

THE UNITED CHURCH OF CANADA



ELGIN – PORTLAND PASTORAL CHARGE

ANNUAL REPORT

2016

Mission Statement:

A growing, caring Christian community working together, striving to make a difference by God's grace.

Vision Statement:

The Elgin-Portland Pastoral Charge of the United Church of Canada, is a growing, caring Christian community that works together striving to offer people a welcoming space and resources to explore their faith, enrich their lives and empower themselves by God's grace and inclusive love.

Value Statements:

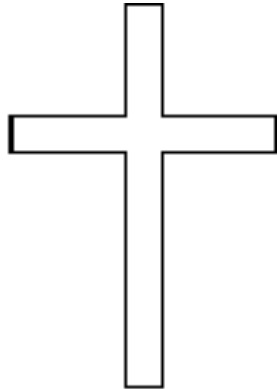
As a Christian community, we, the members of the Elgin-Portland Pastoral Charge value:

- 1. Christian love as the root of all values, demonstrated through respect, affection, benevolence, goodwill and concern for the welfare of others and ourselves;*
- 2. Kindness to and respect of each other, the welcoming of new people, the support of each other through difficult times and the celebrating of good news;*
- 3. The educational pursuit of equality and inclusivity regardless of gender, race, nationality, religion, sexual orientation, social or economic status;*
- 4. Courage in facing challenges, overcoming personal fears and making a stand for what is right;*
- 5. Justice through fairness, the cessation of discrimination and the caring for the weak, poor and disadvantaged regardless of perceived "deservedness";*
- 6. Generosity and thankfulness, the offering of something to someone in need and the thankfulness for God's love and His care for us;*
- 7. Striving for truthfulness in sharing our convictions and associating with others, being honest and faithful to oneself and walking with others who seek to make informed moral choices;*
- 8. Forgiveness and reconciliation by not bearing grudges or seeking revenge, by repairing damaged relationships and seeking conflict resolution;*
- 9. Service and stewardship through putting the needs of others ahead of our own selfishness, and the taking of responsibility to use, not abuse, the resources of whatever nature we have been given;*
- 10. Spiritual and material⁽¹⁾ security through the sense of well-being for the whole of creation in the context of peace with God and the positive harmony and healthy relationships with people.*

Note 1: "Material" refers to the participation in and/or support of programmes and initiatives such as, but not limited to, Clothing Co-Op, Food bank, Dental Issues Group, Mission and Service.

IN MEMORIAM

Robert William Steacy
Stuart John Chant*
Glenn Vernon Baker*
Bonnie Sweet McCoy
Eldon Lawrence Bryden*
Timothy Peter Hodgson
Shirley Alice Barkley
Russell Brown Kelly
Barbara Caroline Jackson
Evelyn May Foote
Norma Fay Chant*
Eleanor Edith Potter
Rebecca Wissler
Ken Derraugh*



“Blessed are those who mourn, for they shall be comforted”

Matthew 5: 4

* Member/Adherent

** Member/Adherent but funeral not held or recorded at either Elgin or Portland.

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THE SACRAMENT OF BAPTISM, 2016

Adeline Susan Yvonne Wright, January 31, 2016 - Elgin
Glenice Muriel (Smith) Morton February 14, 2016 - Elgin
Jacob Donald Brian Gordon, March 20, 2016 - Portland
Clark Allen Joseph Gordon, March 20, 2016 - Portland
Emberson Charles Billingsley, June 11, 2016 – Ompah, ON
Ellie Ruth De Long, December 24, 2016 – Elgin

MEMBERS RECEIVED BY TRANSFER, 2016

Charlotte Witty, October 16, Elgin
Jane Witty, October 16, Elgin

MEMBERS WHO JOINED BY PROFESSION OF FAITH 2016

Patricia Norah Evans, January 31, Portland
Taylor Grahame Barr Wright, January 31, Elgin
Brittany Brenda Young, January 31, Elgin
Glenice Muriel (Smith) Morton February 14, 2016 - Elgin

SERVICES OF MARRIAGE, 2016

Christopher Scott Merkley and Amanda Suzanne Latimer, June 18, at Portland United Church
David Gregor MacLean and Nicole Sahara Montgomery, August 6 at Opinicon Resort, Elgin, ON
Gregory Hamilton Philip Esnor Thomas and Leanna Maureen Halladay, August 20 at Portland UC
Barry William MacPherson and Bonnie Fay Mallett, October 8 at Chaffey's Locks, ON

FUNERALS CONDUCTED, 2016

Robert William Steacy, February 12
Stuart John Chant, March 29
Glenn Vernon Baker, April 13
Bonnie Sweet McCoy, April 16
Eldon Lawrence Bryden, May 6
Timothy Peter Hodgson, June 4
Shirley Alice Barkley, July 6
Russell Brown Kelly, July 7
Barbara Caroline Jackson, August 6
Evelyn May Foote, August 13
Norma Fay Chant, August 16
Eleanor Edith Potter, November 3

Elgin-Portland Pastoral Charge
Minister's Report 2016 – AGM 2017

*“And let the peace that comes from Christ rule in your hearts.
For as members of one body you are called to live in peace.
And always be thankful.”*

Colossians 3:15 - New Living Translation

I AM GRATEFUL!

For the Peace that comes from Christ is ever evident, even in the fastest year on record for me. 2016 has truly flown by, but it has not been in vain. It has been full of Adventures, Lessons and Multitude of Grace – not just personally but in the life of the Church as well.

Here is a synopsis of your minister's year – sit down and enjoy the ride☺:

Life Long Learning Opportunities (Continuing Education):

- 1) **February (3-4)** - Two-day event, Burlington, ON - “Into the Promise”. Sponsored by the Bay of Quinte Conference, to help the Church look for God beyond the walls.
- 2) **April (1-2)** – The Canadian Forum on Theology and Education, took place in Oakville. I had the privilege to meet one of my favourite theologians, and world renowned author, Sister Joan Chittister, who was one of the main speakers of the Conference. The focus of the weekend was “EVOLUTION AND THE SPIRITUAL LIFE: exploring changing images of God and the implications for daily life and spirituality”.
- 3) **May (16-20)** - The Festival of Homiletics in Atlanta, Georgia, where I had the opportunity to lead one of the worship services with my colleague, The Rev. Dr. Anthony Bailey. The Topic of the weeklong conference was: “Prophetic Preaching in Times of Change”.
- 4) **June 13-17** –The United Theological College to participate in the first half of the course for Ministry and Supervision. The expenses were paid by Four Rivers Presbytery. Our presbytery is in need of supervising ministers.

Pastoral Care:

Besides making regular pastoral care visits, follow-ups by phone, e-mail, and Facebook, this year I also had the opportunity to visit congregants who have moved away from our communities, while I have been in their neighbourhoods for other reasons. Yes, you read correctly, e-mail and Facebook – this is the “new church”. Often, pastoral care takes place even on my days off. With the social media, the minister's work has truly become a 24/7 vocation.

One exciting part of my work is to celebrate achievements of those who are part of our community. On **October 20th**, I had the opportunity to join Bruce, Kathy and Carl Leggett to witness Gabe Leggett's completion of basic training in the army in St. Jean sur Richelieu, Quebec. What a joy it was to be present with Carl Leggett as he witnessed his grandson's attainment.

For the fourth year in a row, on **December 9**, the fifth and sixth grade students of The South Crosby Elementary School helped Elgin United Church prepare Christmas Goodie Bags for over fifty families for the Elgin Food Bank. This is truly a pastoral care/outreach event that takes place because of one person's vision to donate over \$1,000.00 worth of goodies for the less fortunate. This year, Hugh Colton joined the group and reported this part of the Build a Mountain messages.

The World Wide Web:

As you know, our pastoral charge's website (www.eppc-ucc.com) launched in 2015. In 2016 we have been able to create a “**Partner with Us-Donate Here**” button and we received our very first

online donation. As of June 19, we have also been able to post YouTube videos of our worship gatherings, thanks to the Technology Team of our pastoral charge who put the wheels in motion and got extensive copyright licensing in place, to help us share the complete services instead of small portions of it. The response has been amazing. Those who go away for the Winter or those who cannot make it to a worship celebration appreciate this new aspect of the pastoral charge's website. Even when I am away, I look forward to watch the video of the Sunday I missed.

Yes, the website demands care and attention, just like all aspects of life. In a fast-paced world, we need to be attentive to what we need to do to reach out beyond our walls – without losing the foundations of communicating to both sides of this “sandwich” - we cannot lose sight of what was and what needs to be done, if we desire to reach out to ALL.

The Wider Church (Presbytery, Conference and GC):

- 1) **May 26-29** - CAM (Conference Annual Meeting) of the Bay of Quinte Conference took place in Pembroke. The theme of the weekend was: “**Do We Dare**”. This is a great opportunity to meet other colleagues and church members and fellowship, as much as it is a time to do our annual business. The Youth of our Conference also meet at the same time. A few of our youth participated to this event.
- 2) **June 21** – The Four Rivers Plenary meeting took place at Portland United Church where the new Executive and the Chair were covenanted. It was truly a humbling experience to become the Chair of our presbytery. Our focus of the year is: “Our BELIEF MUST Be-Life”.
- 3) **October 2** – The Four Rivers Presbytery Covenanting Service with the Rev. David Steele and the Athens Pastoral Charge.
- 4) **October 15** – “**Into the Promise**” I was one of the helping-leaders of the one day event at the Conference Office.
- 5) **November 18-20** –Conference Fall Youth Retreat – “**Poverty and Me**” - Bowmanville, ON. I was unable to join them, as it coincided at the same time as my time away.

Preaching/Presentation Opportunities:

- 1) **February 7** - The covenanting service of The Rev. Judith M. Evenden, at Zion-Memorial Pastoral Charge.
- 2) **April 3** - I had the privilege to offer the English Reflection at the Armenian Evangelical Church in Toronto.
- 3) **April 21** – I had the privilege to go back to High School. I spent a full school day at Rideau District High School and shared my Journey to Canada. In light of the refugee crisis in the world, I was asked to share my story to help students have a better grasp of the situation.
- 4) **June 5** – Halladay Burial Place Sermon.
- 5) **June 26** – As the Chair of Four Rivers Presbytery, I was asked to preach at the last worship service gathering at St. Paul's United Church in Harrowsmith.
- 6) **October 30** - The covenanting service of Barbara (Doll) Creelman, at Denbigh-Mattawachen-Schuttin Pastoral Charge.

There are so many things I can write here: over one hundred pastoral care visits; forty meetings; eleven funerals; four weddings; long/late hours of preparation of sermons; and attempt to be part of as many events as possible within our pastoral charge and beyond.

Yes, it appears quite chaotic and at times it is hard to tell what day it is. But, in all this I am aware that this is not just accomplished by the minister alone, but with many, many, individuals who dedicate their time and energy to make a difference in this world through the Elgin-Portland Pastoral Charge. Then, and only then, the Peace of Christ becomes apparent and reminds me that we are ALL members of one body and *I AM GRATEFUL!*

Thanks be to God – Your Servant Leader,
Rev. Takouhi Demirdjian-Petro

THE OFFICIAL BOARD OF THE ELGIN–PORTLAND PASTORAL CHARGE

REPORT OF THE CHAIR FOR THE YEAR 2016

There are always some things you can count on. Official Board meetings will go long. The committee meetings and the hours of work leading up their committee leaders taking a report or recommendation to the Board will go much longer!

I'm pretty certain that almost every Official Board report, in every United Church Annual Report, notes in the first paragraph, "...it has been a very busy year...". Same thing here at Elgin-Portland Pastoral Charge. As you peruse the annual report, you'll see that we really are working to live up to our vision and mission statements.

Have you ever belonged to a congregation where they said, "You know, we actually have more volunteers than we know what to do with, but there might be something for you next year"? Hope you didn't spit your coffee out all over the Annual Report while reading that last sentence.

I am very thankful for every person in our pastoral charge who volunteers, for every role they fill. A church can't run efficiently without volunteers. I hope that whatever you do, you remain excited and that you enjoy being part of the Church.

God uses normal people. We are all perfect candidates to be used by God in a mighty way. Mighty is in the eye of the beholder, but really, do what you can to the best of your ability for the glory of God and it will be mighty!

When people feel they are making a difference and believe in what they are doing, whatever the outcome, they have already been successful. We are pilgrims on a journey...
Yours in Love and Service,

Mark Bee, Official Board Chairperson

Joint Trustees Committee Report - 2016

The Joint Trustees have met a few times during 2016 to be attentive to the needs of the pastoral charge's assets. One of the main focuses of the meetings have been the status of the Manse.

As followers of Jesus, we are doing our best to be good stewards of what has been entrusted to us and allow pastoral care to be evident in the decisions we make.

We continue to be diligent in our responsibilities and make a difference in the name of God's Love.

On Behalf of the Joint Trustees Committee of EPPC -
I remain humbly your Servant-Leader,

Rev. Takouhi Demirdjian-Petro
Chair – Joint Trustees Committee

Elgin-Portland Pastoral Charge
Worship Planning Committee Report for 2016

"I was glad when they said to me, 'Let us go to the house of the LORD!'"
Psalm 122:1 (English Standard Version)

I wonder, how many of us can concur with the Psalmist of the above-mentioned verse?

I know many of you agree with the above and so does your Worship Planning Committee. Our Worship Planning Committee aims to make our Worship Experiences as joyous as possible – amid the chaos of life. However, the joy of being in the house of the Lord does not just begin and end in the church building, it extends to all aspects of our personal and community life.

There is community within community of our pastoral charge. The Vibe Group, that meets about eight months a year, is the smaller community that strives to ask the questions to grow in Christian Education, in a safe environment. One is never too old to grow in their faith. We have an average of 5-7 attendees at each gathering every Wednesday (Elgin 10 a.m. & Portland 7 p.m.). The VIBE community followed two DVD series, produced by the makers of "Living the Questions": "**Jesus Fatwah**" & "**Dream, Think, Be, Do**". Elgin United Church also had a special gathering on July 20th, 2016 with Rabbi Reuven Bulka, who shared with all gathered about the Jewish Faith. This was the second interfaith event, which Sandra Smith had the vision for back in 2015, while she was Chair of the Elgin United Church Council.

This year, VBS (Vacation Bible School) took place in Autumn, on Sundays, (September 11, 18, 25 and October 2) during Worship Gatherings in Portland United Church. The theme was, "Blast Off". We are grateful to all who carried out this ministry. We look forward to having Vacation Bible School again this year within the Summer months.

The bigger picture of small group gatherings of Christian Education is certainly evident in the gatherings of both Elgin-Portland communities every Sunday morning. When we gather in the name of Love, Hope, and Peace, the Joy of the Lord becomes our strength.

Our Lenten Journey's Spiritual Focus for 2016 was: "**Lent: The Path of Love**". Each week's focus was as follows: **Lent 1** - Selfless Love; **Lent 2** - Fearless Love; **Lent 3** – Endless Love; **Lent 4** – Provisional Love; **Lent 5** - Forgiving Love; **Palm / Passion Sunday** – Unwavering Love; **Holy Thursday** – Uniting Love; **Good Friday** - Prevailing Love; **Easter Sunday** – Abiding Love. Once again, we had a beautiful Sunrise Service on the Leggett Hill in Crosby. We are ever grateful for this gift!

When we practice the Sacraments of Communion and Baptism, we remind ourselves that we are in communion with the Spirit of Jesus in the name of Love, with each other. Throughout the year, we shared Communion almost every First Sunday of the month, or on special occasions, such as the First Sunday of Advent, Christmas Eve, the First Sunday of Lent, Maundy Thursday and Easter. We alternate the sharing of the Communion Celebration by Serving the elements or receiving them by Intinction, so that all are pleased. As for the Sacrament of Baptism, every time it takes place, we are reminded that we are Beloved Children of God.

We celebrated the Sacrament of Baptisms, officially welcomed individuals to this pastoral charge, and celebrated the Covenant of Marriage in our Sanctuaries and beyond. Unfortunately, the circle of life once again reminded us how fragile life is when we said goodbye to a number of our members. (Names are listed at the beginning of the report.)

As you can see, life teaches us the balancing act. From Weddings, Baptisms, Membership and Funerals, we learn to balance our Joys and Concerns. As your Worship Planning Committee, we attempt to find the balance but most of all to offer the deep joy of God's Presence when we gather together.

In 2016 we had a few **Joint Worship Celebrations:**

- 1) **January 3** – Joint Worship Celebration (EUC) led by the combined choir.
- 2) **February 28** – A Joint Worship Celebration (PUC) to bid goodbye to David and Carol Irwin. David retired from his position as the music director at Portland United Church.
- 3) **March 24** – 6:30 p.m. Maundy Thursday Service at PUC.
- 4) **March 25** – 7:00 p.m. Good Friday Service at PUC.
- 5) **March 27** – Easter Sunrise Worship Service - Leggett Hill 6:35 a.m.
- 6) **April 3** - Joint Worship Celebration (PUC) led by the combined choir of our pastoral charge and Lynne Dimma.
- 7) **June 26** – Annual Picnic, Joint Worship Celebration at Hanna Park, Portland. With the Leadership of Margaret Martin.
- 8) **July 10** – Joint Worship Celebration (EUC) in honour of Elgin Days. Special guest speaker, Pam Hart. The focus was “Reconciliation and Me”

Special Guests:

- 1) **Maxine Reid** the Conference President – April 17
- 2) **The Rev. David Timpson** – Celebrating our Visioning Team's accomplishment of completing the “Plan Going Forward”, which coincided with the 91st Anniversary of our United Church - June 12.
- 3) **Pam Hart** – “Reconciliation and Me” – July 10
- 4) **The Rev. David Spivey** – Pulpit Exchange with Addison United Church – September 11.
- 5) **The Rev. Jill Turnbull** - Pulpit Exchange with Westminster Presbyterian Church in Smiths Falls – October 23.
- 6) **Suzie Thompson Lafosse** – Spoke at both points of our charge about PAN Missions in Nicaragua – November 20.

Ecumenical Gatherings:

- 1) **World Day of Prayer** – Portland United Church – March 4 at 7:00 p.m. Guest Speaker – The Rev. Tom Walton. The Prayers were prepared by the women of Cuba.
- 2) **Portland Ecumenical Gathering** – Hanna Park July 31 – 7:00 p.m.
- 3) Elgin United Church took part, as usual, in **Sharing the Light of Christ in Elgin** – November 27.

Special Worship Gatherings:

- 1) **April 24** – Commemorated the 101st Anniversary of the Armenian Genocide.
- 2) **May 15** – Multilingual Pentecost Sunday Celebrations at each Worship Celebration. (English, French, Dutch, Armenian).
- 3) **July 24** – Christmas in July. We sang Christmas Carols and focused on the First Christmas Story once again.
- 4) **November 6** – Remembrance Day Service. We also paid attention and celebrated the 80th Anniversary of the very first woman ordained minister in UCC, the Rev. Lydia Emelie Gruchy.
- 5) **December 4** – Sunday of Peace – Advent 2. We invited all who have lost loved ones during the year to join us for worship and hang a Dove of Peace, on the Christmas Tree, with the name of the person deceased. These doves were hand-made by our church youth and youth leaders. We usually do this service of remembering the Saints of the past on All Saint's Sunday, however in 2016, All Saint's Sunday coincided with the Remembrance Day Sunday

and the Worship Planning Committee felt it was important to dedicate the Remembrance Day Sunday solely to those who have served and are still serving God and country.

- 6) **December 11** – Sunday of JOY – Advent 3 - both churches had special worship celebrations, marking White Gifts Sunday and paying closer attention to the First Christmas Story. At both churches the Children and Adults led the worship services under the leadership of CYAYA Teachers.
- 7) **December 25** - Christmas Day special worship gathering at Portland United Church. It was a great gift to celebrate Christmas on a Sunday morning.

Cemetery Worship Gatherings:

- 1) **July 31 - 3 p.m.** – Portland United Church Cemetery's Annual a service of remembrance.
- 2) **August 21– 2:30 p.m.** – Crosby Cemetery's Service of remembrance.

Thanks to the many voices of our choirs and the leaders who make our Worship Celebrations exceptional. Adding to this wealth are also Soul Purpose (Elgin United Church's quartet), as well as the Portland Pealers. Music is the gentle feather that touches our soul from the heart of God.

Our gratitude goes out to all who made sure to fill-in the blanks when we needed a Sunday Worship Celebration Leader. For 2016 those leaders were: **Lynne Dimma; Clint Halladay; Carl Leggett; Larry Cochran; The Rev. Tom Walton; Margaret Martin; and The Rev. Kathy Walton.** A few of these individuals have filled in the blanks more than once. THANK YOU!

I also would like to extend an extra special thank you to **Lynne Dimma** for taking the leadership of worship services at Maple View Lodge.

Dearly beloved, your Worship Planning Committee joyfully carries out the duties of worship and spiritual growth in our pastoral charge in different ways, without forgetting the results of our gatherings – JOY – Abundant Joy rooted in God's Love.

Your 2016 Worship Planning Committee Members:

EUC – Donna Beckett (Sanctuary Decorations) **Marian Cooper** (Mission & Service); **Carl Leggett** (Ambassador); **Roberta McKinney (Membership and Sacraments); Ann Overdulse** (Member at Large); **Marg Ross** (Music Director); **and Charalee Smith** (CYAYA - Children, Youth and Young Adults).

PUC - Sheila Campbell (Membership and Sacraments); **Larry Cochran** (Member at Large); **Katy Gibson** (CYAYA - Children, Youth and Young Adults); **and Margaret Martin** (Sanctuary Decorations).

I remain humbly because of Grace,
Rev. Takouhi Demirdjian-Petro
Chair of Worship Planning Committee

MINISTRY AND PERSONNEL (M&P) ANNUAL REPORT FOR 2016

First Quarter 2016

1. In response to direction from the board direct M&P committee has worked with Gary Petro to assess our communication processes and mechanisms with regard to identifying problem areas, particularly with attention to "low hanging fruit" - those that can be addressed with simple, quick and practical solutions and report back to the Moving Forward Team.
2. Gary Petro has done an excellent job on creating a very good website and working with the Electronic Worship Team to provide a timely streaming capability for our worship services.

Second Quarter 2016

1. The retirement of Dave Irwin and Carol created an extraordinary challenge to find a new music director for PUC that meets our needs and fits our limited budget. It also challenged us to find someone that had the skills we were looking for and had the personality traits that fit with our choir members and congregation. Others were interesting but lived too far away to work with our schedule. Some candidates had the skills but were out of our price range. It was a much bigger challenge than we thought it would be. We didn't find a suitable candidate until December! We owe a great load of Thanks! To Katy Gibson, Norma Cummings, Joan Kelly, Helen Smith and Rev Takouhi for a persistent effort to find the right person for all of us. **Welcome Jean-Yves Duperron!** We also have a tremendous appreciation for the support provided by Elgin resources, especially Margaret Ross, Charalee Smith and Portland's Claire French.
2. Music Copyright Licensing: Working with the EW Team we secured the Christian Copyright License which gives us unfettered access to church music and enables us to proceed with streaming videos with music of our services and concerts at \$192 US per year. It is due to be renewed in July 2017.

Third Quarter 2016

1. **Plans for Rev Takouhi's 3-month Sabbatical in 2018**
 - a) **M&P Committee recommended to work with Rev Takouhi to develop a detailed plan for the sabbatical** as necessary for EPUC to determine how best to prepare for provision of scheduled services and other unscheduled pastoral care tasks, etc. that Rev Takouhi provides to the charge. With approval by the board, the M&P committee will undertake the task and report to the congregations on a regular basis to inform and to seek advice.
2. **Policy for compensating non-salaried temporary services**
 - o In recent months while the Portland charge has been searching for a new Music Director, Elgin music personnel have generously and creatively worked to fill the gap. The situation highlights the fact that EPUC has no consistent policy for compensation in these extraordinary situations.
 - o **The M&P committee recommended that EPUC implement a consistent policy such as proposed by Jim Earl at the Elgin UC Council meeting on 8 Sept.**

Fourth Quarter 2016

1. Job Descriptions and Employment Contracts
 - a) We have worked with Rev Takouhi and Norma Cummings to review and update job descriptions for 2016 with regard to contract renewals and compensation.
2. Communications
 - a) We have, with direction from the board for M&P with Gary Petro, begun to assess our communications process mechanisms with regard to identifying problem areas, particularly with attention to "low hanging fruit" - those that can be addressed with simple, quick and practical solutions.
 - b) Subsequent to that direction the following items have been accomplished:
 - Music licensing issues have been resolved through CCLI arrangement.
 - Streaming video of our services as an element of outreach. The Worship Technology Team now deliver live streaming through Facebook. Initial response is very good. An excellent example of collaboration and shared resources between Elgin and Portland!
 - Whatever changes we make need to be made in small increments and with sensitive consultations with those affected. Any changes must also be preceded by education and training, inform, get user-buy in and enable the users to be the driving force in the changes that are implemented. We don't abandon any existing people in the processes (if you are getting news by email, you can continue with that).
 - c) We see communications issues as being primarily in the area of inconsistency in our practice, but not in the intended process. That is to say, there are improvements to be made, but the improvements we identify do not affect job descriptions or the process model; For instance, we agree that all official communications should come through the office administration - a single communications hub.
 - d) The new EPUC eNews functionality has been implemented on the church website. It is driven directly by the calendar, and distributed automatically through a subscription mailing service. The new automated functionality streamlines the previous manual effort and transfers the effort from personal computers and external email services to the EPUC website. However, there are some visual issues that need to be resolved. Some recipients would prefer to see simple text-only presentation (the previous style), so we still have some work to do to satisfy our valued clients.

With regard to the above, we don't foresee recommending changes that will impact the current job descriptions. But some equipment procurement is likely to be required: The administrative computer in the office is in need of replacement. Even though NC says she can "live with it" it is not adequate and is a regular source of frustration for her.

If you have ideas that can help us improve communications, share them with us, please.

Looking Ahead

Within the role of M&P we will:

1. Continue to seek improvement in processes that will enhance communications and collaboration across the dual charge;
2. Support the development of new leaders within the church;
3. Contribute to the development of methods to reach out to people and churches beyond our local community;
4. Participate in preparing congregations to carry on while Rev Takouhi embarks on her Sabbatical in 2018;

5. Encourage the continued collaborative musical relationships;
6. Join in the **M&P Workshop at Trinity United Church, Smiths Falls on Saturday, 4 March 2017;**
7. Develop consistent contract/agreement guidelines for all paid part-time staff.

On Behalf of the M&P Committee:

Maureen Tye, Jim Earl, Jan Haskin, Carolyn Long, Rev Takouhi, Larry Cochran

Community Clothing Co-operative 2016

The Community Clothing Co-operative had a very good year in 2016 and continues to fill an important need in our joint community.

Clothes are still being sold to those in need and funds are being generated and forwarded on to other worthwhile efforts.

We have approximately 15 to 20 volunteers from throughout the Portland and Elgin areas. Included are some from folks from Smiths Falls and Westport as well. Working together this group has fun while making this a truly ecumenical community effort. More volunteers are always welcome and needed and need only to commit a couple of hours (or more if desired) per month. If you would like to help your friends and neighbours please contact Gail Simpson (613-359-5196) for more information.

During 2016 the CCC was pleased to make the following donations:

- Portland Food Bank-----\$500
- Elgin Food Bank----- \$500
- North Leeds Toy Drive----- \$250
- CRHC Dental Issues Group ----- \$250
- Cases For Caring(CHEO) ----- \$150
- Family in Medical Need ----- \$150
- Martha's Table----- \$150
- Elgin and District Nursery School----- \$100

TOTAL 2016 Donations - \$2,050

The CCC had an opening bank balance of \$1331.26 on January 1, 2016 and a closing balance of \$1291.96 on December 31, 2016 (Approximate as bank statement not yet received)

The store is located at the Portland Community Hall and is currently open on Saturdays from 10 AM to 2 PM and on Wednesdays from 1 PM to 3 PM. While being open for sales this is also the time when good quality in season clothing can be dropped off. Unfortunately we cannot accept footwear or undergarments due to health and space limitations.

Thank you again to the Township of Rideau Lakes Council and members of the Portland Community Hall Board for support and use of the space.

For all those involved and the opportunity to help our fellow men and women we give thanks to God.

Paul Simpson
Community Clothing Co-operative

ELGIN-PORTLAND PASTORAL CHARGE FINANCIAL STATEMENT 2016

INCOME

OPENING BALANCE	\$ 4,485.90	
GST REBATE	587.02	
Donation via Canada Helps	96.50	
Transfer from Savings	1,000.00	
Donations towards music license	350.00	
PHOTO COPIER USE	34.25	
ELGIN-PORTLAND ASSESSMENTS	96,000.00	
MANSE INCOME	7,100.00	
Income tax rebate	235.51	
TOTAL INCOME	<u>\$ 109,889.18</u>	<u>\$ 109,889.18</u>
TOTAL EXPENSES		<u>\$ 105,223.50</u>
BALANCE TO CARRY FORWARD TO 2017		<u>\$ 4,665.68</u>

EXPENSES FOR 2016

EMPLOYEE WAGES AND BENEFITS

MINISTER	\$ 66,008.14	
HOUSING ALLOWANCE (included above)		
COMMUNICATION ALLOWANCE	1,740.00	
SECRETARY	10,694.75	
Pulpit supply	<u>920.00</u>	
TOTAL	\$ 79,362.89	\$ 79,362.89

OTHER EMPLOYEE EXPENSES

EDUCATION	\$ \$ 1,085.49	
COMMUNITY OUTREACH	1,000.00	
MILEAGE	4,078.27	
PARKING	20.75	
B of Q Conference	787.88	
WSIB	<u>512.01</u>	
TOTAL	\$ 7,484.40	\$ 7,484.40

MANSE EXPENSES

INSURANCE	\$ 1,407.58	
TAXES	737.73	
MAINTENANCE AND REPAIRS		
PROPERTY MANAGER	<u>1,200.00</u>	
TOTAL MANSE	\$ 3,345.31	\$ 3,345.31

OFFICE EXPENSES

PHONE	\$ 1,137.70	
INTERNET	1,490.16	
OFFICE SUPPLIES	1,794.66	
PHOTO COPIER USE	<u>1,198.96</u>	
TOTAL OFFICE	\$ 5,621.48	\$ 5,621.50

OTHER CHARGE EXPENSES

BANK SERVICE CHARGE	\$ 27.50	
BULLETINS	1,207.68	
EVANGELISM	1019.10	
WORSHIP	571.10	
Canada Helps to PUC	96.50	
MUSIC LICENSE	400.63	
PRESBYTERY DUES	<u>6,086.89</u>	
TOTAL OTHER	\$ 9,409.40	\$ <u>9,409.40</u>

TOTAL EXPENSES		\$ <u>105,223.50</u>
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M&S REPORT FOR ELGIN-PORTLAND PASTORAL CHARGE
2016

PORTLAND UCW	\$ 2,400.00
PORTLAND UCW FOR WRC	200.00
PORTLAND UNITED CHURCH	9,945.00
ELGIN UNITED CHURCH	5,862.00
TOTAL M&S	<u>\$ 18,407.00</u>

SAVING ACCOUNT FOR ELGIN-PORTLAND PASTORAL CHARGE

BALANCE	\$ 6,990.34
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TREASURER'S REPORT

At the time of this writing our tenant is behind \$4900.00 in his rent. I have taken the \$1,000.00 for his last month's rent out of the savings account to help me with the short fall in the rent. When he catches up the \$1,000.00 will be replaced. Also the money for the sabbatical has not been transferred to the savings account. It will also be transferred when the rent is caught up.

I will be producing two budgets for March, one showing the rent being paid and the other not. I will give the Official Board the option of either budget. The trustees have been working with the tenant to get the rent caught up.

Thanks to Duncan and Joanne for their cooperation which makes my job easier.

Ted

ELGIN UNITED CHURCH ANNUAL MEETING MARCH 6, 2016

The Annual Meeting of Elgin United Church was held in the sanctuary, with a quorum present, following a pot luck lunch held in the upstairs Centennial and Fellowship rooms. We were called to order at 1:15 PM by Chair Sandra Smith.

1. Reverend Takouhi Demirdjian-Petro opened the meeting with prayer and a tribute to our deceased.
2. For the purpose of business conducted at this meeting, all members and adherents present may vote, with the exception of electing councillors - members only may vote.
3. A question concerning the Pastoral Oversight Committee report (page 10) was raised and referred to Official Board jurisdiction for their next meeting.
Motion by Paul Simpson, seconded by Jim Rowat, to adopt the agenda. CARRIED
Motion by Joanne McLean, seconded by Marion Cooper, to adopt the February 8, 2015 minutes. CARRIED
4. Discussion of reports as presented in the Annual Report pages 17-25. All reports were considered moved by the chair/presenter and following presentation/discussion of **all** reports there was one motion to second and adopt the reports. Comments, questions and amendments were invited as each report was introduced:

- Memberships and Sacraments - Roberta McKinney
- Christian Education - Karen Earl
- Social Committee - Joanne McLean
- Music Committee - Jim Earl

Sandra Smith thanked Jim Earl, Tim Hodgson, Randy Cannon, Brian Blowes for their work in delivering a wonderful sound to us. Tom Walton thanked Margaret Ross and Jim Earl for their leadership and dedication to the music program at Elgin United Church.

- Treasurer - Joanne McLean

Joanne noted five corrections to be made from the published report:

- I. Page 1.Expenses - Observer.....\$108
- II. Page 2.....Total General Expenses.....\$87,425
- III. Page 2.....Offerings Dispersed - Syrian Relief.....\$1880
- IV. Page 2.....Total Offerings Dispersed.....\$10,978
- V. Page 2.....Total Expenses.....\$98,403

Joanne also noted that our GICs will come home as they are due. The investments have done well and the time to use them may be now.

Kathleen Small questioned using Elgin Community Hall for services and events during the winter so as to save on heating and winter maintenance. Kathy Walton asked if our membership list was current so as to save on Presbytery dues. Ted Brett said our dues had dropped from \$6000 to \$5600.

Donna Bennett pointed out that the current account as of December 31, 2015 is being bolstered by the building and memorial fund as the operating costs are essentially equal to the balance of the current account (page 3)

Donna Bennett thanked Joanne for the enormous amount of work put into this job and for the congregation and council to think about where we want and need the existing money to be used.

- Council Chair - Sandra Smith thanked everyone for their support and assistance during her two years as council chair and said that it is now time for her to look after her personal life. She will continue to work and support EUC as able.

5. Motion by Mark Bee, seconded by Carl Leggett to adopt the Annual Report. CARRIED

6. Nominations:

- Council Chair - Clint Halladay declared
- Decorating Committee Chair - Donna Beckett declared
- Property Chair - unfilled
- Usher/Reader Coordinator - Marion Cooper declared
- M&P committee, second representative - Maureen Bee declared

Carl Leggett thanked Sandra Smith for her dedication and leadership. Jim Earl thanked the new council members for volunteering.

7. Goals for 2016:

- M&S - \$7000
- DIG - \$2000 - Sandra Smith expounded on the importance of the Dental Issues Group in our community
- Community Clothing Cooperative (EPPC) - Paul Simpson reminded us of the significant need in our community for good quality, gently used clothing at low cost. Donations and volunteers are always welcome.

8. Visioning for 2016 - Clint Halladay spoke about the EPPC Strategic Plan 2016-2020. Handouts were distributed. A "show of hands" vote indicated unanimous approval to proceed with the plan for 2016.

9. Closing Remarks and Passing the Gavel - Sandra Smith thanked everyone and introduced Clint Halladay, new Council Chair, with gratitude, support and anticipation of his leadership as we look forward to the changes that are being implemented within the United Church.

Clint Halladay thanked everyone. The next council meeting will be postponed until after Easter due to prior commitments.

10. Closing Prayer - Reverend Takouhi

Motion to adjourn at 1:52 PM by Carl Leggett.

Submitted by
Heather Gribben

2016 ANNUAL REPORT FROM ELGIN COUNCIL CHAIR

Change is inevitable. It is continuous, it is evolutionary, it is often frightening. 2016 has certainly been a year of change; politically, environmentally, socially and within the United Church as well. The introduction of the five remits to be voted on by Pastoral Charges will have major impacts directly on the structure of the United Church of Canada and our church's Basis of Union. These are monumental decisions to be considered with prayer and reflection in 2017.

Elgin United has been busy doing our part this year. Our regular worship services are inspirational and well attended, although there is always room for more! We have hosted amazing community dinners, presented an awesome concert showcasing our local talent, made several building repairs, spear-headed an auction, refurbished the church basement, held a Q & A with a Jewish Rabbi, experienced a Dancing Circle, and supported both distant and local missions to name just some of our undertakings. A big thank you to all those who planned, led and contributed to the success of these ventures. In addition, we met all of the Strategic Planning Priorities within our purview as set out by the Official Board for 2016.

We began the year with a financial deficit, which unchecked would seriously impact our future. Thank you to everyone who "did what they could do" to turn the tide, and we are in a better financial position than when we began. Finances are a continuing struggle as buildings and demographics age and the demands of the wider church ever increase. Again thank you. Even as the remits look at reshaping the governance and future of the wider church, so must we at Elgin United plan our sustainability and our place in God's community.

Yes 2016 presented many challenges; however, I am proud to say that you, the people of Elgin United, accepted these challenges as opportunities and we have grown in commitment, in faith and in spirit.

Further details of much of the workings of Elgin United are found in the various reports comprising this Annual Report of Elgin-Portland Pastoral Charge. Please read them and be buoyed by your contribution to God's work. May the Grace of God be the pathway of our journey.

Yours in Service,
Clinton Halladay,
Chair Elgin United Church Council

ELGIN UNITED CHURCH SOCIAL COMMITTEE

We were fairly busy this year. We held a Ham & Bean supper, Fish Fry, Beef BBQ and the Feast Of Stephen. We took part in the Studio Tour by offering lunch, and for Elgin Days had a Bake Sale.

We catered the Grain Farmer's annual dinner, two Seniors lunches and three CPHC lunches.

Also for extra fundraising, we held a Pampered Chef party and obtained order for Vesey's.

Joanne McLean
Chair

ELGIN UNITED CHURCH MEMBERSHIPS AND SACRAMENTS - 2016

In 2016, communion services were held on an average of once a month. Distribution to the congregation alternated with services by Intinction, with the Christmas Eve service being served.

We have started a program whereby bread plates for distribution hold regular bread as well as a small amount of gluten-free cubes for those needing it. Only gluten-free bread is served for Intinction.

Several baptisms were held, with each new member receiving a certificate of baptism, and a baptismal candle.

Again, many thanks to all the members of the congregation who so graciously agreed to help when asked - it makes things very much easier.

Respectfully submitted

Roberta and Alex McKinney

ELGIN UNITED CHURCH CHRISTIAN YOUTH AND YOUNG ADULT (CYAYA) REPORT 2016

This year, our Christian Education Program has welcomed a few faithful children and young people to engage in learning about Christ and His way. During the winter months our theme was love, and this was explored using stories, video, song, crafts, and memory verses. The women of the church were presented with tulips for Mother's Day and the men with chocolates for Father's day. Our autumn program explored feelings of fear, and we learned the verse from Isaiah 41 to help us feel confident in God's love, and to "fear not, for I am with you". For Advent we explored Peace in the context of the Nativity, while learning a fun chorus "It's Christmas!" that we sang for the congregation during our Happy Birthday Jesus Program on December 11. The youth made "Doves of Peace" to hang on the Christmas tree to acknowledge those who had passed away from our church community in the past year.

This year, World Vision gave us a new foster child to sponsor because Batseba Dadiweni's community in Alor, Indonesia had become self-sustaining! Our new friend is Zyra Joy Villegas, who lives with her parents and three brothers in Sorsogon, Philippines. She is 9 years old, and we have been corresponding with her by mail, and with pictures over email. It has been eye-opening for our EUC children to compare and contrast life in Elgin with Zyra Joy's life in Sorsogon.

From time to time, our youth take an active role in the worship service, joining in Praise and Worship songs, sharing solos, ushering, and helping with special Sunday Services. Several of them participated in the Sept/Oct Vacation Bible School "Blast Off" on Sunday mornings at Portland United Church, facilitated by Cathy Ryan. Our youth were also active in the wider Church, representing EUC at the Four Rivers Presbytery Fall Youth Retreat, "Poverty & Me".

We endeavour to develop faith foundations for our youth, through prayer, songs and Bible stories. We encourage young and old to get involved in our CYAYA church community.

Respectfully submitted,
Charalee Smith, CYAYA Facilitator

2016 Elgin Music Annual Report

Music Director: Margaret Ross

Pianists: Margaret, Charalee Smith & Karen Earl

Organists: Margaret & Charalee

Margaret provided service music leadership from the piano & organ, and accompanied/directed the choir. Charalee and Karen were alternate accompanists. Margaret and Charalee served as alternates for Portland.

On Sun. Feb 28th our Pastoral Charge celebrated Dave Irwin's retirement as PUC music director, organist & pianist for 12 years. He came to our PC in 2004 with a wealth of musical training, talent and teaching skills as well as a very strong liturgical grounding. He shared freely of his time and talents that spawned a very strong and meaningful 'joint choir worship tradition' for our PC. We benefited greatly from his selections of Advent and Lenten cantatas, and anthems. On several occasions he took the initiative to share our programs with neighbouring PCs. We were inspired to make a truly joyful noise when we were all together.

On March 6th Margaret began serving Portland as Supply Pianist and continued until April 10th. Between then and May 29th Charalee served three times as Supply Pianist. On August 21st Margaret began serving as Portland's 'Supply Music Director' on Sundays while the search for Dave's replacement continued, with Charalee as Supply Pianist on August 28th.

With the resumption of choir practice, on September 15th, further support for Portland's music ministry was provided through joint practices in Elgin, sourcing anthems from both libraries, sung by both choirs in their respective services. This was a positive joyous opportunity to sing together and lasted until Nov. 10th/13th when the hectic Advent schedule required termination.

The Pastoral Charge is indebted to Margaret for this commitment, one that Marion Seeley would fully appreciate.

Senior Choir:

<u>1st Sopranos</u>	<u>2nd Sopranos</u>	<u>Altos</u>	<u>Tenors</u>	<u>Basses</u>
Michelle Knapp	Mary Carbino Karen Myers Marion Steacy	Karen Earl Charalee Smith Sandra Smith	John Carley Jim Earl	Frank Allen Gordon Earl Graham Lowe Adrian Overdulve Tom Walton Morgan Wright

In February we welcomed Graham Lowe, and in November Morgan Wright, both to the bass section. In September Tom Walton took a break from choir and folk worship due to illness. We miss him and pray for a meaningful recovery.

We invite everyone who enjoys singing to consider joining our choir. Rehearsals are on Thursday nights, September through June, from 7:30 to 9:00 pm, to provide anthems and choral support for service music.

Librarian / Resource Persons: Jim, Margaret, Charalee & Karen E.

Soloists: Alex Price, Charalee Smith, Tom Walton, Michelle Knapp, Karen Earl, Rasa Krokys, Rev. Takouhi, Reed McDonald & Jim Earl

Percussion: Sandra, Rasa & Shaun Seaman

Guitar: Sean Price, Tom Walton

Flute: Jaime Burt

Trumpet: Dave Irwin – Remembrance Service

Choir Director for Joint Choirs: Dave Irwin, Margaret Ross & David Hunt

Pianist/Organist for Joint Choirs: Margaret Ross

Quartet – Soul Purpose: Michelle, Karen E., Charalee & Jim, with Margaret

CYAYA Music Program:

Charalee provided a music component in her curriculum.

Soloists and Groups who supported our summer music program:

Rasa Krokys & Davin Carlson	Rasa (2)
Tom Walton	Marianna Bell
Alex & Sean Price	Russ Reighly
Edrie Means Weekly	Graham & Jim
Claire French/flute	
Accompanist: Margaret	

Special Services & Occasions:

- January 3rd – Joint Low Lay ‘Hymn Request Service’, EUC, 10:00am, led by Dave: Dave provided background commentary and directed the joint choir. Margaret provided accompaniment.
- April 3rd – Joint Low Sunday Lay ‘Service of Lessons & Hymns’, 10:00 am, PUC, led by Lynne Dimma: Joint choir directed by Margaret.
- April 13th - Glenn Baker’s funeral, PUC: Joint choir
- May 8th - Mother’s Day: Men’s Chorus.
- June 4th – Celebration of the life of Tim Hodgson: ‘A Barefoot Musical Tribute’
- June 12th – Joint Service celebrating the UCC 91st Anniversary: Joint choir directed by Margaret
- June 19th – Father’s Day: Ladies Chorus
- June 26th - Joint Picnic at Hanna Park, 11:00am, led by Margaret Martin: Joint choir with Margaret playing keyboard.
- July 10th – Joint Service EUC 10:00am, 30th anniversary of UCC’s Aboriginal Apology: Joint choir directed by David Hunt
- July 10th - Elgin Days Ecumenical Service EUC 7:00pm, with Soul Purpose
- Oct 22nd - A/V Concert ‘Who Could Ask For Anything More’, presented by Margaret and Friends, including Soul Purpose & Joint Choir
- November Nov 27th - Ecumenical ‘Spread The Light Of Christ’ Community Advent Celebration with Soul Purpose & Tabitha Bilton.
- December 4th – Westport Knox Presbyterian Advent Candlelight Service, 7:00 pm: Michelle, Charalee, Karen E., Graham & Jim were members of this Ecumenical Choir. Margaret was the accompanist.
- December 11th – Jesus’ Birthday Party: A musical story and song celebration led by Charalee with the participation of many including younger members of our church family.

Choir Parties: June 16th & Dec.18th at the home of Margaret Ross and Brian Blowes.

Music Director:

- Salary: No change
- Holidays: May 15th, Aug. 28th & Dec. 25th

Committee Meetings: Margaret represents the music program on the PC Worship Committee.

Thank you to all singers and musicians for contributing joyfully to our music ministry.

Thank you to the A/V committee for funding piano tunings, and helping us sound our best.

Jim Earl, Chair

2016 EUC Property Annual Report

Accomplished:

House clean and organize the furnace room including the addition of another larger shelving unit

Annual fire extinguisher inspection/maintenance

Replacement of the water pressure system (pump and tank)

Motion sensor light for the Centennial entry

New ceiling lights for the Centennial foyer

Removal of surplus pews, front and rear, to improve accessibility

Improvements/expansion of the A/V systems (see A/V report)

Spring maintenance service of furnaces

Last phase of Fellowship Room floor space revitalization

Piano care

Spring/fall exchange of window screens and storm windows

Sections of roof shingles replaced: North Sanctuary dormer and spot repairs of north sanctuary roof

Modification of flashing adjacent to the front entry foyer

Repairs to the vacuum cleaner

Lower Hall:

1. Purge of old Sunday school materials, obsolete electronics, surplus chairs and tables, surplus Nursery School toys, and clutter.
2. Top to bottom cleaning
3. Restore concrete surfaces
4. Remove surplus furnishings and curtains
5. Paint walls, concrete, trim and ceiling repairs/stains

Pump-out of Church and Manse septic tanks

Replace three expired smoke detectors

Install CO detector in sanctuary

Maintenance of chairs and tables

Mouse control

Auction Sale for surplus tables, chairs, pews and public consignments

Donation of 12 refurbished surplus brown upholstered stacking chairs to the Portland Community Hall 'seniors exercise group' in need of replacements.

Semi-annual purges of the office, decorating room and bell tower entrance

Many of our stewards:

Sanctuary decorating group: Donna Beckett, Jane Simpson, Sandra Smith & Karen Earl

Exterior decorations: Ted Brett, Dave Cooper & Sandra Smith (Honorary – Irene & Howie Martin)

Flower beds: Caring hands needed

Custodial services: Marion Cooper and Deborah Jodoin

Hiring of two students to mow the lawns: Ryan & Matt Bilton

Hiring of contractor to clear snow from parking areas: Terry French/Doug Morton

Sidewalk snow/ice removal: Paul Simpson and Jim Earl

Consulting Paul Simpson re system electronics, service/maintenance strategies, and advise about the myriad other details he has become familiar with during his long and distinguished term as Property Chair, contractor and worker.

The A/V technicians: Brian Blowes, Randy Cannon and the late Tim Hodgson.

The Coffee hour Coordinator/Hosts: June Smith and her teams

Trustees: Adrian Overdulse, Ted Brett, Ab Emmons, Roberta McKinney and Jim Earl

Street Sign: Heather Gribben & Clint Halladay

Photocopier Supplies and Care: Donna Bennett and others?

Needing Attention:

Sanctuary carpet – stabilize seams

Sanctuary lath & plaster – restoration & paint

Attic ventilation – increase capacity

Furnace ductwork cleaning (quote of \$550)

Bell Tower – second and third level restoration of trim (quote of \$7,000)

Bell Tower exterior door clearance and Centennial entry door latch

Centennial sidewalk leveling

West lawn reseeded

Jim Earl, Property Group Member

2016 EUC Audio Visual Report

The A/V team saw a year of change with the loss of one of our valued team members and beloved friend Tim Hodgson. In spite of feeling this loss greatly, we have managed to regroup and keep things running as usual.

Our aging laptop computer needed replacing and, with the help of 2 generous donations, we were able to purchase a new one in October. As well, we are now recording church services and other special events. On June 18, we proudly launched our pastoral charge YouTube channel where these events can be viewed by linking from the pastoral charge website.

Two major fund-raising events took place in the fall. The first was the Harvest Dinner and Kitchen Party in September. In October, we presented “Who Could Ask for Anything More....?” with record attendance. Both events added significantly to the A/V fund and allowed us to pay for piano tunings as well as keeping the equipment in good repair. We plan to make some further improvements to enhance the recordings and streamline the process.

Many thanks to Brian Blowes, Randy Cannon, Clint Halladay and Tom Walton for their efforts and dedication to the team over the past year. As Brian would say, “many hands make lights work”!

Margaret Ross A/V chair

**Elgin-Portland Pastoral Charge
Strategic Plan Report for 2016 Elgin United Church**

FOCUS	STRATEGIC GOAL	CURRENT STATUS	FURTHER ACTION
<u>Worship</u>	Expand participation in the worship service	On-going – lay readers, Minute for Mission, service leaders, God in my week, celebrations	Consider creative opportunities for further involvement.
	Broadcast live worship services	Worship Services are now posted to U-tube	EUC does not consider further action required.
	Make service comfortable for persons with disabilities	Staging area for wheelchairs, walkers and other ambulatory assists; FM broadcast capability for hearing assist	<ul style="list-style-type: none"> • What entry options other than front of sanctuary; • Improve access to church hall
<u>EDUCATION</u>	<ul style="list-style-type: none"> ▪ Extend services to outlying community; ▪ Expand adult education; ▪ Enhance children's program 	On-going: VIBE, VBS. A rich, well planned and balanced children's time during service. Participate in special services: Remembrance day, Christmas...	To be further developed based on demographics and population
<u>OUTREACH</u>	<ul style="list-style-type: none"> ▪ Extend assistance to those with critical needs; ▪ Inclusive –welcome to all 	Ongoing. Card programme continues, regular notices, updates at Worship, visitation.	Better means of identifying those with critical needs and improved visitation.
<u>CARING & SHARING</u>	Assist minister with Pastoral Care:	On-going. Mandate to be reviewed for 2017	Involvement to be explored between Minister and C&S Chair
	Distribute newsletters	On-going	
	Maintain subscriptions	On-going	Observer, Mandate, Upper Room, etc
	Maintain nominal roll	Pending. C&S Group have updated list	Finalize criteria and notification process
<u>GOVERNANCE</u>	Redesign governance structure	In progress revisit in 2017 in light of remits and overall health of the Church.	Schedule meetings to discuss, review and prepare for council/ congregation
	Prepare committees' Statements of Purpose	Pending	Meet with chairs following governance paper
	Create roles guidelines	Pending	Develop in conjunction with Statements of Purpose
	Review descriptions	Pending	At the call of M&P Chair
<u>STEWARDSHIP</u>	Make presentations at worship services	Two presentations made and appeal letter	Continue programme for 2017
	Develop information packages	Letter & pamphlet sent to congregants, adherents, visitors and donors Nov.6	Continue for 2017

2016 Annual Report for the Elgin and District Cooperative Nursery School (EDCNS)

EDCNS continues to be an important outreach opportunity for EUC, providing surplus building space along with shared services such as phone line, photocopier and water quality monitoring/purification. Education grants available to EDCNS have been used for washroom upgrades, floor maintenance, and painting, all for our mutual benefit. We work closely with the staff and Parent Board to facilitate good stewardship of the space and services provided. We receive a nominal monthly rent.

Areas being utilized:

1. Access through the Centennial Hall entrance.
2. The lower room of the Centennial Hall for a classroom.
3. The basement hall for a play area, including the stage for toy storage.
4. The two 'main building' washrooms.
5. Use of the kitchen for Christmas and Graduation celebrations.

For almost two years now the School is open from 8:30 – 12:30 on Tuesdays, Wednesdays (new) and Thursdays from September through June. The Board is exploring options for further expansion and is working with us to determine what is feasible. An outcome of expansion would be a significant increase in use of the basement hall in terms of hours of occupancy and floor space occupied.

Opportunities proposed:

1. Open five days a week
2. More hours per day
3. Summer Camp – proposed for 2017
4. Day care

These opportunities are the result of growing demand for student spaces, parent expectations & needs, and the advantage of more hours of work per week to attract and retain staff.

For further information about this program you can visit their webpage at 'ElginNurserSchool.weebly.com.'

Jim Earl
Elgin United Church Liaison

JAN 01, 2016 TO DEC 31, 2016

	2015 ACTUAL	2016 BUDGET	2016 ACTUAL	2017 BUDGET
INCOME				
Current Offerings	\$58,322.00	\$65,000.00	\$70,115	65,000
Benevolent Fund			\$3,588	
Hall Usage	\$2,500.00	\$2,500.00	\$2,150	3,000
Interest Earned	\$269.00	\$250.00	\$235	175
Committee Fund Raising (page 2)	\$14,008.00	\$20,000.00	\$13,531	12,500
TOTAL INCOME	\$75,099.00		\$89,619	
OFFERINGS TO BE DISPERSED				
Confirmation travel	\$0.00		\$25	
Food Bank	\$1,803.00		\$2,490	
Dental Issues Group	\$1,024.00	200	\$1,162	200
Mission & Services	\$6,020.00	7000	\$5,862	6,500
Heifer International	\$251.00		\$0	
Syrian Relief	\$1,880.00	200	\$35	
TOTAL TO BE DISBURSED	\$10,978.00		\$9,574	
TOTAL INCOME	\$86,077.00		\$99,193	
EXPENSES				
GENERAL				
EPPC Assessment	47,400	48,000	\$48,000	5,000
Insurance	4,639	4,700	\$4,435	4,500
Heat & Hydro	8,950	10,000	\$8,468	9,000
Telephone	738	800	\$291	750
Bank Charges	106	100	\$86	75
US Exchange	0		-\$588	
Postage & Office Supplies	268	400	\$107	125
Offertory Envelopes	183	200	\$148	150
Music Director	5,610	5,850	\$5,800	5,720
Bursary	250	250	\$250	250
Education			\$464	
Dues & Subscriptions	62		\$51	
Observer	180		\$108	
Outreach	1,178	1,200	\$1,312	1,500
Picnic	138	150		
Benevolent Paid	1,555	1,000	\$4,155	
Conference	365	500	\$383	450
MAINTENANCE				
Janitor	4,260	2,600	\$1,970	2,600
General Maintenance & Repair	313	1,000	\$3,074	3,500
Grass & Snow	1,278	2,000	\$1,065	1,250

COMMITTEE		
Paidouts (Page 2)	<u>\$12,934</u>	<u>\$8,102</u>
TOTAL GENERAL EXPENSES	95,190	\$87,681
 OFFERINGS DISPERSED		
World Day of Prayer	223	\$ 0
El Salvador Funds	869	
Food Bank	1,130	2,490
Dental Issues Group	1,454	1,162
Mission & Services	6,329	5,862
Syrian Relief	-	
Heifer International	-	
TOTAL OFFERINGS DISBURSED	10,005	\$ 9,514
 TOTAL EXPENSES	 \$105,195.00	 \$ 97,195
NET	-\$7,962.00	\$ 1,998

ELGIN UNITED CHURCH TREASURER'S REPORT

BANK BALANCES

AS AT DECEMBER 31	2015	2016
Benevolent Fund	\$1,072	\$1,055
G I C's	\$16,816	\$9,903
Current Account	\$12,727	\$17,123
 <i>Included in the Current Account Balance</i>		
Building	\$13,437	\$14,332
Memorial	\$13,151	\$13,221
Operating	-\$13,861	-\$10,430

OUR GOALS FOR 2016

Our 2016 goal for DIG was \$2000 and we raised \$1162 (includes AV portion)
 We will leave our goal for 2017 \$2000

Our 2016 goal for M & S was \$7000 and we raised \$5862
 We will decrease our goal for 2017 to \$6500

We didn't have a goal for the Food Bank in 2016 but raised \$2,490.

TREASURER'S REPORT

ELGIN UNITED CHURCH

Page 3

COMMITTEE REPORT

	2015	2016
	ACTUAL	ACTUAL
MUSIC		
Fund Raising	\$ 0.00	
Expenses	<u>177.00</u>	<u>-188</u>
	\$ - 177.00	-188

SUNDAY SCHOOL

Offering		
Jessie Tree	\$ 770.00	0
World Vision	444.00	444
Expenses	<u>61.92</u>	<u>0</u>
	\$ 264.00	\$ - 444.00

AUDIO VIDEO

had fund raising events which after paying expenses and technical expenses netted \$2279 therefore didn't use any of the allocated budget but supplemented our income	\$ 828.00	\$ 2,279.00
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SOCIAL COMMITTEE

had fund raising events which after paying expenses incurred netted \$2921 therefore did not use any of the allocated budget, but supplemented our income	\$ 2,791.00	\$ 2,921.00
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**PORTLAND UNITED CHURCH
MINUTES OF ANNUAL GENERAL MEETING
February 21, 2016
Gathering Place of the Church**

Quorum Obtained

CALL TO ORDER: Chair Katy Gibson called the meeting to order at 10:50 a.m. and welcomed everyone.

OPENING PRAYER: Rev. Takouhi offered a prayer and remembered those who had passed away in the last year. A candle was lit in their memory.

ADDITIONS TO AGENDA: Moved by Duncan Pickard and seconded by Larry Cochran that the agenda be accepted. Carried.

APPROVAL OF MINUTES OF FEBRUARY 22, 2015 MEETING: Moved by Jan Haskin and seconded by Connie Cochran that the minutes be approved. Carried.

COMMITTEE REPORTS

The Reports were reviewed as published in the 2015 Annual Report. With the following amendments;

Sharing and Caring Reports - The following names were added to the report – Went Sharp, Jane Pickard, Sheila McKeage, Vicki Zwiers, and Betty Hoogenboom.

UCW – Connie Cochran reported that she had forgotten to add that the UCW had purchased a new refrigerator last year.

Financial Report

We are very fortunate to have a long term investment fund, it was suggested that members of the congregation be invited to give to the investment fund. A discussion was held regarding this. An option would be a separate area on the envelopes to be able to give to the investment fund. Duncan suggested that if at the end of the year the general fund had surplus than some of that money would be put back into the investment fund. We could add a notice in the bulletin to invite the congregation to make the donation. This will be discussed further at the Council Meeting.

Motion to Accept Committee Reports

Moved by Cam Mackay and seconded by Helen Smith that the reports from the Annual Report be accepted as presented. Carried.

Vacant Positions

There are several positions that are vacant;

Vice Chair

Secretary

Outreach

Fundraising

Decorations

Presbytery Alternate

Lynne Dimma has volunteered to be the Outreach Chair and Arie Hoogenboom has volunteered to be the Presbytery Alternate.

The Fundraising position is more of a coordinator position.

If anyone is interested or knows someone that is, please have them see Chair Katy Gibson.

New Business

Approval of Strategic Plan – Larry Cochran had explained the Strategic Plan during the church service. Katy thanked Larry for the Wonderful job he had done. Moved by Larry Cochran and seconded by Joan Kelly that the Strategic Plan be approved by the Congregation. Carried.

Goals for M&S and DIG

Our goal for M&S for 2015 was 14,000 which we fell short on. Moved by Margaret Martin and seconded by Bruce Haskin that the goal for M&S be set for 2016 in the amount of \$14,000. Carried
Moved by Norma Cummings and seconded by Connie Cochran that the goal for DIG for 2016 be set for \$2000. Carried

Closing Remarks

Katy thanked everyone for the support she had received over the past year and she is looking forward to this year.

Adjournment

Moved by Larry Cochran that the meeting be adjourned.

Closing of Meeting

The meeting was closed in prayer by Rev. Takouhi.

Katy Gibson, Chair

Claire French and Dawn Lawson,
Recording Secretary

FROM THE CHAIR OF PORTLAND UNITED CHURCH COUNCIL

As I look back at my report from last year, I feel God was letting me get comfortable in the Chair position before he smiled and said, let's give her a little challenge.

February 2016 started with our beloved choir director Dave Irwin handing in his letter of resignation. I had to take a deep breath and say by God's grace we will get through this. So we started our search with the whole process taking much longer than planned! I want to thank Margaret Ross, Claire French and Charalee Smith for filling in on the piano and Joan Kelly and Cam McKay for directing the choir. I am excited to say that at the end of 2016 we hired Jean-Yves Duperron (John). I would like to thank Rev. Takouhi, Norma Cummings, Larry Cochran, Joan Kelly and Helen Smith for participating in the Search committee.

I would like to thank Rev. Takouhi for her leadership, guidance and, of course, her hugs.

I want to thank the committee chairs and their committees for all the hard work they do for our Church. Especially, I would like to thank Duncan Pickard for keeping our finances in good standing and helping me with his words of wisdom and also thanks to Doug Bond for keeping our church in good working order. We are so fortunate to have such a beautiful church to be able to worship in and be proud of.

Katy Gibson

2016 PORTLAND UNITED CHURCH TRUSTEE REPORT

The Trustees of Portland United Church continued to monitor the operations of our Church. We are primarily tasked with ensuring proper Insurance is in place and handling financial bequests and investments. Through the generosity of former and current members over the past years, Portland United Church continues to have a current Investment Fund of approximately \$146,000.

In 2016, we received \$4000 toward Investments from Memorials. As well, in 2016, the Portland Trustees followed a 2015 motion at Council which saw an annual amount of \$4,000 withdrawn from the Investment Fund toward general operating expenses and \$3,000 withdrawn from the Investment Fund to support youth activities in the local area. The Trustees feel confident that \$7,000 per year of withdrawals from our Investment Funds continues to be sustainable.

Trustees and Council's Treasurer have engaged in a number of meaningful conversations around financial stability. The Trustees continue to be pleased to see Council keep their 2014 commitment of no new projects without first securing the necessary funding.

Insurance on the Church continues to be carried by The Bay of Quinte Mutual through Rideau Insurance in the amount of \$775,000. Directors and Officers Liability continues to be carried by Hub International through the United Church of Canada.

The Portland Trustees continue to work with the Elgin Trustees to oversee the Manse as a rental property. Joint Trustees and designated Trustees continued to meet re the Rental of the Manse. Please see the enclosed Joint Trustees Annual Report to the Official Board.

Portland United Church Trustees include Keith Haskins, Sheila McKeage, Pamela Cairncross, William French, Doug Bond and Bruce Haskin. The trustees' treasurer and secretary is Pamela Cairncross. All trustees are members of Portland United Church.

Please be in touch with any of your trustees with questions or concerns.

In Christ,

Will French

Portland United Church Trustees Chair
Will French

PORTLAND UNITED CHURCH CHOIR REPORT- 2016

The Portland United Church Choir consists of about 16 dedicated members who love to sing and be challenged by new and varied music.

In February we bid farewell and wished a happy retirement to our beloved, long term choir director and organist, Dave Irwin. We will greatly miss him and also his wife Carol who sang in our soprano section.

In the spring, we had interim pianists Claire French and Tanya Hawkins and choir direction from members Joan Kelly and Cam McKay. We welcomed David Hunt in the summer for several weeks as our organist/director until his resignation for health reasons.

We were fortunate to have Margaret Ross with the assistance of Charalee Smith play and direct us during the fall until other commitments became too much of a time challenge. For the remainder of the year, Claire French was our pianist and Joan and Cam our directors.

During the year we have welcomed guest soloists Kim Baker Perrin, Janet McKeage and flautist Kate Bains. In November, we enjoyed a piano/organ recital by Sharon Adams on our new organ.

In this New Year, we are happy to welcome choir director and organist John (Jean-Yves) Duperron. We look forward to a long and rewarding future under his direction.

Brontie Smith, Sheila McKeage, Vicky Zwiers, Bonnie Tackaberry, Anita Cox, Rasa Krokys, Helen Smith, Katy Bond, Joan Kelly, Margaret Martin, Cam McKay, Duncan Pickard, Morley Hennig, Doug Bond, John Noble, Hans Downer

Respectively submitted
Joan Kelly and Helen Smith

Sharing and Caring Annual Report 2016 PUC

The Sharing and Caring Committee team delivers our informative newsletter to the door of each congregation member. It is produced twice a year and our friendly team members are always available for a chat or a visit.

Our members are: Rev. Takouhi, Sheila McKeage, Vicky Zwiers, Shirley Bryden, Jan & Bruce Haskin, Lynn Dimma, Carolyn Long, Louise Martin, Olga Baker, Norma Cummings, Jane Pickard, and Betty Hoogenboom.

Went Sharp has resigned from our committee so a big thank you to Went for all his time and commitment and years of service. We will miss him on our team!

Many newsletters are also mailed to those who have moved away but like to know what is happening in PUC.

Thank you to all of our team for your caring ways and all that you do. You are appreciated. If you would like to join our team or would like a chat or a visit please contact one of our members.

Blessings.

Submitted by

Betty Hoogenboom, Chair of the Sharing & Caring Committee. Ph. 613 402-7707

PORTLAND PEALERS - 2016

(or "Portland Bell Choir," by which we are often referred!)



It's not a new story to say the membership of the Portland Pealers is always in flux, and this year was no different. Ideally we would have 11 ringers, plus the director. What was NEW for us in 2016 was welcoming Minna Cornelisse to direct the Pealers.

Jan Haskin has joined an Ottawa and Area Handbells Directors' Round Table. The area draws on members from Ottawa and VanKleek Hill to Belleville; Arnprior to Brockville, and has proven to provide a wealth of support to directors of both small and large handbell choirs. It was due to a lament from Jan on, "How do you find a Director??" that resulted in Minna joining us. Minna is a member of the Perth Community Handbell Choir, and her interest in directing a handbell choir led her to us. We are thrilled to have her, and already we see such improvement in our ringing.

There is a very committed core group of ringers, however, we STILL have room for more! There are gaps, and we would welcome new members, either on a regular basis or as a "spare." Thanks to the strong support of our church council, we have some wonderful music – *Jericho*, *Celtic Ring*, *How Can I Keep from Singing?*, *Ring Jubilee* – which would only sound better with a full choir. Don't let lack of experience stop you! Bring along your curiosity and desire to give it a try...we will welcome you. Practices are held in the church on Thursday evenings from 5:45 to 7:15 p.m.

It is so worthwhile to play for others after hours of practice. In 2017, it is our goal to play more regularly in church and, when possible, provide Outreach by taking the bells on the road. We were able to do so at Rosebridge Manor in Easton's Corners before Christmas, and hope there will be more opportunities to introduce the Portland Pealers to our communities.

For more information, just speak with any of our choir members: Brontie Smith, Helen Smith, Peggy Bond, Jan Haskin, Bruce Haskin, Katy Gibson, Jane Pickard, Cathy Ryan or Norma Cummings.

Jan Haskin

PORTLAND UNITED CHURCH MEMORIAL FUND REPORT

Over recent years, our Memorial Fund has seen to updating and improving our lighting, sound and recording system in our Sanctuary. This on-going project was initiated with a generous donation by Merv Mills in memory of Claire. Improved speakers and more microphones do proper justice to voice and music. A closable desk now houses our hi-tech electronics at the back of the Sanctuary and voice and music can now be directed to those in the Friendship Room and the Gathering Place. Thanks to the many and generous donations to our Memorial Fund, we can now link our sound and sight system with up-to-date Wi-Fi and we now have a functioning hearing-assist system for those of our members who would benefit. Special thanks must again be given to Will F. & Son and Brad G. & Daughter for skillfully putting these technologies to work every Sunday as well as Gary P. for doing the videoing and filling in at the tech booth as needed. Further, a beautiful candle in memory of Marie Sharp now graces our Communion table and a custom-made case displays our Memorials Book. Our modern spot and flood lights were purchased with Memorial funds several years ago. Installed by Paul Simpson high above our sanctuary, they dependably illuminate our services. These lights are much appreciated as not requiring frequent hi-altitude replacement. They dependably provide more and directed light from less electricity, thanks to our Memorial Fund.

D. Bond, Chair, Portland United Church Memorial Fund

Portland United Church Property Report for 2016

Through the winter of 2016, George Wicks did a commendable job of shovelling snow and ice from our walkways and stairs, esp. early on Sunday mornings when it seems much snow fell. It was again a challenge at this time-of-year to keep the supply of 'ice-melt' on-hand. My snow blower found occasional service clearing snow banks and opening a trail around to the emergency door. It cleared the drain from the back patio and reduced the risk of flooding the Gathering Place with spring meltwater. Rob Dunfield and crew have dependably cleared the parking lot, esp. on Sunday mornings. Terry French sanded our parking lot on two occasions when ice was "lethal"

Outside, this past summer, George kept our lawns in trim both here and at the Cemetery. Mark Herlehy, brick and stone mason of Westport, has expertly completed restoration of several deteriorated sites in our façade's matrix. This repair should ensure our brickwork for the next decade. Reconfiguring our stone steps awaits finding a suitable slab of sandstone. Upgrades on Highway #15 through Portland have been completed and our entrance onto Queen Street is still open. The "No-Parking" re-painting hopefully will provide our neighbours dependable access to their laneway. Patio slabs are being added to our emergency walkway and in time will complete the three sides of this route. An annual coat of anti-slip preserver has coated the exterior stairs and a filling of inert sand applied to our interlocking brick walkways. We owe much appreciation to R. Bedore and Son for their meticulous raking, removing more than 100 bags of autumn leaves from beneath our prolific trees. Approx. 36 bags now give protection from frost to our septic tank and part of our propane line excavation. These will be removed come springtime. Calvin Baker's memorial spruce tree is brightened on wintery evenings with LED Christmas lights.

Carolyn Mustard has kept the place in neat order from week-to-week. Supplies of paper products (towel, toilet and tissue), soaps and assorted garbage bags are maintained and two vacuum cleaners have been tuned up. Bonnie Bakker gave the carpet in our Friendship Room a much-needed professional cleaning. Fire extinguishers have received their annual November check-up and certification. Monthly, the smoke alarms are tested, the defibrillator is checked and batteries are replaced according to protocol. A diverse supply of batteries is maintained for various sound systems equipment, emergency lights and clocks. Our most recent PUC test of our well water by Exova was 0 – 0. Be assured that it has been 0 - 0 every three months since mandatory testing began several years ago.

We miss Dave Irwin. Not only do we miss his remarkable talents with music and people, we miss his skills at keeping our new piano tuned and old Classic organ working. But now we enjoy a new, state-of-the-art organ and look forward to many years of fine music with our new Music director.

We have enjoyed comfortable conditions for services and meetings through the heat waves of summer, thanks to our A/C system. But in order to economize on our huge electrical bills, we are revising our relatively new electrical furnace with a brand new propane system. Winter weather came earlier and interrupted our installation plans. Come spring, Bang's Fuels will complete this project by installing auxiliary heating for the Gathering Place – Kitchen area and moving the exterior heat pump unit to the north side. There, it will work more efficiently for cooling and hopefully its relocation will reduce the moisture and mildew problem in the Choir room closet area. In the meantime, the old baseboard heaters are taking the chill off the Gathering Place.

Along with the many mundane tasks of maintaining our church home, we look forward to the main project this coming summer of replacing our facea and eaves troughing. New and wider facea boards of time-resistant white oak have been planned and prime painted, awaiting installation and new eaves troughing this coming summer. With the financial security provided by a dependable metal roof on our Sanctuary, we can plan on dealing with necessary upgrades systematically from year to year. For example, complete the installation of Lexan on our Sanctuary windows, replace the deteriorating asphalt shingle roof on our

Friendship Room with a long-life steel roof and add more insulation to the ceilings of our Friendship Room and Sanctuary as advised by Energy Audit.

Along with routine opening-up and walk-through each and almost every Sunday morning at 7:30, it has been a busy and productive “property” year here at Portland United Church.

Doug Bond, Property Chair

PORTLAND UNITED CHURCH CHRISTIAN EDUCATION REPORT – 2016

This past year has offered many opportunities for the children and youth of our congregation, as well as their leaders, to grow in our faith and our walk with Christ. Connecting with one another each Sunday through the upstairs service, as well as our downstairs lesson time, has provided an intimate community of learning that continues to focus on bringing us closer to Christ as we learn to embrace His love and serve Him in our everyday lives.

Sunday School Volunteers over the course of the year have included: Peggy Bond, Sue Peebles and Halle Bruton, Katy Gibson, Claire, Emily, David and Pauline French, Jan Haskin and Cathy Ryan. Developing leadership opportunities for our youth has been an integral part of our Sunday School program this year, as they continue to connect with the children of the congregation.

Some of the Sunday School and Youth activities throughout 2016 have included:

- Palm Sunday processional and Easter activities
- Sharing Mother’s Day and Father’s Day wishes with the congregation
- Creation of pocket crosses under the leadership of Peggy Bond – shared with the congregation, and distributed all the way to Parliament Hill
- Youth participation in the Bay of Quinte Conference Annual Meeting
- Youth events with the Four Rivers Presbytery
- Blast Off VBS led by Cathy Ryan and a group of volunteers, held Sunday mornings in September
- Participation in Family Sundays through scripture reading and ushering
- Christmas pageant with congregational participation, followed by a soup and sandwich luncheon
- Christmas gift bags for the Food Bank
- White Gift Sunday
- Financial support of our foster child through the Plan Canada program

We thank you for your support of the Sunday School through words of encouragement and friendship, as well as support of our local mission initiatives for the Food Bank this past fall. We ask that you continue to keep each of these children in your prayers, as they grow stronger in faith day by day. We pray that God’s love will be made visible in their lives, and that they will always feel the warmth and support of their Church family as they grow in Him.

Submitted by Pauline French

PORTLAND UNITED CHURCH CHRISTIAN EDUCATION TREASURER'S REPORT – 2016

Income Statement

REVENUE

Tax-Receipted Gifts

General Fund Income Receipted	242.00
TOTAL Tax-Receipted Gifts	242.00
Interest Income	0.05
Other Revenue	138.30

TOTAL REVENUE

380.35

EXPENSE

Office Supplies and Expenses

Supplies	114.01
TOTAL Office Supplies and Expenses	114.01

Charitable Contributions

Plan Canada	468.00
TOTAL Charitable Contributions	468.00

TOTAL EXPENSE

582.01

NET INCOME

(201.66)

Starting Bank Balance:

815.04

Net Income for period:

(201.66)

Direct transfers into or out of the fund:

0.00

Ending Bank Balance :

613.38

PORTLAND UCW ANNUAL REPORT 2016

We welcomed two new members to bring us to twelve active members of the UCW this year. Our executive consists of: Connie Cochran, President, Lynne Dimma, Secretary, Peggy Bond, Treasurer, Cheryl Stoddard, Friendship Committee and Sheila McKeage, Social Convener.

Our events included the following Funerals/Memorials:

- Bob Stacey
- Stewart Chant
- Glenn Baker
- Eldie Bryden
- David Chant
- Tim Hodgson
- Norma Chant

We celebrated Bert Petro's birthday and we catered for the Irish Stew Dinner, Treker's Breakfast and Presbytery Luncheon. In the Spring we sold 230 pies and 178 apple pies in the Fall.

These social events generated enough funds to meet our M&S goals, help with church expenses and provide support to area mission work such as the Portland Food Bank, Cases of Caring, the Four Rivers Presbytery UCW Bursary Fund. We were also able to provide a new Bunn coffee maker for church events.

We continue to provide our Prayer Shawl Ministry and are grateful for all donations received.

Members of the executive attended the Fall Rivers Presbytery Fall Rally in September in Brockville, as well as regular Presbyterial meetings. The UCW will celebrate it's 55th Anniversary in 2017. The Fall Rivers Presbyterial AGM will be held at the Delta United Church on April 19, 2017 and we are assisting with the planning of this event.

On behalf of the Portland UCW I would like to thank everyone that helped with the catering events for 2016. We have an amazing congregation and community that steps up to work with us for our fund-raising.

Respectfully submitted,

Connie Cochran, President

PORTLAND UCW FINANCIAL REPORT 2016

Opening Balance **\$ 2,272.24**

Income

Offerings	\$ 647.00	
St. Paddy's	737.12	
Funeral receptions	2,750.00	
Settlers Trek Breakfast	104.00	
Presbytery luncheon	291.35	
Yard sale rentals	40.00	
June pie bee	1,515.00	
Fall apple pie bee	1,637.00	
Other celebrations	500.00	
Calendar sales	40.00	
Cookbook sale	20.00	
GIC interest	102.75	
Interest	<u>.23</u>	
		<u>8,384.45</u>
		10,656.69

Outgo

M&S	\$ 2,400.00	
World Development & Relief	200.00	
Church	4,000.00	
Portland Food Bank	500.00	
Cases of Caring	150.00	
4 Rivers Bursary Fund	100.00	
Presbyterial registration	30.00	
Presbyterial dues	54.00	
Cheryl - Friendship	75.00	
Sheila - kitchen witch	190.00	
These Days sub. 2 yrs. luncheons	110.00	
Flowers for Glenn	185.00	
Stuart Chant funeral exp.	54.25	
David Chant memorial exp.	22.00	
Tim Hodgson memorial exp.	92.50	
Norma Chant funeral exp.	42.72	
Gifts	107.47	
Coffee maker	250.00	
Kettle	525.82	
Calendars (15)	110.00	
Bank charges	<u>85.70</u>	
		<u>9,296.46</u>
		\$ 1,360.23

Assets

RBC	812.25	
Petty cash	<u>547.98</u>	
	\$ 1,360.23	

Peggy Bond

FRIENDSHIP COMMITTEE ANNUAL REPORT – 2016

The Friendship Committee is just one of the ministries of the UCW of Portland United Church. We reach out to our Church Family with our thoughts and prayers by way of greeting cards to those of us who are ill, grieving, celebrating a new home, birthday, or retirement and also Christmas Cards to members of our church who have moved away or in retirement or nursing homes. If you know of anyone of our Church Family who needs a smile, compassion or our thoughts and prayers, please let us know.

This year we sent 35 greetings as follows:

Thinking of You	12
Retirement	1
New Home	2
Get Well	4
Sympathy	10
Thank you	1
Birthday	1
Christmas	4

Cheryl Stoddard
612-284-0258
cstoddard@ripnet.com

2016 PORTLAND OUTREACH REPORT

Our most regular Outreach is hosting the community luncheons. The monthly luncheons held at Portland United Church on the fourth Tuesday of the month have continued throughout 2016. The luncheons have been organized by various teams. The variety of meals and fellowship has been enjoyed. The average attendance has been 30-35.

The luncheons provide fellowship and a good meal to anyone who wishes to attend. The cost is by donation ``as you are able``; but even so, there is frequently a profit which helps support our commitment to the Dental Issues Group.

Thank you to everyone who helped in any way with the meals this past year and we look forward to sharing food and fellowship in 2017.

Following the direction of the Trustees to support youth activities in the area, \$1,000 each was given to Rideau District High School Music Department, Rideau Centennial Public School, and \$500 each to the township libraries in Elgin and Portland.

Other forms of outreach continue and are included in the various reports as we try to be good neighbours to all.

PORTLAND UNITED CHURCH HISTORICAL REPORT 2016

Portland United Church continues to be a vibrant, active, welcoming community offering its members and adherents a safe place to explore and pursue their relationship with the Spiritual and each other.

Of course, our vibrant, bubbly Rev. Takouhi D. Petro led the worship services most of the time. When she didn't, they were led by:

- Jan. 3rd, David Irwin and the combined choir, in Elgin.
- Jan. 10th, Lynne Dimma, our Licensed Lay Worship leader.
- Jan. 17th, Clint Halladay, the chair of our Official Board.
- April 3rd, Lynne Dimma and choirs for a joint service in Portland.
- May 22nd, Rev. Tom Walton.
- May 29th, Rev. Tom Walton
- June 19th, Rev. Tom Walton.
- Nov. 13th Rev. Kathy Walton.
- Nov 20th, Lynne Dimma, with a guest speaker Suzie Thomson-Lafosse making a presentation regarding the Pan Mission of Canada.

Other Guest Speakers for our Morning worship services were:

- April 17th, Maxine Reid, the President of the Bay of Quinte Conference.
- June 12th, Rev. David Timpson, Pastoral Care, Bay of Quinte Conference.
- July 10th, Pam Hart, at a joint service in Elgin that lasted over 2 hours, from Dancing the Circle of Right Relations with First Nations.

We also had a couple pulpit exchanges:

- Sept. 11th with Rev. David Spivey.
- Oct. 23rd, with Rev. Jill Turnbull.

In addition there were also some special services:

- Feb. 28th, a very special joint service honouring David Irwin as he retired, for the third time, after 12 years as our music director, followed with a pot luck.
- the Holy Thursday service, March 24th was cancelled due to freezing rain but the Good Friday service March 25th was in Portland, at 7 p.m.
- Sunrise service on Leggett's Hill followed by breakfast in Elgin March 27th.
- May 15th, Pentecost and Covenanting Worship service featuring different languages.
- June 12th, Joint Worship Visioning Celebration followed with a pot luck.
- June 26th, a Joint Picnic Service in Hanna Park, very sparsely attended.
- July 24th, Christmas in July service.
- July 31st, Hymn Sunday.
- July 31st, a Portland Cemetery service at 3 p.m.
- July 31st, an Ecumenical Service at Hanna Park at 7 p.m.
- Dec. 11th, a Sunday School worship service with concert and White Gift Sunday with a soup and sandwich luncheon.
- Christmas Day and New Year's Day home services on the net.

We welcomed a new member, Patricia Nora Evans, on Jan. 31st.

We welcomed 2 young folk by baptism, on March 20th.

Jacob Donald Brian Gordon & Clark Allen Joseph Gordon.

We also had a couple weddings:

- June 18th, Christopher Scott Merkle and Amanda Suzanne Latimer
- Aug. 20th Gregory Hamilton Philip Esnor Thomas and Leanna Maureen Halladay

In addition we also had some Special Events:

- Special Presbytery Meeting, in Elgin, Tues. Jan 19th re reducing the levels of the church administration by combining Conference and Presbytery into one.
- Sunday Jan 24th, a Lighthouse Concert in support of PUC and Lighthouse Learning and Development Centre, a private school in Aurora, for autistic children.
- annual General Meeting held Feb. 21st.
- hosting World Day of Prayer, Fri. Mar 4th at 7 p.m with Rev. Tom Walton.
- UCW St. Paddy's Gourmet Beef and Chili Dinner Fri. Mar 18th .
- hosting Settler's Trek participants, walking from Brockville to Perth, for breakfast Fri. May 19th.
- a yard sale, in the pouring rain, Sat. Jun 11th.
- Presbytery Covenanting Service with Rev. Takouhi, Tues. June 21st, 1 pm.
- hosting a Tea Room lunch Sun. July 3rd.
- participating in an evening in Elgin with Jewish Rabbi Bulka July 20th, 7:30 p.m.
- Vacation Bible School held on consecutive Sundays in September.
- hosting UCW Four Rivers Presbyterial Fall Rally Wed. Sept. 20th .
- hosting Bert Petro's 85th birthday party, Sun. Oct. 16th .
- participating in the Cenotaph Service Sun. Nov. 6 at 3p.m.
- a Classical Concert on the new, recently donated organ with renowned Sharon Adams, Friday Nov. 18th .
- participating in the Sharing the Light in Elgin, Sun. Nov. 27th .
- carolling at the Portland Community Hall, on a bitterly cold evening, Fri. Dec.16th with 4 floats from the Smiths Falls Santa Claus parade.

Four Rivers Presbytery hosted a couple special youth events.

- Sat. May 7th, a SPRING-A-VANZA, in Toledo.
- Nov. 19th - 20th, a Fall Retreat in Bowmanville.

In addition:

- the development of an Elgin-Portland Pastoral Charge Strategic Plan 2016-2020.
- acquiring a licence to broadcast the entire service over the internet.
- Rev. Takouhi had her book of poems, blessings and prayers published *The True Gift Lives On* with the Benevolent Fund receiving \$700 of the profits.
- installation of a propane furnace between Christmas and New Year's to reduce hydro costs.

We supported the Community Clothing Co-op, the Portland Food Bank and Cases of Caring. We knitted IZZY dolls. We hosted our monthly community luncheons held the 4th Tuesday of the month except December, when the date is changed. We had Minute for Mission readings and supported the Mission & Service Fund. We hosted sewing clubs. We held silent auctions and sold Easter chocolates, frozen berries and goat's milk soap. There were two pie bees, and two newsletters. Bottle returns profited the food bank. We purchased FundScrip gift cards. VIBE discussion group met many a Wednesday evening. There were lots of meetings: UCW, Sharing and Caring, Worship committee, council, official board and trustee. We rang hand bells, sang anthems and hymns, shared communion and washed those tiny glasses. We heard Lent and Advent readings. We shared our joys and our sorrows. We lost far too many good friends. We were a church family, supporting one another and attempting to live God inspired lives.

Peggy Bond

PORTLAND FOOD BANK - 2016

Our numbers have remained steady though out the year. As of the end of December, we are helping 14 households, which include a total of 37 people (men, women and children). Included in that number are 2 households occupied by Grandparents, Parents and adult Children. People are coming together in one household due to the rising costs of food, hydro etc. With the wonderful support of our community we are able to assist people who are in need.

2016 Recap:

Groceries	\$ 2,939.52	
Gift Certificates	2,640.96	(Bread, Milk, Dairy)
Good Food Box	1,295.00	(Country Roads Community Health Centre)
Office Expense	84.10	
Mileage	120.00	
Bank Fees	96.81	
Misc.	<u>107.10</u>	
Total Expenses	\$ 7,283.49	

Donations **\$13,062.40**

Our 2016 Build a Mountain of Food Campaign was a **HUGE** success. We received over 4000 pounds of food and a total of \$11,176.06 in cash, cheques and gift cards. Our thanks to Hugh Colton and Country Chrysler Smiths Falls and his crew including Jim Wright and Chris Craig, and as well Lake 88, Doug Good, Larry and Connie Cochran, Vicky Zwiers, Louise Martin, Sue Peebles and the PUC Sunday School, Ilona French, Bert Petro, Rev. Takouhi, PUC UCW, Portland Community Clothing Cooperative, Len's Cove Marina, Bayview Yacht Harbour Ltd. Jamesview Builders & Electrical, Sean Heffernan, Royal Bank of Canada, LCBO Portland and all the wonderful people who donated their time and money to see this worthy cause carry on. **THANK YOU!!!!**

Cheryl Stoddard

PORTLAND UNITED CHURCH CEMETERY REPORT 2016

I would like to thank everyone who helped with the upkeep of our cemetery.
We had four interments this year and sold two plots.
Our 2016 cemetery service was a success again and plans are underway for the service in 2017.

Financial Statement

Opening Balance \$ 8,760.61

Receipts:

Bank Interest	\$ 2.96	
Interest from Public Guardian	115.13	
Sale of Plots	800.00	
Donations	870.00	
Opening and Closing of Graves	1,230.00	
		\$ 3,018.09

Expenses:

Grass cutting	\$ 1,200.00	
Bank fees	10.00	
Payment to Public Guardian and Trustee	520.00	
Excavating for Interments	400.00	
		(\$ 2,130.00)

Balance \$ 9,648.70

Blaine Tackaberry
(Chair person for Cemetery Committee)

PORTLAND UNITED CHURCH FUN-DRAISING - 2016

Raising money for the church, as well as for the wider church (near and far) is an on-going challenge for most churches. Fun-Draisers can be large or small events as every dollar counts.

Our on-going and “easiest” fund raising project for the church is the FundScrip Retail Card Program. We hope more people will become regular users of this program as the use of these store cards provides additional funds to help with general church expenses. Using these grocery store, gas and restaurant cards, etc. for your everyday purchases and for gifts, can raise hundreds of dollars for your church without costing you an extra penny.

Other fund raisers during 2016:

Our Community Luncheons – although really an outreach program – continue to raise funds which go to support the Dental Issues Group (D.I.G.)

On January 12th, Glenn Foster and Faithful Friends along with Rasa Krokys (accompanied by Marg Ross) created a lovely concert to raise funds for the Lighthouse Learning & Development Centre, a private school for children with autism, as well as funds for our church.

A June yard sale was almost (but not quite) rained out.

April saw us gaining a little weight with Easter chocolate sales and then getting healthier by purchasing frozen berries in the Fall and caring for our skin by buying goat’s milk soap.

Carolyn Long again hosted the delicious July Luncheon Tea for the Artists Studio Tour

Margaret Martin organized an excellent silent auction in November.

On November 18th, the Sanctuary was filled with the wonderful sound of our new, recently donated organ, as Sharon Adams showed the organ’s capabilities as well as her own wonderful talent on both the organ and piano.

We thank everyone who was involved in any way with these fun-draisers and especially our congregation for supporting the activities – by helping, buying and most of all by ATTENDING and bringing friends and neighbours. THANK YOU!

We lost our “Energizer Bunny Carol” when Dave Irwin retired but as 2017 continues we hope others will share their ideas and offer to help organize a function. The old adage “Many hands make light work” is especially appropriate.

Portland United Church

Accounts	Sub Accounts	General Fund		Budget 2017
		2015	2016	
REVENUE				
General Fund				
Sunday Givings Rev		70,282.78	68,467.94	70,000.00
Fundraising		5,723.34	3,365.52	5,800.00
Finance and Admin rev	Interest,Property Use	5,156.00	5,225.00	4,700.00
TOTAL General Fund Revenue		81,162.12	77,058.46	80,500.00
EXPENSE				
General Fund Expenses				
Charge assessment Expense		47,400.00	48,000.00	50,400.00
Outreach Committee	Caring &Sharing ,Outreach	979.68	1,022.65	1,150.00
Worship Committee	Musicdirector,Decorations,Worship	8,062.94	7,898.83	13,600.00
Property on Going	See Below	25,147.63	24,470.62	22,300.00
Finance and admin	Envelope&Par Fees,Office,Other	1,093.23	1,768.94	1,729.00
TOTAL General Fund Expenses		82,683.48	83,161.04	89,179.00
NET INCOME		(1,521.36)	(6,102.58)	(8,679.00)
Transfer from Long term Fund		3,744.00	0.00	0
Net impact on bank acct		2,222.64	(6,102.58)	(8,679.00)

2016

1 Property on Going Detail

Heating System Repair	\$ -	\$ 362	\$ -
Elevator Exp	\$ 936	\$ 1,514	\$ 1,200
Snow and Grass	\$ 3,030	\$ 2,856	\$ 3,000
Recurring maintenance Exp	\$ 4,008	\$ 2,005	\$ 3,000
Custodian Expense	\$ 3,058	\$ 3,261	\$ 3,100
Insurance Expense	\$ 2,321	\$ 2,566	\$ 2,600
Hydro	\$ 11,659	\$ 11,770	\$ 4,800
Propane	\$ 135	\$ 135	\$ 4,600
TOTAL Property on Going	\$ 25,148	\$ 24,471	\$ 22,300

2 General operating fund operated in the negative Givings and Fund raising were down a combined \$4,100.

3 Expenses remained controlled with a \$500 increase year over year

Budget 2017

- 1 Charge Assesment increased as per guidance
- 2 Budget Hydro includes aprox \$1,000 heating re Dec 2016
- 3 Budget Propane includes approx \$1000 first tank fill
- 4 Budget increase in Worship relates to New Music Director

Challenges 2017

- How to revitalize our Givings and Fund raising
- How to reduce the overhead associated with a two point charge

Portland United Church

Balance Sheet Comparison

	12/31/2015	Income + Transfers in	Expenses + Transfers out	31/12/2016
ASSETS				
General Chequing Account	9,670	120,499.80	123,145.45	7,025
Federal Sales tax Recoverable	637	630.02	825.23	442
Provincial Sales Tax Recoverable	1,649	1,653.28	2,143.81	1,158
TOTAL ASSETS	11,956	122,783.10	126,114.49	8,625
LIABILITIES and FUNDS				
General Fund	4,325	77,058.46	83,161.04	(1,777)
Designated Funds				
Benevolent Fund	837	1,963.45	1,632.24	1,168
Building Fund	2,121	965.00	0.00	3,086
Memorials Fund	2,392	5,248.00	4,115.42	3,524
Choir Fund	899	455.00	396.90	957
Mission works	708	415.00	524.00	599
Bell Choir	50	610.00	631.67	28
2016 wedding	625	0.00	625.00	0
Furnace Fund	0	8,520.00	7,479.90	1,040
TOTAL Designated Funds	7,631	18,176	15,405	10,402
TOTAL LIABILITIES and FUNDS	11,956	95,235	98,566	8,625

Long Term fund

	Dec-12	Dec-13	Dec-14	Dec-15	Dec-16
	\$ 123,778	\$ 140,694	\$ 141,790	\$ 140,764	\$ 146,064
Total withdrawals from LTF	\$ 6,870	\$ 16,150	\$ 8,124	\$ 7,000	\$ 7,000
Transfers To LTF	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000
Investment Income	\$ 23,786	\$ 17,246	\$ 7,098	\$ 8,300	\$ 8,300
Approx Return	19%	12%	5%	6%	6%

* A new mission to support our Youth was started .

\$1,000 was donated to each of the High School ,the Public school and the Library

**To maximize the stewardship of monies available council moved \$4,000 from the memorial fund (chequing Acct) to the Long term Fund

Additional Fundraising and Donations

	2015	2016	Target 2017
Mission and Service	\$ 10,029	\$ 9,945	\$ 10,000
Food Bank	\$ 5,457	\$ 5,689	\$ 5,700
Youth Support	\$ -	\$ 3,000	\$ 3,000
Dental Issues Group	\$ 2,219	\$ 1,945	\$ 2,000
Cases for Caring	\$ 225	\$ 124	
Furnace	\$ -	\$ 7,479	\$ 3,000
Organ		Donated	

NOTES