

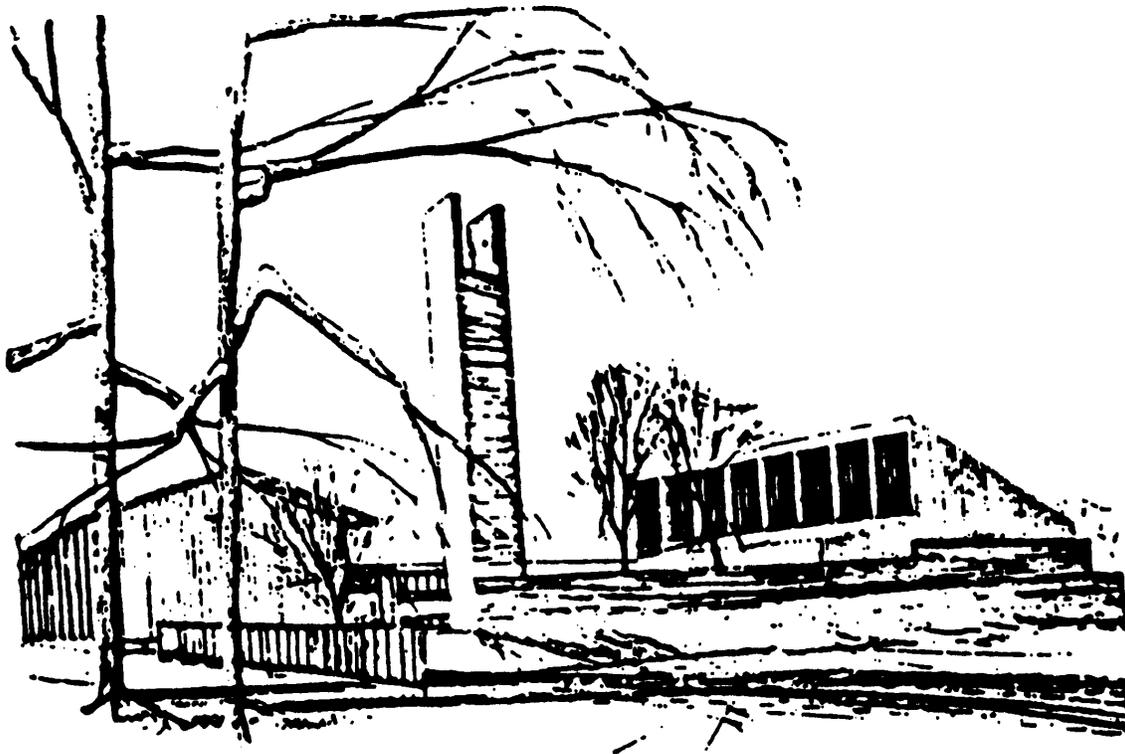
CITY VIEW UNITED CHURCH

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Minister: Reverend Dr. Karen Boivin



ANNUAL REPORT FOR 2017

*Please bring this report with you to the Annual
Congregational Meeting on February 25, 2018*

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A CLERGY REPORT FROM REV. KAREN

You are the light of the world. A city set on a hill cannot be hidden. (Matt 5:14)

This year, more than any other, has brought home for me the importance of the Church as a beacon of hope. This has been a rough year globally. The Church has been given a lot of work to do in offering hope: by helping to tease out reality from unreality in today's news; by addressing our fears and anxieties; by helping those who are suffering; and by offering a vision of a renewed world that is achievable by the power of God.

It has been City View United's generous response in all these areas that has especially driven home for me just how powerful a change agent the Church can be in people's lives and in their world when committed Christians offer their gifts in God's service and in love for one another.

We have engaged together in honest and congenial conversations about our hopes and fears in Bible and book studies, meetings, worship, and social gatherings. We have examined the issues of the day together from many directions and through the lenses of the Gospels, other helpful resources, and our own experiences.

It has been a blessing and an honour to witness how quickly members of our church family stepped forward to help with the funerals of our beloved church elders, and the numbers that came out to support our friends in the Church when there were deaths in our families. I will always be extremely grateful for the outpouring of love and support that I and my family received from you when my mother passed away. It has also been wonderful to experience your openness and response to the Spirit's nudging that someone could use a call, a visit, a drive, or some other help.

I also thank you all for your patience and embrace of many of my ideas around worship and social events. It was wonderful to see so many of you in your hockey gear, even though John would have preferred more of it to be gold and black. A special thank you goes to Mary Lynne Harvey, Jiri Hlavacek, Larry Dobson and the members of the AV team who have been most directly affected by my schemes, and who have been wonderfully supportive and willing to participate and expand upon them; and to David McGale for hanging the big angel for Advent. It has also been wonderful to have Emily DeWolfe join our staff. The Youth and Sunday school led service in December was a joy and a foretaste of what lies ahead with her creative leadership. I am also grateful for the quick and generous response to the fundraising for the new monitor system. It provides so many new and different possibilities for delivering our message of hope.

In a city church the needs of the surrounding community and how they can be addressed are thankfully more self-evident than in rural areas, and there are more avenues established through which a congregation can help. We focused our energies in 2017 especially on helping the nearby Caldwell Road area through the Carlington Community Chaplaincy, and the Caldwell Family Centre and Food Bank. Your donations of food to Harvey Harvester, purchase of grocery certificates, provision of Christmas hampers, donations of paint and local outreach donations helped our neighbours who live there.

We are incredibly blessed that so many of in our congregation are willing to dedicate themselves to one or more aspects of our ministry. In the same way that different colours come together to make a beam of white light, we were able to be a beacon of hope in Ottawa's west end in 2017 because of our combined efforts in Christ's name. As we enter Epiphany it's exciting to consider where God will call us to shine forth next in 2018.

Your Sister in Christ, Rev. Dr. Karen Boivin

B CONGREGATIONAL INFORMATION FOR 2017

B.1.1 COUNCIL CHAIRPERSONS

(Commencing January 1975, left to right)

Don Stewart
Jane Hamm
Robin Lewis
Michele Sutor
Colin Potts
Peter Fortura

Arthur Oulton
Charles Knight
Sue Brassington
Ken Mitchell
Pam Parks

Patricia Walkington
Mary Gayle Pinkney
Robert Pegrum
Harry Bender
Craig Sutor

Drew F. Shouldice
Harry Bender
Arthur Oulton
Colin Harwood
Karl Tibelius

B.1.2 BAPTISMS

Admitted into the fellowship of the Church of Jesus Christ by Baptism in 2017:

Ava Jade Olivia Ruxton
daughter of
Amy Kosowan & Rory Ruxton
June 11, 2017

Nathanael S.G. St-Jean
son of
Stacey Lafontaine & Sébastien St-Jean
July 9, 2017

Logan W.G. St-Jean
son of
Stacey Lafontaine & Sébastien St-Jean
July 9, 2017

Terra L.E. St-Jean
daughter of
Stacey Lafontaine & Sébastien St-Jean
July 9, 2017

Dastan G.R. St. Jean
son of
Stacey Lafontaine & Sébastien St-Jean
July 9, 2017

Nolann Ray Siméon Chérizard
son of
Rosiane Siméon & Réal Chérizard
July 23, 2017

B.1.3 NEW MEMBERS RECEIVED BY TRANSFER

There were no members added by Transfer in 2017.

B.1.4 NEW MEMBERS RECEIVED BY PROFESSION/REAFFIRMATION OF FAITH

There were no members added by Profession/Reaffirmation of Faith in 2017.

B.1.5 MEMBERS TRANSFERRED OUT

There were no members removed by Transfer in 2017.

B.1.6 DEATHS

Romans 8:18, 28, 35, 37-39

I consider that the sufferings of this present time are not worth comparing with the glory that is to be revealed to us. We know that in everything God works for good with those who love Him, and are called according to His purpose. Who shall separate us from the love of Christ? Shall tribulation, or distress, or persecution, or famine, or nakedness, or peril, or sword? No, in all these things we are more than conquerors through Him who loves us. For I am sure that neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord. The body is gone, but we are left with the names of these people which we speak with reverence and affection:

Reena (Teena) Campbell ^(M)	Jan. 20, 2017	Eldon Craig ^(M)	Oct. 11, 2017
Isobel Moore ^{(M)(+)}	Feb. 21, 2017	Lawrence Windmill ^{(M)(+)}	Oct. 16, 2017
Magdalena Durocher ^(M)	April 10, 2017	Hedy Korda ^{(A)(+)}	Oct. 23, 2017
Robert Thompson ^{(M)(+)}	Apr. 27, 2017	Edna Pearen ^{(M)(+)}	Nov. 4, 2017
Hunter Reid ^{(M)(+)}	May 2, 2017	Lloyd Wright ^(M)	Nov. 8, 2017
Jean Sutton ^{(M)(+)}	Aug. 6, 2017	Lorraine Wright ^(M)	Nov. 9, 2017
David Gee	Sept. 8, 2017	Clifford Johnston	Nov. 30, 2017
David Hawn	Oct. 6, 2017	Arthur Oulton ^(M)	Dec. 29, 2017

and we pray that we may remember these names which they were given by other people and by which they are still known. We believe that all they meant to us is not lost even though they are no longer with us. May God's love continue to live in our hearts and minds, in our courage and conscience. Help us to remember by word and deed those who are severely tested by this loss that they may not be overwhelmed by it and isolated from others, but that through us they may find in Christ new courage and confidence to face life.

- ^(M) Member of City View United Church
- ^(A) Adherent of City View United Church
- ⁽⁺⁾ Funeral Service not conducted by City View United Church Clergy

C COMMITTEE AND GROUP REPORTS

C.1 Comments from the Chairperson of Council – 2017

2017 was another busy and spiritually-rewarding year in the life of City View United Church. It has been an honour and a privilege to assume the role of Chair of Council in May 2017. I have been carefully observing all of the wonderful work done by our dedicated staff and volunteers and we should all be proud of our many accomplishments.

We are blessed to have the Reverend Dr. Karen Boivin as our minister. Karen served her first full year with us in 2017 and has continued to lead us forward in ministry and worship. She has implemented many innovative ideas, including the addition of video monitors, which has significantly added to the strengths of our Sunday worship services.

As in past years, we are also so fortunate to have an established ministry of music, under the direction of Jiri Hlavacek.

The children in the congregation benefitted during the year from the dedication and creativity of our Sunday School leadership and teachers. At the end of 2017, we were blessed to have Emily DeWolfe join City View as our Youth Leader and Sunday School Director; we look forward to her leadership in 2018 with the Sunday School children and also our Youth group.

We are thankful for the dedicated work of our staff including Mary Lynne Harvey for her leadership and organization in the Office; she has been a great help to me in my first year as Chair. Patrick Pearson has been instrumental in keeping the church clean and in a state of good repair, and Veronica Moore continues to carefully maintain the financial books. I would also like to thank the members of the Ministry and Personnel Committee, and the Finance, Administration and Property Committee who are essential to the ongoing operations of the church.

City View's ongoing commitment to mission and outreach is one of its key strengths. Our annual Christmas Hamper and voucher program was a big success and we again hosted Camp Awesome Children's Summer Camp. The Sunday School once again spearheaded a drive to provide art supplies to children in Iqualuit. We continue to support many local organizations and activities through our giving, voucher sales or volunteering. For example, we encourage over 500 Algonquin College students with snacks and a friendly word during exam times. Finally, we continue to support the Mission and Service Fund, which finances the national and international work of the Church.

The Snowflake Bazaar was again a huge success, due to the leadership of Kim Benjamin and her team. We also had many special events this year organized by the Communications and Events Committee. The Committee plays an integral role in helping bring the congregation together socially, which is an important part of a healthy and thriving church.

Thanks to everyone who contributed to all of our congregation's achievements in 2017. Your support, including your financial support, allows us to accomplish so much. Not only does it allow us to maintain and use our beautiful building on a daily and weekly basis, but it also supports so many of our important programs, including book studies and bible studies, the Caring Companions Group, and other important initiatives.

*Respectfully submitted,
Peter Fortura, Chair, CVUC Council*

C.2 Congregation Worship and Education Committee

This past year was the first full year of the Worship & Education Committee. This committee's primary focus is as follows:

- Coordinate Sunday worship services, including: service readiness, ushers, readers, sound, decorations, communion and special music;
- Coordinate youth interaction, such as: Sunday school, youth group, nursery;
- Coordinate other literature of spiritual learning; and encouraging stewardship of the Church.

C.2.1 Sunday Worship Services

The committee is meeting every few months to help Karen plan out the Services, offering input. We continue to reflect on how to respect the traditions and customs that the City View congregation has used for many years, while looking to inject areas of contemporary Worship practices.

This past year marked our first full year with Karen leading our Services. We have continued to have engaging Worship Services. This included a number of themed Services, including the 'hockey sweaters' themed Service, and several entertaining children's time segments (i.e.: kids and noisemakers are always fun!). We also introduced a Kids' Table off to the side, where the kids can congregate during Services. This appears to have worked out well, keeping the kids engaged and entertained.

The most notable addition to the Sanctuary this past year were the new TV monitors. These have enhanced the Services. Thanks to Karen, Craig Suitor, Harry Bender and Jim Watchorn who took the lead and spent time researching, planning out the monitors positioning, and general technical set up and initial troubleshooting.

Worship Services over the year have occurred as past years, including the Maundy Thursday, Good Friday, Easter Service; a Blue Christmas Service; the annual Choir Candlelight Service and the two services on Christmas Eve.

We are continually blessed to have Jiri Hlavacek's Musical Leadership and a wonderful choir. Heidi Li offered her musical ministry during Jiri's time off in July and August.

This year we once again had a pizza lunch to decorate the Sanctuary for Christmas. We had nearly 30 people attend and help with the decorations. This included adults and a gaggle of kids. It was a lot of fun watching the kids put bulbs on the Christmas trees, organize tinsel and garland, an all-round good time! Although this occurred in early 2018, thank you to those that took down the decorations.

Finally, a special thank you for all of those that work to keep the Worship Services running, including the many Ushers, Communion helpers, Readers, Offering collection personnel, and the Audio/Visual group. I know there are many others that do less obvious, but nonetheless important things (i.e.: flowers, banners, decorations). Thank you! It's our collective effort that makes Worship Services at City View engaging, thoughtful and entertaining.

C.2.2 Youth Interactions: Nursery, Sunday School, Youth Group; Camp Awesome

City View is blessed to have the continued input from many people in support of our Youth. Our Nursery is coordinated by Eleanor Henderson. I thank her and the ongoing volunteers that sit in the nursery with our youngest congregation members. Over the course of the year the nursery sees 2 or 3 ongoing visitors each week, with some weeks spiking to over 5.

Sunday School continues to be an integral part of City View. Many thanks to Chris Tibelius, who retired in June, for coordinating the Sunday School for many years. In November, Emily DeWolfe joined the church staff as Sunday School & Youth Coordinator. A small core group of teachers works with the children to present the Bible and Jesus' teachings to them through discussion, games, and crafts.

In the first half of 2017, the Sunday School group finished up the second half of the Route 66 curriculum which focused on the New Testament. Each week the group looked at a different book (or books) from this part of the Bible.

In the fall of 2017, the Sunday School started using the Seasons of the Spirit curriculum which follows the lectionary. It is supplemented by materials available on the Internet. A highlight of the Christmas season was a pageant presented by the children and youth group based on Ken Oppel's book, ***Follow that Star***. Emily created a script, roles were assigned, the children made sheep masks and practiced and they were amazing. The kids also decorated the Friendship baskets again this year.

The Sunday School raised money to send art supplies and creative toys to Iqaluit again this year. More than a hundred gifts of art supplies, beads, Lego, and so forth were sent North (over \$1,100 in value) and given to children who came to the food bank with their families. This project is very much appreciated by the children, the food bank and other volunteers. Thanks to the congregation for their fantastic support, as well as the Institute on Governance, Mike Curry with First Air, and Mary Ellen Thomas of the Nunavut Research Institute, who all make this project a yearly success.

Overall, the Sunday School has experienced stable numbers over the past year, and we have a few new members. Average attendance was between 8 and 9 every week, with approximately 19 children attending on a fairly regular basis. We continue to look for support from the Congregation to be teachers or extra helping hands.

Emily has started to rejuvenate the Youth Program and there are 3 youth currently participating. They helped with the Friendship baskets and made some awesome decorated sugar cookies to put in them, did a remarkable job during the youth and Sunday School Christmas Service and attended the Star Wars movie together. They have many plans for the first half of 2018.

Finally, we were blessed to have Jennifer Landry continue to lead our involvement with Camp Awesome. Camp Awesome is a week-long Christian day camp program sponsored by Ottawa Presbytery of the United Church of Canada. It was another successful Camp in 2017. There were 33 children that attended, which was slightly lower than the year before. This year's camp lessons were:

- God is with you through hard decisions, by studying Miriam.
- With God we can make a difference by studying about Moses and the Israelites.
- No problem is too big with God by studying Peter's escape from prison.
- With God you are never alone by studying Shadrach, Meshach and Abednego.
- God helps us escape fear to find hope by studying the journey to Emmaus.

Thank you to Jennifer for her work here.

C.2.3 Other Literature and Spiritual Learning

There is the ongoing Bible Study meeting that occurs weekly. Karen has introduced a drumming circle, that continues to gain members. Finally, we continue to be blessed with the Library in the Friendship room that has many books available for usage on a weekly basis.

Without the continued inputs and time of the Worship & Education Committee, and of course the ongoing Spiritual Leadership of Karen, we would not have the Worship and Education experiences we have today. The continued focus of this committee going into 2018 will be to help foster a positive Worship experience, and offer means to learn God's Word through various activities.

*Respectively submitted,
Steven Bergman*

C.2.4 Senior Choir

The senior choir has had another successful year, many thanks to Jiri and his patience and dedication. He still loves his job and we appreciate that he shares Stanja with us! Thanks too, to Cairine Thomas and David Oulton who add so much to our services with their talents. Also thanks to Ngaio Potts for her lovely rendition of O Holy Night on Christmas Eve.

Once again, in November, we hosted the fourth choral concert in conjunction with four other choirs. This year, under the leadership of Robert Palmai, Glebe St James choir, and Kitchissippi United Church Choir, Faith Lutheran and Julian of Norwich Anglican Church, it was a most successful church event. Always a joy to sing in a larger choir! The proceeds from this benefit concert went to the Carlington Community Chaplaincy, a significant fundraiser for them.

The choir is pleased to have a new tenor, Nikki Diamond-Christudas. Welcome Nikki!

We have very dedicated choir members who come out faithfully to lead us in the music of worship. Other choirs must envy our large contingent of men!

*Respectfully submitted,
Betty Renwick, Secretary*

C.2.4.1 Senior Choir Financial Statement (January 2, 2017 to December 31, 2017)

Bank Account Balance at December 31, 2016				\$2,856.94
<u>2017 Receipts</u>				
2016 Additional Choir Donations (See Note 1)			395.00	
2017 Choir Dues			115.00	
2017 Candlelight			492.75	
Total Received				1,002.75
<u>2017 Disbursements</u>				
Bill Love Coffee & Tea for Choir			(10.98)	
Bill Love (refreshments Carlington Concert)			(86.23)	
B. Broughton Company Ltd. (2017 Candlelight Bulletins)			(42.60)	
Jean Nielsen (2017 Candlelight Refreshments)			(94.63)	
Total Disbursements				(234.44)
Bank Account Balance at December 31, 2017				<u>\$3,625.25</u>
<u>Notes to Financial Statement</u>				
Note 1:				
Additional 2016 Choir Donations, received \$395.00 cheque dated December 30, 2016 from Cityview United Church Account #5700 (Music Organ & Sound) and deposited to choir bank account January 23/17				

C.3 Community Care and Outreach Committee

C.3.1 Pastoral Care

The Pastoral Care Team has enjoyed having the guidance and support this year of our minister Rev. Dr. Karen Boivin. Presently the team is visiting approximately 25 people.

In February, we were fortunate to have Verna Nuttall conduct a two-part workshop on Compassionate Fatigue. This was well received and appreciated by our team and by members of the community. This fall some of our team members took advantage of the Advanced Pastoral Care Training Course. Again, we found it very worthwhile and informative.

We held the Blue Christmas/Memorial Service on Sunday December 10. This service gave family members and friends the opportunity to reflect on the memories of their loved ones who have passed away. Karen reinforced the importance of this service in helping people process their grief. It also helps people who find the Christmas period difficult. Karen's service was very well received and was followed by light refreshments.

The Prayer Chain continues to be effectively handled by Doris and Dorothy Latour. They also continue to link up volunteer drivers with church members who require a ride to church. We very much appreciate their continued efforts.

The team enjoyed assisting in the delivery of the Friendship Baskets. We would like to express our sincere thanks once again to Joan Dobson for continuing to coordinate this very important and worthwhile project.

Betty Renwick continues to send cards to people on the pastoral care list. Her thoughtfulness and efforts are very much appreciated by the recipients. We would like to express our sincere thanks to Betty for this valuable ministry she provides.

Our team members this year include Mindy Benoit, Karen Boivin, Rachel and Bill Boone, Ruth Ann Carney, Mary Lynne Harvey, Marilyn Jensen, Shirley Johnston, Mary Ann King, Marg Knight, Claire Knudson, Doris Latour, Dorothy Latour, Diana Reithman, Norma Wells and Joanne Lewis. I very much appreciate the team members' hard work, their professionalism and their dedication to this vital ministry and they are a joy to work with.

*Respectfully submitted,
Joanne Lewis, Chairperson, Pastoral Care Team*

C.3.2 Mission & Outreach

The mandate of this committee is to help City View United Church to be a sharing and caring community and to support the work of the United Church of Canada.

This year we have continued to welcome the residents of the former Telci group homes Laura Allingham and John Robson. Once again this year they have enjoyed their special birthday celebration in June and Christmas party in December. Laura and John are now enjoying living more independently with the help of assistants, their group homes having been closed. Former resident Joseph Oombash is enjoying his new life in Sioux Lookout. We welcome anyone who would like to be more involved and help with them at church.

The Eritrean family we were cosponsoring arrived in mid February. Their aunt and Carleton Memorial UC the other co sponsors are helping them settle into their new life in Canada.

Through monthly Local Outreach donations our congregation gave \$4258.00 to the Carlington Chaplaincy, Caldwell Family Centre, Westend Breakfast and Lunch Program, Centre 507 and Algonquin Campus Ministry.

Once again your purchase of grocery gift cards raised \$1437.50 for the Carlington Chaplaincy. Metro total sales were \$10,000.00 with profit of \$360.00 and Loblaws total sales were \$21,530.00 with profit of \$1,077.50.

Your donations of underwear, clothing and toiletries are much appreciated by Centre 507. Caldwell Family Centres is the grateful recipient of City Views donations to their food bank. Your donations of cookies, muffins etc to the Algonquin College Chaplaincy were much appreciated by the students at exam time.

The Christmas Hamper Project and Caring Baskets are a highlight in the life of our congregation. We appreciate the dedication of the committee which gives us this happy opportunity to share at this time of year.

The M&O committee continues to fund the purchase of Fair Trade Coffee served each Sunday. Your coffee hour donation to the Healing Fund (can) raised \$250.00 for programs to help alleviate the sad results of the Residential Schools on our First Nations People.

Through the Mission and Service Fund our congregation has once again raised \$54,830.54, generously supporting the work of the United Church in Canada and through our partners around the world as they deal with so many issues of famine, war, dislocation and environmental disasters.

Anyone who would like to be part of outreach at City View United would be welcome on this committee. We would also welcome your suggestions and ideas.

*Respectfully submitted by the M&O Committee,
Sheila Smith, Dawn Hamilton, Marg Knight, Lambert Okrah, Frank Pole, Karen Boivin*

C.3.3 Hamper Sub-committee Report, 2017 Project

The Hamper Committee had a very successful year.

Our Committee members were: Ron Horton, Barbara Williams, Dave and Fern McGale, Michele and Craig Sutor, Lloyd Seaman with Co-chairs Bob Pegrum and Joan Dobson.

Families were referred by Debra Dynes Family House and Caldwell Family Centre, Meadowlands and Sir Winston Churchill Public Schools, Sir Guy Carleton and by Margaret Knight.

Food was collected from the Congregation, Carleton Heights Public School, Meadowlands Public School and Sir Winston Churchill Public School. Again the extra food was sent to Shepherds of Good Hope and Caldwell Family Centre food bank.

Apple boxes were picked up from Farm Boy for the hampers by Dave McGale and the Suitors.

Drivers to deliver the food were co-ordinated by Larry Dobson. Kiwanis Club again sent 3 teams of drivers.

67 Families received hampers. They had turkeys, potatoes, stove-top stuffing, milk, bread, crackers, peanut butter, cereal, cranberry sauce, hot chocolate, coffee and lots of canned goods. There were also gifts for all the family members, gloves or mittens for all the family members and a box of chocolates.

Another 50 families received \$50 vouchers. Plus 20 families received vouchers for \$25. The Debra Dynes Vouchers were for Basics or Metro and the Caldwell vouchers were for Loblaws. All the families for hampers and vouchers were screened by "Caring and Sharing" to avoid duplication.

36 Friendship Baskets were delivered. 5 other people received cookies. 14 families received cards.

We would like to thank the congregation who adopted families and bought them gifts, who delivered hampers and friendship baskets and who helped pick up food and sort food and load cars and stand in the cold to put the turkeys in the boxes. We needed all of you!!

C.3.4 United Church Women

The United Church Women completed another successful year of Christian Fellowship and service.

We were saddened by the loss of so many of our good and faithful women: Teena (Raina) Campbell, Lorraine Wright and Edna Pearen – all who played a significant part in our UCW. Also Jean Sutton and Isobel Moore, members of our church, and Hedy Korda, an adherent who all contributed to City View United Church.

The Naomi and Dorcas Units disbanded, but remain members of CVUC.

The Miriam Unit rely on internal funding for outreach and local commitments. The Phoebe unit keeps an active part of CVUC helping with the “Grannies” of the Stephen Lewis Foundation to organize a Bridge/Luncheon; and has helped with other activities at CVUC.

Thanks to the ladies of the congregation for their continued interest in their organization and the life of City View United Church.

*Jean Baenziger,
UCW President*

C.3.4.1 UCW Financial Statement 2017

Balance Forward January 1, 2017 \$ 881.24

Income:

Units	900.00		

	900.00		900.00

			1,781.24

Disbursements:

City View Church	600.00		
Mission & Service	250.00		
Ottawa Presbyterial	50.00		
Gifts	155.00		
Charities - Debra Dynes	200.00		

	1,255.00		1,255.00

Balance as at December 31, 2017		\$ 526.24	

			=====

C.3.5 Men's Club-Friendship Club

A declining membership and an inability to fill executive roles made us make a change during this year from the Men's Club to become the Friendship Club.

The 2017 Executive consisted of Ken Mitchell-Acting President, Ken Mitchell-Programs, Ev Zytveld-Treasurer, Bill Love-Membership. In May, Richard Zay became the President of the Friendship Club with an Executive consisting of Ev Zytveld, Pam Mitchell, Jim Strong and Ken Mitchell.

Programs:

We started the New Year with a very successful January program; ***Understanding and Responding to Racism in Canadian Society*** with guest speaker **Rev. Dr. Anthony Bailey**.

In March, we were to have a program titled ***Urban Planning-Senior Pedestrians*** with speaker **Dr. Barry Wellar** but unfortunately, Dr. Wellar was unable to attend. We still met and enjoyed a great supper.

In May we had great evening with a ***Musical Night Sing -a-Long*** with **Bruce and Sandi** that was very entertaining.

Our last meeting was held in September entitled: ***My Journey and Experience at the Olympics*** with Olympian **Steven Jorens**.

The November meeting was cancelled.

Activities:

Maple Syrup Campaign run by Dave McGale and Ken Mitchell was a great hit again.

The Bazaar Restaurant under the direction of Glenn Hogaboam, with countless helpers, went smoothly serving many luncheons and snacks.

Poinsettia Campaign run by Lloyd Seaman once again gave great service to our congregation and community.

*Respectively submitted,
Ken Mitchell*

C.3.5.1 Men's Club Financial Statement

2017 Financial Report of CVUC Men's Club/Friendship club					
Funds on hand January 1,2017					\$1,977.28
Activity	Receipts		Expenses	Net	
Dinner meetings	\$498.28		\$138.00	\$360.28	
Maple syrup project	\$2,135.00		\$1,764.00	\$371.00	
Poinsettias	\$1,730.30		\$1,340.29	\$390.01	
	Outstanding receivables			\$40.00	
Miscellaneous	\$0.00		\$53.69		
Bank charges	\$0.00		\$0.00		
Donations - see below	\$0.00		\$915.00		
Totals	\$4,363.58		\$4,210.98	\$192.60	\$192.60
	=====		=====	=====	-----
Funds on hand December 31,2017					\$2,169.88
					=====
Detail of Donations made:					
CVUC operating fund			500.00		
Operation come home			50.00		
Harvest House ministries			50.00		
Camp Awesome			215.00		
Speakers' charities			0.00		
CVUC-Shouldice fund			100.00		
Other donations			0.00		

			915.00		
			=====		

C.4 Communications and Events Committee

C.4.1 Communications

- **Frequent planning sessions** with Rev. Dr. Karen Boivin, Mary Lynne Harvey (Office Administrator) and Larry Dobson (Chair of Communications and Events Committee) continue.
- **Communications from Council.** At each council meeting, key developments continue to be identified. These are then shared with the congregation by way of our weekly email announcements, the website, and our bulletin announcements.
- **Our Website** continues to keep people current with weekly news in our church as well as in our community.
 - It continues to provide people with the option to donate on-line through 'Canada Helps' with a 'Donate NOW' button on the front page of the site.
 - Podcasting of Karen's sermons each week continues.
 - Photos of recent events keep people aware of our church work even if they haven't been part of the activity.
 - With the coming on to staff of Emily DeWolfe as our new Sunday School and Youth Coordinator, our Youth page has been re-established.
- **Our Bulletin Boards**
 - Mary Lynne Harvey has expertly kept our bulletin boards current this year. Many thanks go out to her.
 - New Bulletin Boards are in the planning stage for 2018. A new board will soon show our staff members and contact information.
- **Our Facebook page** continues to be active. All members of the church can post and comment, although few have chosen to do so.

C.4.2 Events

Michele Suitor and Barb Williams and many helpers continued their fine work up until our Church Picnic on June 11, 2017, at which time Michele handed over her position to Larry Dobson.

— **Events** in 2017 included:

- Pancake Breakfast, March 26, 2017 - 90 people
- Church Picnic 2017, June 11, 2017 - 75 people
- Welcome Back Sunday Brunch, Sept. 11, 2017 - 60 people
- Halloween Pizza Luncheon, Oct. 29, 2017 - 70 people
- Publicizing major events such as the Phoebe's Bridge Day (May 11/17), the Snowflake Bazaar (November 18, 2017) and the Hamper Project (December) has continued.

— **Coffee Hour** – Our weekly after-church coffee hour continues. Many thanks can be extended to Barb Williams, Jean Baenziger, and Holly Kritsch and other helpers for their faithful help.

Members:

Larry Dobson, Chair
Janet Hrnchiar, Graphics, publicity
Kim Benjamin, Coordinator, Snowflake Bazaar
Linda Fawcett
Mary Lynne Harvey
Rev. Karen Boivin

*Respectfully submitted,
Larry Dobson, Chair*

C.4.3 Bazaar Committee Report

This Year's event was held on November 18, 2017. People contributed to this venture through the generous donation of items (home baking, knitting, jewelry, crafts, books, toys, collectibles, etc.) and their time (setting up and taking down, Men's Club Restaurant, floor plans, decorating, creating items to sell, obtaining donations for silent auction, leading and helping at tables, providing security, greeting and providing assistance to attendees, operating the elevator, etc.). The committee members also generously contributed of their time and talent to help make this event a success. The financial total as of December 31 was \$12,298.35 with funds still to come in from the calendar sales. This total is very similar to the 2016 event. Many thanks to everyone for their support for this very worthwhile and community-building event!

The planned date for next year's event is November 17, 2018. Please mark it on your calendar so that we can make next year's event even better!

If you have any questions, feel free to forward them to Kim Benjamin (613-727-6320 or deltakim@yahoo.com).

*Respectfully submitted,
Kim Benjamin, Bazaar Coordinator*

C.5 Finance and Administration

C.5.1 Property

The Property Committee continues to oversee the maintenance of the Church facilities and surrounding property in keeping with its mandate. We are a small committee of three so we meet on an “as required” basis but maintain contact with each other on a regular basis to ensure the ongoing maintenance services such as snow removal, lawn maintenance, heating systems, are performed.

Regular inspections of certain systems such as the elevator are carried out by various government authorities. I am pleased to report that we continue to meet all regulatory requirements.

Once again, a lot of the ongoing day to day maintenance is carried out by Church members who give of their time and talents to complete these tasks thereby reducing the financial cost of this work. In particular, I would like to thank Dave McGale, Wayne and Liz Mitchell for their work in completing a host of miscellaneous tasks throughout the year.

In June we had a very successful Spring Cleanup of various storage areas. A large quantity of old stuff got disposed of. No major projects were undertaken during 2017. Thanks to everyone who participated.

I also want to thank my fellow Committee members, Dave McGale and Filippo Fonzo for their continued commitment and advice.

*Submitted by,
Colin Potts, Committee Member*

C.5.2 Membership

We are working hard to update our membership records. This task will be finished sometime in 2018. The stats for 2017 do not reflect the information gathered through the ongoing process. A special thanks to the members of the committee, Jean Tanner, Betty Renwick, Mary Gayle Pinkney and Jim Watchorn, for their dedicated work and helpful input to the new chair.

A special thanks to Mary Lynne Harvey for all her assistance in tabulating the information and keeping up the day-to-day membership records.

*Respectfully submitted,
Ken Mitchell, Chair of Membership Sub-committee*

Membership Statistical Report For 2017

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Number of Households within Congregation	319	334	336	369
Number of Members within Congregation	330	332	377	
Number of Adherents within Congregation	<u>301</u>	<u>297</u>	<u>292</u>	<u>319</u>
Number of people under the pastoral care of CVUC	<u>631</u>	<u>622</u>	<u>624</u>	<u>696</u>

Received members during the year by:

Confirmation	0	5	0	0
Profession/Reaffirmation of Faith	0	1	0	6
Transfer of Membership	0	2	0	1

Members Removed from Roll by:

Death	12	12	10	12
Transfer	0	1	0	2
Request (of the member)			0	0
Action of CVUC Council: (members-in process)			35	0
Action of CVUC Council: (adherents-in process)			35	0

Additional Activities Conducted by CVUC Clergy:

Number of infant baptisms	6	6	4	5
Number of adult baptisms	0	0	0	0
Number of marriages	0	0	1	3
Number of funerals	9	5	16	11

C.6 Ministry & Personnel Committee

The M&P Committee is essentially the Human Resources department for CVUC. We consult with our staff on a regular basis to discuss any issues or matters related to working conditions or work relationships. The committee is responsible for interpreting and changing job descriptions, hiring staff, issuing service contracts, making recommendations to Council on compensation, and coordinating the annual reviews of our staff. The committee is also responsible for hiring pulpit supply and temporary help for when staff are on vacation.

On behalf of Council, M&P oversees our Health and Safety Program and our Accessibility Program. In 2016-17, with the assistance of Dianne Watchorn (Trustees), Mary Lynne Harvey (office administrator), and significant input from Dave McGale (Property), Wayne Mitchell (Trustees), and Council members, we developed and implemented an Emergency Response Plan for CVUC. This plan formally defines procedures for handling emergency evacuations, medical emergencies, and the training and education to support these procedures. The plan also contains an inventory of emergency equipment, locations, and the associated testing and maintenance procedures to be followed. We have trained 28 people to act as Emergency Coordinators and are continuing to implement the new signage and new procedures recommended in the plan.

M&P is responsible for administering HR related policies. In December, Council approved our recommendation to rescind our specific CVUC Workplace Harassment and Violence Policies and replace them with the **United Church policy on Workplace Violence and Harassment** that was released in July 2017. It is significant to note that this policy **applies not just to staff, but also to members and adherents of the congregation**. Under this new policy, complaints of inappropriate behaviour (e.g. bullying, harassment) are to be reported to 1-800-268-3781 ext. 7788 or complaintresponse@united-church.ca.

In November, we welcomed Emily DeWolfe from Wolfville, Nova Scotia, as our new Sunday School and Youth Program Coordinator. She jumped in quickly to help coordinate Sunday School and Youth activities for Christmas. Thank you to Karl and Chris Tibelius for providing Emily with room and board for her first few weeks in the city. We look forward to Emily's leadership in the coming year.

On behalf of the congregation, I want to express our sincere appreciation to: our minister, Rev. Dr. Karen Boivin; our organist and senior choir director Jiri Hlavacek; our office administrator, Mary Lynne Harvey; our bookkeeper and envelope secretary, Veronica Moore; our custodian, Patrick Pearson; and our night lockup person, Graham Steeden. Each in their own area of ministry or service have demonstrated their continued dedication and commitment to City View in 2017.

I wish to thank Peter Fortura and Joan MacDonald for their support, as former members of the M&P committee. Finally, I want to thank the current committee members, Ev Zytveld and Holly Kritsch, who have provided sound advice and support in dealing with M&P matters this year.

Respectfully submitted,
Harry Bender, Chairperson M&P
cvuc.map@rogers.com

C.7 Board of Trustees

Members: Wayne Mitchell (Chair), Dorothy Latour, Stanley Parkhouse, Cairine Thomas, Diane Watchorn, Rev. Dr. Karen Boivin.

Archives: The responsibility for Archives was transferred to Council in 2015. The CVUC constitution will be amended to reflect this change.

Insurance: We continue to be insured under the General Insurance Plan for the United Church of Canada, covering Property Loss; Damage from Boiler/Machinery Breakdown; Crime Loss; and General Liability. Directors and Officers Liability Insurance is covered under a separate national policy of the United Church of Canada.

Investments: Funds nominally under the direction of the Trustees have been reinvested with the other Church reserve funds.

Memorials: The Memorials Fund contributed \$5,000 to the Sanctuary Video Project. This project was also generously supported by approximately \$11,745 in donations from members of the Congregation. The Memorials fund has accumulated a rather substantial surplus, and the Board and Council will be discussing uses for this in the coming year.

Rentals: The day to day administration of the use and rental of Church space is ably managed by Mary Lynne Harvey. The value of rentals received in 2017 was approximately \$55,500, of which approximately \$28,815 was from the Presbytery/Conference joint lease. This lease ended June 30, 2017. Conference could not renew due to the United Church re-structuring.

Board Activities: Negotiations were successfully completed with Presbytery and a new lease was executed for Presbytery alone for about 50% of the space formerly occupied by Presbytery and Conference together. This lease runs to December 31, 2018. Presbytery was unable to commit for a longer period pending the final results of Church re-structuring. A search for replacement full-time tenants for the former Conference space remains a work in progress.

*Respectfully submitted,
Wayne Mitchell, Chair*

C.8 Ottawa Presbytery

The Ottawa Presbytery meets monthly at various churches within the Ottawa and Gatineau areas, to worship together, do business, be a church community and to share information among all the member churches. The members of Presbytery consist of representatives, both lay and clergy, from all churches within its boundaries.

In 2017 the CVUC presbyters were Reverend Dr. Karen Boivin and our official lay reps Jim Watchorn and Ev Zytveld. In addition our attendance was augmented from time to time by Charles Knight and Rev Stan Parkhouse. Charles Knight takes turns acting as the official parliamentarian of the Presbytery at its meetings.

In 2017, the discussion continued on the re-structuring of the United Church of Canada. As part of this process, remits 1 to 5, and remits 7 and 8 were discussed and passed. Remit 6 was discussed and defeated. The regional Boundaries Working Group of Ottawa Presbytery made its recommendation to the National Boundaries Commission and had its' recommendations accepted in the interim report of the National Boundaries Commission. This was reported to us shortly after our January 2018 meeting. It appears that Ottawa Presbytery will be in Region 13 along with some of our neighbouring presbyteries.

As we embark on our last year as a Presbytery we await with anticipation the final results of the various National Commissions leading up to the next General Council meeting and the 2019 Church restructuring.

If you would like more information about Presbytery, please contact any one of us.

*Respectfully submitted,
Everard (Ev) Zytveld, Presbytery Rep.*

D FINANCIAL REPORTS

The Financial Statements for the year ended December 31, 2017 and the Operating Fund and Building Repairs and Improvement Fund Budgets for 2018 are presented for your consideration on the following pages.

For 2017, both the Operating Fund and the Building Repairs and Improvement Fund ended the year with a surplus (\$11,102 and \$10,298, respectively). For the Operating Fund, the surplus was the result of both higher than expected revenues and lower than budgeted expenditures. On the revenue side, PAR and envelope givings, after declining significantly in the two previous years, remained unchanged in 2017, and the decline in rental income resulting from the departure of the M & O Conference staff was offset somewhat by increased rentals from other sources. On the expenditure side, M & P expenses accounted for most of the difference, mainly due to lower than budgeted expenditures on pastoral supply, youth leader salary and travel. For the Building Repairs and Improvement Fund, total revenues came close to meeting our target, thanks to a \$5,000 transfer from the Memorial fund, while expenditures were below budget since no major building expenses other than the video system installation were incurred during the year.

For 2018, the Operating Fund budget approved by Council for consideration reflects a continuation of the current levels of givings, a reduction in rental income resulting from the departure of the M & O Conference staff and little change in other income. As a result, given expected expenditures, the Operating Fund is projected to run a deficit of about \$10 thousand.

The budget for the Building Repairs and Renovation Fund projects a deficit of \$2 thousand, predicated on maintaining existing levels of givings and a provision of \$20 thousand for building expenditures, including \$4 thousand to acquire new hearing-assist devices for the sanctuary.

I would like to extend my sincere thanks to members of the Finance and Administration Sub-Committee (Janice Hopkins, Bill Boone, Dwayne Johnston and our late dear friend and colleague Art Oulton) and to our book-keeper, Veronica Moore, for their valuable assistance throughout the year, and to members of Council for their help in developing the draft budget for 2018.

*Respectfully submitted,
Bruce Petrie, Treasurer*

D.1.1 Statement of Revenues, Expenses and Balances

CITY VIEW UNITED CHURCH						
STATEMENT OF REVENUES, EXPENSES AND FUND BALANCES						
YEAR ENDED DECEMBER 31, 2017						
	OPERATING	BUILDING REPAIRS & IMPROVEMENT Note 3	MEMORIAL	SPECIAL PURPOSE AND OUTREACH Note 4	TOTAL 2017	TOTAL 2016
REVENUE						
Givings	\$ 207,295	\$ 12,528	\$ 5,194	\$ 72,155	\$ 297,173	\$ 300,406
Rentals	\$ 55,517				\$ 55,517	\$ 63,617
Investment income	\$ 5,880				\$ 5,880	\$ 5,952
Other	\$ 10,701	\$ 11,745	\$ -	\$ 12,343	\$ 34,789	\$ 37,864
TOTAL	<u>\$ 279,394</u>	<u>\$ 24,273</u>	<u>\$ 5,194</u>	<u>\$ 84,499</u>	<u>\$ 393,360</u>	<u>\$ 407,839</u>
EXPENSES						
Ministry & Personnel	\$ 181,179				\$ 181,179	\$ 203,718
Finance & Administration						
Finance	\$ 37,670				\$ 37,670	\$ 34,996
Property	\$ 51,430	\$ 18,975			\$ 70,404	\$ 69,427
Worship & Education	\$ 3,855				\$ 3,855	\$ 5,099
Communications & Events	\$ 3,348				\$ 3,348	\$ 3,195
Community Care & Outreach	\$ 810			\$ 4,258	\$ 5,068	\$ 5,455
Mission & Service				\$ 54,831	\$ 54,831	\$ 57,864
Other				\$ 12,701	\$ 12,701	\$ 12,554
TOTAL	<u>\$ 278,292</u>	<u>\$ 18,975</u>	<u>\$ -</u>	<u>\$ 71,790</u>	<u>\$ 369,057</u>	<u>\$ 392,309</u>
REV less EXP	\$ 1,102	\$ 5,298	\$ 5,194	\$ 12,709	\$ 24,303	\$ 15,530
INTERFUND TRANSFERS	\$ 10,000	\$ 5,000	\$ (5,000)	\$ (10,000)	\$ -	\$ -
SURPLUS (DEFICIT)	<u>\$ 11,102</u>	<u>\$ 10,298</u>	<u>\$ 194</u>	<u>\$ 2,709</u>	<u>\$ 24,303</u>	<u>\$ 15,530</u>
FUND BALANCE						
Beginning of Year	\$ 136,269	\$ (65,110)	\$ 38,851	\$ 40,379	\$ 150,389	\$ 134,859
End of Year	<u>\$ 147,371</u>	<u>\$ (54,812)</u>	<u>\$ 39,045</u>	<u>\$ 43,088</u>	<u>\$ 174,692</u>	<u>\$ 150,389</u>

D.1.2 Statement of Financial Position as of December 31, 2017

CITY VIEW UNITED CHURCH

STATEMENT OF FINANCIAL POSITION AS OF DECEMBER 31, 2017

	<u>2017</u>	<u>2016</u>
CURRENT ASSETS		
Cash, receivables	\$ 49,192	\$ 32,919
Other	\$ 1,975	\$ 4,243
	<u>\$ 51,167</u>	<u>\$ 37,162</u>
INVESTED ASSETS (Note 2)		
TD Waterhouse Account	\$ 268,791	\$ 254,454
BCE shares (book value)	\$ 377	\$ 377
	<u>\$ 269,168</u>	<u>\$ 254,831</u>
CHURCH PROPERTY (at cost)		
Land	\$ 11,000	\$ 11,000
Building	\$ 650,174	\$ 650,174
Equipment	\$ 61,964	\$ 61,964
	<u>\$ 723,138</u>	<u>\$ 723,138</u>
TOTAL ASSETS	<u>\$ 1,043,474</u>	<u>\$ 1,015,131</u>
 REPRESENTED BY:		
Equity in Church Property	\$ 723,138	\$ 723,138
Trustee-Managed Funds (Note 6)	\$ 136,830	\$ 135,955
Memorial Fund	\$ 39,045	\$ 38,851
Building Fund (Note 3)	\$ (54,812)	\$ (65,110)
Special Purpose & Outreach Funds (Note 4)	\$ 43,089	\$ 40,379
Other funds (Note 5)	\$ 3,244	\$ 3,244
Current liabilities	\$ 4,737	\$ 1,535
Operating Fund/Retained Earnings	\$ 148,203	\$ 137,138
TOTAL	<u>\$ 1,043,474</u>	<u>\$ 1,015,131</u>

D.1.3 Notes to the 2017 Financial Statements

CITY VIEW UNITED CHURCH

NOTES TO THE 2017 FINANCIAL STATEMENTS

Note 1 Accounting Policy:
 City View United Church is a registered charitable organization exempt from income taxes. The consolidated financial statements have been prepared on an unaudited basis and reflect the following significant accounting policies:
 - Donations given to the church with specific restrictions are used only for those purposes
 - Church-owned assets are reflected at cost.
 - Investments are reported at cost plus accumulated and accrued income.

Note 2 Investments:
 The funds are invested with TD Waterhouse as follows:

Cash	\$1,218
Fixed income (GICs, bonds, etc)	\$186,575
Equities (Exchange traded funds, shares)	\$80,998
TOTAL	\$268,791

As of December 31, 2017, the market value of the above securities, provided they are not cashed before maturity, was \$273,264.

Note 3 Building Repairs and Improvement Fund:

OPENING BALANCE	REVENUE	EXPENSE	TRANSFERS IN (OUT)(1)	FUND BALANCE
\$ (65,110)	\$ 24,273	\$ 18,975	\$ 5,000	\$ (54,812)

(1) Transfer from Memorial fund for video system project.

Note 4 Special Purpose & Outreach Funds:

	OPENING BALANCE	REVENUE	DISBURSE- MENTS	TRANSFERS IN (OUT)(1)	FUND BALANCE
Mission and Service	\$ -	\$ 54,831	\$ (54,831)	\$ -	\$ -
Outreach	\$ 335	\$ 4,268	\$ (4,258)	\$ -	\$ 345
Benevolent	\$ 14,324	\$ 3,794	\$ (4,318)	\$ -	\$ 13,800
Music, Organ & Sound	\$ 3,823	\$ 412	\$ (412)	\$ -	\$ 3,823
Christmas Hampers	\$ 6,458	\$ 8,674	\$ (7,839)	\$ -	\$ 7,293
Bazaar	\$ 14,483	\$ 12,343	\$ (132)	\$ (10,000)	\$ 16,694
Sunday School Projects	\$ 895	\$ 88	\$ -	\$ -	\$ 983
Refugee fund	\$ 60	\$ 90	\$ -	\$ -	\$ 150
	\$ 40,379	\$ 84,499	\$ (71,790)	\$ (10,000)	\$ 43,089

(1) Transfer from Bazaar to Operating fund as per budget.

Note 5 Other funds:

Sunday School	\$ 1,821
Library	\$ 229
Youth Group	\$ 1,194
	\$ 3,244

Note 6 Trustee Managed Funds:

Shouldice Bursary Fund	\$ 26,730
W. MacLachlan Fund	\$ 25,000
MacLachlan Fund	\$ 23,057
Mary Freeman Fund	\$ 61,666
BCE Shares	\$ 377
	\$ 136,830

D.1.4 Summary of 2017 Givings

Summary of Average Annual Givings

Yearly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$50.00	47	\$1,283.25	22.06	0.43
\$50.01 - \$100.00	8	\$635.00	3.75	0.21
\$100.01 - \$200.00	7	\$980.00	3.28	0.33
\$200.01 - \$500.00	34	\$12,938.00	15.96	4.33
\$500.01 - \$1000.00	28	\$19,407.10	13.14	6.49
\$1000.01 - \$5000.00	76	\$155,574.64	35.68	52.02
\$5000.01 - \$10000.00	10	\$59,605.50	4.69	19.93
>\$10000.00	3	\$48,620.00	1.40	16.26
Grand Totals:	213	\$299,043.49	100	100
Average Yearly Giving Per Person:		\$1,403.96		

Summary of Average Monthly Givings

Average Monthly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$25.00	73	\$5,845.25	34.27	1.95
\$25.01 - \$50.00	37	\$17,974.00	17.37	6.01
\$50.01 - \$100.00	24	\$22,597.10	11.26	7.56
\$100.01 - \$200.00	45	\$78,519.64	21.12	26.26
\$200.01 - \$500.00	27	\$98,748.00	12.67	33.02
\$500.01 - \$1000.00	5	\$37,169.50	2.34	12.43
\$1000.01 - \$5000.00	2	\$38,190.00	0.93	12.77
>\$5000.00	0	\$0.00	0.00	0.00
Grand Totals:	213	\$299,043.49	100	100
Average Monthly Giving Per Person:		\$116.99		

Summary of Average Weekly Givings

Average Weekly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$2.00	55	\$1,918.25	25.82	0.64
\$2.01 - \$5.00	12	\$2,222.00	5.63	0.74
\$5.01 - \$10.00	31	\$12,715.00	14.55	4.25
\$10.01 - \$25.00	41	\$35,914.10	19.24	12.01
\$25.01 - \$50.00	46	\$87,116.64	21.59	29.13
\$50.01 - \$100.00	16	\$56,068.00	7.51	18.75
\$100.01 - \$200.00	9	\$54,469.50	4.22	18.21
>\$200.00	3	\$48,620.00	1.40	16.26
Grand Totals:	213	\$299,043.49	100	100
Average Weekly Giving Per Person:		\$26.99		

E PROPOSED BUDGET 2018

CITY VIEW UNITED CHURCH

PROPOSED BUDGET FOR THE OPERATING AND BUILDING REPAIRS & IMPROVEMENT FUNDS

YEAR ENDING DECEMBER 31, 2018

	OPERATING FUND		BUILDING REPAIRS & IMPROVEMENT FUND (4)	
	BUDGET 2018	ACTUAL 2017	BUDGET 2018	ACTUAL 2017
REVENUE				
Givings	\$ 207,175	\$ 207,295	\$ 18,000	\$ 12,528
Rentals	\$ 45,000	\$ 55,517		
Investment income	\$ 8,000	\$ 5,880		
Other (1)	\$ 9,900	\$ 10,701		
Grants/bequests	\$ -	\$ -		
Special fundraising (2)				\$ 11,745
TOTAL	<u>\$ 270,075</u>	<u>\$ 279,394</u>	<u>\$ 18,000</u>	<u>\$ 24,273</u>
EXPENSES				
Ministry & Personnel	\$ 192,241	\$ 181,179		
Finance & Administration				
Finance	\$ 36,700	\$ 37,670		
Property	\$ 51,200	\$ 51,430	\$ 20,000	\$ 18,975
Worship and Education	\$ 5,000	\$ 3,855		
Communications & Events	\$ 3,500	\$ 3,348		
Community Care & Outreach	\$ 1,000	\$ 810		
TOTAL	<u>\$ 289,641</u>	<u>\$ 278,292</u>	<u>\$ 20,000</u>	<u>\$ 18,975</u>
REV less EXP	\$ (19,566)	\$ 1,102	\$ (2,000)	\$ 5,298
INTERFUND TRANSFERS(3)	\$ 10,000	\$ 10,000		\$ 5,000
SURPLUS (DEFICIT)	<u>\$ (9,566)</u>	<u>\$ 11,102</u>	<u>\$ (2,000)</u>	<u>\$ 10,298</u>

Notes:

1. 2017 figures include revenues of \$2535 and expenditures of \$2822 for Camp Awsome. 2018 budget includes provision of \$2500 for both revenue and expenditure.
2. 2017 amount includes donations of \$11,455 received for the video system project.
3. Transfer from Bazaar to Operating Fund, and from Memorial Fund to Building Fund (for video system).
4. Expenses include only major repairs/renovations/acquisitions. Routine maintenance included in Operating Fund. Budget for 2018 includes \$4,000 for hearing assist devices.

F APPENDICES

F.1 Appendix 1 – Minutes of Annual General Meeting - February 26, 2017

**CITY VIEW UNITED CHURCH
ANNUAL GENERAL MEETING
FEBRUARY 26, 2017**

1. **CALL TO ORDER:** Harry Bender called the meeting to order. There were 68 people in attendance.
2. **OPENING PRAYER:** Rev. Dr. Karen Boivin opened the meeting with prayer.
3. **REVIEW AND APPROVAL OF THE AGENDA:** It was moved by Joan Dobson and seconded by Jean Nielsen to approve the agenda. **CARRIED**
4. **NOMINATION OF CHAIRPERSON, SECRETARY AND ALTERNATES FOR CONGREGATIONAL MEETINGS IN 2017:**
 - a) It was moved by Craig Suitor and seconded by Ken Mitchell that Karl Tibelius be nominated as Chair for CVUC congregational meetings for 2017 with Peter Fortura as alternate. **CARRIED**
 - b) It was moved by Stan Parkhouse and seconded by Bob Pegrum that Dave Carney be nominated as secretary for CVUC congregational meetings for 2017 with Steven Bergman and Isabel Bender as alternates. **CARRIED**
 - c) Karl Tibelius assumed the role of Chairperson at this point.
5. **APPROVAL OF MINUTES:**
 - a) It was moved by Wayne Mitchell and seconded by Joanne Lewis to approve the minutes of the Annual Congregational (Nominating) Meeting – May 1, 2016 – Appendix 3. **CARRIED**
 - b) It was moved by Dave McGale and seconded by Colin Potts to approve the minutes of the Congregational Meeting of June 26, 2016 regarding the Joint Search Committee Report – Appendix 4. **CARRIED**
 - c) It was moved by Colin Potts and seconded by Charles Knight to approve the minutes of the Congregational Meeting of June 26, 2016 regarding the Sanctuary Roof Repair – Appendix 5. **CARRIED**
6. **ANNUAL REPORT REVIEW**
 - a) **CLERGY REPORT – SECTION A:** Rev. Dr. Karen Boivin presented her report and thanked the staff and committee members.
 - b) **CONGREGATIONAL INFORMATION FOR 2016 – SECTION B:** Rev. Dr. Karen Boivin presented the Congregational Information for 2016
 - c) **COMMITTEE and GROUP REPORTS – SECTION C:**
 - i) Karl Tibelius presented his report as **Chairperson of Council** as well as the reports of the committees and groups.
 - ii) He highlighted the **Transition Team** report and expressed special thanks to Rev. Trisha Elliot and Rev. Dr. Christine Johnson for their dedicated service during the time of transition. He indicated that the new governance structure that was outlined by this committee will be reviewed in May.
 - iii) He also thanked the **Joint Needs Assessment Committee (JNAC)** and the **Joint Search Committee (JSC)** for their work, with special thanks to Steven Bergman who chaired the JSC. It was this work that led City View to call Rev. Dr. Karen Boivin to be our new minister. He once again welcomed her and her husband John Boivin as we look forward to her continued ministry with us.
 - iv) The **Transition Team** Report includes our Mission and Vision statements. The new format for the rest of the report reflects the new governance model

- v) **WORSHIP and EDUCATION COMMITTEE** includes Sunday Worship services; Youth Interactions (Nursery, Sunday School, Youth Group and Camp Awesome); Spiritual Learning; Senior Choir and the chairperson is Steven Bergman.
- vi) **COMMUNITY CARE and OUTREACH COMMITTEE:** includes Pastoral Care; Mission and Outreach (and Hamper sub-committee); UCW; Men's Club and the chair is Joanne Lewis. It was noted that the givings to the Mission and Service Fund in 2016 totaled almost \$58,000.
- vii) **COMMUNICATIONS AND EVENTS COMMITTEE** includes communications with staff and Council; the Website; Facebook page; promotions of events; Community outreach; Congregational Relations Committee, Bazaar and the chair is Larry Dobson
- viii) **FINANCE and ADMINISTRATION COMMITTEE** includes Envelope and Counting coordination and the Property Committee. Colin Potts has acted as chair.
- ix) **MINISTRY and PERSONNEL COMMITTEE** deals with Human Resources and staff and the chair is Harry Bender. We were saddened this year at the passing of our longtime caretaker Lan Nghiem.
- x) **BOARD of TRUSTEES** includes Archives, Insurance, Investments, Memorials, Rentals, Policies and Procedures and the chair is Wayne Mitchell
- xi) **PRESBYTERY** has been busy dealing with the restructuring of the United Church
- xii) It was moved by Craig Suitor and seconded by Bill Love to approve Sections A, B and C of the Annual Report. **CARRIED**

d) Bruce Petrie presented the **FINANCIAL REPORTS for 2016 – SECTION D**. He indicated that while information in the written report was correct, the tables had not been updated to include an additional amount of \$2,800 in rental income. (The tables were corrected in a subsequent printing of the report.) It was moved by Bruce Petrie and seconded by Colin Potts to approve the Financial Reports for 2016 as amended. **CARRIED**

7. **A NEW VISUAL SYSTEM FOR THE SANCTUARY:** Craig Suitor presented a proposal to install a video system in the sanctuary. The system would include 4 @ 65" monitors facing the congregation, 1 facing the choir and 1 in the chapel. The system could be operated from the front of the sanctuary or from the sound booth. The monitor in the chapel could be used for meetings or film nights in the chapel.

It was moved by Craig Suitor and seconded by Jean Nielsen that the Congregation authorize Council to enter into a contract to install a new visual system in the sanctuary at an estimated cost of \$15,000.

In the discussion that followed there were questions about fixing the sound in the Nursery, the amount of contrast on the monitors as compared to the current screen, would the hymns be projected, could rental groups use this, would there be a possibility of a screen on the outside of the building. Bill Boone indicated that he has experienced worship where such a system was used and he felt it enhanced the worship experience. It is hoped that \$10,000 of the cost could be raised through donations. **CARRIED**

8. **PROPOSED 2017 BUDGET:** Bruce Petrie presented the 2017 budget. The budget includes the video system purchase. It was moved by Bruce Petrie and seconded by Dave Carney to approve the Budget for 2017. **CARRIED**

9. **PROPOSED 2017 MISSION AND SERVICE GOAL:** It was moved by Dawn Hamilton and seconded by Frank Pole that the 2017 M&S Goal be set at \$58,000. **CARRIED**

10. **MANDATE and MEMBERSHIP of NEXT STEPS TEAM:** Peter Fortura stated that the proposed mandate of the Next Steps Team is to develop an operational plan to implement the church's new mission statement – "To be a welcoming and inclusive Christian community, growing spiritually and caring for those in need". The plan is to include concrete, quantifiable measures over one, three and five years. The team will consist of Steven Bergman (Chairperson), Heather Anderson, Liam Johnston, Claire Knudson, Joanne Lewis, Tanya Londero, Lambert Okrah, and Rev. Dr. Karen Boivin. The team is expected to report to the congregation in early September.

It was moved by Ken Mitchell and seconded by Harry Bender to approve the mandate and membership of the Next Steps Team. **CARRIED**

11. **OTHER BUSINESS:**

- a) Karl Tibelius asked for a show of hands of persons interested in an early Easter Service. As the response was minimal it was decided to forgo the early service and start the morning with breakfast prior to the 10:30 service.
- b) There was a question regarding the Community Garden project and it was indicated that the Mission and Outreach Committee is working on that.
- c) As there was no other business, Karl Tibelius declared the meeting closed at 12:45 pm

12. **CLOSING PRAYER:** Rev. Dr. Karen Boivin offered the closing prayer.

Karl Tibelius (Chairperson)

Isabel Bender (Secretary)

F.2 Appendix 2 – Annual Congregational Nominating Meeting – May 7, 2017

**CITY VIEW UNITED CHURCH
ANNUAL NOMINATING MEETING
Sunday, May 7, 2017**

1. **CALL TO ORDER:** Karl Tibelius called the meeting to order at 11:30 am. There were 51 in attendance.
2. **OPENING PRAYER:** Rev. Dr. Karen Boivin opened the meeting with a prayer.
3. **REVIEW AND APPROVAL OF AGENDA:** It was moved by Joan Dobson and seconded by Charles Knight to approve the agenda as presented. CARRIED.
4. **APPROVAL OF MINUTES FOR FEBRUARY 26:** It was moved by Robert Pegrum and seconded by Colin Potts to approve the minutes of the Annual General Meeting of February 26. CARRIED.
5. **OPERATING STRUCTURE:** Karl Tibelius reviewed the background to the current operating structure of CVUC Council. It was moved by Wayne Mitchell and seconded by Ev Zytveld to extend the trial period of the new operating structure that became effective in May 2016 to the date of the Annual Nominating Meeting in May 2018. CARRIED.
6. **NOMINATIONS FOR COUNCIL AND COMMITTEE POSITIONS:** Peter Fortura offered thanks to those who have chosen to continue service with the Council and Committees of the church and specially thanked those who have stepped forward to offer their names as new members of Council and Committees. He reviewed the changes to the positions in detail and following discussion it was noted that the Hamper Sub-Committee should be amended to include both Joan Dobson and Bob Pegrum as Co-Chairs and the name of Chris Fleming should be removed. There being no other changes or comments, it was moved by Steven Bergman and seconded by Ruth Anne Carney to approve the nominations for Council and Committee positions, as amended, for 2017-2018 effective immediately. CARRIED.
7. **UPDATE FROM NEXT STEPS TEAM:** Steven Bergman reviewed the mandate of his team and noted that the next steps in fulfilling our Mission and Vision would be to provide an action plan to Council and then to the Congregation with the first results expected to be presented in the fall.
8. **OTHER BUSINESS:** There being no further business, Karl declared the meeting closed at 11:40 am.
9. **CLOSING PRAYER:** Rev. Dr. Karen Boivin closed the meeting with a prayer.

Karl Tibelius, Chair

Dave Carney, Secretary

F.3 Appendix 3 – CVUC Council 2017-18 (as of May 1, 2017)

POSITION	NAME	TELEPHONE	E-MAIL
Minister	Karen Boivin	Off: 613-224-1021	revkaren@bellnet.ca
Chairperson	Peter Fortura	820-6115	forturahome@rogers.com
Past-Chairperson	Karl Tibelius	224-9988	karl.tibelius@hotmail.com
Secretary and Archivist	David Carney	225-9003	dave.carney@rogers.com
Treasurer	Bruce Petrie	224-8955	petrie@magma.ca
Head of Trustees	Wayne Mitchell	727-9862	waynemi@istar.ca
Ministry and Personnel	Harry Bender	425-3216	benderh@rogers.com
Community Care & Outreach	Joanne Lewis	596-5512	joanne.lewis045@sympatico.ca
Communications & Events	Larry Dobson	224-0336	larrydobson@rogers.com
Finance, Administration & Property	TBD		
Worship & Education	Steven Bergman	594-9364	sldbergman@rogers.com
Presbytery Delegates	Jim Watchorn	224-4075	watchorn@storm.ca
	Ev Zytveld	224-7225	ezytveld@gmail.com
Alternates	**vacant**	-	-

F.4 Appendix 4 – CVUC Committees 2017-18 (as of May 1, 2017)

CVUC Committees for 2017-18

As approved on May 7, 2017

COMMITTEE	POSITION	NAME	TELEPHONE	TERM EXPIRES
Executive				
Executive	Chairperson	Peter Fortura	820-6115	May-19
	Past-Chair	Karl Tibelius	224-9988	May-18
	Secretary	David Carney	225-9003	May-18
	Treasurer	Bruce Petrie	224-8955	May-18
Nominating	Chair (Vice-Chair or Past-Chair of Council)	Karl Tibelius	224-9988	May-18
	Members	**vacant**		
		vacant		
Board of Trustees				
	Head Trustee	Wayne Mitchell	727-9862	May-19
	Trustees	Cairine Thomas	723-9477	May-18
		Dorothy Latour	225-2534	May-20
		Stan Parkhouse	225-2876	May-18
		Dianne Watchorn	224-4075	May-19
	Minister	Karen Boivin	Off. 224-1021	
Ministry & Personnel				
	Chairperson	Harry Bender	425-3216	May-18
	Committee	Holly Kritsch	225-9919	May-19
		Ev Zytveld	224-7225	May-18
		vacant	-	-
Community Care & Outreach				
Council Representative Mission and Outreach Sub-Committee	Leader	Joanne Lewis	596-5512	
	Committee	TBD	-	-
		Lambert Okrah	422-2647	May-18
		Frank Pole	224-3745	May-18
		Dawn Hamilton	727-9380	May-18
		Sheila Smith	729-0327	May-18
		Marg Knight	226-2960	May-18
Karen Boivin	Off. 224-1021			
HAMPER Sub-Committee	Co-Leaders	Bob Pegrum	224-4870	-
	Committee	Joan Dobson	224-0336	-
		Barb Williams	224-5076	-
		Fern McGale	225-4842	-
		Michele Sutor	727-1753	-
		Ron Horton	224-7159	-
Pastoral Care Sub-Committee	Co-leaders	Joanne Lewis	596-5512	
	Members	Mindy Benoit	224-2443	
		Claire Knudson	225-2247	-
		Rachel Boone	225-6695	-
		Bill Boone	726-0056	-
		Doris Latour	225-2534	-
		Dorothy Latour	225-2534	-
		Marg Knight	226-2960	-
		Shirley Johnston	228-2935	-
		Norma Wells	825-6244	-
		Marilyn Jensen	723-5678	-
		Mary Anne King	224-3382	-
		Diana Riethman	226-1411	-
		Ruth Anne Carney	225-9003	-
		Mary-Lynne Harvey	Off. 224-1021	-
	Minister	Karen Boivin	Off. 224-1021	-
Friendship Club	Representative	Richard Zay	224-2845	
UCW	Representative	Jean Baenziqer	224-4354	

CVUC Committees for 2017-18
As approved on May 7, 2017

COMMITTEE	POSITION	NAME	TELEPHONE	TERM EXPIRES
Communications & Events				
	Chairperson	Larry Dobson	224-0336	May-18
	Congregational Relations	**vacant**		
	Congregational Relations	**vacant**		
	Bazaar Coordinator	Kim Benjamin	727-6320	-
	Website	Larry Dobson	224-0336	-
	Member	Janet Hrnchair	721-8823	May-19
	Member	Lynda Fawcett	276-7203	May-18
	Coffee Co-ordinator	**vacant**	-	-
Finance, Administration & Property				
Council Representative Finance and Administration Sub-Committee	Leader	TBD Art Oulton		May-19
	Treasurer	Bruce Petrie	224-8955	May-18
	Finance	Dwayne Johnston	226-8666	May-18
	Finance	Bill Boone	726-0056	May-18
	Finance	Janice Hopkins	723-9820	May-18
Membership Sub-Committee	Leader	Ken Mitchell	225-1435	May-19
	Membership	Jim Watchorn	224-4075	May-18
	Membership	Jean Tanner	225-5723	May-18
	Membership	Betty Renwick	224-7043	May-18
	Membership	Mary Gayle Pinkney	271-8515	May-18
	Minister	Karen Boivin	Off. 224-1021	-
Property Sub-Committee	Leader	TBD	-	-
	Property	David McGale	225-4842	May-18
	Property	Colin Potts	737-5755	May-18
	Property	Filippo Fonzo	263-8702	May-19
Worship & Education				
	Chairperson	Steven Bergman	594-9364	May-18
	Usher Coordinator	Jim & Glenda Strong	726-8145	May-18
	Communion Coordinator	Glenn Hogaboam	224-6783	May-18
	Communion Elements	Julia Zytveld	224-7225	May-18
	Reader Coordinator	Heather Cummings	224-3583	May-19
	Sound Operator Coordinator	Craig Suitor	727-1753	May-18
	Sanctuary Decorations	Phyllis Potts	599-9561	May-19
	Special Music	Jeanette Pole	224-3745	May-18
	Sunday School	Ashley Fonzo	263-8702	May-19
	Superintendent			
	Nursery Co-Coordinator	Eleanor Henderson	225-2744	May-18
	Librarian	Janice Hopkins	723-9820	May-18
	Camp Awesome	Jennifer Landry	228-8641	May-18
	Minister	Karen Boivin	Off. 224-1021	
Short Term Working Groups				
Next Steps Team	Chairperson	Steven Bergman	594-9364	May-18
	Members	Heather Anderson	738-1374	May-18
		Liam Johnston	228-2625	May-18
		Claire Knudson	225-2247	May-18
		Joanne Lewis	596-5512	May-18
		Tanya Londero	596-9784	May-18
		Lambert Okrah	422-2647	May-18
		Minister	Karen Boivin	Off. 224-1021