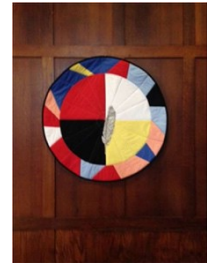




Southminster United Church



Annual Report 2017

“We are called to nurture spiritual growth and its joyful expression in service, within and beyond our congregation.”

Southminster Missional Vocation Statement for 2017



Photo by Stewart Bailey

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1. Message from Our Minister

In a stint doing development communications I attended a seminar where I learned that I was thinking about annual reports all wrong. I had just created one that I thought was pretty good. It was glossy, well designed, informative, and concisely covered all the goings on of the year. It took a month to put together. The photo shoots alone were a huge undertaking and we were about to do a massive print run. After the seminar, I asked the presenter to have a look at my report and tell me what he thought. “Don’t bother trying to spare my feelings,” I said. He didn’t. In thirty seconds, he politely told me it was garbage. As he spoke, I had the sinking feeling that he was right and that there were going to be all-nighters in my future to fix it.

Here’s where I went wrong: I had previously thought that an annual report was about recording history and that an effective annual report was effective when it covered the history well. What I didn’t understand is that the best non-profit reports place the entire telling of the year’s story within the context of a vision for the future.

Ultimately, the best reports situate us in trust and hope. Trust that the organization (in our case the church) is being led wisely and effectively and hope that what we do together will build on the positive impact we have made. The best annual reports help us see why we are a part of an organization and how we might see ourselves fitting into it and contributing to it in the coming year. It’s not about “this is what we’ve done;” It’s about “this is where we are going and so we have done XYZ this year and we are going to do XYZ next year and (to borrow a phrase from the book of Genesis) it’s really, really good.”

That’s how I would invite you to read this Annual Report. As you read, think about how the ministry we’ve done together this year has prepared the way for us to continue to flesh out our vision of church as a community gathering place, an arts center and a spiritual haven. I’m personally not interested in the church’s survival. I believe the church is too necessary today to set our sights so low as to merely want to survive. Like many of you, I’m committed to the church thriving. I’m committed to the church thriving because I believe that the world needs us.

So many of you have contributed to our church’s ministry. Often, those contributions have been astonishing. Thank you. Our church and our community would be at a loss without your dedication, whether you quietly support behind the scenes or are at the helm. I am grateful for the meaningful present and sustainable future you are helping to create.

This annual report is really a tribute to you and through you, the grand vision of Jesus’ shalom (justice, compassion, grace, community, etc...) to which we are all called. In small and large acts of service, the church lives into Jesus’ extraordinary vision of hope. Witness the hope as you leaf through the following pages and God bless you for giving us so much to report.

With you in Christ’s service, *Reverend Trish*

2. Message from the Chair of Council

Margaret Moyston Cumming, who died early in 2018 while serving as acting Chair of Council is no longer with us to report on the year gone by. But it felt somehow disrespectful to her to omit a Council report from this Annual Report because she isn't present to write it.

Margaret wasn't one to give half an effort. The last thing she would abide is a less than complete anything – including an Annual Report. In fact, she was still keeping me on my toes and trying to persuade people to join committees from her hospital bed! Margaret wasn't one to shy away from saying something when something needed to be said.

I obviously don't know what she would have wanted to convey in this report and certainly wouldn't presume to put words in her mouth but I'm fairly confident that she would have mentioned the development and the successful re-zoning (pending appeal) and she would have graciously thanked all of the volunteers without whom we would not be the church. Thank you for all of your time and effort.

In many of our conversations, Margaret stressed good organizational management, was concerned about succession planning, filling committee positions and securing stable ministry leadership. I'm confident she would be pleased to see people so readily volunteering and offering leadership.

Margaret was always the first to welcome newcomers and if this is the first time you have ever read Southminster's Annual Report, she would be so happy that you are reading these words, caring enough to learn more about the community that she so loved.

Margaret was also very hopeful about the church. She often told me that she had a sense we would turn the church around. She would say that she didn't know how it would happen but had a feeling that it would. I whole heartedly agreed.

I think all of this is ultimately why I didn't want to leave a blank space where her report ought to be.

I hunch that in her report she would have said "thank you" and between the words you would have had the sense she wanted us to forge on, to go for it, to live into the hope.

When Margaret made a commitment, she was all in. She was committed to her church; We were the better for it in 2017 and will always be the better for it.

Respectfully,

Rev. Trisha Elliott, submitted on behalf of and with abiding respect for Margaret Moyston Cumming (Chair Of Council, 2017)

3. Our Southminster Community

In Memoriam

Members and Adherents

Betty Lowe
Raymond Plantz
George Simpson
Barbara Stroulger

and Special Friends...

Audrey Crone
Freda Jooste
Eber Rice

Baptisms

Shylah Bourgon-Salem
Elle Banys
Eva Banys
Sophie Nelson
Amaia Salituri
Leone Salituri
Noha Salituri
Lynn Small
Nico Thongmod

New Members

Morley Lumby
Lynn Small

4. Membership Roll Report

Resident Active Roll

Active Roll - January 1/2017 **135**

Added by Transfer from other churches	1
Added by Adult Baptism	1
Added by Profession of Faith	0
Added by Confirmation	0
Moved to Non-Resident Roll	0
Removed by Council	0
Removed by Death	-4
Transfers Out	-1

Resident Active Members - December 31/2017 **132**

Non-Resident Roll

As at December 31, 2017 there are 7 non-resident members.

Respectfully submitted,
Craig Piche

5. Southminster United Church Staff

Ministry

Reverend Trisha Elliott, Minister
Roland Graham, Music Director
Darla Barrows, Children's Circle Coordinator

Support Staff

Martha Hanna, Office Administrator
Reverend Stanley Hanna, Caretaker (on leave)
Ken Field, Supply Caretaker
James Andriuliatas, Supply Caretaker
Carole Shaw, Supply Caretaker
Shawn Bradley, Supply and Event Caretaker
Sung Lim, Sunday Caretaker

6. The Missional Units

The Congregation as a whole is supposed to set the direction via its discernment of the Missional Vocation for the year, and the Missional Units work toward that end with the support, coordination, and general oversight of Council. Missional Units can be permanent, such as the five Standing Committees, or temporary, such as the Working Groups, Task-oriented Groups, Ad hoc Committees and Sub- Committees.

Departments

A department is a type of missional unit that develops, plans and carries out activities that result in the Southminster congregation achieving its Missional Vocation during the Church year. These units are specifically named as departments by the United Church of Canada Manual. Current departments at Southminster are the Board of Trustees, Kids' Church, and the Women's Ministries Network (United Church Women).

Standing Committees

A Standing Committee is a missional unit that is a permanent part of the Governance structure. The five Standing Committees include: Christian Development Committee, Finance and Property Committee, Local, National and Global Outreach Committee, Ministry and Personnel Committee and the Worship Committee.

Task Groups

Task Groups carry out a specific ministry for Southminster. They do not have to be elected by the Congregation or report to Council but report through the relevant standing committee. Task Groups have a clearly defined and documented mandate which is approved by the Council or the Congregation. Current Task Groups include the Catering Committee, the Choir, Coffee Hour, Learning Fund, Nominations Committee, Social Group and Southminster Tomorrow. The Southminster Tomorrow group attends Council.

Working Groups

Working Groups provide an opportunity for members to engage in short-term incremental ministry in the congregation. They meet, choose a topic, plan and execute work within a short time frame. Working Groups are no longer represented on Council but report monthly to it and make funding requests through the Chair of Council.

7. Council Members

Elected directly by Congregation

Chair of Council - Margaret Moyston Cumming

Secretary - Penelope Feather

Treasurer - Ray Hall

Representative to Presbytery - Peggy Kinsley

Standing Committees (Chairs)

Christian Development Committee – Bernadette Bailey

Finance and Property Committee - Stewart Bailey

Local, National and Global Outreach Committee - Penelope Feather

Ministry and Personnel Committee – Chris Brown

Worship and Music Committee - Nancy Watters

Departments

Board of Trustees, Margaret Isaac (Chair) (rotating Council representation)

Children's Circle – Darla Barrows

Women's Ministries Network / UCW, Caroline Isaac (President)

Total = 14 (including the Minister) Quorum = 5*

- *One third of the total number of Council members who could be present, plus Ministry Personnel (Southminster Governance Model, p. 49)*

8. Representatives of Non-Council Missional Units

Congregational Meetings

Ray Hall (Chair)

Craig Piche (Secretary & Clerk of the Roll)

Task Groups

Catering (Sharon Blakeman, Bernie Ducker)

Choir (Heather Macfaden)

Coffee-hour (Starr Cameron-Wright)

Learning Fund (Margaret Kirkpatrick and Anne Whitehurst)

Social Group (Peggy & Brian Kinsley)

Southminster Tomorrow (Andrew Brewin, attends Council)

Board of Trustees (meets infrequently)

Sandra Black

Margaret Isaac (Chair)

Margaret Moyston Cumming

Steve Mennill

Christian Development Committee (meets monthly)

Bernadette Bailey

Margaret Moyston Cumming

Finance and Property Committee (meets monthly)

Stewart Bailey (Chair)
Sharon Blakeman
Clare Fowler
George Haines
Ray Hall
Bill Johnston
Peter Kemp
John Temple

Local, National and Global Outreach Committee (meets monthly)

Bernie Ducker
Penelope Feather (Chair)
Paul Mullin
Danielle Rolfe
Anne Whitehurst

Ministry and Personnel Committee (meets irregularly)

Jane Brown
Brian Kinsley
Danielle Rolfe
Conrad Watters
Chris Brown (Chair)

Nominations Committee (meets irregularly)

Peggy Kinsley

Children's Circle (meets irregularly)

Réal Lambert (Chair)
Becky Sasaki
Danielle Rolfe

Worship Committee (meets quarterly)

Heather Macfaden
Paul Mullin
Brian Ure
Nancy Watters (Chair)

Southminster Tomorrow Task Group (meets weekly usually)

Andrew Brewin (Chair)
Debbi Clarke
Penelope Feather
Tessa Kampman-Carswell
Brian Kinsley
Margaret Moyston Cumming

Centre 7 Steering Group

Sharon Blakeman (Treasurer)
Melody Jamieson (from South Gloucester United)
Peter McCourt (from community)
Valerie MacIntosh (from community)

Margaret Moyston Cumming
Craig Piche (Chair) (Volunteer Coordinator)

Other

Ushering & Counting Co-ordinator – Peggy Kinsley

Choir

Jewell Couch
Lawrence Cumming
Penelope Feather
Heather Macfaden (Coordinator)
Cathy McMillan
Conrad Watters
Nancy Watters
Peter Simonyi
John Amyot
Ann Amyot

9. Board of Trustees

The Board of Trustees is responsible for all temporal aspects of Southminster church life, including the land, building and contents. It is also responsible for ensuring the church has proper insurance, for maintaining and investing funds bequeathed to Southminster, including compliance with conditions regarding specified use of the funds.

The Board of Trustees has four members. The terms were staggered with one member's term expiring each year.

Members of the Board in 2017 were: Steve Mennill (chair), Margaret Isaac (treasurer), Margaret Moyston Cumming, and Sandra Black. Margaret Moyston Cumming passed away prior to the end of the current term.

We are grateful to Rev. Trisha Elliot for her participation on our committee throughout 2017, and look forward to working with her in the coming years.

The Trustees managed most of Southminster's investment portfolio, with a principal balance of \$442,249 at year end. Investment returns were \$5,924 of which \$4,381 was passed on to the Finance and Property Committee for the support of Southminster.

The Trustees continued to be involved with the property development work at Southminster. In 2017 we provided advice and recommendations to Presbytery who needed to approve the sale of the land to Windmill Development Group. We also implemented Council's decision to proceed with applications for planning approvals to redevelop the site.

The Trustees worked with Finance and Property committee in preparing a draft investment policy for Southminster. We held an initial consultation session with the congregation in June, and agreed to undertake further discussions and consultations with the objective of formally adopting an investment policy in 2018.

On the insurance file, the Trustees worked with our insurance provider to resolve a liability claim resulting from a fall on our premises.

Thank you to the trustees for your work and support in 2017!

Respectfully submitted, *Steven Mennill, Chair of the Board of Trustees*

10. Christian Development Committee

The Southminster Book Club met monthly (excluding the summer months) in the homes of members. The Club had 19 people attending when they were able and had lively, interesting and informing discussions.

Books read were:

H is for Hawk by Helen MacDonald

The Secret Chord by Geraldine Brooks

The Spiral Staircase by Karen Armstrong

Gilead by Marilynne Robinson

Nurture Shock by Po Bronson and Ashley Merryman

Do Not say we have Nothing by Madeleine Thien

The Sins of Scripture by John Shelby Spong

Mirrors and Mirages by Monia Mazigh - (*author present for the evening*)

The Adventures of the Black Girl in her Search for God by Bernard Shaw

The Spiritual Practices Group met on alternate Friday Mornings for three sessions. The group had ten participants who attended when they were able. Most of the meetings were led by Rev. Trisha with some members of the group leading occasionally. In the Winter the focus was on different forms of Prayer. In the Spring we practiced Visio Divina where participants contemplated Artworks as a form of Prayer. Before breaking for the summer we came together for a potluck lunch. The Fall Session focused on nurturing our Spiritual Life, with a return to some traditional practices such as the Examen.

The Committee feels the loss of Margaret Moyston Cumming who was instrumental in the formation of the committee with the goal of strengthening our community and faith. She believed in the idea of the book club and its ability to build community, encourage our welcoming of each and as a way for us to nurture our members growth. Our meetings were enriched by her humour and wisdom.

Respectfully submitted, *Bernadette Bailey*

11. Finance and Property Committee

Finance and Property were kept busy in 2017 managing our aging building, and associated expenses. Our heating, roof and elevator systems all vied for attention at one time or another throughout the year. We relied on a roster of part-time Caretakers, led by Ken Field, to maintain our building in 2017, while our full-time Caretaker, Stanley Hanna, continued on disability leave.

It is important to note that there are numerous activities that occur throughout the year at Southminster that make a big contribution to our financial well-being, including the successful DOFMS concert series, the Christmas Bazaar, the work of the Catering Committee, and Finance and Property's own Work Party, which saves

Southminster thousands of dollars through volunteer labour on repair and maintenance projects.

Our committee continued to play a role in the ongoing Stewardship efforts at Southminster in 2017, providing input into the ongoing work of the Southminster Tomorrow (SUC TOM) working group.

Finance and Property is tasked with looking after our building and administering the rental agreements we have with our many tenants. A fair amount of effort goes into acquiring tenants and addressing their issues, large and small. Our rental income in 2017 was \$118.5K, a \$4K increase from 2016. John Temple is the committee lead on rentals, with most of the daily interaction on tenant issues handled by Martha Hanna. Southminster owes a debt of gratitude to both John and Martha for their work in making this important stream of income possible.

The sound system is a responsibility of the F&P committee. Operators John Temple and George Haines, worked hard at coaxing adequate performance from our aging system. We have also provided input to the efforts towards replacing the system led by the SUC TOM task group.

Much of the Committee's time in the past year was occupied in dealing with various property issues. A repair of the south transept roof was completed over the summer with the invaluable assistance of Morgan Jooste, former F&P member and friend of the Committee. The ceiling in the basement level beneath the narthex was repaired in the spring, as it became recognized as being in danger of collapse. In addition to these more major items, F&P dealt with heating system issues, ongoing security issues in the Fellowship Hall, and accommodating staff and tenant issues with physical spaces.

Our estimated operating surplus for 2018 is approximately \$21.6K. The surplus projection arises due to expected reimbursements of maintenance expenses by Windmill Developments of close to \$110K. This payment is key to keeping SUC in the black.

There is always some uncertainty to our financial estimates, as external factors over which we have no control can, and do, arise. With the current Windmill agreement we are largely insulated from surprises related to building maintenance, so F&P has a higher than usual confidence in the projections for 2018.

We are estimating givings at \$130K, a slight reduction from 2017.

The committee was led by Ray Hall, Treasurer, and Stewart Bailey, Committee Chair and Secretary. Other Committee members in 2017 were: John Temple (lead contact on rentals), Dave Amundsen, Sharon Blakeman, Clare Fowler, George Haines and Peter Kemp.

The committee would like to acknowledge the many years for service that Peter Kemp has given to F&P. He worked tirelessly on many files for the Committee until he was forced to step down due to illness in early 2017. It is only when a person like

Peter is no longer able to serve that it is discovered how many tasks they have been quietly doing in the background. The committee has missed his wisdom, experience and keen analytical intellect.

The Committee would also like to acknowledge the important work of our Office Administrator Martha Hanna, whose many contributions to the work of the Committee, including handling book-keeping and day-to-day room rentals, are invaluable.

The Committee would also like to acknowledge the important work of the our Caretakers. Our full-time Caretaker (currently on leave) is Stanley Hanna. Our roster of part-time caretakers in 2017 included James Andriulatis, Shawn Bradley, Ken Field, Carole Shaw and Sung Lim. Our caretakers have been ably led by Ken Field, who has been an invaluable resource in keeping our building and its systems in the best possible state of cleanliness and repair.

Submitted by *Ray Hall, Chair, Finance and Property Committee*

12. Southminster Tomorrow Task Group

In 2017 the Task Group concentrated its efforts on the re-zoning application for the proposed development of the lands under the CD Wing. In December, City Council approved the application following a long process in which Windmill Developments released detailed planning information, consulted with the public and appeared before Planning Committee and engaged with our Ward Councillor in some last minute changes. The Task Group was a key participant in that process, attending all the meetings and presenting the case to the general public and to Planning Committee.

This effort would not have been successful without the active support of the Southminster congregation, our neighbours and the wider United Church across Ottawa. A letter writing campaign just before the vote made all the difference as City Council, on recommendation from our Councillor, showed its support of the work of Southminster by agreeing to a six story condominium and four, three-story townhouses on the property.

We will work with Windmill through the appeal process and hope to be able to begin work to transfer the land, acquire a new sound system and plan for construction work to begin at the end of 2018 or early 2019.

Task Group members also led some work in demonstrating options for upgrading the sound system and everyone will have seen the trial work on some basic movement of pews in the Sanctuary.

Respectfully submitted, *Andrew Brewin, Chair, Southminster Tomorrow Task Group*

13. Ministry and Personnel Committee

In 2017, after many transitions in the previous years, Southminster was blessed with strong and stable leadership from our staff throughout the year. The Rev. Trisha Elliot continued as our Intentional Interim and Transitional Minister. At the December meeting of Council, it was unanimously agreed to request Presbytery to extend Rev. Elliot's term by one additional year, to July 31, 2019. The Southminster congregation continues to be blessed by her inspirational Ministry.

Also continuing in their positions were Roland Graham, Music Director; Martha Hanna, the Office Administrator; and our team of sextons. Finally, Darla Barrows continued to convene the Children's Circle, formerly known as Kids's Church.

The Committee itself welcomed one new member, Danielle Rolfe. Other members of the committee were Chris Brown (Chair), Jane Brown, Brian Kinsley and Conrad Watters.

The committee once again wishes to thank all the staff for their dedicated contribution to the ongoing work and worship of the Southminster congregation.

Respectfully submitted, Chris Brown, *Chair, Ministry and Personnel Committee*

14. Southminster Social Group

The Southminster Social Group continued with its new format of meeting in the spring and fall. We have decided to continue with this arrangement as long as it is viable.

The spring meeting on May 12 featured a delicious potluck supper with wide-ranging conversation in an atmosphere of warmth and fun. Twenty-four people attended including a family with three children and a young working couple. Two of our regular caretakers who were on duty joined us as well. It was a treat to have different generations present sharing their particular experiences. We were delighted to have Rev Trish with us which gave the seniors present an opportunity to get to know her better. Seniors often have limited opportunities to interact as they are not on committees.

This fall we again joined St Giles Presbyterian for their traditional Harvest Supper held on October 20. Fourteen current and former Southminster folk enjoyed the delicious food and the opportunity to socialize and re-connect.

The purpose of the group continues to be to provide an opportunity for members to socialize with friends and meet new people over food.

As there has been no recent financial activity, the treasurer, Mary Reid, has closed the bank account and given the balance of \$213.00 to Sharon Blakeman for safe keeping until the group meets and a decision on where to donate the money has been made. The financial statements for the last 7 years (legal requirement) have

been passed to Southminster for storage. Mary has stepped down from the role of treasurer as there is no further need for this position. We are grateful to Mary Reid for her many years of handling this responsibility so capably.

Currently, Sharon Blakeman and Brian and Peggy Kinsley organize the evenings.

Respectfully submitted, *Peggy Kinsley for Southminster Social Group*

15. Local, National and Global Outreach Committee

The LNGO Committee works to keep the congregation informed of issues around social justice, peace, and living with respect in creation. Outreach is a vital part of our faith community, a way to witness God's love, as we work locally as well as nationally and globally through the United Church of Canada and our partner churches around the world.

Members of the Committee in 2017 included Anne Whitehurst, Bernie Ducker, Paul Mullin, Danielle Rolfe and Penelope Feather. Southminster, through LNGO, participates in several umbrella groups including the Centretown Churches Social Action Committee (CCSAC), the Multifaith Housing Initiative and the Right Relations Network. Highlights of the work of the committee in 2017 include the following:

2017 Mission and Service Financial Report

Congregational Regular offering (including PAR)
\$26,528.46

Easter World Development and Relief envelopes	\$605.00
Thanksgiving envelopes	\$663.00
Christmas envelopes	\$1,100.00

Total
\$28,896.46

UCC Special Hunger Appeal	\$160.00
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Grand Total
\$29,056.46

Please note: The Mission and Service Fund is a flow through fund to the United Church of Canada.

Carleton University Ecumenical "Pause Table"

Southminster and the Ottawa Muslim Association, once again worked together to serve food to stressed students during their exam weeks in April and December 2017. Prior to hosting approximately 1000 students each time, we held a "baking

bee” in the Fellowship Hall kitchen with our Muslim friends, baking muffins, cookies and other snacks to take to the University. Thanks to the members of the congregation who also provided healthy snacks, fresh fruit and juice and to those who volunteered their time to help serve the students. This initiative is one way we can reach out and offer caring support to the Carleton University students in our community.

Amnesty International – Write for Rights

Write for Rights was held in Fellowship Hall on Dec. 10th. One hundred and forty-two (142) letters and cards were sent to support prisoners of conscience and other human rights defenders around the world. This number included letters sent to the authorities in countries involved with the human rights abuses, copies to their embassies in Canada, and cards to prisoners, or the families of those suffering abuses. Adults and children from both Southminster and the community participated. Generous donations at the event amounted to \$170.35 to help with postage. LINGO was able to add the additional \$53.90 to cover the full cost of postage.

Centretown Churches Social Action Committee (CCSAC)

The Centretown Churches Social Action Committee (CCSAC), comprising 23 churches in the central part of Ottawa, focuses on initiatives to help people who are isolated or living in poverty. Its monthly meetings allow member churches to share information, and also provide an opportunity for ecumenical collaboration amongst the churches of central Ottawa.

This collaboration enabled CCSAC to submit a brief to the Federal Canadian Poverty Reduction Strategy consultations on the needs of those living in urban centres. Several CCSAC members again participated in the Citizens for Public Justice’s nation-wide campaign to mark the International Day for the Eradication of Poverty.

CCSAC’s top priority is collective support for the Centretown Emergency Food Centre, which continues to be one of the busiest food centres in the city. The Food Centre regularly faces the twin challenges of heavy client demand and rising prices. For the second year, CCSAC organized a “Walk for the Centre” to raise funds for the Emergency Food Centre. Roughly 200 people, including energetic teams of walkers from 16 member churches turned out on the day of the event, with many others from congregations and the broader community offering financial support. Despite a rainy day, the walkathon was a resounding success, with nearly \$20,000 raised.

Throughout the year, CCSAC representatives organize meetings or services designed to bring member churches together. This year, for the first time, CCSAC held an Ecumenical Prayer Breakfast for CCSAC clergy and representatives, which

was held at Canadian Martyrs Catholic Church. In addition, CCSAC annually hosts a dinner to recognize the 90-plus volunteers who work at the Centretown Emergency Food Centre, and also co-hosted, with the Food Centre's Management Board, an Advent Service and potluck lunch, both at Centretown United Church. Rev. Trisha Elliot delivered the homily at the Advent Service in 2017,

Southminster was represented on CCSAC in 2017 by Anne Whitehurst (rep.) and Bernie Ducker (alt.). Southminster assists the Emergency Food Centre with the regular support of George Haines who is Secretary of the Food Centre's Management Committee and a regular volunteer at the Centre. Further information regarding CCSAC, including a new section on meals and fellowship offered by member churches, can be found at our website: www.centretownchurches.org

Respectfully submitted, *Penelope Feather*

Multifaith Housing Initiative

Southminster continues its membership in Multifaith Housing Initiative (MHI).

The Haven in Barrhaven was completed and its 98 units are fully occupied. It has a spacious common room where some of the MHI meetings as well as tenant events take place. It has been named after Anne Squire, former moderator of the United Church and MHI patron.

The Ottawa Presbytery donated over \$100,000 to the Haven, some of it coming from special events undertaken by congregations and the remainder from Presbytery funds which came from all congregations. (Please visit the MHI website for more information (<http://www.multifaithhousing.ca/the-haven.html>)).

MHI continues to work towards building "Veterans House" in the former Rockcliffe air base. The land is on the verge of being transferred after which serious planning can begin.

Respectfully submitted, *Brian Kinsley, SUC representative, MHI*

Centre 7

Centre 7 *Out of the Cold Suppers* concluded its nineteenth season on the April 1, 2017. During the season, Centre 7 guest attendance rose 14% from the previous season and served the largest number of guests (1,582) in its history.

Despite the dramatic increase in guest attendance, the organizing committee was able to do a remarkable job keeping not only the costs per meal in line with last season, but the overall costs as well. This was, in part, due to some providential alignment of planning and execution along with some creative service on evenings when attendance spiked.

Community support for the program, both in terms of number of volunteers and from a financial perspective, remains strong. The total donations for the last season does not include the continuing in-kind donation of desserts once a month from local bakery The Life of Pie. Valued last season at \$1,100, it is a treat for both our guests as well as the cooking shift. Centre 7 also benefited from a very successful co-sponsored “Food and Fashion” fundraiser hosted by The Life of Pie and The Clothes Secret which raised \$1,600. The Clothes Secret also donates each season from their annual coat sale to Centre 7. The Committee is blessed and thankful for all the community support for the program from these community-minded local businesses.

The Southminster Kids’ Church also raised close to \$800 with their Centre 7-themed pageant in December 2016, raising not only needed funds but also awareness of the myriad needs and backgrounds of our guests. (These dollars are included in the Southminster donations line below).

Average attendance has increased in eight of the past ten seasons. The need and desire for a warm, safe place to enjoy the company of others over a home-cooked meal is real and vital. The organizing committee is confident that Southminster, along with our sister churches and the Old Ottawa South community, will meet these needs with faith and passion.

	2014-2015	2015-2016	2016-2017	+/- % year/year
Number of weeks	23	22	22	
Number of guests	1504	1387	1582	14%
Average number of guests/week	65.4	63.0	71.9	14%
Number of meals prepared	1640	1550	1540	-1%
Costs	\$7,035	\$7,470	\$7,460	0%
Cost per meal prepared	\$4.29	\$4.82	\$4.84	0%
Season donations	\$15,477	\$3,966	\$6,705	69%
<i>Southminster donations (inc. above)</i>	\$1,170	\$902	\$2,215	146%
<i>% of donations from Southminster</i>	8.00%	23%	33.00%	

Respectfully submitted, *Craig Piche*

16. Coffee Hour

For the past 13 years or so, I have enjoyed the role of Coffee Co-ordinator at Southminster. It has given me the rich experience of meeting and engaging with so

many of you. Fellowship is such an important part of life at Southminster. Coffee-hour provides a welcome opportunity to gather, reconnect and share stories and information about ourselves and upcoming events. I am happy to be part of its success.

There have been numerous changes over the years. We have said hello and goodbye to many. Most recently, we lost Margaret Moyston Cumming who was an important part of all things Southminster, including the coffee-hours. I can't recall a Sunday when she didn't stop by to say hello and ask if there was anything she could do to help.

Thank you to all the volunteers over the years who have helped keep the coffee flowing. A special thanks to Bernie Ducker for ensuring the supplies are there and to Martha Hanna for sending messages out for help and appreciation.

Moving forward, I am pleased to confirm that our strong coffee-hour traditions will continue under the able guidance of Nancy Watters who has kindly agreed to take this on. I am confident that Nancy can count on your support and help when needed.

Respectfully submitted, *Starr Cameron-Wright*

17. Choir

The choir continued to enjoy a year of rehearsals and worship services preparing and sharing choral music under the leadership of our director - Roland Graham.

This Fall, a new formula was adopted, in hopes of attracting a few new members. The choir has been presenting anthems every second week while continuing weekly rehearsals and a weekly presence to support hymn singing. This has attracted a few new and welcomed recruits in the men's section. Our group of about 10 members comes together for anthem presentations while a smaller core group is on hand every Sunday.

During Advent, the choir hosted what has become an annual tradition – A Congregational Carol Sing” at coffee hour. This seems to be a favourite event.

We are small in number (big of heart) and always ready to welcome new members. Practices are Thursday evenings at 7 pm, Sunday at 9:30 am.

Respectfully submitted, *Nancy E. Watters*

18. Worship Committee

The committee met four times in 2017 (February, May, September and November) and is in regular contact, as needed, between meetings. This work continues to be a fruitful opportunity for communication among staff, the congregation and Council

about worship planning at Southminster. There are representatives from the Choir, the Congregation-at-large, Sanctuary Decoration and Staff (minister, choir director and office administrator) and a chair.

The committee has benefitted from the participation of a Children's Circle representative and formally recognized our role in "supporting the involvement of children and youth in worship" via the addition of this point to the committee's Terms of Reference. During the latter part of 2017, formal support for the Kids' Church programme was added to the role of the Christian Development Committee. Worship is currently maintaining a connection with the child and youth involvement with worship activities by way of informal liaison.

We also thank Maureen Fallis and Edith Fraser who, though not active members of the committee, faithfully prepare and organize communion, 4-5 times per year.

We continue to appreciate the exceptional services of Rev Trisha Elliott and fully support the application to extend her Transition ministry to a third year. The congregation enjoyed several joint services with other congregations - at Lent, Easter Week and over the summer months.

Congregation members are welcome to peruse any of the Worship Committee guidelines and tools which serve to support clear communication and planning:

- On-line Worship Planning Google Document (Year-at-a-Glance)
- Terms of Reference
- Worship Tasks, Roles and Timelines
- Information for Guest Ministers

Budget estimates for Worship activities have been submitted annually and the chair regularly reports to and attends Council.

In keeping with our respect for Indigenous Peoples and the Calls to Action by the Truth and Reconciliation Commission, the Worship committee participated in several activities:

- the design of a new pew flyer, which includes an image of the Sanctuary Banner for Right Relationship with Indigenous Peoples and our ongoing commitment to this journey.
- the planning in May of a Right Relations themed service in collaboration with our guest Denise Anne Boissoneau an Anishinaabe Kwe, Ojibway elder.
- the hosting of Monique Manatch – an Algonquin storyteller and filmmaker from the Barriere Lake community -- as part of the November series of guest speakers related to the theme of courage and determination.

We finished the calendar year with a rich Advent season – filled with music and children, seven baptisms, sanctuary decorating, carol singing, lots of candles, tasty treats and wonderful fellowship during and following worship services.

The committee is currently seeking at least one new member to join the team as of Feb 25th SUC AGM. Our meetings are open and all are welcome!!

Respectfully submitted: *Nancy E. Watters (chair)*

19. Children's Circle

Our weekly program includes puppetry, religious education, circle time with songs in English and French, bread making, crafting, and free play for the boys. It welcomes children of all ages, from preschool to high school.

Each week we hear a verse from Scripture and read a story that elaborates on the theme. As an example, we began our fall term with the story of The Shoemaker by Leo Tolstoy. During our first four weeks of class, we were contemplating together "How to be in Church" through the story of a man who humbly realizes that Christ lives in everyone. Our bible study for that week was taken directly from the Tolstoy story: Matthew 25:40 "Inasmuch as ye have done it unto one of the least of these my brethren, ye have done it unto me."

We pondered this theme over two weeks as the children began making dough for our fall community gathering. The children are all great bakers and knead the dough with love and care!

We continued our studies with Galations 2:20, "Not me, but Christ that lives in me" and heard the stories of a hard working baker who bakes to bring joy to others and of a helpful hedgehog family that brings in an elderly neighbor's harvest before the first frost comes.

We held a Stone Pizza event one evening in the fall. In the future, I feel it would be better suited for a midday event.

As the weather turned cooler, we continued baking and listening to stories of finding our light as the days become shorter. We contemplated Christ's light in John 8:12 "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life."

In November, we began preparing for a Santa Lucia festival of light by singing each week a traditional Scandinavian and Sicilian carol "Santa Lucia". In class we listened to the Grimm's fairy tale of the Star Child about a young girl who gives away everything she owns to the less fortunate ones she meets upon her journey. We continued to recite our bible verses on light each week as we prepared for the birth of the Christ Child.

The children presented their song to the congregation on December 17 wearing crowns of candles on their heads and carrying candles and stars as they processed through the church.

Class this year has been a delight. Our weekly class size averages 10 children but occasionally we have as many as 16.

This fall, I had a rotating parent volunteer support me with taking the boys downstairs for free play after our lessons. Real Lambert's weekly commitment to the children and enthusiastic support for the programming has been essential to the success of the program this year.

Respectfully Submitted by *Darla Barrows*

20. 17th Ottawa 'Southminster' Scout Group

The Group Committee of 17th Ottawa Scout Group, on behalf of its sponsor, Southminster United Church, administers and is responsible for the Scouts Canada programme in the Old Ottawa South Community area. For the 2017-2018 Scouting year the Group Committee consists of Group Commissioner Carol Brillinger, Registrar Brent McLean, and Treasurer Ray Hall. The 2017-2018 Scouting year is the 85th anniversary of the 17th Ottawa Scout Group.

The Annual 17th Ottawa Scout Group Baden Powell banquet was held on Feb. 20th, 2017. Attendance was excellent, with youth and their families attending this long standing Scouting tradition. The 17th Ottawa wishes to extend their thanks to the Southminster Catering Committee for another great meal and wonderful service.

The Beaver Scouts are having another great year with 24 Beavers participating in exciting adventures this year with returning leaders David Zyla and Ray Hall, Ingrid Nielsen and joined by new leaders Rocci Luppisini, Jean-Philippe and Rebekka Wallace-Roy. Also joining us this year is Keegan Eatmon, Assistant National Youth Commissioner, from Nova Scotia who is currently working here in Ottawa.

Cub Scouts this year have a pack of 16 youth. Cub Pack traditions such as hikes, outdoor winter activities, Cub Kar races and the annual year-end camping trip to Camp Opemikon continued. Returning leaders were Adam Zanna, Rodney Nelson and new leaders Catherine Gucciardi Garcez, Brennen Rolofs, and James Worrall.

Registration for our Scout Troop is at 9 this year. This year's leaders are Bill Abbott, John Donkin, and Craig Davison, Ian Astle and John Wall. They are providing another challenging and rewarding program for the Scout Troop

Our Venturer Company (aged 14 to 17) is at 2 members this year with senior Venturer Leader Brendan McCoy.

17th Ottawa Scout Group extends its gratitude to Southminster United Church. We are pleased to be able to present the Church with a donation of \$510 this year and

we look forward to continuing to be a part of the Southminster United Church community in the future.

Respectfully submitted, *Brent McLean (Group Registrar), 17th Southminster Scout Group*

21. Christmas Snowflake Bazaar

I am so thankful for this opportunity to send a huge thank you to the more than 85 volunteers, who helped with this year's Christmas Bazaar on November 18, 2017. Many, many thanks to the table, luncheon and café, conveners and their helpers, those who helped set up and take down the Bazaar and all those who contributed items for sale at the Bazaar. Thank you so much to Martha Hanna, Office Administrator, for all her work in putting out notices, flyers and bulletins and keeping a tally of the Bazaar earnings. A very special thank you to Margaret Isaac and her helper, Sandra Black who came to my aid in Co-Convening this year's Bazaar. I am pleased to say that this year's Bazaar total was \$6598.00 thanks to all your hard work, generosity and wonderful, sharing Christmas spirit.

Suzanne Wilson-Marjerrison

22. Catering

The Catering Committee's mandate is to raise money through catered events at Southminster. Funds are used to purchase items for both kitchens and the Ladies Parlour and/or to contribute to the Operating Fund.

Events for 2017

January	Anniversary Pot Luck
February	Scouts' Banquet
March	Annual General Meeting Lunch
May	Memorial Reception
June	Memorial Reception Strawberry Social
September	Pot Luck and Corn Boil
October	Hunger Lunch
December	Coffee hour with Christmas Treats

This year we were able to contribute \$1053 to the Operating Account.

Thank you to all who assisted in these events.

Respectfully submitted, *Bernie Ducker and Sharon Blakeman*

23. Presbytery Representative

The principal item on the Ottawa Presbytery agenda for 2017 was completing the process of studying and voting on the remaining three remits authorized by the 42nd General Council of August 2015. These recommendations are intended to revitalize and nurture a range of ministries, simplify governance and administration and enable the church to live within its means. The remaining three remits needed to be confirmed through the remit process.

Presbytery voted on and passed Remit 3: *Office of Vocation* and Remit 4: *Funding a New Model*. The vote on the final remit, Remit 6: *One Order of Ministry*, was not carried.

Some other important items include continued support of the Ottawa Presbytery Refugee Sponsorship; support of the Multifaith Housing Initiative (MHI) by exceeding the goal of raising \$100,000 for its newest housing project, *The Haven*; and the development of Regional Boundaries for our area in the new structure.

As your Presbytery Representative, I attended the Montreal and Ottawa Conference May 27, 2017 through a remote site meeting at City View United Church which was organized to enable participation electronically. Reducing the Conference to one day and using remote site participation for those who were unable to or preferred not to travel was introduced as a cost-saving measure.

Respectfully submitted, *Peggy Kinsley, Southminster Presbytery Representative*

24. 2017 Financial Statements

CONSOLIDATED BALANCE SHEET

All Funds
December 31, 2017
with comparative figures for December 31, 2016

	<u>2017</u>	<u>2016</u>
Assets		
PETTY CASH		
Petty Cash - Office	200	200
BANK ACCOUNTS		
Bank - General Account	186,311	126,972
INVESTMENTS		
Investments - Operating	<u>43,542</u>	<u>43,369</u>
TOTAL ASSETS	<u>\$230,053</u>	<u>\$170,541</u>
TOTAL LIABILITIES	<u>\$0</u>	<u>\$0</u>
FUND BALANCE	<u>\$230,053</u>	<u>\$170,541</u>

Prepared without audit,
Ray Hall, Treasurer

OPERATING ACCOUNT

Statement of Receipts and Disbursements for year ending December 31, 2017 with comparative figures for December 31, 2016 and Estimate of Receipts and Disbursements for 2018

	2017 Actual	2016 Actual	2018 Estimate
RECEIPTS			
Operating Receipts			
Envelope Donations	134,096	141,581	130,000
Initial Offering	137	178	100
Bulletin Sponsorship	175	275	150
Easter Memorials	980	855	900
Kids' Church	30	142	30
Loose Donations	2,673	1,729	2,000
Pause Table Support	175	435	175
Write for Rights Support	140	0	
Contemplative Walks	20	0	
Special Donations	5,000	56,001	10,000
Via Canada Helps	502	531	500
Via United Way	5,619	4,369	5,500
Shared Expenses	119,333	114,345	100,000
Weddings (facilities)	3,000	2,250	3,000
Interest	4,677	3,800	4,500
GST/HST Rebate	8,637	11,544	10,000
Concerts (net)	17,264	14,930	13,000
Bazaar (net)	6,598	7,463	6,500
Catering	2,372	1,637	3,000
Miscellaneous Receipts	166	91	
<i>Subtotal Operating Receipts</i>	<i>311,596</i>	<i>362,156</i>	<i>289,355</i>
Flow-Through Receipts			
Observer	575	525	550
Wedding fees (staff)	3,750	2,250	3,750

Funeral Honoraria	350	0	
Multi-faith Housing Initiative	346	0	350
Emergency Food Centre	836	476	850
Centre 507	20	0	20
Christmas Hamper Project	430	140	450
Odawa Native Centre	0	120	
Mission and Service Fund			
General	26,628	27,252	30,000
Easter	605	550	
Thanksgiving	663	5,022	
Christmas	1,100	978	
<i>Subtotal Mission and Service</i>	<i>28,996</i>	<i>33,802</i>	<i>30,000</i>
UCC Special Appeal – Syrian Relief	0	310	
UCC Special Appeal – Hunger Relief	160		
Total Receipts	347,057	399,779	325,325
DISBURSEMENTS			
Staff			
Salaries and Benefits			
Salaries	130,235	97,109	133,000
Employee Benefits	28,359	21,862	30,000
Ministerial Education Allowance	0	308	1,800
Pastoral Expenses	1,112	894	1,250
Mileage Allowance	0	212	1,200
Interim Music Director	0	6,336	
<i>Subtotal Salaries and Benefits</i>	<i>159,706</i>	<i>126,721</i>	<i>167,250</i>
Pulpit Supply	250	1,450	1,500
Organ Supply	450	150	500
Caretaker Supply	30093	23,209	32,000
Pastoral Care Supply	0	2,572	1,500
<i>Subtotal Staff</i>	<i>190,515</i>	<i>154,102</i>	<i>202,750</i>
Presbytery Assessment	12,744	12,262	12,624
Council	742	694	3,650

Standing Committees			
Christian Development	54	38	110
Finance & Property			
Finance	1,765	1,180	950
Property Discretionary			
Equipment	1,628	144	1,500
Assistant Caretaker	3,475	4,056	3,500
Event Caretaker	2,413	2,552	2,600
Repair & Maintenance	18,692	11,317	15,000
Maintenance Contracts	13,071	10,073	13,500
Maintenance Supplies	6736	5,842	6,500
Other Discretionary	187		
Shared Expenses	282	146	300
<i>Subtotal – Discretionary</i>	<i>46,468</i>	<i>34,130</i>	<i>42,900</i>
Property Non-Discretionary			
Electricity	6,800	9,433	7,000
Insurance	10,488	9,406	10,750
Natural Gas	16,051	14,570	18,000
Taxes	369	621	375
Water & Sewer	3,800	4,445	3,800
<i>Subtotal – Non-Discretionary</i>	<i>37,508</i>	<i>38,474</i>	<i>39,925</i>
Church Office	11,282	10,964	12,500
<i>Subtotal – Finance & Property</i>	<i>97,020</i>	<i>84,749</i>	<i>96,225</i>
Local, National & Global Outreach	1,841	2,408	2,545
Ministry & Personnel	0	0	330
Worship	4,276	2,611	4,000
Departments			
Children's Circle	5,193	1,331	6,600
Task Groups			
Catering	1,319	667	1,800
Southminster Tomorrow	21,609	29,140	10,000
Flow-Through Disbursements			
Centre 507	20		20
Christmas Hamper Project	430	140	450
Emergency Food Centre	836	476	850
Mission and Service Fund	28,896	33,802	30,000

Observer (Note 1)	563	424	550
UCC Special Appeals	160	310	
Wedding Honoraria (Note 1)	2,700	2,600	3,750
Odawa Native Centre	0	120	
Funeral Honoraria	350	0	
Multi-faith Housing	346	0	350
Transfers to Other Funds			
Transfer to Stu Ritchie	25,000	7,000	20,000
Miscellaneous	0	0	
GST/HST to be Recovered	10,095	8,665	10,000
HST over claim repayment		2,001	
Total Disbursements	404,712	343,540	406,654
Total Receipts	<u>347,057</u>	<u>399,779</u>	<u>325,325</u>
Surplus (Deficit)	(57,655)	56,239	(81,329)
Adjustment			
Reimbursement by Windmill	118,286		110,000
Adjusted Surplus (Deficit)	60,631		28,671
Net Change to Cash Position	60,631	56,239	28,671
Bank Balance January 1	120,577	64,338	181,208
Bank Balance December 31	\$181,208	\$120,577	\$209,879

Prepared without audit;

Ray Hall, Treasurer

Notes:

1. Amounts collected for Observer subscriptions and wedding honoraria are not necessarily paid out the same the same fiscal year in which they are collected.

OPERATING FUND BALANCE SHEET

December 31, 2017
with comparative figures for December 31, 2016

	<u>2017</u>	<u>2016</u>
Assets		
PETTY CASH		
Petty Cash - Office	200	200
BANK ACCOUNTS		
Bank - General Account	137,466	77,009
INVESTMENTS		
Investments - Operating	43,542	43,369
TOTAL ASSETS	<u>\$181,208</u>	<u>\$120,577</u>
TOTAL LIABILITIES	<u>\$0</u>	<u>\$0</u>
FUND BALANCE	<u>\$181,208</u>	<u>\$120,577</u>

Prepared without audit;
Ray Hall, Treasurer

OTHER FUNDS

Statements of Cash Receipts and Disbursements for the year ended December 31, 2017 with comparative figures for December 31, 2016

	2017 Actual	2016 Actual
BENEVOLENT FUND		
Receipts		
Donations	813	2,002
Fund Raising	273	
Total Receipts	1,086	2,002
Disbursements	<u>1,575</u>	<u>1,450</u>
Bank Balance December 31	\$1,297	\$1,786
CAPITAL FUND (Stu Ritchie)		
Receipts		
Donations	4,881	4,953
Transfer from Operating Fund	25,000	7,000
Total Receipts	29,881	11,953
Disbursements		
South Roof Repair	29,467	
HST to be recovered	2,568	
Total Disbursements	<u>32,035</u>	<u>0</u>
Bank Balance December 31 (Note 1)	\$2,963	\$5,117
CENTRE 7 FUND		
Receipts		
Donations	3,113	3,700
Fund Raising	1,020	2,960
HST rebate	9	84
Total Receipts	4,142	6,744
Disbursements		

Meals	9,090	8,628
Repair & Maintenance	324	384
HST to be recovered	61	57
Total Disbursements	<u>9,474</u>	<u>9,069</u>
Bank Balance December 31	\$6,969	\$12,301
LEARNING FUND (Note 2)		
Receipts	0	0
Disbursements	<u>0</u>	<u>0</u>
Bank Balance December 31	\$9,604	\$9,604
MEMORIAL FUND		
Receipts (Note 3)	889	1,532
Disbursements	<u>0</u>	<u>0</u>
Bank Balance December 31	\$14,287	\$13,398
MUSICAL PROJECTS FUND		
Receipts		
Donations	100	100
Grants	8,000	
Total Receipts	<u>8,100</u>	<u>100</u>
Disbursements	<u>3,250</u>	<u>0</u>
Bank Balance December 31	\$8,514	\$3,664
ORGAN FUND		
Receipts	<u>300</u>	<u>300</u>
Disbursements	<u>0</u>	<u>0</u>
Bank Balance December 31	\$4,579	\$4,279
SWITZER CANDLE FUND		
Receipts (interest / tax rebate)	17	0

Disbursements	<u>0</u>	<u>0</u>
Bank Balance December 31	\$34	\$17

Notes:

1. To maintain the Capital Fund above its required minimum of \$35,000, it has been assumed that transfers from other funds will be made during the year.
2. The Learning Fund was created to assist members and adherents with financial assistance when following courses aimed at strengthening leadership within the church. Application forms are available in the church office and on our website.
3. During the year donations to the Memorial Fund were received in memory of Betty Cumming, Margaret Krug, Ray Plantz and George Simpson.

Prepared without audit

Ray Hall, Treasurer

25. Board of Trustees Funds

Statement of Revenues and Expenses For the Year Ending December 31, 2017

	<u>2017</u>	<u>2016</u>
Revenues		
Investment income		
Ross Taylor Fund	\$4,365	\$9,389
Mortgage Fund	1,526	1,701
Candle Fund	33	
Total Revenues	5,924	11,090
Expenses		
Transfer to Finance Committee	4,381	3,560
Operating Account		
Bank charges	27	24
Total Expenses	4,408	3,584
Change in fund balances	1,516	7,506
Beginning fund balances Jan 1	440,733	433,227
Ending fund balance Dec 31	\$442,249.00	\$440,733.00

Notes:

1. Switzer Candle Trust Fund was established in 1990 by Jean and Gordon Switzer with a contribution of \$1,050. The principal amount of \$1,050 is to remain invested and the investment income will be used to purchase candles for the Sanctuary.
2. The Mabel Taylor Endowment Fund was established in 1998 with a bequest from the estate of the late Mabel Taylor. The principal amount of the fund remains invested and the investment income is transferred to the Finance/Property Committee for use in the operating account of Southminster.
3. The Colin and Helen Ross Endowment Fund was established initially in 1989 with funds donated by Helen Ross and added to later with funds from the estate of Helen Ross. The principal amount of the fund remains invested and the investment income is transferred to the Finance/Property Committee for use in the operating account of Southminster.

Margaret Isaac, Treasurer

26. Balance Sheet

As of December 31, 2017

	<u>2017</u>	<u>2016</u>
Assets		
Cash	\$ 4,887	\$ 3,380
GICs	437,362	437,353
Total assets	\$442,249	\$440,733
Fund balances		
Ministerial mortgage Fund	\$249,772	\$248,256
Helen & Colin Ross endowment fund	181,321	181,321
Mabel Taylor endowment fund	10,000	10,000
Switzer candle fund	1,156	1,156
Total fund balances	\$442,249	\$440,733

Margaret Isaac, Treasurer

27. Music Ministry

Statement of Revenues and Expenses

For the Year Ending December 31, 2017

	<u>2017</u>	<u>2016</u>
Revenues		
Doors Open free-will offering	\$54,514	\$52,793
Concerts by the Canal admission & passes	48,667	14,145
Donations	15,230	2,515
Total Revenues	118,411	69,453
Expenses		
Honorarium to musicians	55,740	30,051
Printing/distribution/design	8,885	2,663
House manager	5,317	2,450
Coproduction	4,278	
Equipment rental	4,105	390
Tuning	2,116	2,457
Other	1,776	782
Evening concert caretaker	1,666	799
Total Expenses	83,883	39,592
Net proceeds from Music Ministry	\$34,528	\$29,861
Less Music director: Note 1	17,264	14,930
Net Music Ministry's surplus for Southminster	\$17,264	\$14,931

Notes:

1. Southminster has entered into an agreement with the Music Ministry's director Roland Graham. The surplus or deficit from each concerts with be split 50:50 between the Music Director and Southminster.

28. United Church Women

Statement of Revenues and Expenses
for the Year Ended December 31, 2017

	<u>2017</u>	<u>2016</u>
Revenues	0	0
TOTAL REVENUES	0	0
Bank Service Charge	27	24
TOTAL EXPENSES	27	27
Net change in Fund	-27	-24
OPENING BALANCE	3120	3144
UCW ENDING BALANCE	\$3,093.00	\$3,120.00

Respectfully submitted, *Caroline Isaac, Chair, United Church Women*

29. Eighty-Eighth Annual General Meeting - Agenda

February 25, 2018

Worship Portion of the Meeting, Church Sanctuary

1. In Memoriam
2. Celebrating the Ministries of our Staff
3. Celebrating the Ministries of Our Congregation

Lunch, Parlour

Business Portion of the Meeting, Parlour

4. Call to Order by Chair
5. Opening Remarks by Chair of Council
6. Approval of Agenda
7. Extension of Voting Privileges to Adherents
8. Approval of Minutes:
9. Business arising from 2017 Annual meeting minutes and 2017 Congregational Meetings Minutes
10. Discussion/Approval of 2017 Reports
 - 2017 Mission Units and Departments Report – non-financial
 - 2017 Financial Report
11. Presentation and Approval of 2018 Budgetary Estimates
12. Redevelopment Update
13. Report of Nominating Committee
14. Appointing 2018 Chair of Nominating Committee
15. Other Business
16. Closing Remarks
17. Adjournment
18. Benediction

30. Eighty-Seventh Annual General Meeting – Minutes

Sunday, March 5, 2017

Held in the Sanctuary and the Ladies Parlour

The 87th Annual General Meeting of Southminster United Church was opened during the Sunday morning Worship Service, as is customary at Southminster. The Rev. Trish Elliott was the presiding minister.

1. In Memoriam
2. Celebrating the Ministries of our Staff
3. Celebrating the Ministries of Our Congregation
4. Reflection

Lunch

- ## 5. Call to Order by Chair Ray Hall

- ## 6. Approval of Agenda

The Chair called for a motion to approve the agenda with changes to the order of the items.

MOVED that the Agenda be approved as amended (Stewart Bailey/Margaret Isaac)

MOTION CARRIED

- ## 7. Extension of Voting Privileges to Adherents

MOVED that the Voting Privileges be extended to Adherents (Margaret Isaac/Margaret Moyston Cumming)

MOTION CARRIED

- | | | |
|--|----------|---------|
| 8. Opening Remarks by Interim Chair of Council Cumming | Margaret | Moyston |
|--|----------|---------|

Margaret noted that she was Chair of Council for an interim period while the elected Chair, Peter Kemp, stepped down due to health concerns. She asked that the congregation pray for Peter's health and the welfare of his family.

Margaret offered thanks to those in the congregation who had confidence in Council and, in general, to stay with Southminster in 2017. As Interim Chair of Council she noted she had no intentions in staying in the role “forever” and that succession planning for administrative roles would be critical to a vibrant and developing church.

Discussion with the minister on that initiative would be one of the many items planned for Council in 2017 beyond the focus on the redevelopment of the church.

Margaret noted how fortunate Southminster was in having Rev. Elliott as transition minister and commented on what an exceptional person Trish is and how she very much looked forward with working with her.

Thanking all the Council members for their continuing devotion and dedication to Southminster, Margaret commented on the spirit she felt around the table when discussing the future. She closed by stating that she had a strong feeling that Southminster would not only survive but be even stronger in the years to come.

9. Approval of minutes

The minutes of the Congregational Meetings held throughout 2017 and recorded on pp.37 through 48 of the Annual Report were presented for approval.

MOVED that the minutes be accepted as presented (Jane Brown/John Temple)

MOTION CARRIED

10. Business Arising from 2017 Annual meeting minutes and 2016 Congregational Meeting Minutes

The Chair noted that a motion was required for the destruction of the ballots form the congregational meetings in 2016.

MOVED that the ballots be destroyed (Jane Brown/Margaret Isaac)

MOTION CARRIED

The Chair saw no other business arising and opened the floor to questions and comments of which there were none.

11. Discussion/Approval of 2016 reports

2016 Mission Units and Departments Report – non-financial

2016 Financial Report

There were no questions from the floor.

MOVED that reports be accepted as presented (Jane Brown/Margaret Isaac)

MOTION CARRIED

12. Presentation and Approval of 2017 Budgetary Estimate Ray Hall

Ray was pleased to report that at the end of 2016 there was \$170,000 in operating assets ("Fund Balance") -- a vast improvement compared to recent years. And, overall, there was lots of good news in the past year. While most discussion was focused on the 'big changes' to come with regards to the potential redevelopment of

the church property, there were many “little positives” that had cumulated in producing a stable current financial position.

Ray commented that at the previous AGM, the surplus was projected to be \$7,000 but that the actual came in at \$56,000. Southminster had lower donations (in part due to the passing of long-time members) but also had lower than expected staffing costs. Ray cited the beginning of Rev. Elliott’s ministry at Southminster in August rather than April as an example. Southminster’s finances were also bolstered by generous bequests in 2016.

The 2017 projected surplus was expected to be close to \$60,000. Ray noted that most expenses were expected to be stable to the previous two years, in which case Southminster would have had a \$72,000 deficit if not for the expected reimbursement by the developer Windmill in the amount of \$132,000. These funds will cover most of the expenses of running the church (e.g. gas, lighting, sexton’s wages). These reimbursement funds were not contingent on any possible future agreements or signings. Ray commented that these funds gives Southminster a chance to plan and develop as opposed to reacting to monetary crises. All the estimates in the report do not include any capital repairs. A capital fund will be developed in the future once redevelopment is completed.

MOVED that the 2017 Budgetary Estimates be approved as presented (Ray Hall/Stewart Bailey)

Discussion

Q: When will the Windmill monies be received?

A: (Ray Hall) Southminster provided the first bill (\$32,000) and it was approved in early February 2017. The transfer of funds was still pending. Windmill funds a month after bills are incurred by Southminster and that process was just starting.

Q: Is the estimate a maximum with regards to the reimbursements?

A: (Andrew Brewin) There is a maximum on legal bills, but not on operating expenses.

Q: How many years until Southminster’s financial balance is sustainable?

A: (Ray Hall) There are a lot of variables, including the contractual milestones with Windmill. There will be less costs once the development is completed but there are currently too many unknowns and it may be that way for three or four years. Once the zoning issues are past us and the dates confirmed on redevelopment, there may be a better answer for those questions.

Q: What if there are structural problems (capital expenses) between now and demolition?

A: (Ray Hall) That would also be a Windmill responsibility (example: basement flooding or leaking roofs).

MOTION CARRIED

13. Report of Nominating Committee

MOTION that the Report of Nominating Committee be accepted as presented (Margaret Moyston Cumming/Nancy Watters)

Discussion. A question from the floor on clarification on which committees required congregational approval and which ones did not. The Chair highlighted those committees/groups that needed voting and which ones did not require explicit approval of the congregation.

The Chair also noted that there were still a few vacancies on various Committees and that if anyone was interested in becoming part of certain groups, they could contact himself or the Chair of Council or the appropriate committee chair.

MOTION CARRIED

15. Other Business

The Chair commented that he had not been presented with any other business. No other business was presented by those in attendance.

16. Closing Remarks Ray Hall

The Chair praised the hard work by all the committees and the significant progress made over the past four years in the business of Southminster. He acknowledged how difficult many decisions were and the emotional toll it had taken on the congregation in some respects. The next steps, he said, would be to work with our neighbours in Old Ottawa South in a 'reinvesting in the church'.

17. Adjournment

18. Reflection and Benediction. Rev. Eric Lukacs, Carleton Memorial United Church (in place of an ailing Rev. Elliott)

31. Congregational Meeting – April 30th, 2017

SUC Redevelopment Project Amendment Discussion

April 30, 2017

Ray Hall, Chair of congregational meetings, opened with a brief history of the redevelopment project to date: that an agreement with Windmill had been negotiated and various changes and amendments were being discussed and brought forward. The presentation by Andrew Brewin would detail the proposed changes and amendments and those present would have a chance to ask questions. At this point voting on any motion would be restricted to Southminster members.

MOVED that the Voting Privileges be extended to Adherents (Margaret Moyston Cumming/Penelope Feather)

MOTION CARRIED

Andrew presented the original proposal which had Galt Street and Bank Street to be rezoned together. The Galt Street portion would be residential (townhouses and condominiums) and Bank Street would be a commercial area.

The results of the design and consultations determined that the Bank Street project was very controversial and may jeopardize the project if rezoning was sought together. However, separating the two parcels of land would mean the sale price would be less than the original proposal. A revised proposal that deferred the Bank Street portion would put the sale price at the \$2M minimum that was part of the negotiations with Windmill.

In short, the proposed amendment would secure the \$2M and for anything above the 55,000K sq. ft. threshold Southminster would receive get \$38 sq. ft.

Q: Would there be any changes to the condo height based on these amendments? The developer is not trying to 'squeeze' more square footage into the same footprint?

A: Correct. The condominiums would still be a six-story building.

Q: Why doesn't Windmill take off the Bank Street option all together?

A: The Tomorrow Committee doesn't know. Possibly to secure overall financing but this is not a Southminster concern.

Q: Why has the CD wing land sale figures dropped?

A: Due to changes in design which has altered the square footage. That said, Southminster would still be paid our minimum (which is still subject of rezoning) and secondly, the Bank Street portion is still an option for the future.

Q: Does the square footage include parking?

A: No, it is just the residential units.

Q: What square footage is Windmill aiming for?

A: Approx. 40,000 square feet but the design is not set in stone.

Q: How many years will Windmill be paying \$120,000 a year [to Southminster for operating expense/repair support]?

A: It depends on appeals and process but two years, possibly longer with appeals. The funds were originally only for external repair but now interior as well due to negotiations. Windmill will pay Southminster bills as they are incurred and drawn down against the money Windmill owes Southminster.

MOTION: The congregation authorizes the Tomorrow Committee to amend the agreement between Southminster United Church and Windmill Developments.

Flat Price of \$2,090,000

Option on Bank Street lot

To be exercised by condo completion

\$38/sq. ft. for any space over 55,000 for total project

Moved by Andrew Brewin; seconded by Margaret Moyston Cumming

Andrew noted that the alternative by not accepting the amendment would be to cancel the whole agreement and start fresh. There was no energy to do that and while there has been talk of other deals/ideas, the Tomorrow Committee has not seen any other proposals. Andrew continued that he thought it was good deal and although it was not going to be easy, when all aspects were weighed, it was a positive option.

Margaret Moyston Cumming noted that Southminster had sought legal opinion on the amendment. The lawyers suggested it was a good amendment as it guaranteed our minimum sale price and severs the Bank Street portion from the rezoning applications to be done.

Q: Was there sufficient notice of this congregational meeting for voting?

A: Ray Hall, yes.

Q: But we did not see the motion in advance? And what is the quorum for a congregational meeting?

A: Ray defers to Margaret Moyston Cumming (Interim Chair of Council). Margaret states that a minimum 20 people or lesser of 1/3 of membership is required. Quorum is confirmed

Questions and discussion continued concerning: the details of the proposal; whether parking or garage space was or needed to be included in both area calculations and sales prices; the timelines involved with rezoning and construction; the confidence in Windmill as a developer and partner; the current state of the CD wing and the need for operating expenses to support the church in the short term; and the how the Bank Street property will be discussed and dealt with in future negotiations.

Andrew noted as well the concern about the new building overwhelming our church (physically). He advised we need to see this proposal as a balance between what is gained and what is being let go but that overall it was a good design. The certainty of the price is good for moving forward as a congregation. And he noted that conversations with the developer on Bank Street, when that happens, will be known to the congregation.

Ray calls for vote.

For: 20

Against: 2

Abstentions: 1

MOTION CARRIED

MEETING ADJOURNED

32. Congregational Meeting – Sunday, June 4th, 2017

Meeting Minutes

Southminster United Church – Investment Proposal Information Session

Sunday, June 4, 2017

12pm-12:45pm

-- purpose (motion)

To review a new, draft investment policy (draft #3, May 23, 2017) to provide guidance to Trustees and Finance and Property Committee.

To stimulate discussion among the congregation

-- names of primary participants present (e.g. chair of congregational meetings, minister, chair of council, presenter)

Presenters: Steve, Ray

-- quorum achieved: N/A

-- general description of presentation (and anything presented will be attached later as a soft copy)

- To date, most investments have been GICs (6-10 years), but interest rates have decreasing and impacting financial returns; not sustainable, or if sustained, how does this impact the mission of the church?
- New direction needed for Ministerial Mortgage fund (currently in GICs) – Transition Minister does not require mortgage and not best interest to have a large sum of money tied up in a single house
- Annual surpluses from Windmill – covering operational costs of building (hydro, gas, staff) – surpluses anticipated for next 2-3 years; what should be done with this money
- Proceeds from Sale of Property – must be invested, how to use this money going forward under the current Mission?

- Funds currently managed by Trustees – (worship supplies, operating costs)
- SUC bank account; GICs
- Risk vs. Return – what level of risk is acceptable to SUC congregants; requires feedback from congregants
- Options for investment – equity investments could be: ethical funds, GICs, bond funds, others
- Preservation of capital is imperative for Trust and Endowment Funds

-- Q&A

- Requesting direction re: Former Ministerial Mortgage Funds; potential funds from Windmill; F&P funds
- Question (Janet): As an organization are there resources, templates, policies at the national level for this type of situation? Janet can speak to points of principle, but this is a specialized request for input from expert opinion (best practice for churches)
- Response: (Steve): Have considered best practices from UCC, based on template from UCC investment policy (more extensive, but similar); for SUC – questions are 1) desired risk tolerance? 2) liquidity needs? 3) how vigorously do we want to enforce a policy to not hold certain types of assets? (no guidance is provided about this from template from UCC)
- Trish – Paul Sales – should be consulted next week as he can provide this guidance
- Question (George): sector-specific exchange traded funds could help to investment in appropriate stocks with low management fees (e.g., COW-agriculture, SYTH- infrastructure); is UCC investment strategy available to SUC (as investment advisor, with low management fee)
- Comment (Lawrence): observation - this meeting is not a firm proposal is difficult for a group to respond to, a thought out proposal that can be accepted, rejected or amended may be more helpful as an approach. General principle for managing church/charitable funds – need to be very cautious; numerous examples of risky investments that don't work out for charities – need to avoid these pitfalls and be cautious; Under no circumstances can capital be lost, for trust funds but with other funds being given, in trust.
- Question (Andrew): Appreciates the work that has been put into this meeting. Worried about the responsibility we have to donors to preserve capital and to use that capital to do things for the church; Careful to understand that simply keeping up with inflation is just status quo, but not able to use the capital for the Church. Preservation of capital – does the total amount of current funds need to be maintained, such that losses could be covered by other gains, even if Trusts lose value. A loss is not a loss until the investment is liquidated (cashed in). Can have a longer-term vision about what is possible, to use

- them for what is needed/intended, but overall policy would be beyond just matching inflation and maintaining capital.
- Answer (Steve); there is no simple answer to that question; it is a principle that we would need to agree on. We don't do Market to market accounting.
 - Question (Debbie): May or may not have money left over from Windmill – money has to go into renovations; Sanctuary work; those funds left over must be preserved for future expenditures
 - Answer (Ray): These are unknowns and these are difficult.
 - Brian: Like idea of looking at UCC investments, and we may have greater strength by aligning with UCC (wholesale prices). Could invest in the development of this project, could invest in Windmill investment (joking!)
 - Trish: UCC were debating this issue at last meeting; UCC has not taken direction of general council and this is causing conflict
 - (Ray)What would be helpful to further explore and discuss this topic to get more feedback.
 - Congregant: What questions do you want congregants to answer?
 - (Ray) Questionnaire? Would this be helpful? 2-3 questions.
 - George: mention of using a qualified investment professional; would like mutual funds to be excluded; compensating a financial advisor could be avoided by piggybacking on UCC investment strategy
 - Andrew: three general questions were helpful; 1) desired risk/return – needs to be some; education of people about what that means; liquidity – F&P can make best decision about this; 3) ethical investment needs some education before making decision
 - Trish – could be a short workshop with some concrete examples with congregants to provide council with concrete direction; this may be better for a survey (this requires that people understand the issues)
 - Margaret (Isaac): option of investing UCC foundation could invest churches money, but you can't get control back over money
 - Andrew: how does our investment policy impact on bequests left to the church (to consult with Paul Sales)
 - Janet: What is the amount in the former mortgage fund?
 - Response (Steve): \$240,000
 - Andrew: what are the total assets that could be invested
 - Response (Ray): \$450,000-\$500,000 (current funds available for investment) + \$400,000 (potential from Windmill)

- Margaret: finally have an opportunity to discuss investment; in prior years, this has not been an open discussion and this is important; a policy will help us to feel comfortable because we have fed into the process
- Question (Lawrence): Ministerial Mortgage Fund – know the proposal is not to continue the mortgage fund; was it a bad decision in the first instance? Or was a good idea then, but no longer?
- Answer: Started out in Stu Hewlett's time – small donation from friend of Len Curtis (former Treasurer); at that time, it worked out well for Stu; but different Ministers after that with different ideas than the Trustees; a lot of work and administration came with this; some conflict in loaning monies to an employee; a lot of work with many intricacies – this was difficult. So good in beginning but became onerous in the end.
- Andrew: Purpose was that it was difficult to own a home in OOS for a minister given their salary.
- (Ray) Structure for minister remuneration has changed; amount for salary and pay, housing allowance, and then the UCC changed that rule. Because of these rule changes, changes have been made to this fund at SUC.
- Steve: Don't know about past decisions, but conceptually it is not an efficient way of providing a subsidy to a minister and not effective given the size of the fund compared to cost of living in this neighbourhood; should just provide a direct subsidy rather than a low-cost loan
- (Ray): Paul to be consulted next week and look to an education session for a future date; possibly have a future consultation session with Paul Sales (after Ray has discussed this with him).

-- mover/second: N/A

-- vote count: N/A

-- adjournment noted – 1245pm