gary's bequest will be held in early 2018.

Three applications for disbursement from the Opportunity Fund were received in 2017 and approved by the Leadership Team:

St. Paul's Sunday School for a laptop and software for \$1,593.29

Zion-Calvin Restoration for \$7,551.50

Microphones and wireless receiver to augment the portable sound system for the CEU. This expenditure has not been made to date.

Pembina Parish				
Opportunity Funds Transaction Summary				
For the Year Ending December 31, 2017				
	Opportunity Funds			
	Zion Projects	Endowment	Available to Spend	Totals
As at January 1, 2017	\$ 15,287.39	\$ 29,706.00	\$ 22,442.04	\$ 67,435.43
Add:				
Donations	\$ 24,000.00	\$ 5,907.50	\$ 5,907.50	\$ 35,815.00
Grants	1,600.91			1,600.91
Interest			612.18	612.18
Total	\$ 25,600.91	\$ 5,907.50	\$ 6,519.68	\$ 38,028.09
Less:				
Approved Expenses	\$ 7,551.50		\$ 1,593.29	\$ 9,144.79
Service Charges			2.60	2.60
Total	\$ 7,551.50	\$ -	\$ 1,595.89	\$ 9,147.39
As at December 31, 2017	\$ 33,336.80	\$ 35,613.50	\$ 27,365.83	\$ 96,316.13

On Sunday, April 30th the Opportunity Fund Interest Group hosted a Legacy Giving event with Kathryn Hofley, regional Financial Development Officer of the United Church. As well as preaching in worship that day, Kathryn led a presentation on legacy giving following a lunch served in St. Paul's CEU. Approximately twenty people attended Kathryn's presentation, which was well received.

This year the Opportunity Fund Interest Group approved a protocol for the handling of memorial

donations to our parish. This is intended to stream-line the process of how donations are recorded and acknowledged. A similar protocol for the handling of bequests will be developed in the coming year.

The Opportunity Fund was reimbursed \$5,000.00 from the remaining \$15,000.00 loan as per instructions from the 2016 annual meeting. The operating account now owes a balance of \$10,000.00.

Respectfully submitted,

*The Opportunity Fund Interest Group:
Lesley Andrew, Fred Mayor, Brian Nedohin,
Betty Hamilton, Louise Gardiner, (Rev.) Cathie Waldie*

Pembina Parish Property Discernment Interest Group Report

(separate document to the Annual Report)

STEWARDSHIP GIVING TEAM

The theme for this year's Stewardship Giving program was "We Sing Thanksgiving," based on a phrase from the United Church's Song of Faith. The program took place in worship during the month of October, with each Sunday focusing on a different aspect of stewardship. Excellent resources, including worship plans, sermons and Sunday School lessons were provided by the national United church. These resources were especially appreciated on the two Sundays that Cathie was away during October, when the worship services were led by laypeople in our Parish, using the resources provided by the national United Church.

An information brochure was sent out to all households of our parish in September informing them of the program, and inviting them to fill out and return a pledge form. The Stewardship Giving program concluded with a well-attended Thank-you luncheon on Sunday, November 12th. After a delicious meal and some entertainment from Dennis Wood, we joined in thanking one another as a flower was passed around the room, recognizing the gifts shared by everyone which contribute to the life of our parish.

Although response to the pledge forms was again less than anticipated this year, the Stewardship Giving program resulted in 3 new PAR (Pre-Authorized Remittance) givers, as well as an increase in giving by another 8 PAR givers.

An evaluation meeting of the Stewardship Giving program was held in early December. At this meeting it was recognized that while some of the goals we had set for the program were not realized, it was still felt to be a valuable endeavor in the life of our parish. Some suggestions were offered as to possible changes for next year's program. Members of the Giving team also reinforced the importance of promoting PAR and continuing to communicate financial information regularly to the congregations.

The Giving team would like to thank all those who assisted with this year's Giving program. These include Louise Gardiner for designing the brochure and assembling the mail-out package along with Linda Sandercock, Shannon Holenski for organizing the Thank you Luncheon, and Hugh Lumgair for collating the results of the pledge forms. We look forward to sharing in a new stewardship program in 2018.

Respectfully submitted,

The Stewardship Giving Team Interest Group:

Alex Fedorchuk, Grace Young, Karen Ching, Louise Gardiner, (Rev.) Cathie Waldie

ST PAUL'S UCW

Membership	10
Average attendance	8
Visitors	27
Meetings	9

Years highlights - history of Valentine's Day, Edith Lovatt reported on our immigrant family, highlight of World Day of Prayer – Philippians – held at St. John's Catholic Church, Mother's Day history, Alzheimer's Coffee – Kathy Fehr spoke and showed a video, members gathered at Kopper Kettle for lunch in June, hopes for Remembrance Day and peace, 24 ladies gathered for Christmas pot luck lunch in December.

Eldith Hildebrand

Secretary

A sincere thank you to all ladies of St. Paul's church who helped with catering, backing and serving at funeral lunches throughout the past year. You are all an important part of the United Church Women and we could not do it without your faithful willingness to help.

With Gratitude

Esther Rothenburger

On behalf of St. Paul's UCW

ST. PAUL'S U.C.W. FINANCIAL REPORT
January 1, 2017 – December 31, 2017

Balance			\$1521.16
Income:			
Collections	\$ 900.00		
Donations	2500.00		
Upper Room	123.55		
Kitchen	90.05		
			\$3613.60
Total:			\$5134.76
Expenses:			
Kitchen	\$ 361.63		
Outreach	96.57		
Local Church	54.21		
Upper Room	177.14		
Memorial	10.00		
Thornhill UCW	--		
Checks	21.00		
Total:		\$ 666.34	
Donations:			
Pembina Parish	\$ 1250.00		
M & S	1050.00		
Refugee Fund	--		
Rock Lake Camp	758.00		
Conference U.C.W.	60.00		
Bursary	100.00		
Jessie Saulteaux	100.00		
		\$3318.00	
Total Expenses:			\$3984.34
Balance forward:			\$1150.42

Betty Sager

THORNHILL UCW

Pres : Cheryl Fedorchuk Vice : Lynn Bollenbach

Tres : Donna Lumgair Sec : Valerie White

Fellowship : Pat Gibson

As the years go by, some of us are finding it harder to remember all the activities and events after they happen. This annual report gives us a nice summary of what happened during the year, and is a good reference for future planning.

As per usual, two members were in charge of devotion, lunch and location for each of the 10 meetings. We had two meetings at Homestead South during this year.

In January we were responsible for the Soup and Pie lunch at the church, and again we were very thankful for Rick Britton's and Mary Lou Schroeder's help with the dishes!

In February, Pat Gibson, the Morden Coordinator for a new 'Days For Girls' project, started holding inter-denominational sewing afternoon at our church. The goal is to help girls in Africa attend school more consistently. Our church and our U.C.W. were well represented among the volunteers. For our meeting, we met at the church to work on the quilt that Pembina Parish was making for the Rock Lake Quilt Auction this April. A number of our members also helped with and attended the Thornhill Pot Luck Supper and Heart and Stroke fundraiser organized by Donna Lumgair.

Suzanna Bates, one of our ministers, spoke at our March meeting about all things 'Lenten'. This year World Day of Prayer was held at the Catholic Church with women of the Philippines writing the service. The Philippine community in Morden put on a delicious lunch featuring dishes from their home country, a number of our group were able to attend.

In April, we served at a funeral and decided we would continue doing one funeral a year and help with others when needed.

We enjoyed a Mother's Day Luncheon and our meeting, at Homestead South in May. For our win-dup in June, we were served a delicious cold plate luncheon at Ruth and Paul Olafson's Village Viking B&B in Thornhill and given a guided tour of their facilities.

In September, we were again happy to be able to help at the Hospital Aux. Luncheon by sending six servers and providing six desserts. At our September meeting, Brad Neduzak, Morden Chief of Police, made us more aware of the many scams and frauds directed at seniors.

In October there was another sewing afternoon for 'Days for Girls'

November is the month we disburse our monies to causes we support. We also sent at least five workers to help at the Tabor Home Christmas Tea, and everyone was very impressed with the new seniors home.

At our December meeting, we packed eight tins of cookies to people we remember at Christmas. We also each made a special personal donation to Genesis House. Some of our members were able to attend the Christmas Pot Luck Luncheon put on by the Morden U.C.W.

This year we were pleased to welcome Donna Barnet as a new member of our group.

Every year brings change, we were sorry to see Suzanna Bates, one of our ministers, leave for sunnier shores. We always enjoyed her input and in-depth commentary. We were also saddened by the passing of one of the original members of our Thornhill United Church group, Lydia Andrew. She served wherever she was needed over the years and was always a faith-filled example to all who knew her, we will miss her. Respectfully Submitted by: Valerie White

**THORNHILL UCW ANNUAL TREASURER'S REPORT
FOR THE YEAR 2017**

BALANCE forward for ALL accounts **724.18**

INCOME

Collection of Meetings 1457.85

Donations

Projects: catering, bazaars, suppers, etc 200.00

Miscellaneous Income from all other sources ie. Interest, etc. Holding for 411 project

SUB-TOTAL INCOME **1657.85**
TOTAL INCOME **2382.03**

EXPENSES

1. Mission & Service Fund
World Development donations 300.00

2. Donations to Agassiz Presbyterial
South Expenses

3. Donations to Agassiz Presbyterial
South Annual meeting Special Offering

4. Donations to Man / N.W. Ont.
conferences UCW Expenses

5. Donations to / or monies spent for local
Church, choir, Manse, Sunday School 800.00

6. Donations to United Church projects
and appeals including "supply" 200.00

7. Donations to other appeals 303.26

8. UCW Expenses ie. Catering, supplies, etc 144.00

9. Miscellaneous – postage, service charges 19.10

TOTAL EXPENSES **1766.36**
BALANCE IN ALL ACCOUNTS **615.67**

ZION-CALVIN (DARLINGFORD) UCW

9 meetings held on the 1st Wednesday of the month with an average of 5 ladies attending.
No meetings in January, July and August.

Group decision to make quarterly payments to Pembina Parish of \$375.00 and to Mission and service of \$350.00

UCW held a Bake Sale , coffee and muffins on May 20th,2017 in conjunction with the Garden club's Plant Sale and Rainbow action.

UCW group was invited to a volunteer appreciation luncheon at Manitou CE Building by Pembina Manitou Health Centre on May 17th.

Group prepared and served lunch for H. Wood funeral at the hall in June.

July 28th our group provided and served cookies and ice cream for the residents at PMHC birthday party. June Stockford provided music and sang for the entertainment.

UCW group provided stew, biscuits and pie at the November Craft Sale in Hall.

Darlingford UCW Supported the Least coin again and \$25.80 was submitted to Women's Inter Church Council.

Respectfully submitted
Betty Waddingham

DARLINGFORD U.C.W. FINANCIAL REPORT

Balance forward for all accounts as of Dec. 31/16 - G.I.C. -		\$ 1,108.18
	Chequing account -	<u>\$ 1,864.17</u>
		\$ 2,972.35

INCOME

Collection from meetings	\$ 227.00	
Project s/ catering etc.	\$ 1,559.15	
Deposit interest from GIC	\$ 15.47	
Least coin offering	\$ 25.80	
Total Income	\$ 1,827.42	\$ 1,827.42

EXPENSES

Project/catering etc.	\$ 193.60	
Pembina Parish	\$ 1,500.00	
Pembina parish Mission & Service	\$ 1,400.00	
Least coin remitted to WICC	\$ 25.80	
Total Expenses	\$3,119.40	<u>\$3,119.40</u>

Balance as of Dec. 31/17 **\$1,680.37**

<i>Balance of chequing account as of Dec.31/17</i>	<i>\$ 631.72</i>	
<i>Cheques outstanding</i>	<u><i>- 75.00</i></u>	
<i>Total as of December 31/17</i>	<i>\$ 556.72</i>	<i>\$ 556.72</i>

G.I.C. as of Dec.31/16-	\$ 1,108.18	
<i>Interest paid May 15/17</i>	<u><i>15.47</i></u>	
<i>Balance of G.I.C. as of Dec.31/17</i>	<u><i>\$1,123.65</i></u>	<i>\$ 1,123.65</i>
Total balance of all accounts for 2018		\$1,680.37

Respectfully submitted by Betty Hamilton

ZION-CALVIN ANNUAL REPORT

Zion Calvin Congregational Report

Greetings from the Zion Calvin Congregation

We continue to worship in our heritage building. Work continues to complete the project to secure the bell tower. Thanks to all involved in this project.

We are blessed to have three very capable musicians in our group for our worship services. Thank you to Evelyn McElroy, Myra Amy- McElroy and Sheila Hemminger for their dedication in providing music for our services.

Thank you to Deb Hamilton for acting as our volunteer caretaker. She also looks after most of our seasonal decorations. We appreciate all her hours of work. Thanks also to Shirley McElroy for her wonderful flower arrangements she shares with us.

Our volunteers rotate every 5 weeks acting as greeters, scripture readers, taking the offering and of course providing lunch with our coffee. Coffee is ready before and after the service and has become a tradition we are very fond of.

In May we bid farewell to Rev Suzanna Bates and Peggy Twyman. We hold them in our hearts and prayers.

At Christmas we have continued with our tradition of sharing cookies with members of our community who have lost a family member in the past year or are in a personal care home or have moved from the community and we want to remember them. Thank you to all our volunteers who provide the cookies and go out and deliver them as well.

We are a close knit group. Everyone helping everyone is what makes our congregation so special. We are truly thankful for Rev Cathie Waldie and all she does to support our congregation and community. We are blessed.

Respectfully submitted,

On behalf of the Zion Calvin Congregation

Karen Ching

ZION-CALVIN UNITED CHURCH BOARD OF TRUSTEES

There were three meetings of the Trustees held in 2017. Most of the meetings focused on the conservation and restoration project of the church building. Financial updates of the project costs and grant payments were provided at each meeting.

In February the Trustees decided that the following would be priorities for the 2016-2017 grant application from Manitoba Culture and Heritage:

- Contact Steckley Consulting Engineers Inc. (for inspection of brackets and cable)
- Repair the rotten wood on the northwest corner of the vestibule
- Seed the black topsoil for site drainage
- Install a cosmetic cover for the bolts and cable
- Contact Steckley Consulting engineers Inc. design for the bell tower project

A new grant application for 2017-2018 was completed in March with the following priorities:

- Completion of bell tower beams, strengthening the base, etc.
- Painting of the bell tower
- Painting of new wood repairs to the corner of the vestibule
- Repair of the north chimney

In June the Trustees were informed that \$3,065.00 had been approved by the Provincial government's Designated Heritage Building Grant program to assist with the conservation project. An additional \$4,990.00 was approved in October.

In December the Trustees accepted a quote from Giesbrecht Cabinets (Justin Giesbrecht) for the bell tower stabilization project for materials and labour in the amount of \$6,949.50).

Respectfully submitted,

Zion-Calvin Board of Trustees

Betty Hamilton, Bob Luger, Debbie Hamilton, Brian McElroy, (Rev.) Cathie Waldie

MINISTRY & PERSONNEL COMMITTEE

The M&P committee members are Jean Motheral, Jackie Stark, Karen Ching (new volunteer), Cathy Lone (new volunteer) and Earl Gardiner. Our committee spent the first couple of meetings this year developing a calendar of key activities that we wanted to ensure that we were proactive in staying on top of. The annual agenda items that we try to ensure that we cover include:

Review of Job Descriptions and Staff Evaluation (review JD as part of the formal Staff Evaluation):

March Meeting - Church Secretary

April Meeting - Ministers

May Meeting - Choir Leader and Musicians

October Meeting - Janitors

May Meeting - Vulnerable People Documentation (Staff, Sunday School, Pastoral Care)

September Meeting - Minister's annual development plan

November Meeting :

Budget submission to Finance Committee

Salary increases for Ministers, Secretary, Janitor, Musicians & Choir Director

Set vehicle mileage reimbursement rates

As a key role of the committee is to ensure the wellness and effectiveness of our Parish staff, one of our first decisions was to assign to each committee member a staff person(s) that they had the responsibility to check in with from time to time (preferably monthly) to see how they were doing. We also make time at the beginning of each meeting (without any staff present) to do a check in to see how each staff member is doing and to discuss any issues or concerns.

In the absence of a Worship Interest Group our committee was quite involved in ensuring that we had coverage in place for Sunday worship, funerals, etc. when our ministers are away on leave. We are so grateful that there is now an active Worship Interest Group in place that can take this responsibility from our committee.

We have been very pleased with the proactive interactions we have with our ministers in learning (and sometimes contributing) about the focus of their education leaves. It has been very rewarding and encouraging to see the thoughtfulness that they put into how they work to improve their knowledge relative to the needs of our Parish.

Submitted by
Earl Gardiner
Chair M & P

Pembina Parish - Balance Sheet

As At December 31, 2017

ASSETS

Current Assets

Access Credit Union - Operations	\$ 60,823.26	
- Bldg Reserve	<u>21,530.56</u>	

Total AC Chequing Acct	\$ 82,353.82	
ACC Parish Share	5.00	
Due From - Opportunity Fund	2,215.59	
GST Receivable	<u>1,284.05</u>	

Total Current Assets		\$ 85,858.46
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Opportunity Fund Bank Account	\$ 59,274.72	
Opportunity Fund - ACU Share	5.00	
Opportunities Fund GICs	29,252.00	
Opportunity Fund - Due to Oper	-2,215.59	
Opportunity Fund - Loan Receivable	<u>10,000.00</u>	

Total - Opportunity Fund		<u>96,316.13</u>
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TOTAL ASSETS		<u><u>\$ 182,174.59</u></u>
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LIABILITIES

Current Liabilities

Accounts Payable		\$ 328.82
El Payable	\$ 37.03	
CPP Payable	64.82	

Income Tax Payable	<u>13.61</u>	
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Total Due Receiver General		115.46
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Soup & Pie Interest Group Payable		1,190.48
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Refugee Funds Payable		<u>1,488.76</u>
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Total Current Liabilities		\$ 3,123.52
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Long Term Liabilities

Operating Loan from Oppor Fund	<u>\$ 10,000.00</u>	
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Total Long Term Liabilities		<u>10,000.00</u>
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TOTAL LIABILITIES		<u><u>\$ 13,123.52</u></u>
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EQUITY

Retained Years - End of Prior Yr		\$ 1,936.25
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Opportunity Fund - Zion Projects	\$ 33,336.80	
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Opportunity Fund - Endowment	35,613.50	
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Opportunity Fund - Avail to Spend	<u>27,365.83</u>	
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Sub Total		96,316.13
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Building Fund Reserves		21,530.56
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Current Earnings		<u>49,268.13</u>
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TOTAL RETAINED EARNINGS		<u>\$ 169,051.07</u>
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LIABILITIES AND EQUITY		<u><u>\$ 182,174.59</u></u>
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Pembina Parish - Annual Operating Budget - Jan 1, 2018 to Dec 31, 2018

	Budget 2018	Actual 2017
Givings		
Envelop & PAR Givings	223,013	229,910
Open Offering	2,500	2,459
Sunday School	500	374
TOTAL GIVINGS	<u>226,013</u>	<u>232,744</u>
Fund Raising		
Fall Supper - Income	5,000	4,984
<Fall Supper Expenses>	- 1,200	- 1,174
Net	<u>3,800</u>	<u>3,810</u>
Choir Fund Raising Event	3,300	3,216
<Choir Event Expenses	- 400	- 146
Net	<u>2,900</u>	<u>3,070</u>
Coop Coupon Fund Raising	37,000	36,960
<Coop Card Expenses>	- 33,000	- 33,084
Net	<u>4,000</u>	<u>3,876</u>
Poinsettias Revenue	800	1,270
<Poinsettias Expenses>	- 800	- 788
Net	<u>-</u>	<u>482</u>
Observer Revenue	600	525
<Observer Expenses>	- 600	- 690
Net	<u>-</u>	<u>165</u>
Misc Fund Raising Revenue	<u>120</u>	<u>172</u>
Fund Raising Sub Total	<u>10,820</u>	<u>11,245</u>
Other Revenue		
Interest on Bank Accounts	-	-
Rent - Fountain of Life Church	8,400	6,900
Rent - Other	6,500	7,486
Funeral Income	4,410	6,505
Misc. Income	600	298
Other Income - Sub Total	<u>19,910</u>	<u>21,189</u>
TOTAL REVENUE	<u>256,743</u>	<u>265,177</u>

EXPENSE

Budget 2018

Actual 2017

Salaries, Benefits and Contracts

Ministers	84,115	83,950
Secretary	18,540	15,247
EI Expense		1,313
CPP Expense		4,305
UCC Pension	20,531	8,803
Group Benefits		5,200
ADP Service Charge		290
Sub Total	<u>123,186</u>	<u>119,108</u>
Book Keeper	2,828	3,639
Office Admin Relief	600	334
Musicians - St. Pauls	3,018	2,380
Musicians - Zion	1,845	1,295
Choir Director	2,067	1,119
Pulpit Supply/Honar/Travel	3,516	743
Total Employee Costs	<u>137,060</u>	<u>128,618</u>

Ministers Expenses

Continuing Education Allowances	2,250	1,352
Vehicle / Mileage Expenses	3,200	2,007
Misc Expenses	100	-
Sub Total	<u>5,550</u>	<u>3,358</u>

Administration Expenses

Presbytery Assessment	9,553	10,257
External Accting and Legal Fees	3,500	2,363
Postage	500	458
Bank SC	500	429
Office Supplies	1,500	1,015
Telephone Charges	2,750	2,646
Internet Expenses	650	592
Copier Lease Agreement Fees	3,000	2,830
Copier Service Fees	3,500	3,267
Advertsing and Printing Costs	100	84
Computer Maintenance & Repairs	600	310
Sound System & Misc Equip Mtc	1,200	851
Worship Related Exps	1,200	753
GST Expense (50% of Purchases)	1,500	1,284
Software Licesnes - Church Trac	600	563
Christian Education	100	41
Misc	-	87
Sub Total	<u>30,753</u>	<u>27,830</u>

	Budget 2018	Actual 2017
Funeral Expenses		
Musician Expenses	450	600
Minister Expenses	900	1,050
Sound Person	180	300
Care Taker	600	450
Misc	-	60
Sub Total	2,130	2,460
Building Expenses		
'St. Pauls		
Insurance	6,950	6,812
Property Taxes	3,600	3,532
Janitorial Supplies	1,500	1,432
Electricity	7,000	6,839
Heating Natural Gas	3,500	4,286
Water & Sewer	1,400	1,841
maintenance & Repairs	5,000	3,249
Yard Upkeep and Snow Removal	2,500	2,210
Contractor Fees - Janitor	12,984	12,796
Misc. Expenses	600	-
Sub Total	45,034	42,997
Zion-Calvin		
Insurance	800	756
Property Taxes	260	254
Janitorial Supplies	100	-
Electricity	5,000	4,211
Maintenance & Reparis	600	494
Yard Upkeep and Snow Removal	120	-
Contractors - Janitor	1,800	-
Misc	600	-
Sub Total	9,280	5,715
Leadership Team		
Presbytery Conf	1,500	705
Recognition	500	78
Discernment Committee	3,050	
Misc	200	800
Sub Total	5,250	1,583
M & P Committee		
Recruitment and Advertising Expense	1,500	264
Staff Appreciation Expenses	500	84
Moving Expenses	6,000	-
Misc	200	-
Sub Total	8,200	348
Choir		
Music Purchases	600	103
Misc	300	174
Sub Total	900	277

Other Interest Groups	Budget 2018	Actual 2017
Sunday School	1,380	944
Pastoral Care	300	31
Stewardship	1,000	387
Worship	400	
Finance	100	-
Caring & Sharing	1,200	1,104
Prayer Shawl	200	-
Banner & Quilting	300	97
Technology	500	159
Opportunity Fund	300	-
Subtotal	<u>5,680</u>	<u>2,722</u>
TOTAL EXPENSE	<u>249,837</u>	<u>215,909</u>
NET SURPLUS	<u>6,906</u>	<u>49,268</u>

Additional Revenue Generated from within the Congregation that doesn't stay in Operations

(Flow Throughs)

M & S Givings	38,000	35,710
Soup & Pie		4,526
Refugee Support		845
TOTAL FLOW THROUGH REVENUE	<u>38,000</u>	<u>41,081</u>

Pembina Parish United Church
 Comparative Income Statement
 (Pending External Accountant Review)

	Actual 2017	Budget 2017
Givings:		
Envelop and PAR Givings	\$ 229,910	\$ 237,644
Open Offering	2,459	2,500
Sunday School	374	1,500
Misc.		
Sub Total	\$ 232,743	\$ 241,644
Fund Raising:		
Fall Supper - Income	\$ 4,984	\$ 5,500
<Fall Supper - COGS>	(1,174)	(1,300)
Net	\$ 3,810	\$ 4,200
Choir Events	\$ 3,216	\$ 3,000
<Choir Events - COGS>	(146)	(600)
Net	\$ 3,070	\$ 2,400
Co-op Coupon Fund Raising	\$ 36,960	\$ 33,000
<Co-op Coupon - COGS>	(33,084)	(29,700)
Net	\$ 3,876	\$ 3,300
Poinsettias	\$ 1,270	\$ 800
<Poinsettias - COGS>	(788)	(800)
Net	\$ 482	\$ -
Observer	\$ 525	\$ 600
<Observer - COGS>	(690)	(600)
Net	\$ (165)	\$ -
Misc.	172	\$ 1,200
Fund Raising Sub Total	\$ 11,245	\$ 11,100
Other Revenue:		
Interest on Bank Accounts		\$ 650
Rent - Fountain of Life	\$ 6,900	8,400
Rent - Other	7,486	3,800
Funeral Income	6,505	4,410
Misc.	297	600
Sub Total	\$ 21,188	\$ 17,860
Total Revenue	\$ 265,176	\$ 270,604

Expenses:

Salaries, Benefits and Contractor Fees:

	Actual 2017	Budget 2017
Ministers	\$ 83,950	\$ 118,518
Secretary		16,516
Benefits		27,535
Sub Total	\$ 119,108	\$ 162,569

Contract Staff:

Book Keeper	\$ 3,639	\$ 2,828
Casual Secretary		600
Musicians - St. Paul		2,975
Musicians - Zion		1,820
Choir Director		910
Pulpit Supply/Honorariums/Travel		804
Sub Total	\$ 9,509	\$ 9,937
Total Employee Costs	\$ 128,617	\$ 172,506

Minister Expenses:

Continuing Education	\$ 1,352	\$ 3,000
Vehicle/Mileage Expenses		3,200
Misc.		100
Sub Total	\$ 3,359	\$ 6,300

Administrative Expenses:

Presbytery Assessment	\$ 10,257	\$ 10,257
External Accting and Legal Fees		3,500
Postage		500
Bank Service Charges		400
Office Supplies		1,500
Telephone Expenses		2,750
Internet Expenses		750
Copier Lease Agreement		3,000
Copier Service Fees		3,500
Advertising & Printing Costs		100
Computer Maintenance & Repairs		600
Sound System and other Equipment Maintenance & Repairs	851	1,200
Worship Expenses		1,200
GST Expense (50% of all GST paid is expensed)	1,284	1,140
Software Licenses - Church Trac	563	500
Christian Education	41	
Misc.	87	-
Sub Total	\$ 27,830	\$ 30,897

Funeral Expenses:

		<u>Actual 2017</u>	<u>Budget 2017</u>
Funeral Expenses	Pianist	\$ 600	\$ 450
Funeral Expenses	Minister		
Funeral Expenses	Sound System	300	180
Funeral Expenses	Care Taker		
Funeral Expenses	Misc		
	Sub Total	<u>\$ 2,460</u>	<u>\$ 2,130</u>

Building Maintenance Costs:**St. Pauls**

Insurance		\$ 6,812	\$ 6,700
Property Taxes			
Janitorial supplies			
Electricity			
Heating Oil/Gas			
Water & Sewer			
Maintenance & Repairs			
Yard Upkeep and Snow Removal			
Contract - Janitor			
Misc.			
	Sub Total	<u>\$ 42,997</u>	<u>\$ 43,650</u>

Zion-Calvin

Insurance		\$ 756	\$ 800
Property Taxes			
Janitorial supplies			
Electricity			
Heating Oil/Gas			
Water & Sewer			
Maintenance & Repairs			
Yard Upkeep and Snow Removal			
Contract - Janitor			
Misc.			
	Sub Total	<u>\$ 5,715</u>	<u>\$ 10,270</u>

Leadership Team

Special Events		\$ 705	\$ 2,500
Recognition (Gift, Cards, Awards, etc.)			
Misc.			
	Sub Total	<u>\$ 1,583</u>	<u>\$ 3,200</u>

M & P Team

Recruitment & Advertising		\$ 264	\$ 1,500
Staff Appreciation Expenses			
Moving Expenses			
Misc.			
	Sub Total	<u>\$ 348</u>	<u>\$ 8,200</u>

Choir:	<u>Actual 2017</u>	<u>Budget 2017</u>
Music	\$ 103	\$ 600
Misc.	174	300
Sub Total	<u>\$ 277</u>	<u>\$ 900</u>
 Other Interest Groups:		
Sunday School	\$ 944	\$ 1,260
Pastoral Care	31	200
Stewardship	387	1,500
Worship		
Finance		300
Caring and Sharing	1,104	1,200
Prayer Shawl		200
Women's Retreats (Profit Potential ??)		-
Banner & Quilting	97	300
House Groups		
Technology	159	
Opportunity Fund		300
Sub Total	<u>\$ 2,722</u>	<u>\$ 5,260</u>
Total Expenses	<u>\$ 215,908</u>	<u>\$ 283,313</u>
Net Profit or <Loss>	<u>\$ 49,268</u>	<u>\$ (12,709)</u>

Additional revenue generated from within the congregation that doesn't stay with

M & S Givings	\$ 35,710	\$ 38,000
Soup & Pie (net of costs)	4,526	
Refugee Support	<u>845</u>	
Total Flow Through Revenue	<u>\$ 41,081</u>	<u>\$ 38,000</u>

PEMBINA PARISH Vacancies / Nominations 2018 – 2019

Positions	Name	Year	Service
Leadership			
Chair (2017)	Marlene Holewka	2016	2 Years (+1 year)
Secretary	Vacancy		2 Years (+1 year)
Vice Chair	Vacancy		2 Years (+1 year)
Treasurer	Louise Gardiner	2016	3 Years (+1 year)
Member	Karen Dyck	2017	2 Years (+1 year)
Member	Debbie Hamilton	2017	2 Years (+1 year)
M&P Rep	Karen Ching Cathy Lone	2017	
Minister	Rev. Cathie Waldie		
Minister	Vacancy		
Ministry and Personnel (M&P)			
Chair	Earl Gardiner	2016	2 Years (+1 year)
One M&P Rep to sit on Leadership	Karen Ching	2017	2 Years (+1 year)
	Cathy Lone	2017	2 Years (+1 year)
	Mary Anne McElroy		2 Years (+1 year)
	Beth Lovell		2 Years (+1 year)
	Bruce Lyng		2 Years (+1 year)
House Group Coordinators			
	Edith Lovatt (St. Paul's)		Annual Appointment
	Karen Ching (Zion Calvin)		Annual Appointment
Elders			
	Doug Lone	2016	3 Years (+1 year)
	Karen Ching	2016	3 Years (+1 year)
	Joan Peters	2016	3 Years (+1 year)

Position	Name	Year	Service
Presbytery Reps	Sharon Deceuninck	2015	3 Years (+1 year)
	Vacancy		
Youth Reps	Vacancy		
	Vacancy		
Rock Lake Camp Reps	Vacancy		Annual Appointment
	Vacancy		Annual Appointment
Zion Calvin Trustees	Bob Luger	2012	5 Years
	Betty Hamilton	2012	5 Years
	Debbie Hamilton	2016	5 Years
	Brian McElroy (Appointed 2017-April-27)	2017	5 Years
St. Paul's Trustees	Fred Mayor	2012	5 Years
	Lesley Andrew	2012	5 Years
	Nancy Penner	2017	5 Years
	Brian Nedohin		5 Years
	Rick Britton		5 Years (+ 1 - 2 extra years)

Yellow Highlight = Vacancy or Possible Vacancy

Green Highlight = Individuals who have accepted a nomination for 2018

