



Parkminster United Church
275 Erb Street East, Waterloo, ON N2J 1N6
Council Meeting, March 17, 2020

PARKMINSTER UNITED CHURCH COUNCIL
TUESDAY, MARCH 17, 2020
6:30 PM, ZOOM VIDEO

God is calling us to be an evolving community of faith inspired to embrace our future as we:

- *Deepen our commitment to each other*
- *Nurture our spiritual vitality and growth*
- *Live a life of loving influence in the world.*

Present via Zoom remote conferencing: Rev. Joe Gaspar, Rev. Heather Power, Kathy Shortt, Karen Schertzberg, Jennifer Allan, Maureen Crawford, Sue MacQueen, Gregg King, Sheila Rule, Richard Jackson, Doris Jakobsch

+ Guests: Jim Bowman and Nancy Dystra. Regrets: Barb Leask-Wynne,

1. Opening Prayer & Lighting of Candle - Joe Gaspar
2. Welcome and Reflection - Kathy Shortt
 - Kathy Shortt welcomed new members of Council and welcomed back former members of Council. Kathy then shared, *Prayer for a Pandemic*, by Cameron Wiggins Bellum.
3. Approval of Abbreviated Agenda
 - **Motion** proposed by Jennifer Allan
 - Seconded by Maureen Crawford
 - **Passed** unanimously
4. Approval of Minutes of 18 February
 - **Motion** proposed by Maureen Crawford
 - Seconded by Jennifer Allan
 - **Passed** unanimously
5. Liaison Reports (*Not Presented during this Abbreviated Council Session - we will have a motion to accept these reports at our next Council meeting*)
 - Community - Doris Jakobsh
 - i. Jack Reynolds and Gary Bruce have been coordinating on the Speaker Series. We've had good attendance at our first two events...85 at the Gary Bruce presentation and 76 at the Debora VanNijNatten presentation. At least half in attendance were not from Parkminster. The free will offering has totaled \$719 so far. Feedback received from attendees has been very positive, very encouraging.



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- ii. A wide range of communication efforts is being used--church and personal facebook pages; the church website, bulletin and What's Up; the Record's Community Calendar; the email notice that the Laurier Centre sends out regarding it's speaker events; a notice send to ten other local churches for communication to their members; and an email blast that Jack sends to more than one hundred people. In addition, for the March 29 presentation, flyers will be distributed in the neighbourhood and to a number of other churches.
- iii. John Milloy's March 29 presentation The Role of Faith in Political Discourse has been postponed because of coronavirus precautions; John has agreed to rebook in the future.
- iv. Three speakers (two from Parkminster) have been booked for the Sept - Nov period:
 - 1. - U of W Prof Doris Jakobsh on Women in World Religions
 - 2. - U of W Prof Gerry Boychuk on The U.S. Presidential Election
 - 3. - WLU Prof Blaine Chiasson on Should We Be Afraid of China?
- o Development - Maureen Crawford
 - i. *(Not Presented during this Abbreviated Council Session)*
- o Connections - Sheila Rule: *(Not Presented during this Abbreviated Council Session)*
 - i. Baptism on April 19th, 2020 - Fyfe Magni Bonnah Adamson will be baptized. The Very Reverend the Lois M. Wilson, the child's great grandmother, will take part in the service.
 - ii. Police Check requirements for volunteers - instructions have been sent to appropriate committees. Police checks will need to be updated every three years.
 - iii. Lunch Bunch - initiative to be reinstated under the leadership of Norma Hutton. All will be welcome to attend.



6. BUSINESS ARISING FROM THE MINUTES

- i. Resettlement Committee - Nancy Dykstra/Jim Bowman: The arrival of our new Syrian refugee family is delayed by the Covid-19 travel ban; however, this does give us a chance to resolve a financial problem that has arisen through a misunderstanding of our financial funds available for their settlement. As is explained in Appendix 1, a report by Nancy Dykstra and Jim Bowman, the RSC thought that there was about \$30,000 in a fund for Siham and about \$12,000 in a fund for Fadi. However, when Jim contacted the treasurer, it turned out that there was only one fund for Siham with an amount of \$30,467. The missing funds were used to provide extra support to the Al Mohammad family as the relationship was formally ending. Jim and Nancy laid out some possible solutions to help resolve this issue. Members of the Resettlement Committee have already pledged between \$5000-\$6000. We could ask for some funding from Outreach and we could also ask for some funding from the Parkminster Memorial fund. Discussion and a formal request to Council will be made in due course
- ii. to restore the \$12,000 fund for Fadi, which is a requirement of his settlement.

7. NEW BUSINESS

- I. Parkminster Computer - Kathy Shortt/Gregg King: Parkminster computer was attacked (encrypted) with Ransomware. Financial, email and some other files have been restored. We are now storing our files on the cloud. Fortunately, tax receipts were completed beforehand as well as the CRA submission. The 2019 balance sheet has been restored but there is no financial data from before 31 December 2019. Committee chairs will be asked to submit their historical files at a later date.
- II. Men's Bocce Ball - Kathy Shortt: see Appendix 2 (for information only; no discussion)
- iii. EDGE Document - Kathy Shortt: see Appendix 3 (for information only; no discussion)
- iv. Financial Report - Gregg King: see Appendices 4 & 5 (for information only; no discussion)



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- v. Signing Authority Motions - Kathy Shortt
- The following signing authority resolutions were approved at the March 16 meeting of the Parkminster United Council.
 - ✓ THAT Gregg King and Richard Jackson be added to the list of those with signing authority for Parkminster United Church documents requiring such authority, and with respect to the Parkminster chequing and savings accounts at Your Neighbourhood Credit Union.
 - ✓ THAT Maedith Radlein and Kathy Hagedorn-Hehl be removed from the list of those with signing authority for Parkminster United Church documents requiring such authority, and with respect to the Parkminster chequing and savings accounts at Your Neighbourhood Credit Union.
- vi. COVID 19:
see Covid-19 Recommendations & Action items that follow:
- MOTION:** Karen Schertzberg moved that these COVID-19 recommendations be adopted, seconded by Greg King and passed unanimously.

COVID-19 Response Recommendations to Council March 17, 2020

Prepared by Maureen Crawford, Mark Dunbar, Rev. Joe Gaspar, Rev. Heather Power, Kathy Shortt

Background

The spread of the COVID-19 virus is now a pandemic that has necessitated measures by public health agencies to limit its spread. The latest recommendations among other things include, vigilance around hygiene and contact to prevent the spread of the virus to vulnerable populations, social distancing of two arm lengths and a limit on gatherings to no more than 50 people. As a Council it is our responsibility to consider the impact on the life of the congregation and implement measures that are in line with public health recommendations. In order to provide Council a basis from which to work, a small group from Council and Mark Dunbar from the Property Committee gathered to consider the issues and provide recommendations. In this work the group agreed to be guided by the following values;

- Prevention and Safety
- Compassion
- Community



Recommendations-Use of the Building and Staffing

- It is recommended that all Church activities (including worship) and rentals (except the Sustainable Market) will be cancelled until April 5th 2020. This is to be reviewed prior to this date and updated as need be.
- It is recommended that the Sustainable Market be an exception to the proposed cancellation policy as they are providing a vital service. Purchasing and paying for groceries online is a safe way to shop. Last week the SM prepacked all the groceries so that customers did not have to touch anything. We are asking the SM to deliver the food to customers so that only the SM employees will be in the gym.
- It is recommended (with his consultation) that our Custodian, Allen Switzer be asked to do a deep clean of the areas used by the SM. This should be doable within the current hours allocated to the position given the significant reduction in the overall use of the building.
- It is recommended, after consultation with Melanie Chisholm, that our Administrative Assistant work from home. In doing so she will check voicemail regularly and return calls. Steps are being taken to allow Melanie to access her office computer remotely. Melanie has volunteered to check for mail once per week. **Once per week may not be sufficient, will need to check with Jack Reynolds on frequency and Bert Blackburn on whether the mailbox has a lock.**
- It is recommended that one person be designated to do the work that must be done in the office for the ongoing financial administration of the church.
- It is recommended that all key holders, save for the SM, staff and a designated finance representative refrain from entering the building **as much as possible. Kathy will communicate with the office the need for flexibility in regards to building entry.**
- It is recommended a sign be placed on one of the front doors stating that **there is restricted access to the building. If a key holder (except for staff, the designated finance person or the Sustainable Market) needs to get into the building they are to contact a Parkminster representative. A sign in and out clipboard will be placed by the front door that key holders are asked to fill in upon entry and exit. Hand sanitizer will also be placed there for use upon entry and exit from the building. Key holders will be contacted about this policy**

Recommendation-Worship

- Joe, Heather and Neil will work together to develop web-based worship, possibly in a format such as Zoom that allows people to come together remotely either by



internet or telephone. A worship service will take place at the regular Sunday morning worship time. This will be a time of experimentation with adjustments made along the way. **Joe and Heather will look into the possibility of recording the service for the purposes of posting it online.**

Recommendations-Pastoral Care

- It is recommended that no in-person pastoral care take place amongst staff and volunteers. The exception being for staff caring for someone in a palliative care situation or other extremely urgent situations necessitating in-person care. In such cases staff would implement all public health advice pertaining to such a visit.
- It is recommended that 2x2 visitors increase the frequency of contact with their visitees via telephone and other remote ways of contact.
- It is recommended that ministry staff proactively contact those who may not have a 2x2 visitor but might be deemed vulnerable by virtue of isolation. As well the congregation will be encouraged to reach out to one another and update ministers (with permission) where extra support might be needed.
- It is recommended that a system be developed to aid those who have limited supports, are shut-in and may have trouble obtaining such things as groceries and other supplies.
- **It is recommended that no in-person committee meetings take place at this time. If committees are to meet they are to use remote technology to do so.**

Recommendation-Finances

With the cessation of in-person worship and most rentals, Parkminster will suffer financially. It is estimated that \$2,000.00 per month will be lost in rental income alone.

- It is recommended that in the context of a pastoral letter to the congregation addressing the current situation that mention be made of the need to continue to support the ministry of Parkminster for those that are not on PAR by mailing in offering, donating through the link on the website or signing up for PAR.

Recommendation-Monitoring and Adjusting

It is recommended that a COVID-19 Working Group be formed to monitor the ministry and administration of the church during this time and make/suggest adjustments as needed. This group would meet weekly to support staff, share/solicit feedback and evaluate the ministry and



administration during this time. The group would consist of the Executive of Council (Chair, Vice-Chair, Secretary, Treasurer, 2 Ministers). If a member of the Executive cannot not participate or if a member of Council felt strongly about being a part of this group the membership could be adjusted. **Karen Schertzberg volunteered to replace Gregg King. Sheila Rule volunteered to serve to provide a pastoral care perspective. It was suggested that having a medical perspective on this committee might be important and that Barb Wynne could be asked. Sheila Rule stated that if Barb agrees, Sheila would step down as Barb could also provide the pastoral care perspective.**

- vii. A.O.B.
- viii. Closing Prayer

NEXT MEETING: APRIL 21, 2019 at 6:30 p.m.

Kathy Shortt, Chair

Richard Jackson, Secretary

APPENDICES

- 1: Resettlement Finances
- 2: Bocce Report to Council
- 3: EDGE: A Network for Ministry Development
- 4: Balance Sheet (29 February 2020)
- 5: Profit & Loss Statement (January - February, 2020)



Appendix 1: Resettlement Finances

In preparation for the February meeting of the Resettlement Committee (RSC), one of my tasks was to find out the exact amount of money that was in the funds for Siham and Fadi. The understanding of RSC was that there was about \$30000 in a fund for Siham and about \$12000 in a fund for Fadi. However, when I contacted the treasurer, it turned out that there was only one fund for Siham with an amount of \$30467.

In June 2019, as our formal relationship with the Al Mohammads was coming to an end, the RSC used most of their remaining funds to:

- help restore the rental property to a saleable condition;
- help with moving and housing costs, and to
- contribute to the family RESP.

A small amount of money was kept for any more incidental costs. At the end of 2019, these remaining funds were transferred to the fund for Siham. That fund has just enough in it now to cover minimum requirements for that sponsorship commitment. So where were the funds for Fadi?

This is the motion that was passed at the Congregational meeting in February 2018:

That PUC approve another refugee sponsorship and undertake to sponsor Siham Ali Al Mohamad, her seven children and nephew Fadi Al Mohamad, as refugees through the United Church of Canada with a commitment by Parkminster to provide financial, practical and emotional support to the family for a minimum of one year from the date of their arrival in Canada. , including the establishment of a fund for at least \$42000 with \$30000 of that amount generated through fundraising initiatives and a further \$12000 to be drawn from the existing re-settlement fund.

We suffered a collective memory lapse and made a collective error when instead, we used the existing resettlement fund to provide extra support to the Al Mohammads as the relationship was formally ending. We ask for forgiveness. How do we fix this problem?

The RSC is meeting Monday evening (March 16). Part of the agenda will continue a conversation about exactly that question – what can we do to restore the \$12000 we need for Fadi? We plan to bring some options to Council on Tuesday evening.

Respectfully,

Jim Bowman and Nancy Dykstra



Appendix 2: Bocce Report to Council

Report provided by: Men's Club/pop up

March 17th 2020

Bocce for All application

Council approved an application to Service Canada for a Community Bocce league, in 2019. The submission was given approval by Service Canada in late February and an amount of \$23,900, was awarded to Parkminster to establish a community bocce league based at Parkminster.

The funds provided by Service Canada will be used for the following:

- 1. Purchasing bocce equipment**
- 2. Website enhancements to include the league, scheduling etc.**
- 3. Marketing**
- 4. Storage for equipment**
- 5. Miscellaneous supplies related to the program**

The Men's Club will be the administrators of the program and will oversee the scheduling and administration of the funds.

The Property Committee will be actively involved in the setup, specifically around the storage aspect of the equipment and how that will look.

There will be a more in-depth update on the program and next steps, in the next report to council.

This is a great community outreach that has the potential for bringing more outside groups into Parkminster thus enhancing our commitment to our neighbourhood and regional partners.

Please stand by for further information in the weeks to come.

Bruce Mutton

Project Coordinator



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Appendix 3: EDGE: A Network for Ministry Development

The United Church of Canada

3250 Bloor St W, Suite 200, Toronto, ON M8X 2Y4

1-800-268-3781 edge@united-church.ca

Name of Community of Faith: Parkminster United Church

Contact Person: Clare Forde

Contact Email: clare.e.forde@gmail.com

Financial Review

This form was adapted from the Viability Assessment created by Lesley Harrison for EDGE: A Network for Ministry Development

This is Form 2 of 3 to be completed for your Viability Assessment. This form asks about the following information:

- a) Generosity
- b) Investments
- c) Building costs and revenues
- d) Overall revenue and cost breakdown

This document should be completed by a team of people who have responsibility for the finances of your community of faith.

Generosity

Number of Identifiable Givers by Year

*Percentage Change = [(2019 Number - 2015 Number) / 2015 Number] * 100*

2015	2016	2017	2018	2019	Percentage Change (%)
180	180	178	181	176	- 4%



Ages of the Identifiable Givers and Amount of Contribution in 2019

Age	Number of Identifiable Givers	Total Given—Local, Outreach, Capital, Endow, Benevolent & CE	% Given	Average Amount Given
<40	15	12,000	3%	\$800
40 - 59	66	120,000	30%	\$1,818
60 - 74	49	116,000	29%	\$2,367
75+	46	150,000	38%	\$3,261
Total	176	398,000		\$2,261

Look at what age groups are responsible for the highest and lowest giving. What are the implications?

Not surprisingly, those over age 60 are giving the most. 67% of our households are over age 60. Those under age 40 are not able to give at the level of the older members. Fourteen households are giving more than \$5,000, with half of them below age 75. There is potential for significant financial shortfalls as we lose our oldest members...those over age 75 are giving almost 40% of our offerings. Although we added ten new members in 2019, we're seeing a gradual decline in our membership numbers--241 households in 2015 vs 219 in 2019. We lose members through death, relocation, etc., but as well, our Membership Committee is in touch with those not active and not contributing and moves them to the 'inactive' roll when appropriate (22 members were re-categorized as inactive in 2019).

Describe the pattern of congregational giving. In what ways is this being addressed?



We are addressing this concern in a variety of ways:

- we've strengthened our ministry team...going to two full-time ministers;
- being a welcoming, caring and affirming congregation;
- doing very significant outreach for those less fortunate in our community and elsewhere;
- engaging members in a very wide range of social and educational activities;
- giving others a chance to 'engage' at Parkminster with the hope that it will help grow our membership—food truck events, community BBQ, speaker series, bocce league, Monday morning playgroup, LGBTQ potluck dinners open to the community, etc.
- with an exceptional music program;
- by involving more than 125 members in the on-going work of the church;
- we have grown our rental income and expanded our fundraising (somewhat)
- we are engaging with EDGE to pursue revenue growth and outreach possibilities
- and most notably in 2019, with a stewardship initiative entitled *Inspired To Give* which generated an increase of more than \$30,000 in annual givings.

Investments/Trust Funds at Year End

Please indicate the amount left in each account at year-end for the past five years.

Name of Trust/Fund	2015	2016	2017	2018	2019
Endowment Fund	310,187	302,925	302,135	266,902	270,122
Capital Fund	46,521	48,333	45,939	40,549	48,239



TOTAL	356,708	351,258	348,074	307,451	318,361
<p>Are you drawing upon the principal of your investments and/or trust funds for operating expenses? If so, what trend has emerged over the past 3-5 years?</p>					
<p>Yes, but to a minor extent--a donor-directed amount of \$500/yr plus \$2,400/yr for salaries from the fund arising from the sale of the manse; and further amounts for special needs--attempting to approximate a 4% payout, depending on investment results. Grants to the operating fund have ranged from \$5,000 to \$21,700 over the past six years. The grant in 2019 was \$7,700. Notwithstanding an accumulated reserve of \$69,000 in our operating fund and a very successful stewardship campaign in 2019 which generated more than \$30,000 of additional annual offerings, there will be growing pressure to meet increasing costs as our older and most generous givers pass away.</p>					
<p>Given the use of investments and/or trust funds, comment on congregational viability.</p>					
<p>At a time when society grows increasingly more secular and churches are closing, Parkminster is a vibrant congregation which is more than holding its own. We are an extremely active, caring and inclusive community, with an outstanding music program. To ensure that we continue to thrive, and avoid the necessity of any drastic cost-cutting in the years ahead, we need to find additional ways to generate revenue other than through offerings.</p>					



Building Finances

	2015	2016	2017	2018	2019
Total Revenue Generated from the Building					
Rental	14,000	15,190	15,059	17,909	24,095
Parking				865	865
<i>Other (please specify)</i>					
TOTAL	14,000	15,190	15,059	18,774	24,960
Total Building Expenses					
Utilities/Phone/Internet	24,651	19,914	19,715	20,812	25,307
Bldg/Property Security					
Computer/Phone					
Elevator					
Gas, Hydro, Water					
Janitorial Supplies					
Mtce & Repairs					
TOTAL	24,651	19,914	19,715	20,812	25,307
Capital Improvements	122,319	15,618	20,440	81,721	10,655



What percentage of your budget is allocated to building maintenance and repairs? If you do not allocate a percentage, how are maintenance and repairs determined?

Our annual 'occupancy' costs represent about 7% of our operating budget.

Capital investments over and above that are financed through our capital fund and via grants. In recent years capital expenditures have included \$5,000 in roof repairs, \$50,000 for washroom and entrance renovations, \$15,000 for a chair lift to our choir loft, building a labyrinth, upgrading our sound system, and in 2020 will include equipment to establish a inter-church bocce league.

What reserve funds are available for capital improvements and unexpected maintenance?

Our capital fund remains consistently in the \$40,000 - \$55,000 range. At January 1, 2020, it stands at \$48,200.

Our operating fund accumulated reserve stands at \$69,000.

Do you have a fund or process to receive special gifts for the building? If so, what is the balance of that fund and how much does it receive in a typical year?

Some members give weekly or monthly to our capital fund.

Occasionally we do a special appeal for a capital expenditure. Most recently, we did a small appeal to fund picnic tables for use at our weekly food truck event.

Revenue and Cost Breakdown

Please populate the Building Revenue Total and Building Operation Total from the previous table. When the table has been filled in, the percentage change can be calculated by left clicking on "!Zero Divide" to update the field. If the formula does not work, we will fix it when upon return of the forms.

Revenue Item	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Budget	% Change



Local Fund Offerings-excludes Outreach, Capital, Benevolent, CE & Endowment Funds	275,179	276,010	289,863	287,239	305,943	322,000	
Fundraising/Events	5,382	11,298	10,610	5,961	9,739	4,800	
Rent	11,550	15,190	15,059	18,774	24,960	28,000	
Other Revenue	19,238	12,671	18,993	15,112	6,614	6,000	
Less Exp for Other Rev & Fundraising	15,282	11,142	11,584	11,918	3,943	5,000	
NET REVENUE	296,067	304,027	322,940	315,168	343,313	355,800	
Cost Item							
Salary & Benefits	226,418	229,086	246,845	263,366	277,887	288,000	
Ministry & Program	9,336	14,139	14,882	13,743	14,036	15,100	
Office/Admin & Insurance	20,641	18,200	36,374	17,009	17,179	18,000	
Regional/National Assessment	9,996	11,000	10,288	11,477	12,625	12,600	
Bldg Opns	24,651	19,914	19,715	20,812	25,307	25,000	
TOTAL COSTS	292,339	292,339	328,106	326,407	347,034	358,700	



Optg Fund Surplus (Def)	5,025	11,688	(5,166)	(11,239)	(3,721)	(2,900)	
Endow Fund Transfers	7,906	21,181	21,714	9,253	7,760	2,900	
Optg Fund Surplus (Def) after Endow Fund Grants	12,931	32,869	16,548	(1,986)	4,039	-	

What is the pattern emerging with regard to your surpluses or deficits?
Over the past three years, we have had operating deficits, alleviated to a large extent by grants from our endowment fund. We anticipate a continuation of that pattern as our expenses grow, and as our oldest and most generous givers pass away.
What factors are creating this pattern?
Although we are a vibrant church and continue to attract new members, the younger generation can't/don't give at the level of our older members, and our costs continue to rise. We are living in an increasingly secular society—hence the closing of so many churches across Canada.
What steps are in place to consider the pattern and address it in terms of viability?



There are many steps being taken to ensure our future viability:

- We decided in 2017 to move to two full-time ministers. We now have a very strong ministry team.

-Our 2019 stewardship initiative was very successful, and there will now be a focus on legacy giving.

-We have increased the number of households on PAR-now almost half of our members are on PAR.

-We are working to expand our program for children and youth, and we host a Monday morning playgroup open to any family in the community.

-We invest heavily in our music program, which attracts new members. We have an exceptional music director.

-We are doing a better job of 'marketing' Parkminster via Facebook, our website, our road sign and a video monitor in the church entrance.

-We are in the 4th year of weekly food truck events, and in 2020 initiated a monthly 'speaker series'-- both outreach initiatives, but also a means of attracting those nearing or in retirement who would like to be a part of the Parkminster community

Do you receive funding from outside grant sources (i.e. not from your region or United Church grant programs)?

Yes, we have utilized federal and provincial government grants to employ summer students, to build a labyrinth, to install a chair lift, to purchase bocce equipment to start a bocce league, etc.



Appendix 4: Balance Sheet (29 February 2020)

	Total (\$)
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	44,728.37
Savings	300,552.09
Total Cash and Cash Equivalent	\$345,280.46
Total Current Assets	\$345,280.46
Total Assets	\$345,280.46
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accrued expenses	328.00
Due to Benevolent Fund	9,524.20
Due to Capital Fund	51,734.00
Due to CE Fund	6,036.00
Due to G5 Misc Refugee Support	0.00
Due to Outreach Fund	3,254.76
Broadview	785.00
General Outreach	2,592.00



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Total Due to Outreach Fund	\$ 6,631.76
Due to Parkminster Refugee Fund	30,436.00
Due to SAH Dabab	36,586.00
Due to SAH Mhd Talal Arab	34,307.00
Due to SAH Mohamed Alshaar	35,461.00
Due to SAH Mohammed Al Adawi	35,264.00
Due to the Local Fund	11,855.50
GST/HST Payable	-2.59
HST Payable	5,630.50
Total Current Liabilities	\$263,791.37
Total Liabilities	\$263,791.37
Equity	
Opening Balance Equity	68,927.00
Retained Earnings	-0.13
Profit for the year	12,562.22
Total Equity	\$81,489.09
Total Liabilities and Equity	\$345,280.46

Tuesday, Mar 31, 2020 08:19:01 AM GMT-7 - Accrual Basis



Appendix 5: Profit & Loss Statement (January - February, 2020)

	Total
INCOME	
Endowment Fund Transfer	2,900.00
Offerings	
Members	42,507.64
Assessment fees	2,310.00
Choral Scholar	2,080.00
Non-tax-receipt donations	18,300.46
Total Members	\$65,198.10
Non-members	878.35
Total Offerings	\$66,076.45
Other income	
Interest	407.22
Miscellaneous income	7.60
Total Other income	\$ 414.82
Rental Income	5,165.00
Special Events	
Speaker Series	519.50
Total Special Events	\$ 519.50
Total Income	\$ 75,075.77



COST OF GOODS SOLD

Cost of Goods Sold

Event Expenses

Community Outreach 100.00

Total Event Expenses \$ 100.00

Total Cost of Goods Sold \$ 100.00

Total Cost of Goods Sold \$ 100.00

GROSS PROFIT \$ 74,975.77

EXPENSES

Facilities

Computer/Internet/Phone 237.79

Gas 527.70

Hydro 679.15

Janitorial Supplies 49.85

Repairs and Maintenance 1,076.54

Water 388.96

Total Facilities \$2,959.99

Ministry Expenses

Communications 2,533.29

Inclusive Committee 124.95

Minister Travel 37.26

Ministry Expenses - Other 240.00

Music 521.57



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Worship	218.61
Total Ministry Expenses	\$3,675.68
Office & Administration	
Bank & Payroll Service Charges	268.99
Business licences & Permits	172.83
Dues & Subscriptions	84.00
Insurance	765.00
Office & Administration - other	1,779.75
Office Supplies, Postage etc.	362.44
Printing & Reproduction	997.80
Total Office & Administration	\$4,430.81
Salaries & Benefits	
Employer paid benefits	8,707.31
Staff Allowances	1,573.54
Staff Salaries	37,909.97
Total Salaries & Benefits	\$48,190.82
UCC Assessment Fee	3,156.25
Total Expenses	\$62,413.55
PROFIT	\$12,562.22

Tuesday, Mar 31, 2020 08:19:40 AM GMT-7 - Accrual Basis