

Parkminster United Church

ANNUAL REPORT 2021



You are not alone.
Come share the journey.

Table of Contents

Messages	2
Living our Faith Through Connections	4
Living our Faith Through Development.....	7
Living our Faith Through Community	10
Church Leadership	14
Church Finances.....	17
Congregational Meeting Minutes.....	27
The Life of our Church.....	31

WHO WE ARE AT PARKMINSTER UNITED CHURCH

Parkminster is a theologically evolving community of faith that:

- Celebrates the rich heritage of our Christian faith,
- Takes seriously the spiritual search as believers, questioners, and questioning believers,
- Celebrates music as a key expression of the Spirit,
- Nurtures children and youth in their spiritual journey,
- Is welcoming, open, inclusive,
- Respects our diversity as we seek unity in the Spirit,
- Has a wealth of gifts, talents and passions,
- Practises our spirituality by serving others and reaching out to the community beyond our doors,
- Demonstrates a strong sense of fellowship and commitment to caring for each other and for our world,
- Embraces the sacredness of all life and the living earth.

WHO GOD IS CALLING US TO BE AND DO

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, and
- Live a life of loving influence in the world.

Editor's Note: Many thanks to everyone who contributed to this 2021 Annual Report. How wonderful it is that despite another year of pandemic, Parkminster's people continue to find ways to connect, develop, and be a positive influence in our greater community. As usual, the Annual Report is a reflection of how our church community has lived its faith over the past year through our stories and reports.

Jennifer Allan



Messages

FROM OUR MINISTRY TEAM - REVEREND HEATHER POWER AND REVEREND JOE GASPAR



Dear Friends,

2021 was another year marked by the pandemic and all of the challenges that accompanied it. Yet, in spite of many hours logged on Zoom, being physically distanced from each other, and yearning for a return of some semblance of what we knew pre-COVID, there are things that happened this past year that we must uplift:

- While support for the Al Mohammed family transitioned to a more ongoing relationship, the Resettlement Committee with a group of new volunteers welcomed Siham and her family and Fadi to Canada.
- Technology was purchased and installed in the sanctuary and we began to broadcast services from there.
- Hybrid worship became a new term in church life as we welcomed people back into the sanctuary while still maintaining an online congregation.
- We continued to see many people of all ages contribute to the worship life of Parkminster by pre-recording videos of songs, plays, scripture, statements of welcome and more.
- We continued to support the Mission and Service Fund and local outreach at the high level the larger church now expects from us.
- Through the leadership of the Inclusive Ministries Committee, we engaged the work of anti-racism in Zoom-based pop-up conversations, the adoption of a statement of solidarity with Black Lives Matter, the hosting of an evening with young Black scholars in the UCC, and ongoing learning and reflection at the Council level.
- The Christian Education Committee continued to engage families with well attended virtual family parties, access to online weekly activities, and another engaging Christmas Pageant.
- The Membership and Pastoral Committee reached out with cards and phone calls to just about everyone.
- The Outreach Committee continued faithfully to do its work in helping Parkminster support our community and beyond, whether it was the YW Shelter, House of Friendship, A Better Tent City or other worthy organizations. Thank you for your commitment to the mission and ministry of Parkminster whether that be in the gift of time, talent or treasure.

We are blessed to work with an incredible staff team who have adapted to new ways of working with grace and ease. We cannot thank Melanie, Neil, and Allen enough for all the ways – seen and unseen – that they bless the Parkminster community. We are so grateful to you all. We are also so grateful for the amazing leadership of Parkminster: From committees and committee Chairs, to the ongoing work of the COVID Working Group, to the leadership and vision of Council with great thanks to Chair, Jennifer Allan, for her grace-filled leadership in this challenging time. Thank you all.

The butterfly has long been a symbol of our faith, a metaphor for our own spiritual journey, especially so at Easter. It is a symbol of spiritual rebirth, transformation, change, hope, and life. The universal symbolism for butterflies is transformation, which is quite fitting for these tumultuous, transformational times that we, and the church as a whole, are living through.



For many, living during the pandemic has signaled a sense of transformation – a time to evaluate life in its current state and set goals for manifesting change individually and collectively. The butterfly symbolizes transformation and joy. Its dance reflects the need for movement from where we are to our next phase of being. As we make this movement it won't always be the graceful movement of dance; there will be stumbles. As we move through these pandemic times through change both imposed and sought let us hold fast to one of the great lessons for these times. Let us be kind, let us give each other the benefit of the doubt, let us assume that we're all struggling with things known and unknown. Despite the challenges that we have faced and continue to face, friends, do not lose hope. We give thanks for the strong sense of community and support offered by Parkminster.

Blessings,

Rev. Heather and Rev. Joe

FROM OUR CHAIR OF COUNCIL – JENNIFER ALLAN



Butterflies, in general, are amazing in the transformation they undergo as they struggle to emerge beautifully from their restrictive cocoons. Monarch butterflies in particular are especially awesome in their migration over the continent, each year embarking en masse on a seemingly never-ending journey.

Looking back on 2021, I note some similarities with monarch butterflies. Many of us were forced into a time of restrictions and cocooning through the winter and spring of this past year. Further, 2021 feels like we've been through quite a remarkable journey, sometimes moving forward, other times holding steady and yet, other times, back-tracking. And we've done it together.

My time as Council Chair started in March with a focus on Parkminster's commitment to becoming an anti-racist church. Council partnered with Inclusive Ministries to make space in Council meetings for reflection, discussion, and learning about anti-racism. We did so until our summer break and when we resumed in August all our attention turned back to managing the ups and downs of the pandemic. It is our intent to do more anti-racism learning together in 2022.

The pandemic journey has been filled with many highlights. Our return to the sanctuary was carefully planned and started with Rev. Heather and Rev. Joe along with Music Director Neil broadcasting from the sanctuary on Thanksgiving Sunday. And we had a lot for which to be thankful. It was four weeks later that we moved forward again and welcomed folks back to the sanctuary in-person for our first hybrid service. These hybrid services lasted until the week before Christmas when the Omicron variant moved us back to remote broadcasting from the sanctuary.

Our hybrid services are quite different from Parkminster services of the past. Yes, there are pandemic-related restrictions that mean we can't greet each other the same way, we can't sing and we can't socialize in person. But these restrictions are temporary. Gradually and with the struggle to make us stronger, we are emerging from our cocoons. In that emergence, we are balancing the personal choices of both those at home and in-sanctuary. As our worship leaders share their attention between in-person and virtual attendees to bring a sense of closeness to both, we widen the reach of our Sunday worship and ensure we remain relevant in the new hybrid world.

While we were grappling with the pandemic, important work has continued to happen in the church through our leaders and many volunteers, as you'll read in this annual report. I'm so grateful to you all. Despite the ebbs and flows of our journey, the Parkminster community has pulled together to deepen our commitment to each other, nurture our spiritual vitality and growth, and live a life of loving influence in the world. We are most certainly not alone. With empathy, curiosity, kindness and understanding we will emerge from this trying time and share this challenging yet beautiful journey together.



Living our faith through Connections



Deepening our commitment to each other

COMMUNICATIONS EXPRESSING OURSELVES

Supports the communications, promotions and marketing needs of the church to ensure those within and outside our congregation receive the right information at the right time in a way that speaks to them.

Members: Sarah Bruce
(Chair), Jennifer Allan,

The role of the Communications Committee is to market Parkminster's vision and mission, reflect Parkminster's life and activities, and foster community. This year our committee answered the purpose call in the following ways. First, we kept the congregation informed when we communicated changes to church services and when we transitioned to hybrid services until Christmas in the weekly What's Up email. This helped us maintain connections during the pandemic.

We ensured that the church website was up-to-date with current information and everything that goes on in and around the church including:

- COVID updates
- Information about the leadership team and committees
- Our purpose
- Weekly services



Melanie Chisholm, Laura Mutton, Kathy Shortt, Pat Smith

The newsletter, which was published six times in 2021, was important this year as it allowed members to maintain connections and hear about the work of the committees. We want to personally thank Jennifer Allan for her work over the last eight years pulling them together.

This year we continued to hear feedback from church members that the length of the What's Up weekly email was too long. The committee met and discussed ways to reduce its length while keeping the congregation informed. We decided to make the email a downloadable PDF which reduced its length from well over five pages down to two. We updated the layout to include images for each of the sections and we focused the information so readers can read what interests them. We also kept links to some content on the website for people to click that want further information. We have received positive feedback from various church members following this change.

Parkminster is a vibrant community and the communications team is always striving to improve communication both within our congregation and in the wider community.

NOMINATING GETTING INVOLVED

Works from October to January to identify leadership openings for the year ahead and to then recruit nominees for Church council, committees, Board of Trustees, Region 8 representative, and other positions of leadership... people with the interest, experience and time required to serve.

Members: Mary Reynolds (Chair), Liz Forde, Jeanne Foster, Barb Leask Wynne, Kathy Shortt and Jean Wilson

The Nominating Committee contacts Council and Committee Chairs in the Fall to establish their needs and then approaches people who may be interested in and well suited for those roles. The Committee also advertises available positions so that interested members of the congregation may come forward at their own initiative.

We celebrate the willingness of so many in the Parkminster family who give so generously of their time and talent... as evidenced by the list of more than 100 volunteers presented at each year's annual meeting. Thank you!

PASTORAL CARE & MEMBERSHIP REACHING OUT

Pastoral Care and Membership work together

During these past two very challenging years, it has never been more evident that Parkminster is a very caring and supportive congregation, reaching out to others among us with friendship and a helping hand, and making an immensely valuable contribution in the community at large. That gives us cause for optimism and anticipation for the year ahead.



to create an environment where new people, members and adherents are welcomed, feel that they belong, are valued and are not alone, creating a place where we work together, worship together, care for one another and socialize together. We challenge and encourage all members of the congregation to recognize that it is not just the work of this committee, but a calling to each of us to care for each other; our friends, our congregation and people in the community.

Members: Virginia McQuay and Mary Reynolds (Co-Chairs), Delores Benedik, Isobel Field, Barb Leask Wynne, Marion Mutton, Sheila Rule, Jenny Sheldon, Mary Willsie, Jean Wilson

While caring for others is something in which we all engage, our Pastoral Care Committee continued with its important share of that work, complementing the efforts of our Ministers. They stayed in touch with those in difficult times: a card ministry which reaches hundreds each year, a prayer shawl ministry which touches the lives of the lonely, ill and grieving, visits where it was possible to do so safely, delivery of Christmas Poinsettias and home-made Valentine cookies, many, many telephone calls, and continuation of our annual Longest Night Service for those grieving a loss. Because people having lost a loved one were not able to receive a plant or spring flower as they normally would at the Easter Service, tulip bulbs were planted in memory of each loved one in the Peace Garden at the church.

As in-person services resumed, Membership re-activated House Groups and also now host the vaccination confirmation and screening table. They stayed in touch with many in the congregation including newcomers, kept church membership records up-to-date, including the directory used by church leaders and the congregation, and assisted Stewardship with its year-end calls of appreciation.

Regrettably, the pandemic meant suspension of our annual Newcomers Lunch, the annual Chili Lunch, and the Fall Welcome Back BBQ.

As we write this, we are hopeful that the time will soon come for sharing a meal and talking and laughing together in the church.



Living our faith through Development



Nurturing our spiritual vitality and growth

CHRISTIAN EDUCATION FOSTERING EXPLORATION

Provides children, youth and young families with their own experience of a faith community; explores the story

The goal of nurturing our spiritual vitality and growth is directly reflected in our purpose, and is woven through all that we do. While all of our programming aims to have an educational and spiritual component, the second goal of deepening our commitment to one another is another high priority in Christian Education programming.

Part of the development of spiritual growth in children and youth is teaching them about the importance of fostering caring relationships and we work to model those actions through our volunteers and our interactions with participants of our programs. Furthermore, without a



of the Holy (God) through the Bible and other stories; and connects these stories to the lived experience of the learners with emphasis on creativity, healthy relationships and the development of compassion.

Members: Franceen Wagner (Chair), Wendy Rudd, Rob Vanderlinden, Lyn McNiffe, Lynn Harper, Joscelyn Alexander, Anne Dunbar

deep commitment to each other, we would not be able to find the deep volunteer base on which we rely to make our programs a success.

We have held virtual events for our Young Families and Youth throughout the year: Valentine's Day Party, Halloween Party, and a Christmas Party. We had an average of 15 participants and the responses indicate that they enjoyed the time we shared with them.

We also posted a link to virtual lessons for our weekly Sunday morning program. In this way we show how we live the learning of our faith. Our Youth Group has met when able throughout this year and includes students from Grade six to 12. We are looking forward to being able to meet in-person again.

We provided "Pew Packs" for our in-person service in late November and early December to help children stay occupied in the pews. They are ready to go when we get to in-person services again. We would like to say a sincere thank you to Rev. Heather and Rev. Joe for their support and the support of their families.

STEWARDSHIP SHARING PASSION

Cultivates knowledge and passion about our mission; helps the congregation understand how the budget reflects our mission statement. Interprets, through stories, why resources are needed and how they will be used; personalizes giving by providing the opportunity for people to express their gratitude for what their gifts do.

Members: Bruce Mutton (Chair), Thelma Hamilton, Jeanne Foster, Marg Parkinson, Fern Dempsey, Bill Spall

In 2021, Parkminster folks continued to give of their time, talent, and treasure in generous ways. We continue to produce an impressive roster of volunteers who do everything from knitting prayer shawls, installing internet routers, tutoring new Canadians, cooking, and delivering food to marginally housed people to chairing committees looking at options for our property, creating COVID safety plans and hosting anti-racism conversations. Thanks to you we ended the year in a small surplus, continued to support the Mission and Service Fund at a high level and financially supported the resettlement of Siham and her family and Fadi. On behalf of the Stewardship Committee thank you for your commitment and generosity.

These continue to be challenging times and you continue to come through. The Stewardship Committee also found the past year to be challenging at times. We planned a Legacy Giving workshop in January that unfortunately needed to be cancelled due to low enrollment. The committee decided to look at this again when we can get together in person and share a meal together. We also decided, given the uncertainty of the times, to postpone a full giving campaign until possibly the fall of 2022.

We continued this year to invite people to share stories of "What Parkminster Means to Me" on the Sundays of Advent and as always these were well received. Thank you to Lori McKim-Lang, Jim Bowman and Liz Forde for doing this. As well, committee members along with members of Council and other volunteers undertook to either call or write to every person who gave of themselves in some



way to the Parkminster community. Many described this as a very rewarding experience where much appreciation was received.

Thanks go out to committee members Fern Dempsey, Jeanne Foster, Thelma Hamilton, Bruce Mutton, Marg Parkinson, and Bill Spall. We especially thank Bruce Mutton who stepped aside this year as Chair but will stay on the committee and Jeanne Foster who will be leaving the committee. May 2022 be a year where you know God's blessings even as you have been a blessing to others.

WORSHIP & MUSIC

NURTURING SPIRITUALITY

Works with the ministers and music director in all matters pertaining to worship services.

Members: Shelley Mutton (Chair), Neil Murray, Linda Bird, Laura Cudworth, Kathleen Vanderlinden, Sandi McMullen, Lee McWebb, Carolyn Machan Rudolph

2021 brought new challenges and new opportunities for connection. After quickly learning how to provide online workshop services through Zoom in 2020, Rev. Heather, Rev. Joe and Neil reinvented their jobs once again to offer hybrid services. For a brief time in the fall, people were able to attend the services in-person, or through Zoom, Facebook, or telephone. Neil was able to have practices and record the choirs and soloists in the sanctuary. In addition, another choral scholar from Wilfrid Laurier University was added to the roster. We are now up to three choral scholars (Grace Ronan, Xander Bechard and Anthony Pacheco) whose solos have helped to enhance an already robust music program despite all that COVID has thrown at us.

This was only made possible through the work of the audio-visual (AV) team, Terry Ridgway and Rob Vanderlinden. They have devoted many hours to learning about how best to manage the many aspects of the technology and running it for our services. We all appreciate the huge amount of effort involved in making this happen. Those who were able to attend the services remarked about how special it was to be back in each other's company and how they appreciated the feeling of being in the space.

The end of the year brought an end to in-person services, as the COVID numbers surged in our community. While we are once again attending from home, Neil, Rev. Joe and Rev. Heather are able to deliver the services from the church building. We can all appreciate the view of our beautiful sanctuary, including some never-before-seen views of Neil playing the organ in the choir loft.

Our sense of connection with each other is evident in the sharing of joys and concerns and at coffee-time after the service ends, as we share thoughts and news.



LIVING OUR FAITH THROUGH

Community



Living a life of loving influence in the world

INCLUSIVE MINISTRIES

GIVING VOICE TO ALL

Provides a focus of inclusiveness and responds to information about events and opportunities or requests for assistance from other groups pursuing inclusiveness; assists in increasing all aspects of inclusiveness at Parkminster and in our community.

Members: Liz Forde, (Chair),
Nancy Dykstra, Maedith
Radlein, Allen Switzer, Kevin

During this past year Inclusive Ministries has continued to follow the United Church's example of working to become an anti-racist denomination. We hosted the Black Scholars who had examined the way black people felt worshipping in the United Church. As a result of this evening's presentation, Inclusive has asked Outreach to include support for BIPOC groups within our community. We worked with Council to start the process of becoming mindful of white privilege and to self-reflect about unconscious biases that we might hold. We brought a petition to Parkminster to send to Laura Mae Lindo to seek equity in our schools. We have used parts of the United Church's 40 Days of Engagement on Anti-Racism.

Inclusive Ministries and anti-racism are also about Living Into Right Relations (LIRR) with indigenous neighbours. We continued to support 1492 Landback Lane with a monthly meal. Nancy sends monthly bulletins to help interested people engage with events, initiatives and issues related to LIRR along the Grand River Watershed. Inclusive signed a petition in support of the Wet'suwet'en Land Defender.



Smith, Adrienne Barrett
Hofman, Jayden Jones

Self-reflection is important but actions such as signing the petitions and donating to groups supporting BIPOC illustrates ways in which we can make a difference and become anti-racist.

OUTREACH

OFFERING A HAND UP

Educates the congregation about the total mission of the church, to address the fact that our interests and actions as a congregation extend into our local and global communities; and to encourage and arrange congregational participation in local and global projects.

Members: Wendy Watson (Chair), Jim Bowman, Laura Hamilton, Roberta Hickey, Elna Robertson, Andrea Spracklin, John Watson, Liz Forde

COVID has continued to challenge us and our world as we knew it. The need for reaching out to the local and global communities is greater than ever. Part of our Outreach mission here at Parkminster is to live a life of loving influence in the world. The incredible financial support of the UCC's Mission and Service fund and the ever-present volunteer and monetary support which appears when there is a need suggests we are doing just that.

In the fall, Linda Bird and grandson Jaxson organized and ran a very successful Socks for Souls fundraiser. With your help they collected over 600 pairs of socks along with a variety of clothing and bedding which they distributed to seven different local organizations. Thank you to everyone.

Since 2008, Elna Robertson has organized members of Parkminster to cook and serve a Christmas dinner for the residents of the YW Emergency Shelter (formerly Mary's Place). With COVID restrictions in place the past two years, things had to look a lot different but at no time was there a thought to cancel this event. Once again Parkminster responded with turkeys and delicious desserts and gift cards. Thank you to everyone.

For two years Roberta Hickey has organized a group of 18 volunteers to provide desserts, drinking boxes and granola bars twice a month to A Better Tent City (ABTC). In the midst of ongoing hardships for the residents of ABTC the food and drink provided are a bright spot. Thank you to everyone.

The breadth of volunteering and the activities and organizations supported by us all at Parkminster is remarkable and we have highlighted only three.

The reaching out by us all is often unsung. It is, however, oh so much a part of who we are as a congregation. There is a deep sense of caring for others both within and beyond our doors. Thank you to everyone from Outreach.

PROPERTY

MAINTAINING OUR PLACE

Responsible for the security, care and maintenance of church property and systems.

During 2021 we continued to look after the needs of our facilities:

- The church continued in various stages of lockdown for the whole year due to COVID.
- Custodial services were greatly reduced for most of the year but resumed in the fall as we opened for some rentals and hybrid services.



Members: Robert Blackburn (Chair), Bud Adams, Mark Dunbar, Peter McLean, Virginia McQuay, Terry Ridgway, Allen Switzer, Rob Yorke

- In March, Bert, Terry, and Ginny refurbished the Family Room with colours and materials selected by Andrea Gaspar. Ginny and Andrea continued to work on the Family Room with new furniture added.
- Our grant for full AV equipment was denied, so Council approved the installation on a more conservative scale. Terry and Bert worked with Soundco to install the equipment and Terry became the primary operator.
- We moved to a hybrid service mode in the fall with Terry running the AV equipment with help from Rob Vanderlinden.
- We have applied for a grant for more enhancements to our AV system.
- The sound baffles were refurbished in the Gym as a work party with Bert, Terry, Bud and Mark. Andrea chose the material.
- New tables were purchased for the gym to replace the wooden ones to accommodate the needs of the Bocce Ball league that will be set up after the pandemic.
- Mark and a retired plumber friend completed some significant repairs to our boiler system during summer shutdown.
- We have continued to maintain our grounds with Ginny looking after the beds, Bud cutting the grass and Marilyn Hill, along with friends, looking after the labyrinth area. Spring and Fall cleanups continued on a socially distanced basis.

We thought the pandemic would be behind us by now, but we continue on a mostly online basis.

CAPITAL PROJECTS POP-UP

Created to consider our physical space (building and property) and come up with a long-term goal that meets the needs of our church community and expands our use.

Members: Clare Klingenberg (Chair), Andrea Gaspar, Bruce Mutton, Bert Blackburn, Terry Ridgway, Ron Usaty, Kathy Shortt, John Watson, Rob Hehl, Jeff Stacey

Due to the current world situation, we had to press pause on our goal, as we were aware that the objectives we were considering pre-pandemic may be changing, and new needs may arise that we had not considered before.

We have recently decided to begin moving forward again with our current objectives which include outreach initiatives or other income opportunities. At the same time, we are aware of larger maintenance projects that are going to be required (parking lot repaving, roof). We are trying to incorporate these all into one larger plan with assistance from EDGE.

EDGE works with congregations and ministries across Canada in the areas of new ministry, renewing ministry, property, and innovation. We have currently agreed to Phase One of the UCC's Development Strategy in which EDGE will help us make informed property decisions.

We have currently wrapped up Phase One of the original plan and are waiting for a number of questions to be answered before presenting the second stage to Council.



RESETTLEMENT POP-UP

Members: Jim Bowman (Co-Chair), Nancy Dykstra (Co-Chair), Cobie Love, Lori McKim-Lang, Sheila Rule, Glenn Harper, Jean Stacey, David Osborne, Jamie Hofman, Don Linkletter, Jeanne Foster, Kathy Shortt, Karen Quehl, Debora Van NijNatten

In 2018, the Parkminster family decided to sponsor relatives of the Al Mohammeds, who had come to Canada in 2015. Rob McQueen submitted an application to sponsor Siham Al Mohamed with her seven children, aged four to 15, and another for Fadi Al Mohamed. Siham is Khairiya Al Mohammed's sister, and Fadi is nephew to both women.

A new Resettlement Committee was formed in 2019, co-chaired by Nancy Dykstra and Jim Bowman.

Siham and her children arrived on December 16, 2020, in time for a long COVID lockdown! They began life here in Nancy's home, which gave the children access to a backyard during quarantine and play space in adjacent Victoria Park afterwards. Park play dates became the first one-on-one contacts with the family. In February, they were able to move into their current home, which is coordinated by a Parkminster family.

Throughout the year committee members have met weekly with Siham, completed paperwork, taken the family to appointments and social activities, and assisted with shopping, transit and school needs. We have also been blessed by support from friends and strangers who have no connection to Parkminster.

While our financial support for Siham has now ended, many committee members and Parkminster volunteers will continue their personal support. Siham has said, *"All of Parkminster are my family now."*

Our hope for Fadi to arrive with Siham did not materialize. Lessons in patience were many along the way and he finally arrived on December 7, 2021. He lives with Khairiya and Yehya, whose children speak excellent English. He is very grateful to be here. As Jim was driving him here from the airport, Fadi said, *"You will always be part of my life story."*

Siham and Fadi's words reveal the depth of relationships that Parkminster's "YES" to sponsorship creates. In this journey together we are truly walking on holy ground.



Left to Right: Jim Bowman, Fadi Al Mohamed and Nancy Dykstra



Left to Right: Khairiya Al Mohammed and Siham Al Mohamed

Church Leadership

CHURCH COUNCIL AND COMMITTEE LEADERSHIP

AV RESOURCE TEAM

Rob Vanderlinden, *Co-ordinator*

John McMullen

Mike Henhoeffter

Marilyn Hill

Terry Ridgway

Gabriel Bruce

Owen Rudolph

Joe Sheldon

Dana Usaty

Colleen Usaty

Kieran Power

BOARD OF TRUSTEES

Jim Bowman, *Chair*

Lynda King, *Treasurer*

Debbie Miethig, *Secretary*

Jeff Stacey

Ted Oldfield, *Vice-Chair*

Rob Hehl

Sue MacQueen, *Council Rep*

CAPITAL PROJECTS STEERING COMM

Clare Klingenberg, *Chair*

Bert Blackburn

Andrea Gaspar

Ron Usaty

Kathy Shortt

Terry Ridgway

Bruce Mutton

Rob Hehl

Jeff Stacey

COVID WORKING GROUP

Jennifer Allan, *Chair*

Kathy Shortt

Bert Blackburn

Rev. Joe Gaspar

Richard Jackson

Barb Leask Wynne

Rev. Heather Power

Carolyn Machan Rudolph

Karen Schertzberg

Franceen Wagner

CHRISTIAN EDUCATION COMMITTEE

Franceen Wagner, *Chair*

Wendy Rudd

Rob Vanderlinden

Lyn McNiffe

Lynn Harper

Joscelyn Alexander

Anne Dunbar

CHURCH COUNCIL EXECUTIVE

Jennifer Allan, *Chair*

Deb Siertsema, *Vice Chair*

Kathy Shortt, *Past Chair*

Richard Jackson, *Secretary*

Gregg King, *Treasurer*

COMMUNICATION TEAM

Sarah Bruce, *Chair*

Jennifer Allan, *Newsletter & Annual Report*

Lee Osborne, *Photographer (non-attending)*

Pat Smith, *Photographer*

Laura Mutton, *Facebook*

Kathy Shortt, *Website*

Melanie Chisholm, *Office Communications*

FINANCE COMMITTEE

Gregg King, *Treasurer*

Don Pendlebury

Heather Watts

Jack Reynolds

Marilyn Hill, *Envelope Administrator*

Kathy Shortt, *Envelope Steward*

GIFTS & MEMORIALS

Linda Bird

INCLUSIVE MINISTRIES COMMITTEE

Liz Forde, *Chair*

Nancy Dykstra, *Truth & Reconciliation*

Maedith Radlein

Allen Switzer

Kevin Smith

Adrienne Barrett Hofman

Jayden Jones

LIAISONS for COUNCIL

Doris Jakobsh, *Community*

Sandi McMullen, *Development*

Sheila Rule, *Connections*

MEMBERSHIP & PASTORAL CARE COMMITTEE

Virginia McQuay, *Co-Chair & Secretary*

Mary Reynolds, *Co-Chair & House Groups*

Delores Benedik

Isobel Field, *Welcome Table Coordinator*

Mary Willsie, *Records*

Sheila Rule

Marion Mutton

Barb Leask Wynne

Jenny Sheldon

Jean Wilson, *Prayer Shawls*

MINISTRY & PERSONNEL COMMITTEE

Karen Schertzberg, *Chair*

John Watson

Rob MacQueen

NOMINATING COMMITTEE

Mary Reynolds, *Chair*

Jean Wilson

Liz Forde

Kathy Shortt

Jeanne Foster

Barb Leask Wynne

OUTREACH

Wendy Watson, *Chair*

Jim Bowman, *Treasurer*

Laura Hamilton

Roberta Hickey

Elna Robertson

Andrea Spracklin

John Watson *Food Trucks*

Liz Forde, *(non-attending, Caregivers & Tots)*

PROPERTY COMMITTEE

Bert Blackburn, *Chair*

Bud Adams, *Kitchen Coordinator*

Mark Dunbar

Virginia McQuay, *Garden Rep.*

Terry Ridgway, *Computer Support*

Allen Switzer, *Custodian*

Rob Yorke, *Computer Support*

Peter McLean

RECORDS MANAGEMENT

Barb Monteith, *Archivist*

Ted Oldfield, *(Trustee files)*

REPRESENTATIVE MEMBERS

Church Extension Council - not required

Maedith Radlein, *Region 8 Rep*

RESETTLEMENT COMMITTEE

Jim Bowman, *Co-Chair*

Nancy Dykstra, *Co-Chair*

Cobie Love

Lori McKim-Lang

Sheila Rule

Glenn Harper

Jean Stacey

David Osborne

Jamie Hofman

Don Linkletter

Jeanne Foster

Kathy Shortt

Karen Quehl

Debora Van NijNatten

STAFF ADVOCATES

Bob Hudgins (Neil)

Lorna Hundt (Allen)

Barb Leask Wynne (Melanie)

STEWARDSHIP COMMITTEE

Bruce Mutton, *Chair*

Thelma Hamilton

Jeanne Foster

Marg Parkinson

Fern Dempsey

Bill Spall

WORSHIP & MUSIC COMMITTEE

Shelley Mutton, *Chair*

Neil Murray, *Music Director*

Linda Bird

Laura Cudworth

Kathleen Vanderlinden

Sandi McMullen

Lee McWebb

Carolyn Machan Rudolph

Chancel Sub-Committee

Thelma Van Camp, *Chancel Rep.*

Virginia McQuay

Annette Dekker

Ruth Farley

Mary Flewelling-Pinchen

Pat Harris

Karen Quehl

YR-END ACCTG RECORDS REVIEW

John Dippell

Note: Many committees include

Rev. Joe Gaspar & Rev. Heather Power



OUR CHURCH STAFF



Reverend
Heather Power
Minister of
Word and
Sacrament



Reverend
Joe Gaspar
Minister of
Word and
Sacrament



Neil Murray
Music Director



Allen Switzer
Custodian



Melanie
Chisholm
Office
Administrator

MINISTRY AND PERSONNEL

Provides a consultative and supportive body for church staff. Fosters communication for good working relationships among church staff, and between staff and the congregation. Makes recommendations on compensation, and administers human resources policies as required including job description revisions, annual goal setting and performance reviews. Recruits staff for lay positions and ensures appropriate orientation. Informs Church Council about committee activities and significant issues.

Members: Karen Schertzberg (Chair), John Watson, Rob MacQueen

Once again Ministry and Personnel would like to acknowledge the contributions and dedication of our staff throughout a second year of extraordinary times. The world we live in now is far different from what we were accustomed to. While this may be the second COVID year and we may be more familiar with this new era, it can still be a strange environment to navigate. Our staff has done this with determination and grace.

Rev. Joe and Rev. Heather's Sunday morning Zoom services have allowed us to continue worship, albeit different than sitting in the sanctuary. We had a brief return to the church with the expertise of our technology department to create a "hybrid" church service. Thank you to this very talented group!

Melanie continues to work from home during the lock down. It has been seamless for us and provides safety for her. A win- win for sure! Allen has continued his role throughout the pandemic providing cleaning to ensure the Rental Groups remained safe to enter our building when they were able to do so. It is safe to say that providing the music during these times took expertise and determination. Thank you, Neil, for your gifts and time to create the most amazing music during our Zoom and hybrid services.

We look forward to returning to our building and have the knowledge and experience that we can do this safely once we are able.

We rang in 2022 and with it the feeling of the unknown. Will this be the year we return to "normal"? Ministry and Personnel will continue the journey to foster a collaborative and supportive atmosphere for all at Parkminster. By virtue of their unique talents and gifts, Rev. Joe, Rev. Heather, Neil, Allen and Melanie make our church a warm and welcoming place to live out our faith.



BOARD OF TRUSTEES

Carries out the duties of the Trustees as outlined in the Manual of the United Church of Canada.

Members: Jim Bowman (Chair), Ted Oldfield, Lynda King, Debbie Miethig, Sue MacQueen, Jeff Stacey, Rob Hehl

The year continued with a global pandemic with many variants. The Trustees have continued to meet using online platforms.

Expenses were decreased from previous years, and requests for additional financial support from the Trustees continued to be minimal.

1. Parkminster Memorial Endowment Fund made up to \$10,000 available for disbursements. (This represents 4% of the fund's opening balance). Total spending includes the spending noted plus Memorial Garden engraving. Thank you for all those who have supported this fund or have made donations in the memory of individuals. Out of this fund, we supported:
 - Minister salary budget
 - Outreach Budget by donating funds to help meet its budget
 - Alice Irwin's Legacy with the Parkminster Card Ministry
 - Supporting Jayden Jones in their education in Ministry

Please refer to the Trustee's financial statement for specific dollar amounts.

2. Property and Liability Insurance:
 - Continued to review property and liability insurance and the renewal of the church insurance policy.
 - Continued to discuss church rentals and our current insurance coverage policy.
3. We worked with Bert Blackburn, Property Chair, in approving a request from Waterloo North Hydro for an easement to a new condo development in our area. In negotiations, we requested a new outdoor electrical box for future planning needs.
4. Continued to oversee the church property including the Memorial Garden.
5. Maintained the Memorial Garden as a special place of remembrance on the lawn in front of the church. The trustees oversee the Garden, look after the financial aspects, arrange for engraving of memorials, maintain a register of subscribers and a log of related memorial services. Thank you to Mike Forler and Virginia McQuay for doing the maintenance for this garden and the other gardens around the church.

Respectfully Submitted by Debbie Miethig, Secretary



Church Finances

BOARD OF TRUSTEES FINANCIAL REPORT

December 31, 2021

Parkminster Memorial Endowment Fund

This fund represents the amalgamation of funds known as:

1. Parkminster Minister Support Fund (formerly Manse Fund)
2. Parkminster Christian Education and Outreach Fund (designated from Mabel Miller)
3. Parkminster Endowment Fund
4. Parkminster Memorial Garden Fund (designated)

I. Fund Activity

Opening Balance - January 1, 2021 *		\$ 252,041.98
Plus: Donations **		2,200.00
Increase in Market Value of Investments		61,718.14
Less: Local Fund - Ministry & Operating	\$ 4,430.24	
Card Ministry	500.00	
Christian Education & Outreach	3,900.00	
Memorial Garden maintenance	350.00	
Memorial Garden capital expenses (engraving)	240.25	(9,420.49)
Closing Balance - December 31, 2021 *		<u><u>\$ 306,539.63</u></u>

II. Financial Position - December 31, 2021

Chequing Account	\$ 3,735.76
Investment Fund – 5950.11 Units *	305,303.87
Accounts Payable	(2,500.00)
	<u><u>\$ 306,539.63</u></u>

* Includes the Market Value of Investments at the date indicated

**Includes Gifts & Memorials, bequests & other donations

Submitted by: Lynda King, Treasurer
Reviewed by Bill Spall



LOCAL FUND - STATEMENT OF REVENUES AND EXPENSES AND PROPOSED BUDGET

For The Year Ended December 31, 2021, and Budget for 2022
(in \$)

	2021 Actual	2021 Budget	Better (Worse)	2020 Actual	2022 Budget
Income					
Offerings	282,612	337,233	(54,621)	268,657	307,000
Events/Fundraising	287	700	(413)	1,110	40,000
Rental Income	6,798	15,000	(8,202)	14,400	10,000
Other Revenue	3,906	1,400	2,506	1,190	1,800
Total	293,603	354,333	(60,730)	285,257	358,800
Event Expenses	0	0	0	100	0
Net Operating Revenue	293,603	354,333	(60,730)	285,157	358,800
Expenses					
Salaries & Benefits	281,762	291,979	10,217	281,814	292,000
Ministry	9,738	15,150	5,412	10,770	15,000
UCC Assessment	12,600	12,624	24	12,625	12,700
Facilities	22,823	22,300	(523)	17,463	25,000
Office/Other	14,973	15,180	207	8,990	17,000
Total	341,896	357,233	15,337	331,662	361,700
Net Operating Surplus (Deficit)	(48,293)	(2,900)	(45,393)	(46,505)	(2,900)
Endow Transfer	4,930	2,900	2,030	2,900	2,900
Govt Subsidy	45,225	-	45,225	90,994	-
Surplus (Deficit)	1,862	-	1,862	47,389	-

Independent Review

As required by Section 4.4 of the United Church Manual, I have inspected the statement of Revenues and Expenses and the Statement of Financial Position of the Local Fund of Parkminster United Church, as of and for the year ended December 31, 2021. These financial statements have been prepared by the treasurer and approved by the Finance Committee.

While I have not confirmed the accuracy of the general offerings or other revenue, I have inspected the recorded transactions and compared them to appropriate bank records. I have tested the payroll, and other disbursements for validity and accuracy.

During the year, as a result of changes caused by the COVID pandemic, certain internal controls were not enforced.

However, I have concluded that these financial statements are a reasonable reflection of the financial position of the Parkminster United Church Local Fund as at, and for the year ended December 31, 2021.

January 16, 2022

John O. Dippell, CPA, CA



LOCAL FUND - STATEMENT OF FINANCIAL POSITION

As at December 31, 2021 and 2020 (in \$)

	2021	2020
Assets		
Cash and short-term investments	384,450	445,100
Prepaid Expenses	2,225	-
Accounts receivable	7,119	10,601
Total Assets	393,793	455,701
Liabilities		
Accounts payable and accruals	1,601	1,055
Due to Parkminster Refugee Fadi Fund	8,494	9,950
Due to Parkminster Refugee Siham Fund	-	35,303
Due to Parkminster Refugee Support G5 Fund	4,787	3,896
Due to Parkminster Refugee RSC Contingency Fund	1,649	5,092
Due to SAH ¹ Group – Mhd Talal Arab Refugee Fund	34,922	34,616
Due to SAH Group – Dabab Refugee Fund	3,743	36,922
Due to SAH Group – Mhd Alshaar Refugee Fund	36,100	35,784
Due to SAH Group – Mhd Adawi Refugee Fund	33,457	33,164
Due to Christian Education Fund	7,049	6,545
Due to Benevolent Fund	4,754	6,941
Due to Inclusive Fund	61	-
Due to Capital Fund	67,016	63,866
Due to Outreach Fund	32,140	27,798
Due to Bocce Ball League	21,707	23,308
Due to iPad Grant	4,818	-
Due to Local Fund (Foundation grants for subsequent years)	13,316	15,144
Total Liabilities	275,615	339,384
Reserves		
Accumulated reserves - beginning of the year	116,316	68,927
Net surplus (deficit) for the year	1,862	47,389
Accumulated reserves - end of the year	118,178	116,316
Total Liabilities and Reserves	393,793	455,701

¹ SAH stands for Sponsorship Agreement Holder. These are refugee sponsorships through the UCC which are externally funded, but for which Parkminster has banking and oversight responsibilities. The Due to Bocce Ball League is government grant money to fund equipment, etc. for a community bocce league at Parkminster. The Due to iPad Grant is government grant money to purchase iPads for individuals in need of such devices, and to provide associated technical support.



CAPITAL FUND - STATEMENT OF REVENUES AND EXPENSES

For the years ending December 31, 2021 and 2020 (in \$)

	2021	2020
Income		
Offerings	23,258	
Expenses	20,108	5,707
Net Surplus	3,150	15,627

CAPITAL FUND - STATEMENT OF FINANCIAL POSITION

As at December 31, 2021 and 2020 (in \$)

	2021	2020
Assets		
Due from Local Fund	67,016	63,866
Reserves		
Accumulated reserves - beginning of year	63,866	48,239
Net surplus (deficit) for the year	3,150	15,627
Accumulated reserves - end of year	67,016	63,866

BENEVOLENT FUND – DUE TO BENEVOLENT FUND

As at December 31, 2021 and 2020 (in \$)

	2021	2020
Opening Balance, January 1	6,941	9,693
Offerings	2,671	580
Total	9,610	10,273
Transfers to Benevolent Bank Account for use by Ministers	2,600	2,500
Disbursements directly from the fund	2,256	832
Closing Balance, December 31	4,754	6,941

BENEVOLENT BANK ACCOUNT

As at December 31, 2021 and 2020 (in \$)

	2021	2020
Opening Balance, January 1	593	724
Transfers to the Account from the Benevolent Fund	2,600	2,500
Total	3,193	3,224
Monies disbursed by Ministers for Benevolent Purposes	2,268	2,631
Closing Balance, December 31	925	593



CHRISTIAN EDUCATION FUND – STATEMENT OF REVENUE AND EXPENSES

For the years ending December 31, 2021 and 2020 (in \$)

	<u>2021</u>	<u>2020</u>
Income		
Offerings and fundraising revenue	504	509
Total	<u>504</u>	<u>509</u>
Expenses		
Expenses	0	0
Total	<u>0</u>	<u>0</u>
Net Surplus (Deficit)	<u>504</u>	<u>509</u>

CHRISTIAN EDUCATION FUND - STATEMENT OF FINANCIAL POSITION

As at December 31, 2021 and 2020 (in \$)

	<u>2021</u>	<u>2020</u>
Assets		
Due from Local Fund	<u>7,049</u>	<u>6,545</u>
Reserves		
Accumulated reserves - beginning of year	6,545	6,036
Net surplus (loss) for the year	<u>504</u>	<u>509</u>
Accumulated reserves - end of the year	<u>7,049</u>	<u>6,545</u>



REFUGEE FUNDS - STATEMENT OF REVENUES AND EXPENSES

For the years ending December 31, 2021 and 2020 (in \$)

	2021	2020
REFUGEE FUND SIHAM		
Balance in the Fund at the start of the year	35,303	30,466
Donations	11,991	6,971
Movement of funds from Refugee Fund Fadi	-	2,593
	47,294	40,030
Expenses	47,294	4,727
Balance in the Fund	0	35,303
SAH-MHD TALAL ARAB REFUGEE FUND		
Balance in the Fund at the start of the year	34,616	34,207
Donations	-	-
Interest Income	306	409
	34,922	34,616
Expenses	-	-
Balance in the Fund	34,922	34,616
SAH – DABAB REFUGEE FUND		
Balance in the Fund at the start of the year	36,922	36,486
Donations	-	-
Interest Income	263	436
	37,185	36,922
Expenses	33,442	-
Balance in the Fund	3,743	36,922
SAH – MHD ALSHAAR REFUGEE FUND		
Balance in the Fund at the start of the year	35,783	35,361
Donations	-	-
Interest Income	317	423
	36,100	35,783
Expenses	-	-
Balance in the Fund	36,100	35,783
SAH – MHD AL ADAWI REFUGEE FUND		
Balance in the Fund at the start of the year	33,164	36,364
Donations	-	-
Interest Income	293	400
	33,457	36,764
Expenses	0	3,600
Balance in the Fund	33,457	33,164



REFUGEE FUNDS CONTINUED

	<u>2021</u>	<u>2020</u>
REFUGEE FUND - FADI		
Balance in the Fund at the start of the year	9,950	-
Donations	0	13,085
Move funds to Refugee Fund Siham	0	-2,593
Move funds to Refugee Fund RSC Contingency	0	-392
	<u>9,950</u>	<u>10,100</u>
Expenses	<u>1,456</u>	<u>150</u>
Balance in the Fund	<u>8,494</u>	<u>9,950</u>
 REFUGEE FUND – RSC CONTINGENCY		
Balance in the Fund at the start of the year	5,092	-
Donations	2,257	4,700
Transfer funds from Refugee Fund	783	392
	<u>8,132</u>	<u>5,092</u>
Expenses	<u>6,483</u>	<u>-</u>
Balance in the Fund	<u>1,649</u>	<u>5,092</u>
 REFUGEE FUND – SUPPORT G5 Formerly MISCELLANEOUS REFUGEE SUPPORT		
Balance in the Fund at the start of the year	3,896	1,225
Donations	29,105	15,000
	<u>33,001</u>	<u>16,225</u>
Expenses	<u>28,215</u>	<u>12,329</u>
Balance in the Fund	<u>4,786</u>	<u>3,896</u>

The Refugee Support G5 fund is associated with the SAH Funds. It is externally funded and being used to provide support for sponsored refugee families awaiting emigration.

The Refugee RSC Contingency Fund is for use by the Parkminster Resettlement Committee as needed with respect to the two Parkminster refugee sponsorships, for Siham and family, and for Fadi.



OTHER FUNDS INCLUDED ON LOCAL FUND BALANCE SHEET

Due to Bocce League

	2021
Balance in the Fund at the start of the year	23,308
Expenses	1,601
Balance in the Fund	21,707

Due to iPad Fund

	2021
Grant Received in 2021	24,662
Expenses	19,844
Balance in the Fund	4,818

Due to Inclusive Fund

	2021
Donations	1,015
Expenses	954
Balance in the Fund December 31, 2021	61



OUTREACH FINANCIAL REPORT

For the years ending December 31, 2021 and 2020 (in \$)

	2021 Actual	2021 Budget	2020 Actual
Budgeted Inflows			
Weekly Offerings – Regular Outreach	66,406		65,695
Community and Other Outreach Projects ** See below	1,815		2,223
Broadview	890		1,138
	69,111	80,000	69,056
Special Appeals (Not in budget)	1,050		2,986
Total Inflows	70,161	\$80,000	72,042

Budgeted Outflows			
Mission and Service Fund	51,863	56,000	49,377
Broadview	2,375	2,600	2,475
Honoraria/Calendars/Miscellaneous	34	300	180
Community and Other Outreach Projects (see below)	17,615	21,100	17,024
	71,887	80,000	69,056
Special Appeals (Not in budget)	1,945		2,601
Total Outflows	73,832		71,657

Community and Other Outreach Projects		Inflows	
Plett Meal Centre, South Africa	2,025	25	3,274
Five Oaks	1,300		1,200
Reaching Our Outdoor Friends (ROOF)	1,100		1,000
House of Friendship	2,325	25	2,200
YW Shelter (formerly Mary's Place)	2,290	390	1,950
Yemen Food Relief	400	400	
Fridays at First (formerly Out of the Cold)	1,000		1,000
The Food Bank of Waterloo Region	850	850	700
Supportive Housing of Waterloo (SHOW)	2,350	50	2,200
Outreach Travel Fund			
A Better Tent City	1,300		1,000
Reception House	1,200		1,100
Wayside	1,100		1,000
Healing of the Seven Generations	375	75	400
	17,615	** 1,815	17,024

Special Appeals			
Nicaragua – building project	1,795	900	2,601
Healing Fund	150	150	
	1,945	1,050	2,601

Other Parkminster Outreach projects			
Funds for Siham and Fadi		14,248	
Benevolent Fund		2,671	
Landback		1,015	

Note: Some totals may be off due to rounding.

Note: Inflow and Outflow totals do not match as there was a carry-over from 2020.



OUTREACH 2022 BUDGET

(in \$)

Budget Item	2022	Percent of Budget	2021
Mission and Service Fund	\$56,000	70%	\$56,000
Broadview	\$2,400	3%	\$2,600
Honoraria/Contingency/Resource Fund	\$300	0%	\$300
<i>Community and Other Outreach Projects</i>	\$21,300	27%	\$21,100
Five Oaks			
House of Friendship			
Lincoln Heights Breakfast Program			
YW Shelter (Mary's Place)			
Fridays at First (formerly Out of the Cold)			
Plett Meal Centre (South Africa)			
Reception House			
Reaching Our Outdoor Friends (oneROOF)			
Supportive Housing of Waterloo (SHOW)			
Waterloo Wayside			
A Better Tent City			
The Food Bank of Waterloo Region			
Outreach Travel Fund (max. \$2,500 per year)			
Totals	\$80,000	100%	\$80,000

Offerings to Parkminster's *Outreach Fund* are shared – approximately 75% of undesignated funds goes to the *Mission and Service Fund* and 25% goes to other charities, mostly in our local community.

Prepared By: Jim Bowman, Treasurer, Outreach



Congregational Meeting Minutes

FEBRUARY 21, 2021

The meeting was held via Zoom video-conferencing.

Attendance: Quorum was met with a total of 96 members and 12 adherents present (45 participants are required for a quorum, i.e., 20% of the number of the households under pastoral oversight as given in the Annual Report).

1. Mission and Vision Statements:

Kathy Shortt, the Chair, shared Parkminster's Mission and Vision statements as printed on page 1 of the 2020 Annual Report.

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.

2. Chair's Opening Remarks:

- a. Kathy Shortt welcomed everyone to the first ever Virtual Annual Congregational Meeting. She admitted that if Nominating had told her that she would have to run a Virtual Annual meeting as part of her Chair duties, she might have given them another answer!
- b. Kathy noted that there have been many changes this year as a result of the pandemic but one thing that has not changed is the quality of our Annual Report. She thanked Jennifer Allan for another stellar Annual Report! The congregation appreciates all the hard work involved.
- c. Something else that she noted that has not changed is Parkminster's dedicated, talented and caring staff. Rev. Heather, Rev. Joe and Neil are now Zoom masters and Parkminster coffee time talk show hosts. They have risen to the challenge of online services, and done such a great job helping us find strength, hope and inspiration, through their messages and music. Thank you from the congregation. Melanie has thrived while working from home and Allan is going to have our church gleaming in every corner when we return. Thank you.
- d. Kathy also expressed her gratitude to the Church Council and the newly formed COVID Working Group. These groups of people have spent countless hours making decisions and drawing up safety protocols. She thanked them for their gift of time and their dedication to Parkminster.
- e. Kathy was proud to say that the work of Parkminster did not stop during the pandemic. The congregation cared and nurtured each other, sewed hospital gowns and masks, baked for Mary's Place and A Better Tent City, sponsored and helped a refugee family get settled in our community, and gave money to families in Nicaragua. The congregation supported the Black Lives Matter movement and is moving forward with educating itself on White Privilege.
- f. Even with the challenges of the pandemic, Kathy reported that she thoroughly enjoyed her time as Chair. She cherished the new relationships she developed and she enjoyed deepening other relationships. She noted that it was inspiring to see the leadership in this church and to be a part of that leadership team. She was proud of this community and the caring work done by it. This pandemic has proven that the Holy Spirit is strong at Parkminster.
- g. Kathy enthusiastically welcomed Jennifer Allan as the new Council Chair and she looks forward to assisting Jennifer, Council and the congregation to fulfilling its dreams for Parkminster and the world.
- h. Kathy Shortt then asked Joe Gaspar to give the opening prayer, memorials and celebrations.



3. **Opening Prayer/Memorial/Celebrations** – Rev. Joe Gaspar
See page 32 of the Annual Report “The Life of Our Church”
4. **Motion** that the congregation approve Kathy Shortt as the Chair of this Annual Congregational Meeting: moved by Jennifer Allan, Seconded by: Richard Jackson, **Carried**
5. **Motion** that the congregation approve Richard Jackson as the Secretary of this Annual Congregational Meeting. Moved by: Jim Bowman, Seconded by: Liz Forde. **Carried**
6. **Motion** that all active adherents be allowed to participate and vote in this Annual Congregational Meeting. Moved by: Doris Jakobsh, Seconded by: Sheila Rule. **Carried**
7. **Motion** to accept the Agenda. Moved by: Bert Blackburn, Seconded by: Bruce Mutton. **Carried**
8. **Motion** to accept the Minutes of the Annual Congregational Meeting dated Sunday, February 23, 2020, pages 28-31. Moved by: Jim Bowman Seconded by: Liz Forde. **Carried.**
9. **Motion** to accept the Committee Reports as recorded in the Annual Report of 2020: Moved by: Jeff Stacey, Seconded by: Nancy Dykstra. **Carried.**
10. **Finance Report**
Pages 19-25 - Gregg King, Treasurer, summarized the present situation:
 - a. Our Net Operating Revenue is off by approximately \$71K.
 - b. We saved \$27K on total expenses giving us a deficit of \$44K.
 - c. The endowment helped us and the Canada Emergency Wage Subsidy provided \$91K giving us a resulting surplus of over \$47K, which is large by any measure.
 - d. However, this CEWS is auditable by the CRA and there may be a clawback but there has been no indication of one yet and CEWS is continuing in 2021.
 - e. The Budget column takes an averaging approach with expenses of \$357K.
 - f. We anticipate needing an increase in offering of over \$30K to meet our budget.
 - g. Gregg thanked Jack Reynolds for his behind-the-scenes accounting work.
11. **Motion** to approve the 2020 Local Fund financial statements as presented in the Annual Report of 2020. Moved by: Heather Watts, Seconded by: Jeanne Foster. **Carried**
12. **Motion** to approve the 2021 Operating Budget as presented in the Annual Report of 2020. **Moved** by: Don Pendlebury, Seconded by: Lee McWebb. **Carried**
13. **Motion** to appoint John Dippell to do the 2021 Financial Review. Moved by Anne Dunbar, seconded by Mary Willsie. **Carried**
14. **Outreach Report**
Pages 26-27 - Wendy Watson (Report)/Jim Bowman (Finance/Budget); Wendy Watson urged the Congregation to keep up their contacts. Jim Bowman reported that we have raised over \$20K for Siham and her family. The budget indicates 70% is for Mission & Service with the remainder to be divided among several outreach projects.



15. **Motion** to approve the 2021 Outreach Budget as presented in the Annual Report of 2020. Moved by: Rob Vanderlinden, Seconded by: Wendy Ridgeway. **Carried**
16. **Conflict between Schedule (Governance Diagram) and the Constitution**
Kathy Shortt described the contradiction regarding the Past Chair and the Vice Chair using slides of the relevant portions of the Constitution:
- First, Kathy showed Section 3:1 of the Constitution on Composition of Council in which the Chair of Council, the Past Chair of Council and the Vice Chairperson are each members of Council.
 - A second slide showed that each member of the Church Council has a vote such that the Chair of Council, the Past Chair of Council and the Vice Chairperson all have voting privileges.
 - Then Kathy showed a slide of the Schedule (Governance Diagram) which illustrated the administrative structure.
 - The problem is that the Schedule is inconsistent with the Constitution. The Schedule says 'Past Chair or Vice Chair' but the Constitution points out that there is to be a Past Chair and a Vice Chair.
 - This inconsistency was missed by many. The main focus at the time was to reduce the size of council to make it more nimble and responsive to the issues and to make the various committees more autonomous in their decision making. In truth there had not been a Vice Chair for many years. Council has found having a Vice Chair to be very helpful. It allows incoming chairs, who serve as Vice Chair before they become Chair, the opportunity to become more familiar with the Chair's role and the issues that come before Council
 - We have been very thankful to have both a Vice Chair and Past Chair on Council during this past year. Both serve two-year terms like the Chair.
 - Since the schedule (Governance Diagram) is part of the Constitution, it requires a Council vote and a Congregation vote to amend. Council passed a motion at our May Council meeting acknowledging the conflict between the Schedule (Governance Diagram) and the text of the Constitution and moved that we adhere to the text of the Constitution and that the Schedule be amended at a Congregational meeting at a date to be determined.
17. **Motion** to acknowledge the conflict between the Schedule (Governance Diagram) and the text of the Constitution and that we adhere to the text of the Constitution and amend the Schedule accordingly. Moved by: Barb Leask Wynne Seconded by: Ted Oldfield. **Carried**

Discussion: It was mentioned that one reason the committee didn't have a Vice Chair and Past Chair is that a commitment of six years (Vice Chair, Chair, Past Chair) would make it difficult to find a Vice Chair.

18. Honouring the Retiring Committee Chairs and Members

Kathy Shortt honoured the Retiring Committee Chair and Members and read their names:

- Jennifer Allan, Vice Chair of Council
- Maureen Crawford, Development Liaison
- Colleen Daly, Inclusive Ministries Committee
- Jeanne Foster, Funeral Committee
- Marilyn Hill, Funeral Committee
- Virginia McQuay, Funeral Committee
- Kathy Shortt, Chair of Council, Chair of COVID Working Group
- Henry Tensen, Inclusive Ministries Committee
- Barb Leask Wynne - Past Chair of Council and Envelope Steward

Kathy then called on Mary Reynolds to give the Nominating Report.



19. **Nominating Committee Report:** presented by Mary Reynolds.
20. **Motion** to approve the Leadership Team for 2021 as outlined by the Nominating Committee. Moved by: Virginia McQuay Seconded by: Shelley Mutton. **Carried**
Mary Reynolds thanked everyone for approving the slate of leaders. Amazingly, there are 101 names on that list, and that doesn't even include the many who lead house groups; participate in music groups; contribute as youth leaders; serve as offering counters; those involved with the Monday morning play group, the Sunday toddler room, and the food truck initiative when they begin operating again, and countless others.
21. **Welcome to New Volunteers**
Mary Reynolds introduced the following:
- a. Jennifer Allan, Chair of Council and Chair of the COVID Working Group
 - b. Adrienne Barrett Hofman, Inclusive Ministries Committee
 - c. Fern Dempsey, Stewardship Committee
 - d. John Dippell, Year End Financial Review
 - e. Jayden Jones, Inclusive Ministries Committee
 - f. Sandi McMullen, Development Liaison
 - g. Marg Parkinson, Stewardship Committee
 - h. Karen Quehl, Resettlement Committee
 - i. Maedith Radlein, Region 8 Rep
 - j. Kathy Shortt, Past Chair of Council and Envelope Steward
 - k. Deb Siertsema, Vice Chair of Council
 - l. Bill Spall, Stewardship Committee
22. **Any Other Business:**
Jennifer Allan, on behalf of the Congregation and Council thanked Kathy Shortt for her service as Chair for her leadership during the pandemic. Rev. Heather Power, on behalf of herself and Rev. Joe Gaspar, thanked Kathy and the Congregation. Rev. Heather wished blessings on Jennifer Allan and her new team.
23. **Closing Prayer** – Rev. Heather Power
24. **Motion** to Adjourn. Moved by: Wendy Watson Seconded by: Franceen Wagner. **Carried**.

Those Officiating

Chair: Kathy Shortt
Tech Host: Sue MacQueen
Scrutineer #1: Barb Leask-Wynne
Scrutineer #2: Jennifer Allan
Participant Tech Support: Rob Hehl



The Life of Our Church

NEW MEMBERS BY CONFIRMATION

Jayden Jones

NEW MEMBERS RECEIVED BY TRANSFER, REAFFIRMATION OF FAITH & ADULT BAPTISM

None

NEW MEMBERS RECEIVED BY BAPTISM

Ellis Cronin	Daughter of Erin and Stephanie Cronin
Rylynn Ridgway	Daughter of Kandyce Neil and Cameron Ridgway

MARRIAGES

Rebecca Hill and Gary Bruce

IN LOVING MEMORY

"Behold, the dwelling of God is with us...and God will wipe away every tear from our eyes, and death shall be no more; neither shall there be mourning nor crying nor pain anymore, for the former things have passed away." Revelation 21:1-4

Clarke Duxbury	Diane Isaac	Catherine Plomske	Janny Swijters
Andrée Gerard	Peggy Nodder	June Stavenow	

CONGREGATIONAL STATISTICS

	2017	2018	2019	2020	2021
Activity					
Number of adult baptisms	0	0	2	0	0
Number of child baptisms	2	6	8	3	2
Number of marriages	4	1	2	3	1
Number of funerals	5	9	8	2	5
Membership					
Total number of confirmed members @ January 1 — resident and non-resident, excluding adherents	436	427	417	399	378
Members added by profession of faith (confirmation)	1	0	4	0	1
Members added by transfer or otherwise	3	14	6	0	0
Members removed by death	8	15	6	6	4
Members removed by transfer	4	4	0	0	0
Members removed by other means	1	5	22	15	7
Total number of confirmed members @ December 31 — resident and non-resident, excluding adherents	427	417	399	378	368
Number of households under pastoral oversight @ December 31	234	226	219	221	213
Number of non-resident members	31	28	36	29	37





Parkminster United Church
275 Erb Street East
Waterloo, Ontario
N2J 1N6
519-885-0935
parkuc@golden.net
parkuc.ca