

# Parkminster United Church

## ANNUAL REPORT 2019



You are not alone. Come share the journey.



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## 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:** Our sincere gratitude goes out to all those who filled the following pages with content. It takes a community to create this representation of a year in the life of Parkminster. The annual report is a reflection of how our church community has lived its faith over the past year. It shares stories, photos and numbers to describe our impact. Most photos were taken by Lee Osborne.

The cover photo is courtesy of Sandi McMullen at the Two Row Paddle on the Grand River with the Haudenosaunee Nations.

Jennifer Allan



# Messages

## From our Ministry Team - Reverends Joe Gaspar and Heather Power



When Jennifer Allan put out the call for Annual Report submissions, she encouraged us to tell a story that brought home the impact of each committee's work in helping Parkminster to live out its purpose. We think this is a great idea. Stories have power, it's why Jesus told so many. As we started to think about this what came to mind were the stories from the "Inspired to Give" stewardship campaign. This report is partially a story about stories.

Here are some of the stories we heard:

- We heard from a young person about how she's been nurtured in this faith community and how Parkminster has helped to shape who she is today.
- We heard a story from someone who drives by Parkminster every morning and how seeing the rainbow flag helped change her view of religion and how seeing that flag gives her hope.
- We heard from someone who credits the connections made at Parkminster with seeing her through some tough transitions in her life.
- We heard a story about a woman on fixed income who gets around by taking the bus and walking a lot. Through the benevolent fund she was able to buy waterproof boots to replace the ones whose soles had become detached.
- We heard a story about a holiday camp for low income families in Alberta who otherwise would never get a vacation, a camp supported through our Mission and Service contributions.

There are even more examples we don't have the space to remind you of here. What we remember is that people were surprised and often deeply moved. It's good to tell these stories to remind us why we're here, to ground us in our purpose, to re-energize us, to know that love and faith are powerful things. All these stories together combined tell a much larger story. It is God's story of healing, reconciliation, joy and beauty lived out in and through the congregation of Parkminster United Church. Thank you for being a part of God's unfolding story in our time and place.

Here are some other milestones, events and accomplishments that stand out for us from 2019:

- Heather returned to work in January.
- The youth group was re-started in the fall with an average of 8 young people attending.
- Ten baptisms were celebrated.
- Four young people were confirmed.
- We continued to build relationships with the other Waterloo United churches through shared worship.
- We lost some valued long-time members to death.
- We engaged the United Church's Edge organization to look at the potential of our property.
- We had a pet blessing in the service in the fall along with our community barbeque.
- A series of seasonal guided labyrinth walks started in the fall.
- The family worship space was re-designed and re-decorated.
- The formal refugee settlement relationship with the Al Mohamad family came to an end and work was begun on organizing to receive a new family.

Annual Meeting time is also an occasion to express gratitude. Thank you to the great staff we have here, Melanie Chisholm, Neil Murray and Allen Switzer. Thank you to all of you for being a part of this community,



for sharing your lives with each other. Thank you to all of you who take on leadership roles. Thank you to all of you who are involved in God's ministry at Parkminster through your gifts of time, talent and treasure. Thank you to all of you who humble yourselves to reach out and receive care from our ministries, you make it possible for others to use their gifts in responding to the call to ministry. We want to give thanks specifically to our Committee members, Council and the Chair of Council Kathy Shortt.

Thomas King, a Cherokee American-Canadian academic, activist and author says, "the truth about stories is, that's all we are." So friends as we head into a new year let's continue to tell God's story in our midst that we might more and more see ourselves not as what we produce, what we consume and accumulate but rather God's people—called to the work and joy of healing, love and beauty.

## From our Chair of Council – Kathy Shortt



Annual report time has arrived and I feel a little like a hiker who has reached the summit. I am torn between looking back to see how far we've come and looking ahead to the unknown terrain and the adventures that lie ahead. When we read this Annual Report, we are at the summit, poised between last year and this year. It is time to reflect on our 2019 journey and get some perspective...a time to step out of the trees and ensure the forest is doing well. But we are also nudged toward the path ahead, the unknown terrain, our hopes and dreams for the future and what we hope to accomplish.

As I finish my first year as Chair, I am humbled by the dedication of Parkminster's staff, volunteers and the caring, loving work of our committees. Our staff provide meaningful, enriching worship opportunities and an amazing array of musical experiences of the highest calibre, all of which nurture our spiritual vitality and growth. A cared-for building and the completion of countless administration tasks allow the vibrant life of Parkminster to continue.

The committee reports are impressive. Parkminster has so many capable volunteers who step up to ensure our church is a beehive of activity. We care for those in need both in our local community and the global community; we provide opportunities for people to get together and deepen their commitments to each other; we offer events to discuss and learn more about dementia and living in right relationship with the Indigenous community. We also launched our new website and found ways to engage the wider community: our rentals increased, the food truck project allowed us to break bread with our neighbours, Parkminster musical groups participated with our local high school in the One December Night Concert and we started a new speaker series which is popular with many in the wider community.

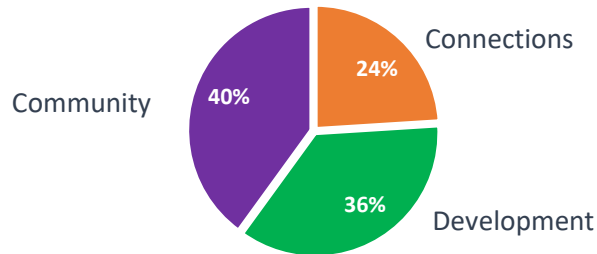
The passion of our congregation was evident in the Inspired to Give Program. We heard several personal stories about why members give to Parkminster. The program wrapped up with a community meal. Tables were abuzz with conversation and laughter as people shared why Parkminster was important to them and what kept them coming back to Parkminster. The generosity of the Parkminster community, through their time, talents, and financial resources, is remarkable and on behalf of the board, I would like to thank the staff and volunteers for all they do and all they bring to Parkminster.

Looking back, we can see that the efforts of the trail travelled in 2019 have reaped many rewards. We can be proud of our accomplishments. Looking ahead to 2020, we have many adventures yet to come. Parkminster has agreed to Phase One of the United Church of Canada's Development Project. EDGE will walk with us on this journey, helping us make informed property development decisions. It will be a time of reflection. How will we move forward to meet the spiritual needs of our community in the 21st century? What are our hopes and dreams for Parkminster? I look forward to another year on this journey with you, helping fulfill Parkminster hopes and dreams together.



## Narrative Budget

The narrative budget describes how we have used our ministry and programming resources toward our three action areas. The financial gifts received by Parkminster United Church are used to live our mission in the following ways:



### **Connections - How we are deepening our commitment to each other**

At Parkminster, we strive to live in relationship with each other, connecting with and caring for one another on many levels. We welcome and affirm the value of each and every person in our community of faith. Our ministry of pastoral care, under the leadership of Rev. Heather Power and Rev. Joe Gaspar and a team of caring volunteers, provides caring and loving support through visitation, card and prayer shawl ministries. We continue to offer opportunities to connect with each other spiritually and socially. Our House Groups assist with Sunday morning worship duties and facilitate new friendships. Social groups and activities offer opportunities to connect with others who have common interests... caregiver and tot drop-in Mondays, euchre, bridge and book clubs, men's and women's groups, a movie discussion group, LGBTQ+ events and many more. We make a special effort to welcome new people into our midst.

### **Development - How we are nurturing our spiritual vitality and growth**

Worship services at Parkminster provide time for spiritual reflection under the guidance of Rev. Joe Gaspar and Rev. Heather Power, as well as exceptional music thanks to our music director, Neil Murray and several music groups (Voices United choir, Bell choir, Men's Chorus, The Band). Lay leadership is actively encouraged during Sunday worship through House Group participation. The Family Worship Space at the rear of the sanctuary has been redecorated and remains a good solution for young families with children not ready for Sunday School, and provides opportunities for young parents to get to know one another during Sunday worship. Our children and youth enjoy Sunday and week-day programs, family parties and other events which nurture their spirits and friendships.

### **Community - How we are living a life of loving influence in the world**

Parkminster continues its strong history of supporting outreach projects. With the guidance of the Outreach and Inclusive Ministries committees, we strive to respond to needs in our community. We have supported projects through the United Church's Mission and Service fund and in our local community. The Al Mohamad family, our Syrian friends who have been with us since early in 2016, are now independent, and we continue to offer friendship and support. We are now awaiting the arrival of our second family. In a unique partnership with a community group headed by former Parkminster Minister Elizabeth Moffat, we are also helping make possible the sponsorship of four other refugee families. Social justice is an important aspect of our loving influence in the world as we strive to create a world of fairness and equality.





# Living our faith through **Connections**

Deepening our commitment to each other



Communications

Nominating

Pastoral Care and  
Membership



## 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.*



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 we launched our new

website [www.parkuc.ca](http://www.parkuc.ca). The website shares who we are and what to expect when attending Parkminster. We want members and newcomers to recognize our leadership team and so that team is introduced through personal bios and photographs. The sermons and bulletins are updated weekly so even if you are unable to come to the Sunday service, you won't miss out. The website allows access to past newsletters and council minutes. Parkminster is a busy place and with the click of a button you can access a description of all our programs, groups and contacts so people can easily get involved in the life of the church.

A Google search for activities will bring up our Parkminster website allowing a larger number of people to discover our programs. All Parkminster events are listed on the website calendar so you can quickly find out when and where committees and groups meet. With the events calendar, you should never be late for a meeting again! We continue to promote Parkminster activities on our electronic road sign.

Our weekly *What's Up* email and TV hall monitor keep the Parkminster community up-to-date. Our Facebook page is regularly updated and posts contain pictures, videos, special events and articles. We continue to publish our quarterly newsletter in hard copy as well as digitally via email and on the website. This newsletter provides information and updates from the ministers, council chair, staff, committees, groups and individuals. We also publish this annual report which reflects who we are and describes in words, pictures and numbers how we live our vision.

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

*Nominates people for council executive positions, committee chairs, trustees, representative members, and other positions of leadership; works with committee chairs to nominate committee members with the broad range of experience, talents and viewpoints their committees and the congregation need.*



The Nominating Committee invites members and adherents in the congregation to participate in the life of Parkminster by pursuing their special interests. It works to develop our commitment to each

other by encouraging the support of individual strengths and talents within committees and other positions of leadership.

Committees and pop-ups continue to be active and make Parkminster a dynamic community of faith. The Nominating Committee is committed to matching talents and interests of those who wish to become involved, to the area of their choice. We celebrate the willingness of members and adherents to give of themselves, as evidenced by the list of volunteers presented in this report. Thank you! Come share the journey. You're welcome at any time during the year.



## Pastoral Care and Membership – Reaching Out

*Pastoral Care and Membership, creates 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.*



The Welcome Table is often the first point of contact for visitors to Parkminster. New people are welcomed through the card ministry and greeted with a friendly phone call. Name tags, pew envelopes, and an annual luncheon for new people create an environment where those looking for a

church home feel welcome.

House Groups are organized to involve more than 135 church volunteers by including them in Sunday worship, greeting and welcoming people to the sanctuary, ushering, and ensuring tea, coffee and treats are available after the service. The committee also arranges volunteers for the Family Worship Space. This work provides a welcoming space to all and ensures opportunities for members, adherents and visitors to meet and engage with each other in community.

Membership Records are maintained to ensure accurate data on membership and a current up-to-date church directory, keeping in touch with those not attending regularly. The church directory updates are communicated via a monthly changes memo which provides church leaders information and ensures official records are kept up-to-date (including births, deaths, weddings, baptisms, new members, terminated members).

Celebrations and community events are a regular part of membership and pastoral care. The Welcome Back BBQ, Chili Lunch, Strawberry Social, Newcomers Luncheon and Tea with Heather are all social events providing opportunities to come together as a community and connect with each other.

In January we provided an opportunity for the congregation to sign their organ donor cards. We also provided cakes for the celebration of Baptism.

The Prayer Shawl Ministry meets monthly to knit prayer shawls for those in need. Prayer shawls are knitted to wrap those needing support in the warmth of Parkminster, and to remind people they are not alone. In 2019 this ministry provided 35 adult prayer shawls and 7 baptismal shawls.

The Card Ministry connects with and supports those going through various life events. In 2019, 535 cards were sent to acknowledge individuals' successes, celebrations, sorrows and difficult times.

Grief Support and grief booklets are distributed to families and individuals as needed. In 2019, 30 Easter flowers were presented to members who lost family members over the previous year and we provided a service for the Longest Night to support those who were grieving loss or finding the Christmas season difficult. Forty people from Parkminster and the greater community attended this year's Longest Night service.

Two-by-two (2x2) Visiting Teams ensure that those who can no longer attend church for various reasons are not forgotten. Nine teams visited approximately 20 people on a regular basis throughout the year. In addition, Poinsettias were provided to individuals during the Christmas 2x2 visit. Additional volunteers for the 2x2's are always welcome.

Alzheimer Friendly Community is a new initiative directed to improve awareness around dementia. In 2019, we hosted two speaking events to discuss Alzheimer disease and how we can better understand the disease and raise awareness. We have learned more about the disease and ways that we can support those with early stages of dementia by making the church a more dementia-friendly community. This is an ongoing project for 2020.





# Living our faith through **Development**

Nurturing our spiritual vitality and growth



Adult  
Education

Christian  
Education

Stewardship

Worship  
and Music



## Adult Education – Learning Together

*Plans and facilitates learning events that enable our congregation to explore a variety of issues through the lens of our Christian faith.*



**Listening for God** is a women's discussion group that has been meeting for more than 12 years. Some members have been with the group continuously

and others have come and gone depending on family, job, school and life changes. Traditionally, the group meets for two hours once a month in members' homes to discuss two or three chapters of a chosen book. The informal format encourages personal reflection, questioning, sharing and thoughtful comments in a safe, accepting and supportive environment.

We have read books from quite a variety of authors including John Shelby Spong, Marcus Borg, Barbara Brown Taylor, Brené Brown, Karen Armstrong, Anne LaMott, Mary Jo Leddy and

many others, all giving us insight on our faith journey.

In the winter of 2019, we finished and discussed the final chapters of **More Than Words** by Erin Wathen. In the spring we studied **The Friendship of Women** by Sister Joan Chittister which definitely sparked some opinions that differed from those of the author.

In the fall, the group decided to take a slightly different format for a while and began watching episodes of a DVD health information series called **INTERCONNECTED: The Power to Heal from Within**. It has been quite fascinating hearing about the newest research about the microbiome and its importance to our health and well-being. We decided to continue watching the remaining nine episodes this winter and spring. We anticipate many more thoughtful discussions after each episode.

We intend to return to our original book format in September 2020.

## Christian Education – Fostering Exploration

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



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. We work to model those actions through our volunteers and our interactions with the

participants of our programs. Furthermore, without a deep commitment to each other, we would not be able to find the strong volunteer base on which we rely to make our programs a success.

We hold a number of events throughout the year over and above our weekly Sunday morning program. In this way we show how we live the learning of our faith. Some of these events include a Soup Lunch in which the Youth participate in creating the meal, and Young Family Parties (held approximately four times a year) which have a number of church members as volunteers and help families to connect to the wider community. Our Youth Group meets every other Friday night and includes students from Grade 6 to Grade 12. Due to an increase in the



amount of work for the Volunteers, the Zehrs Gift Card program has been discontinued.

Our Deep Blue Kids Curriculum continues to be met with great enthusiasm by the leaders and the children. It provides leaders with activities to reinforce the learning in the Sunday morning

program. It provides parents with information about what their children are learning. Activities are provided for parents to extend the learning at home. We would like to say a sincere thank you to Rev. Heather Power and Rev. Joe Gaspar 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.*



Over the years, stewardship has meant many things to many organizations. Stewardship of the environment, the membership, the community both local and global, and of

course financial stewardship. As we all know, financial stewardship is a tricky subject with emotional connotations attached to discussions around balancing a budget. How can we raise discussion around all the other equally important stewardship items without making the financial piece a sensitive subject?

Your Stewardship team grapples with that issue all the time. Our mandate has always been to educate people about the needs of our church family and leave the decisions around stewardship up to individuals and families. It's not rocket science, but it works.

As a result, many of you experienced the "Inspired to Give" Stewardship program in 2019.

During that six-week information period from October 6 to November 3, you heard stories about Parkminster's impact on individuals and families; stories of inspiration, and memories of good times and challenging ones. We shared meals together while openly discussing how to be better stewards to our church community. It was a very successful program raising our givings almost 10% from the previous year and increasing the number of families who contribute financially by "Pre-authorized Remittance" (PAR), to over 100. The Program was a success thanks to all of you.

Your Stewardship team will continue to share information that is relevant to the life and work at Parkminster United Church. Parkminster has never been afraid of a challenge and over the years has evolved with a positive attitude, embracing change in honest discussion.

So, on behalf of the Stewardship team I want to express my sincere appreciation for your commitment and dedication to the life and work of our home. Blessing to all.

## Worship and Music – Nurturing Spirituality

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



This past year was a time of reflection in which we were asked to consider white privilege and what that means in terms of the way that privilege

impacts the world including the environment, our relationships with indigenous people, and visible minorities.

The Black History Month series was a tangible exploration of the impact of black culture and what it means to be "other." The music during the series reminded us of the rich cultural contributions of the black community. Guest





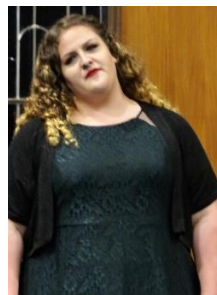
speaker Kitchener Centre MPP Laura Mae Lindo explained the ways title and accomplishment still come second to colour. With grace and humour she shone a light on the way she is treated as a black politician compared to her white colleagues. It was a candid and poignant illustration of the daily slights that come with being a person of colour. While Ms. Lindo gave white members a picture of the black experience, the hope is she gave members of colour a chance to be heard without speaking.

Originally, Ms. Lindo was scheduled to attend at the end of the series but was forced to reschedule at the last minute. Rev. Joe improvised and turned the microphone outward, giving members

an opportunity to share their perspectives, revelations, and hopes no matter where they were on their path to understanding. It was powerful to hear members with black family members share their perspectives.

The opportunity to hold a mirror up and look at ourselves as privileged may have been uncomfortable at times, but this is where the idea that we are not alone and that the journey is shared is most impactful. We went on that journey—which we hope continues— together. The hope is that those of us who are on the outside of privilege find allies in the rest of us.

## Photo Album





# Living our faith through **Community**

Living a life of loving influence in the world



Inclusive  
Ministries

Outreach

Property

Pop-Up  
Committees





## 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.*



Inclusive Ministries has had some new projects this year and we are pleased the outlying community reaches out to us. We are thrilled to partner with the Gay Men's (+) Social Network. This group needed a new home for their monthly meeting and they feel welcomed in our building.

We continue to partner with the AIDS Committee of Cambridge, Kitchener, Waterloo and Area (ACCKWA) and host a monthly Cooking Circle at the church. Recently, we received a letter expressing how they feel about being at Parkminster. It is different from the reception they have at other church homes. Here are some quotes from their letter:

Priscilla writes, *"Parkminster is committed and devoted to the role of fighting the stigma and discrimination, and has the courage to speak out against exclusion, and recognize the dignity of all individuals. Connecting with Parkminster and being granted a place to do our monthly Cooking Circle was just like receiving "Manna from Heaven." It has been a blessing, and the Cooking*

*Circle participants look forward to meeting every month."*

Ketina, a Cooking Circle participant writes: *"I've been coming to the ACCKWA's cooking circle since 7 years ago. Our group has moved around quite a bit in that time trying to find a place we can call home. There have been a couple of places nice enough to give us space. In most of these places we would come in and do our thing, with people watching us from a distance. This 'us versus them' attitude is something that we have learnt to live with along with the curious looks that people with HIV get from people, even in healthcare settings. Anyways, 2 years ago we ended up here at Parkminster and it feels like home. We talk about everything and anything. This place has been amazing, I hope we never leave."*

Another participant said: *"It is a good place; we feel free to come in and socialize. No one will bother you, where we can gather, talk, and enjoy life."*

And finally: *"There has never been a place that felt like home like Parkminster."*

That sums up Inclusive. Good work Parkminster.

## 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.*



Outreach is the work of us all. As a committee, we work to identify needs and then educate and invite members to live a life of loving influence in our Parkminster world, our KW world, our whole world.

In 2019 we provided breakfasts for students at Lincoln Heights School, raised funds to furnish apartments for Supportive Housing of Waterloo,

collected funds for The Food Bank to provide over 6,000 meals locally, provided a Christmas dinner and gifts for residents of Mary's Place and raised funds to feed the hungry at the Plett Meal Centre in South Africa, as well as sending over \$50,000 to the United Church Mission and Service Fund to help fund global and local mission and service work.

Our creed calls for us to "live with respect in Creation" and in that spirit church congregations need to be part of responding to the Climate Crisis threat we are facing. Churches can work together to educate our communities and



challenge our governments at all levels to make changes. This is a perfect time to join with other congregations to “reach out” and make a difference in our world.

The breadth of volunteering that happens in our church community is remarkable—and often

unsung. It is, however, oh so much a part of who we are. Our congregation has a deep sense of caring for others both within and beyond our doors. The Outreach committee thanks you for your support.

## Property – Maintaining our Place

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



During 2019 the Property Committee continued to look after the needs of our facilities.

In April, a crew constructed five picnic tables to help with the food truck project.

In September, Council voted to remove the pulpit to make better use of the chancel area. Property suggested to repurpose it as a sound booth located at the back of the sanctuary. This was completed over the

following two weeks. It worked out very well with more space for the band and a better workspace for the audio-visual operator.

We continue to utilize our space for congregational committees and sponsored groups like Scouts. We have added more rentals to outside groups. This degree of activity has increased our custodial needs.

We thank Bud Adams for voluntarily maintaining our floors. Because it is not practical to have Bud do this work long term, in December, Council approved an increase of up to 6 hours per week in custodial hours. Property is working on the best way to accomplish this.

## Pop-Ups – Responding to Opportunities Food Trucks



The Food Truck team/committee continues to feel that the event is an effective ‘outreach’ and congregational fellowship initiative. This program was approved by Council to continue in 2019.

The 2019 plan included increasing the volunteer base, preparing written guidelines, tasks and policies for volunteers to reference, establishing a volunteer work crew for each of the 18 weeks of the season and reducing the manual labour required in previous years.

A guideline book was established with a list of duties, location of signage, location of garbage containers, and a calendar listing volunteers for

each week. A review of the guidebook was done with each volunteer on their first assignment.

A special thanks to the Property Committee for funding the construction of five picnic tables. These were constructed by Bert Blackburn, Bud Adams, Peter McLean and John Watson. They were placed by the volunteers near the Food Trucks and eliminated the need to bring chairs and tables from the gym. The picnic tables are stored for the winter and ready for use in the spring of 2020.

Sandor Dosman, Owner of the Fo’ Cheesy truck was the President of the Food Truck Association and our primary contact for scheduling trucks and addressing any issues.

At least one volunteer each week had at least one night of experience (they were all very quick learners).



Special thanks to Sue Usaty who was on duty almost every week and Owen Schwindt, a local high school student and Boy Scout who was working to acquire his community service hours.

The workload was carried by a total of 36 volunteers, at least four volunteers each week. Several people volunteered for multiple weeks.

Gross income for 2019 was just over \$3,000, split equally between Outreach and General.

Sandor Dosman stated that this is approximately what was anticipated for the year, though slightly down due to several nights of unfavourable weather. He projects the income for 2020 will be similar without any changes to the event.

## Re-Settlement



Parkminster's first Re-Settlement Committee, chaired by Rob MacQueen, began supporting the Al Mohamad family in March 2016.

The family includes father, Yehya, mother, Khairiya and their seven children. A son was born here in Canada the following year. Our three-year commitment to support them ended formally in September 2019.

Over the summer a group of volunteers from Parkminster helped to restore the rental unit the Al Mohamads had lived in to prepare it for sale. Thanks to all of those who were part of this work party.

Many informal supports continue with individual Parkminster members who stay in contact with the family.

The Re-Settlement Committee has now been reformed and is co-chaired by Nancy Dykstra and Jim Bowman.

In March 2018 the Committee submitted a sponsorship application through the United Church of Canada to bring Khairiya's sister, Siham, a widow, to Canada with her seven children ranging in age from 4 to 15 years, along with her nephew Fadi. They have been in a refugee camp in Lebanon for several years.

The Re-Settlement Committee is a dedicated group of volunteers willing to take on new roles to make sure we are ready for Siham's family. Sub-committees for housing, orientation, finance, medical care and education are working diligently. They are grateful for the strong supported offered by the broader Parkminster community.

Although we do not know when Siham and her family will arrive the Committee has continued its monthly meetings in preparation and Parkminster is looking forward to their arrival.

## Capital Projects



The Capital Projects committee was originally created to examine our physical space (building and property) and develop a long-

term goal that meets the needs of our church community and expands our use. This could mean researching outreach initiatives or other income opportunities, balanced with an awareness of larger future maintenance projects (parking lot

repaving, roof) and incorporating it all into one larger plan.

While researching assistance to create this plan, we discovered the United Church of Canada (UCC) has a team (EDGE) in place to assist congregations in endeavours similar to ours. 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.

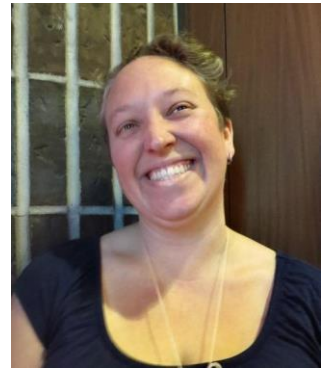




Phase One includes:

- EDGE will work with the congregation to develop a vision and outreach objectives to drive the project.
- EDGE will hold community round table discussions, engaging our neighbours in the project.
- EDGE will consult with city planning and other professionals to see what developmental options are available to us.
- EDGE will prepare and deliver a report outlining our church property options (e.g., affordable or senior housing, a community hub, expanding our existing facility, etc.).

## Photo Album





# Church Leadership

## Church Council and Committee Leadership

### Accounting Records Review

Gregg King

### Audio-Visual Resource Team

Sandra Quehl, Chair

Gabriel Bruce

Mike Henhoeffter

Marilyn Hill

John McMullen

Kieran Power

Terry Ridgway

Owen Rudolph

Joe Sheldon

Colleen and Dana Usaty

Rob Vanderlinden

Heather Watts

### Board of Trustees

Jim Bowman, Chair

Ted Oldfield, Vice-Chair

Lynda King, Treasurer

Sue MacQueen

Debbie Miethig, Secretary

Rob Hehl

Jeff Stacey

### Capital Projects

Clare Klingenberg, Chair

Bert Blackburn

Andrea Gaspar

Rob Hehl

Gord Lomoth

Bruce Mutton

Terry Ridgway

Kathy Shortt

Jeff Stacey

Ron Usaty

### Chancel

Thelma Van Camp, Chancel Rep

Annette Dekker

Ruth Farley

Mary Flewelling-Pinchen

Pat Harris

Virginia McQuay

Karen Quehl

### Christian Education

Franceen Wagner, Chair

Joscelyn Alexander

Anne Dunbar

Lynn Harper

Lyn McNiffe

Wendy Rudd

Rob Vanderlinden

### Church Council Executive

Kathy Shortt, Chair

Jennifer Allan, Vice-Chair

Maedith Radlein, Past Chair

Barb Leask Wynne, Past Chair

Kathy Hagedorn-Hehl, Secretary

Jack Reynolds, Treasurer

### Communications

Melanie Chisholm, Coordinator

Jennifer Allan, Newsletter/Ann Report

Laura Mutton, Facebook /Website

Lee Osborne, Photographer

Kathy Shortt, Website

Pat Smith, Photographer

### Finance

John Dippell

Marilyn Hill, Envelope Administrator

Don Pendlebury

Jack Reynolds, Treasurer

Heather Watts

Barb Leask Wynne, Envelope Steward

### Funerals

Melanie Chisholm, On-Site Backup

Marilyn Hill, On-Site Coordinator

Jeanne Foster

Virginia McQuay

### Gifts and Memorials

Linda Bird

### Inclusive Ministries

Liz Forde, Chair

Sarah Bruce, Secretary

Nancy Dykstra

Maedith Radlein

Kevin Smith

Allen Switzer

Henry Tensen

### Liaison for Council

Maureen Crawford, Community

Don Linkletter, Connections

Rob Vanderlinden, Development

### Membership and Pastoral Care

Sheril Stinson, Coordinator

Ginny McQuay, Secretary

Darlene Basse

Delores Benedik

Isobel Field, Welcome Table

Andree Gerard

Pat Harris

Marion Mutton

Mary Reynolds, House Groups

Jenny Sheldon

Mary Willsie, Records and Family

Worship Space

Jean Wilson, Prayer Shawls

Barb Wynne

### Ministry and Personnel

Karen Schertzberg, Chair

Rob MacQueen

John Watson

### Nominating

Mary Reynolds, Chair

Liz Forde

Jeanne Foster

### Nominating (cont'd)

Kathy Shortt

Jean Wilson

Barb Leask Wynne

### Outreach

Wendy Watson, Chair

Jim Bowman, Treasurer

Elna Robertson, Secretary

Dorothy Duxbury

Laura Hamilton

Roberta Hickey

John Watson

Liz Forde, Monday Caregivers and Tots

### Pop-up Committees

John Watson, Food Trucks

Rob MacQueen, Re-Settlement

Jim Bowman, Re-Settlement

Nancy Dykstra, Re-Settlement

Rob MacQueen, Inspired to Give

### Property

Bert Blackburn, Chair

Bud Adams, Kitchen Coordinator

Virginia McQuay, Garden Rep

Terry Ridgway

Allen Switzer, Custodian

Mark Dunbar

Peter McLean

Rob Yorke

### Records Management

Ted Oldfield, Trustee Files

Barb Monteith, Archivist

### Representative Members

Gregg King, Church Extension Council

Ted Oldfield, Region 8 Rep

### Staff Advocates

Bob Hudgins (Neil)

Lorna Hundt (Allen)

Virginia McQuay (Melanie)

### Stewardship

Bruce Mutton, Chair

Jeanne Foster

Thelma Hamilton

Marilyn Hill, Finance Liaison

David Osborne

### Worship and Music

Nancy Dykstra, Co-Chair

Shelley Mutton, Co-Chair

Neil Murray, Music Director

Laura Cudworth

Lee McWebb

Sandi McMullen

Carolyn Rudolph

Kathleen Vanderlinden

**Note:** Many of these committees include members of our Ministry team.





## Our Church Staff



Rev. Heather Power  
Minister of Word and  
Sacrament



Rev. Joe Gaspar  
Minister of Word and  
Sacrament



Neil Murray  
Music Director



Allen Switzer  
Custodian



Melanie Chisholm  
Office Administrator

## Occasional Paid Staff

Many thanks to those who support Parkminster on an occasional basis:

- Reception Coordinator (funerals/events): Mary Willsie
- On Site Coordinator (funerals): Marilyn Hill
- Backup Custodians (funerals/events): John Watson and Bob Jarvis
- Office Administration Support: Marilyn Hill and Laura Mutton

## 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.*

Our team ministry of Rev. Heather and Rev. Joe led Parkminster's faith journey for a second year in 2019. Their caring and thoughtful guidance assisted us in navigating the introduction of the Remits and changes in the overall leadership of the United Church of Canada. With the introduction of Districts and the elimination of Hamilton conference, their perspectives proved to be of great value as we became comfortable with the new structure.

Goal setting took place in March/April with one-on-one meetings with staff and M&P. Allen's job description got a polish with Melanie's, currently under construction, soon to be complete. Melanie's request to reduce the Office Administration position from 30 to 25 hours was

granted in December. A work and lifestyle balance is always a good news story!

Thanks to Marilyn Hill, Barb Monteith and Laura Mutton who each stepped into the office duties throughout Melanie's unfortunate illness. They held down the fort to keep Parkminster running and enable Melanie to concentrate on returning to good health. We are pleased to say Melanie is on the mend and back at the helm.

M&P will continue the journey to foster a collaborative and supportive atmosphere for all at Parkminster. By virtue of their unique talents and gifts, Rev. Heather, Rev. Joe, 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.*

The Trustees welcomed the opportunity to support the Inspired to Give Campaign which was held in the fall of 2019. This program reached out to congregation members inviting them to think deliberately about how they would financially support the church in the future. People were invited to come and share their ideas and learn about the work of the church through lunches. The Trustees contributed \$1,160 towards the cost of these events. By doing so, the Trustees indirectly helped strengthen the Parkminster community of faith.

1. Parkminster Memorial Endowment Fund made up to \$11,000 available for disbursements. This represents 4.1% 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
  - Local Operating fund by donating funds to help meet its budget
  - Alice Irwin's Legacy with the Parkminster Card Ministry

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

2. Property and Liability Insurance:
  - Continue to review property and liability insurance and the renewal of the church insurance policy.
  - Continue to discuss church rentals and our current insurance coverage policy.
3. Continue to oversee the church property including the Memorial Garden.
4. Maintain 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.
5. A new venture was started this past Fall between Church Council and EDGE, a consulting firm within the United Church of Canada that assists local churches in developing future plan ideas. The Trustees made a commitment to support the first phase of this arrangement, with the possibility of supporting next steps pending the outcomes of Phase One.



# Church Finances

## Board of Trustees Financial Report

December 31, 2019

### 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 (designation from Mabel Miller)
3. Parkminster Endowment Fund
4. Parkminster Memorial Garden Fund (designated)

#### I. Fund Activity

Opening Balance - January 1, 2019 *		266,902.36
Plus: Donations **	3,430.00	
Increase in Market Value of Investments	<u>9,921.72</u>	13,351.72
Less: Local Fund - Ministry and Operating	6,100.15	
Outreach	1,000.00	
Card Ministry	500.00	
Memorial Garden maintenance	128.82	
Memorial Garden capital expenses (engraving)	1,243.00	
Inspired to Give Campaign	<u>1,160.40</u>	(10,132.37)
Closing Balance - December 31, 2019 *		<u>270,121.71</u>

#### II. Financial Position - December 31, 2019

Chequing Account	158.41
Investment Fund – 6,062.4 Units *	<u>269,963.30</u>
	<u>270,121.71</u>

\* Includes the Market Value of Investments at the date indicated

\*\*Includes Gifts and Memorials, bequests and other donations

Submitted by Lynda King, Treasurer  
Reviewed by Bill Spall

**Local Fund - Statement of Revenues and Expenses and Proposed Budget**

(in \$)

	For the year ending Dec 31, 2019			2018	2020
	Actual	Budget	Better (Worse)	Actual	Budget
<b>Income</b>					
Offerings	305,943	290,000	15,943	287,239	322,000
Special Events	9,739	10,800	(1,061)	5,961	4,800
Rental Income	24,960	18,000	6,960	18,774	28,000
Other Revenue	6,614	6,900	(286)	15,112	6,000
<b>Total</b>	<b>347,256</b>	<b>325,700</b>	<b>21,556</b>	<b>327,086</b>	<b>360,800</b>
Event Expenses	3,943	5,000	1,057	11,918	5,000
<b>Net Operating Revenue</b>	<b>343,313</b>	<b>320,700</b>	<b>22,613</b>	<b>315,168</b>	<b>355,800</b>
<b>Expenses</b>					
Salaries and benefits	277,887	282,500	4,613	263,366	288,000
Ministry	14,036	13,900	(136)	13,743	15,100
Pastoral Charge Assessment	12,625	12,625	-	11,477	12,600
Facilities	25,307	21,000	(4,307)	20,812	25,000
Office/Other	17,179	18,000	821	17,009	18,000
<b>Total</b>	<b>347,034</b>	<b>348,025</b>	<b>991</b>	<b>326,407</b>	<b>358,700</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(3,721)</b>	<b>(27,325)</b>	<b>23,604</b>	<b>(11,239)</b>	<b>(2,900)</b>
Endowment Transfer	7,760	2,900	4,860	9,253	2,900
<b>Surplus (Deficit)</b>	<b>4,039</b>	<b>(24,425)</b>	<b>28,464</b>	<b>(1,986)</b>	<b>-</b>

**Independent Review**

Section 4.4 of the United Church Manual requires that an independent review of the balance sheet and income statement of the general operating fund of Parkminster be performed each year. As a retired CPA, CMA, I believe I qualify to perform the review. I am also a past Chair of Finance and Treasurer, so I have a good working knowledge of how the accounting is handled. I have performed the review on the 2019 statements and am pleased to notify you that all areas of required review have been completed with no concerns. Of particular note, all financial assets have been agreed to banking documents at December 31, 2019.

Gregg King



## Local Fund - Statement of Financial Position

As at December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
<b>Assets</b>		
Cash and short-term investments	359,625	361,983
Accounts receivable	-	-
<b>Total</b>	<u><b>359,625</b></u>	<u><b>361,983</b></u>
<b>Liabilities</b>		
Accounts payable and accruals	3,139	(167)
Faith Bonds	-	12,000
Extension Council loan	-	14,930
Due to Parkminster Refugee Re-Settlement Fund	-	23,977
Due to Parkminster Refugee Fund	30,466	31,245
Due to SAH <sup>1</sup> Group – Mhd Talal Arab Refugee Fund	34,207	33,379
Due to SAH Group – Dabab Refugee Fund	36,486	35,616
Due to SAH Group – Mhd Alshaar Refugee Fund	35,361	34,511
Due to SAH Group – Mhd Adawi Refugee Fund	36,364	35,616
Due to Benevolent Fund	9,693	6,992
Due to Misc Refugee Support	1,225	-
Due to Capital Fund	48,239	40,549
Due to Outreach Fund	31,699	27,629
Due to Memorial Endowment Fund	-	165
Due to Christian Education Fund	6,036	752
Due to Local Fund	17,783	-
<b>Total</b>	<u><b>290,697</b></u>	<u><b>297,194</b></u>
<b>Reserves</b>		
Accumulated reserves (deficit) - beginning of the year	64,889	66,875
Net surplus for the year	4,039	(1,986)
Accumulated reserves - end of the year	<u><b>68,928</b></u>	<u><b>64,889</b></u>
<b>Total Liabilities and Reserves</b>	<u><b>359,625</b></u>	<u><b>361,983</b></u>

<sup>1</sup> SAH stands for Sponsorship Agreement Holder. These are refugee sponsorships through the United Church of Canada which are externally funded but for which Parkminster has banking and oversight responsibilities.





## Capital Fund - Statement of Revenues and Expenses

For the years ending December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
<b>Income</b>		
Offerings, (2018 insurance proceeds and grants)	18,345	76,331
<b>Expenses</b>	<u>10,655</u>	<u>81,721</u>
<b>Net deficit</b>	<u>7,690</u>	<u>(5,390)</u>

## Capital Fund - Statement of Financial Position

As at December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
<b>Assets</b>		
Due from Local Fund	<u>48,239</u>	<u>45,939</u>
<b>Reserves</b>		
Accumulated reserves - beginning of year	40,549	45,939
Net surplus (deficit) for the year	<u>7,690</u>	<u>(5,390)</u>
Accumulated reserves - end of year	<u>48,239</u>	<u>40,549</u>

## Benevolent Fund – Due to Benevolent Fund Held in Local Fund Bank Account

As at December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
Opening Balance, January 1	6,992	11,742
Offerings and Men's Breakfast Donations	<u>4,810</u>	<u>3,869</u>
<b>Total</b>	<u>11,802</u>	<u>15,611</u>
Transfers to Benevolent Bank Account for use by Ministers	-	5,500
Expenses paid directly from the fund (taxis, Zehrs cards)	<u>2,109</u>	<u>3,119</u>
<b>Closing Balance, December 31</b>	<u>9,693</u>	<u>6,992</u>

## Benevolent Bank Account

As at December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
Opening Balance, January 1	1,864	1,563
Transfers to the Account from the Benevolent Fund	-	5,500
<b>Total</b>	<u>1,864</u>	<u>7,063</u>
Monies disbursed by Ministers for Benevolent Purposes	<u>1,140</u>	<u>5,199</u>
<b>Closing Balance, December 31</b>	<u>724</u>	<u>1,864</u>



## Christian Education Fund – Statement of Revenue and Expenses

For the years ending December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
<b>Income</b>		
Offerings and fund-raising revenue	348	619
Grocery card sales	<u>16,300</u>	<u>42,840</u>
Total	<u>16,648</u>	<u>43,459</u>
<b>Expenses</b>		
Grocery card purchases less change in grocery card inventory	15,572	42,419
Expenses	<u>2,157</u>	<u>523</u>
Total	<u>17,729</u>	<u>42,942</u>
<b>Net Surplus (Deficit)</b>	<u>(1,081)</u>	<u>517</u>

## Christian Education Fund - Statement of Financial Position

As at December 31, 2019 and 2018 (in \$)

	<u>2019</u>	<u>2018</u>
<b>Assets</b>		
Due from Local Fund	6,036	752
Grocery cards on hand at December 31 - at cost	<u>-</u>	<u>6,365</u>
Total	<u>6,036</u>	<u>7,117</u>
<b>Reserves</b>		
Accumulated reserves - beginning of year	7,117	6,600
Net surplus (loss) for the year	<u>(1,081)</u>	<u>517</u>
Accumulated reserves - end of the year	<u>6,036</u>	<u>7,117</u>



## Refugee Funds - Statement of Revenues and Expenses

For the years ending December 31, 2019 and 2018 (in \$)

	2019	2018
<b>PARKMINSTER RE-SETTLEMENT FUND</b>		
Balance in the Fund at the start of the year	23,977	27,057
Donations	-	1,111
	23,977	28,168
Expenses	23,977	4,191
Balance in the Fund	-	23,977
<b>PARKMINSTER REFUGEE FUND</b>		
Balance in the Fund at the start of the year	31,245	-
Donations	885	31,845
	32,130	31,845
Expenses	1,664	600
Balance in the Fund	30,466	31,245
<b>SAH-MHD TALAL ARAB REFUGEE FUND</b>		
Balance in the Fund at the start of the year	33,379	29,282
Donations	-	7,000
Interest Income	828	847
		37,129
Expenses		3,750
Balance in the Fund	34,207	33,379
<b>SAH – DABAB REFUGEE FUND</b>		
Balance in the Fund at the start of the year	35,616	35,000
Donations	-	-
Interest Income	828	616
	36,486	35,616
Expenses	-	-
Balance in the Fund	36,486	35,616
<b>SAH – MHD ALSHAAR REFUGEE FUND</b>		
Balance in the Fund at the start of the year	34,511	-
Donations	-	35,000
Interest Income	850	406
	35,361	35,406
Expenses	-	895
Balance in the Fund	35,361	34,511
<b>SAH – MHD AL ADAWI REFUGEE FUND</b>		
Balance in the Fund at the start of the year	35,616	35,000
Donations	-	-
Interest Income	868	616
	36,484	35,616
Expenses	120	-
Balance in the Fund	36,364	35,616



## Outreach Financial Report

For the years ending December 31, 2019 and 2018 (in \$)

	2019 Actual	2019 Budget	2018 Actual
<b>Budgeted Inflows</b>			
Weekly Offerings – Regular Outreach	69,936		73,283
Food Trucks	1,732		2,409
Community and Other Outreach Projects **See below	6,728		4,398
Broadview (formerly the Observer)	1,330		1,473
	<b>79,726</b>	<b>80,000</b>	<b>81,563</b>
Special Appeals (Not in budget)	14,448		14,644
<b>Total Inflows</b>	<b>94,174</b>	<b>80,000</b>	<b>96,207</b>
<b>Budgeted Outflows</b>			
Mission and Service Fund/World Development and Relief	53,844	56,000	56,920
Broadview (101 subscriptions)	2,525	2,600	2,550
Honoraria/Calendars/Mandate/Miscellaneous	313	300	1,418
Community and Other Outreach Projects (see below)	23,044	21,100	20,646
	<b>79,726</b>	<b>80,000</b>	<b>81,534</b>
Special Appeals (not in budget)	16,286		8,388
<b>Total Outflows</b>	<b>96,012</b>		<b>89,922</b>
<b>Community and Other Outreach Projects</b>		<b>Inflows</b>	
Plett Meal Centre, South Africa	3,593	1,593	4,526
Five Oaks	1,200		1,200
Reaching Our Outdoor Friends (ROOF)	1,020	20	1,065
House of Friendship	2,200		2,200
Mary's Place (Y.W.C.A. hostel)	2,493	702	2,513
Lincoln Heights	1,400		1,650
Fridays at First (formerly Out of the Cold)	1,000		1,000
The Food Bank of Waterloo Region	2,207	2,207	1,092
Supportive Housing of Waterloo (SHOW)	4,270	2145	2,200
Outreach Travel Fund	500		1,500
Debaj: Faith and Common Good	1,000		
Reception House	1,100		1,200
Wayside	1,060	60	500
	<b>23,044</b>	<b>** 6,727</b>	<b>20,646</b>
<b>Special Appeals</b>			
Nicaragua – building project	15,456	13,618	7,195
TCOW	1,840	830	
	<b>17,296</b>	<b>14,448</b>	<b>14,825</b>

Note: Some totals may be off due to rounding.

Note: The Inflow and Outflow totals do not match as there was a carry-over from 2018.

Prepared By: Jim Bowman, Treasurer, Outreach



## Outreach 2020 Budget

(in \$)

Budget Item	Percent	
	2020	of Budget
		2019
Mission and Service Fund	56,000	70%
Broadview	2,600	3%
Honoraria/Contingency/Resource Fund	300	0%
<i>Community and Other Outreach Projects</i>	21,100	27%
Five Oaks		
House of Friendship		
Lincoln Heights Breakfast Program		
Mary's Place (Y.W.C.A. Hostel)		
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		
DEJAB Story Telling Project		
The Food Bank of Waterloo Region		
Outreach Travel Fund (max. 2,500 per year)		
<b>Totals</b>	<b>80,000</b>	<b>100%</b>

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

## Parkminster United Church

### Annual Congregational Meeting Minutes

February 10, 2019

#### Attendance

Quorum was met with a total of 62 members present. (50 participants are required for Quorum)

#### 1. Mission and Vision Statements

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 Remarks – Maedith Radlein

The Chair expressed thanks and appreciation to the congregation for the support, commitment and teamwork given during her term. Appreciation was also expressed to Jennifer Allan who produces the Annual Report and to Jack Reynolds for the budget. They both give Parkminster high quality documents with which to work. The staff were acknowledged - Joe, Heather, Melanie, Neil, Allen as well as Fred. They were thanked for making Parkminster a place of connecting, affirmation and spiritual growth.

In 2018 we journeyed with Joe, Heather and Fred towards further understanding and living of our Mission and Vision. We have become the point of contact in the K-W area for many seeking community and affirmation. We embrace new relationships and expressions of our spiritual faith. We look forward to new ways of being in the new governance structure of the United Church.

In 2018:

We continued to live our faith through Connections, deepening our commitment to each other as we improve communication; Membership and Pastoral Care encourages activities to build community and help us connect with each other; Nominating matches talents and needs.

We continued to live our faith through Development, nurturing our spiritual vitality and growth as our Sunday School increases in numbers; we move into a stewardship campaign as well as legacy giving; and our worship and music deepens as our leaders welcome and embrace new people and ideas.

We continued to live our faith through Community, living a life of loving influence in the world as Outreach and Inclusive develop programming not only for our seniors but also those in the wider community as well as leading us to Indigenous partnerships and relationships; Property develops and renovates our physical spaces to meet changing needs; small groups enhance and imprint Parkminster's image in the community.

We are embracing the future.

#### 3. Opening prayer/memorial/celebrations – Rev. Joe Gaspar

#### 4. Motion by Sue MacQueen that the congregation approve Maedith Radlein as Chair of this Annual Congregational Meeting. Seconded by Sue Usaty. Carried

#### 5. Motion by Sheila Rule that the congregation approve Kathy Hagedorn Hehl as Secretary of this Annual Congregational Meeting. Seconded by Lee McWebb. Carried



6. Motion by Wendy Ridgeway that all active adherents of Parkminster be allowed to participate and vote in this Annual Congregational Meeting. Seconded by Barb Leask Wynne. Carried
7. Motion by Ruth Russell to accept the Agenda. Seconded by Kathleen Vanderlinden. Carried
8. Motion by Ted Oldfield to accept the Minutes of the Annual Congregational Meeting dated Feb. 4, 2018, p. 27-30. Seconded by Jeff Stacey. Carried
9. Motion by Barb Leask Wynne to accept the 2018 Committee reports as recorded in the Annual Report of 2018. Seconded by Bud Adams. Carried

10. **Finance Report**, pp. 20-24 – Jack Reynolds, Treasurer

Jack Reynolds expressed very sincere thanks to those who are part of the Finance team - our weekly counters; Barb Wynne who inputs weekly contributions into Quickbooks; Marilyn Hill who orders and organizes the offering envelopes and encourages and updates offerings via PAR; Melanie Chisholm for her support on financial matters; Finance Chair John Dippell; and Gregg King for his year-end review and work on the tax receipts.

Jack explained that since there weren't many questions in previous years, he determined that a budget meeting before the annual meeting wasn't necessary. He referred to the year-end review completed by Gregg King, and Gregg's statement on page 21 affirming that there were no concerns.

Jack reviewed the 2018 balance sheet and the 2018 statement of revenue and expenses. He provided additional information and historical background on a variety of items, and mentioned a correction needed in the variance column. Although we ended the year with a deficit of \$1,986, large amounts of money were donated otherwise for outreach, capital projects, benevolent purposes, refugee funds, etc. Jack spoke about how humbling it is to see the immense generosity of members throughout our congregation.

There were several questions: what we know about the financial situation in other churches; about the nature of GICs and the endowment fund; and the impact of deficits on the church's reserve.

Motion by Jack Wilson to approve the 2018 financial statements. Seconded by Jeff Stacey. Carried

Motion by Ted Oldfield to appoint Gregg King to do 2019 Financial Review. Seconded by Bud Adams. Carried

Jack presented the proposed budget for 2019. Given Reverend Heather's time away in 2018, this will be our first full year with salary and benefit costs for two full-time ministers. As well, Office Administrator hours were increased by five hours per week late in 2018 in order for her to handle various communication responsibilities (i.e., the website, roadside sign, entrance video). The offering target was set at \$290,000, up slightly from 2018 but close to our historical average. The budget shows a resulting deficit of \$24,300. In order to avoid a deficit and avoid drawing down our reserve, it means we'll need to do more fundraising, continue to grow our membership, pursue a grant from the endowment fund, and encourage very modest increases in offerings.

11. Motion by Glenn Harper to approve the 2019 Operating Budget as presented. Seconded by Rob Hehl. Carried.
12. **Outreach Report**, pp. 25-26 – Wendy Watson
  - Correction on pg. 25, \$14,644 should read \$14, 624



- 2018 was a terrific year - financially and otherwise
  - The Outreach Budget was prepared by Jim Bowman
13. Motion by Jack Reynolds to approve the 2019 Outreach budget as presented in the 2018 Annual Report. Seconded by Marilyn Hill. Carried
14. **Honoring the Retiring Committee Chairs and Members** – Maedith Radlein  
Each year we honour the people who have given their time to Parkminster. A sincere thank you to:
- Doris Jakobsh – Adult Ed
  - Bob Wynne – Finance
  - Norma Hutton – Membership and Pastoral Care
  - Max Cohen – A.V.
  - Marilyn Dippell – Stewardship
  - Ruth Russell – Worship
  - Geoff Pease – Communications
15. **Nominating Committee Report** – Maedith Radlein
16. Motion by Marg Parkinson to approve the leadership team for 2019-2020 as outlined by the Nominating Committee. Seconded by Don Pendlebury. Carried

#### **Welcome of New Volunteers**

##### **Capital Projects Steering Committee (New Committee)**

A committee that will explore and implement some of the ideas visioned by the Pop-Up committee.

Members are:

- Clare Klingenberg
- Bert Blackburn
- Andrea Gaspar
- Ron Usaty
- Gord Lomoth
- Terry Ridgway
- Bruce Mutton
- Rev. Heather Power

##### **New and Returning Volunteers**

- Kathy Shortt – Chair of Council
- Clare Klingberg – Capital Projects
- Thelma Hamilton – Stewardship
- Andrea Gaspar – Capital Projects
- Gord Lomoth – Capital Projects
- Ron Usaty – Capital Projects
- Andree Gerard – Membership and Pastoral Care
- Darlene Basse – Membership and Pastoral Care
- Peter MacLean – Property
- Matt Bruce – A.V.
- Gabriel Bruce – A.V.
- Abbie Hicknell – A.V.
- Grace Murray – A.V.
- Piper Yorke – A.V.
- Don Pendlebury – Finance



17. **New Business – Region 8 Representatives** – Maedith Radlein

The United Church has a new model of governance. The new regions are large (viewed map). Our region is Region 8, or Western Ontario Waterways (WOW). We need 2 representatives and since it's a new model we are looking for a 1-year commitment during which time the reps can see what's involved and report back to Nominating on the requirements of the position.

The regional rep, would attend one in-person meeting per year, two half days/evenings per month. At least 50% of meetings will be electronic. There is support from WOW for those who need it.

There is also the option of a 3-year term for those interested in serving on the executive (on one of the three commissions; Human Resources, Covenant, Mission and Discipleship). The executive will meet 4 times per year with 50% electronic meetings.

Commissions liaise with communities of faith. The Regional rep is an important role for Parkminster as it connects us to the larger church, and the larger church to us. It's to our advantage to have people in this new role.

18. **Closing Prayer** – Rev. Heather Power

Gratitude was expressed on behalf of Rev. Joe Gaspar and Rev. Heather Power.

A big thank you to Maedith Radlein for her work as Chair of Council.  
Maedith responded by saying, it was a privilege and fun.

19. Motion by Frank Parkinson to adjourn. Seconded by Kathleen Vanderlinden. Carried

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Maedith Radlein, Chair

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Kathy Hagedorn Hehl, Secretary



# The Life of Our Church

## New Members by Transfer or Reaffirmation of Faith

Gabriel Bruce

Shadow Power

Skye Power

Owen Rudolph

## New Members Received by Transfer, Reaffirmation of Faith and Adult Baptism

Lauren Dale

Nancy Dykstra

Gillian Hobson

Trevor Hobson

Bradley Mulligan

Katherine Mulligan

## New Members Received by Baptism

Ayla and Bria Blom

Daughters of Anton and Heidi Blom

Jemma Browne

Daughter of Jermaine Browne and Sheila Hooisma

Colin Bruce

Son of Matt and Sarah Bruce

Naomi Bruce

Daughter of Gary Bruce and Rebecca Hill

Leo Fondong

Son of Kingsley Fondong and Sarah King

Elsie Mulligan

Daughter of Bradley Mulligan and Lauren Dale

Charlie Pease

Son of Geoff and Kate Pease

## Marriages

Joseph Thomas Dwyer and Christine Brenda Balasch

Kyle Daniel Jackson and Amy Margaret Monteith

## 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

Gordon Chambers

Harry Gardiner

Lloyd Hart

Betty McCallum

Loreen Dunbar

Elaine Haney

Ron Hustwitt

Isobel McGregor

## Congregational Statistics

	2015	2016	2017	2018	2019
Adult baptisms	0	0	0	0	2
Child baptisms	5	3	2	6	8
Marriages	4	5	4	1	2
Funerals	15	6	5	9	8
Total confirmed members @ January 1 (resident and non-resident, excluding adherents)	455	440	436	427	417
Members added by profession of faith (confirmation)	0	0	1	0	4
Members added by transfer or otherwise	6	6	3	14	6
Members removed by death	12	5	8	15	6
Members removed by transfer	1	0	4	4	0
Members removed by other means	8	5	1	5	22
Total confirmed members @ December 31 (resident and non-resident, excluding adherents)	440	436	427	417	399
Households under pastoral oversight @ December 31	241	240	234	226	219
Non-resident members	21	24	31	28	36





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