



ST. ANDREW'S  
UNITED CHURCH  
111 LARCH STREET  
SUDBURY, ON P3E 4T5  
705-674-0721

# 2018 ANNUAL REPORT



*Growing Spiritually*



*Building Community*

*Transforming Lives*

## **VISION STATEMENT**

*St. Andrew's United Church ~  
Growing Spiritually,  
Building Community,  
Transforming Lives*

## **MISSION STATEMENT**

St. Andrew's United Church is a welcoming, compassionate and inclusive Christian community of faith in downtown Sudbury.

We offer meaningful and engaging worship, and provide leadership and support for mission-oriented programs and initiatives that are spiritually and socially relevant.

## **VALUES**

We live out our core Christian values and practice responsible stewardship by:

- Being in relationship with God
- Encouraging life-long learning
- Caring for our neighbours
- Extending hospitality
- Working for peace and justice in our community and throughout the world
- Respecting the environment
- Maintaining honest and open communication
- Cultivating an atmosphere of mutual respect and trust
- Managing our resources efficiently, responsibly and effectively
- Practising principled decision-making and leadership

St. Andrew's United Church  
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Sudbury, Ontario P3E 4T5  
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Fax 705-222-5303  
Email: church@st-andrews.ca  
Website: www.st-andrews.ca/church  
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### **Leadership Team 2018**

Ministers: Rev. Catherine Somerville  
Rev. Dr. Bill Steadman (January-June, 2018)  
Rev. Dave Le Grand (October-December, 2018)

Music Director: Dr. Robert Hall

Office Manager: Alison Warner-Smith

Youth Leader: Nissah Sleik (January-June)  
Kate Barber (September-December)

Church School Leader: Kate Barber (January-September)  
Tracey LeGrand (October-December)

Church School Teachers: Connor Ross (January-June)  
Jacqueline Warner-Smith (January-June)

Nursery Leader: Shanda Mese (January-June)

Chair of Church Council: Dr. Phil Thurston

Treasurer: Jill Bennett

Deep appreciation is also extended to the many volunteers who add their leadership, gifts, and skills to the life and mission of St. Andrew's.

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## AGENDA

### **ANNUAL MEETING FOR THE YEAR 2018 St. Andrew's United Church Sunday March 24, 2019**

1. Opening
2. Adoption of the Agenda
3. St. Andrew's Place Business Meeting
4. Acceptance of the Minutes of Congregational Meeting of March 25, 2018
5. In Memoriam, Baptisms, Marriages, New Members
6. Appreciation of the Staff
7. Ministers' Reports
8. Staff Reports
  - a) Music Director
  - b) Office Manager
  - c) Children, Youth and Family Ministry Team
9. Committee Reports
  - d) Church Council
  - e) Celebrate God's Presence
  - f) Connex Visiting
  - g) Reaching Out
  - h) Telling Our Story
  - i) Monday Night Study Group
  - j) Welcoming and Belonging
  - k) Sharing Our Resources
  - l) Board of Trustees
  - m) Ministry and Personnel
  - n) Benevolent Fund
  - o) Out of the Cold
  - p) Sudbury Presbytery
10. Review of Audited Financial Statements and Presentation of the Budget
11. Nominations
  - a) Church Council members
  - b) Representatives to Canadian Shield Regional Council
12. New Business
  - a) Welcoming Initiative discussion
  - b) Moving forward with volunteer tasks
  - c) Governance
13. Adjournment
14. Closing

## MINUTES

### ANNUAL MEETING FOR THE YEAR 2018 St. Andrew's United Church Sunday March 25, 2018

Chair: Phil Thurston      Recording Secretary: Barb Maki

#### 1. **Opening**

The meeting was called to order by Phil Thurston, Chair of Council, at 12:09 p.m. An opening prayer was led by Rev. Catherine Somerville.

#### 2. **Adoption of the Agenda**

The agenda was adopted by consensus. *Carried.*

#### 3. **St. Andrew's Place Business Meeting**

Led by Scott Darling, Chair of St. Andrew's Place Board.

*MOTION: Moved by Ray Laporte, Seconded by Torrin Maag that all those present be allowed to vote. Carried.*

#### 4. **Acceptance of the Minutes of the Congregational Meeting of March 26, 2017**

*MOTION: Moved by Betty McFarlane, Seconded by Dale Myslik to accept the Minutes of the March 26, 2017 Annual General Meeting. Carried.*

#### 5. **In Memoriam, Baptisms, Marriages, New Members**

The "In Memoriam" list was read into the record by P. Thurston, who subsequently led a prayer for the departed.

#### 6. **Appreciation of the Staff**

Bert Brankley extended appreciation to the staff on behalf of St. Andrew's.

#### 7. **Ministers' Reflection**

The Ministers' Reflection was offered by C. Somerville and B. Steadman.

#### 8. **Staff Reports**

P. Thurston noted the staff reports in the Annual Report. No questions were asked.

#### 9. **Sudbury Presbytery**

Donna Mese and Maureen Oldham made a presentation focusing on the 8 Remits of the United Church of Canada, which are subject to approval at General Council in July 2018. Highlights noted included:

- August 2015 General Council meeting generated discussion regarding a series of 8 remits.
- 3 categories of remits - i) minor, ii) remits that represent significant change and require only Presbytery approvals, iii) remits that require pastoral charge and presbytery level approval.
- Boundaries Commission used a set of criteria to propose 15 new regions, which have been established and are subject to approval at the General

Council meeting in the summer of 2018. Our Region 6 will extend west to Thunder Bay and east to Val d'Or, representing 78 pastoral charges.

- An Executive Minister has been named for each region.
- Remit 6 was of particular interest country-wide. It was proposed that the UCC move to one Order of Ministry with respect to designated lay ministers, diaconal and ordained ministers, acknowledging the unique call of each, but recognized under one Order of Ministry. Remit 6 has since not passed approval, however, it leaves many questions for General Council to address further.
- Remit 8: A New Model of Membership, which proposes that full members of the local ministry unit may consent to allow adherents to vote on all matters that come before meetings of the local ministry unit.

Several questions were received and responded to.

## 10. Committee Reports

- a) Refugee Project Update: T. Sanders extended thanks for the financial and volunteer support for the Qarqouz family. She noted that Council passed a motion at the most recent meeting approving \$15,000 of funding for the 2017 year for refugee support.

## 11. Review of Audited Financial Statements and Presentation of the Budget

R. McIntosh spoke to the report, and welcomed Cameron. Crawford, Auditor, to our meeting.

*MOTION: Moved by Jill Bennett, Seconded by Lucette Schneider, that we accept the Audited Financial Statements for 2017 prepared by McClelland, Crawford & Topp, as printed in the 2017 Annual Report. Carried.*

*MOTION: Moved by Phil Thurston, Seconded by Anne Pile, that we appoint the firm of McClelland Crawford & Topp as Auditors for St. Andrew's United Church Sudbury, for the fiscal year 2018. Carried.*

### 2018 Budget

R. McIntosh presented the budget report printed in the Annual Report. No questions were asked.

*MOTION: Moved by S. Carscadden, Seconded by R. White, to approve the budget for 2018 as printed in the 2017 Annual Report. Carried.*

*MOTION: Moved by J. Bennett, Seconded by T. Saunders, that we approve the 2018 goals for the Mission & Service and Benevolent Funds. Carried.*

Ralph extended thanks to Jill Bennett for all her work as Treasurer.

## 12. Nominations

The Nominations Committee members are Sylvia Carscadden, Bill Steadman and Maureen Oldham. Nominations for the 2018 year include: Joyce Dickson & Dale Myslik - M&P; Debby Laporte - Sharing our Resources; Allen Querney & Bernie

Hughes - St. Andrew's Place Board of Directors; and Connor Ross - Presbytery Representative.

*MOTION: Moved by S. Carscadden, Seconded by B. Brankley, that the slate of nominees be accepted as presented. Carried.*

S. Carscadden thanked those individuals who have offered their names to the slate of nominees. P. Thurston thanked the members of the Nomination Committee.

## **12. New Business**

### **a) Search Committee**

Nominations for the Search Committee include:

Torrin Maag, Debby Laporte, Dale Myslik, Scott McClure, Leslie King, Jim Smith, Freda Wilson

Presbytery Representatives: Rev. James Clark and Rev. John Fraser

*MOTION: Moved by A. Pile, Seconded by C. Ross, that the slate of nominations for the Search Committee be accepted as presented. Carried.*

Phil thanked the individuals who have offered their names to the slate of nominees.

### **b) Welcoming Initiative Discussion**

Members were asked to reflect on the 5 questions printed on the Welcoming Behaviours handout.

### **c) Other**

Thanks were extended to Roger for providing the sound for the church service and the meeting today, and to Anne Pile for running the PowerPoint presentation for this meeting.

## **14. Adjournment**

*MOTION: B. Brankley moved to adjourn the meeting at 2:10 pm. Carried.*

## **15. Closing Prayer**

Bill Steadman extended closing remarks and prayer.



Barb Maki, Secretary  
St. Andrew's United Church Council



## MEMBERSHIP STATISTICS

### **In Memoriam**

John Hazen – January 31, 2018

Graham Ross – February 26, 2018 \*

David Chapman – August 4, 2018 \*

Jean Wickstrom – August 10, 2018 \*

Ronald Dunn – July 1, 2018

Gaston Giroux – November 13, 2017 (memorial service June 17, 2018)

Peter Clark – September 6, 2018 \*

Marguerite Blakely – October 30, 2018 \*

\* denotes member of St. Andrew's United Church

### **Weddings**

None.

### **Baptisms**

August 12, 2018

Samuel William James Fritz, son of Karl Arthur Fritz and Carrie Leatherdale

Jesse Karl Fritz, son of Karl Arthur Fritz and Carrie Leatherdale

### **New Members Received**

Carrie Leatherdale – April 1, 2018

Sierra Peskett – June 24, 2018

### **Total Membership, December 31, 2017**

Resident members: 201

Non-resident members: 38

### **Official Members Removed**

By death: 5

Graham Ross, David Chapman, Jean Wickstrom, Peter Clark, Marguerite Blakely

### **TOTAL MEMBERSHIP, DECEMBER 31, 2017**

Resident members: 192

Non-resident members: 42

Adherents: 75

Number of households financially supporting the church: 123

Number of households under pastoral care: 130

Total resident and non-resident members: 234

Respectfully submitted,

Bev Chapman, Membership Records

**REPORT of the MINISTER of WORSHIP, STEWARDSHIP,  
and CONGREGATIONAL CHURCH**

I'm the new ministry staff here at St. Andrew's United Church, and I *hit the ground running*, at a very busy time! In October of 2018 I *came to serve* St. Andrew's after saying farewell to my congregation of 12 years, Trinity United Church in Capreol. I could not have managed the transition without the patience and wisdom of staff and leaders. I want to particularly thank the excellent Search Committee and especially chair Debby Laporte for so effectively persuading me that God is doing a new thing in and through St. Andrew's, to quote Isaiah. Indeed, I believe it!

My time over the 3 months in 2018 was spent intensely learning how you, St. Andrew's United Church, do things. Much of 2019 will be spent listening to and learning your individual stories, and your Collective Story. It is a wonderful thing, the "honeymoon" phase in a pastoral relationship; congregation and new minister get to know one another! I have only experienced such warm welcome and affirmation as I "move in" to this new sacred home. I'm in constant search for where things are, and Catherine, and Alison, and Bob and many of the lay leaders here have heard my constant refrain, "Where is the...?" "When do I need to...?" Questions, questions, questions; from *Where to find the milk?* to *When presiding in Communion, what am I to do when the servers come forward?* The answer I was given to the latter question was, "*nothing.*"

The Stewardship Team had done enormous legwork prior to my arrival so that we could integrate the Stewardship Program into a 5 Sunday series. Thank you, St. Andrew's United Church, each one of you, for responding so positively as together we explored ways to become better and more generous with our resources - in church, and in our everyday lives. Thank you especially to Ralph McIntosh and Debby Laporte for your leadership!

I soon met for the first time the group officially known as "Celebrate God's Presence", but who, practically speaking, call themselves *the Worship Planning Team*. As with all the things shiny and new at St. Andrew's, so also was the case for worship - learning how things are usually done in worship, and why. The music in worship here is magnificent; Bob's leadership is very much appreciated. I have also appreciated Catherine's willingness to take on some worship leadership in spite of her full week - her leadership, and specifically her profound pastoral gifts are great blessing to all of us.

You may notice that some subtle things changing, in many cases because my style is different from my predecessors. Many things are *not* changing, and intentionally so. There are rich traditions here at worship at St. Andrew's for which I have enormous respect and gratitude.

The "Journey with the Spirit" team (a.k.a. Christian Education) is very much a work in progress. I met Kate bearing many questions, ready to learn how things have been done

before me, and they have been prayerfully developing an effective leadership model – the Nursery, the Church School, Youth (and Kate’s new, cool, “Couch Church” format), and, Family Ministry. Thanks to Kate for her huge leadership in all these ministries in 2018, and Sylvia Carscadden for stepping in to help call together what is now a very capable Team to be the stewards of this *Journey with the Spirit*.

My great desire is to get to know each and every one of you, and to discern how my gifts and leadership style can be used most effectively in serving this community of faith. It is truly a privilege to be here, and I thank you for welcoming, for weaving my family, Tracey, Sophia and Benjamin, into this rich tapestry of healing and hope called St. Andrew’s.

Dave Le Grand

Minister of Worship, Stewardship & Congregational Outreach

### **REPORT of the MINISTER of PASTORAL CARE and OUTREACH**

Through the days and months of 2018, quotes from a book called *Embers* by Richard Wagamese threaded their way into the life and work of St. Andrew’s United Church. It began with the Monday night study group, and then the words and ideas made their way into our worship life, our meeting times and our meditation groups. As I make this report, I offer some of that wisdom back to you: “What defines me is not what I do but what I receive, and I have received in great measure.” (p. 155)

So often, we try to define ourselves by what we do. I am the pastoral care and outreach minister. With a fourteen-hour-a-week window (which I am not very good at sticking to-but you know that already!), I visit in the hospital and in long-term care facilities, in homes and in coffee shops. I attend meetings of the Downtown Churches Group, our Reaching Out team and the Connex visiting team. I go to meetings of the wider church, and help as I am invited. I offer the Prayers of the People on Sundays and share the healing prayer ministry of this church. What I receive though, cannot be contained in titles and job descriptions. I receive kindness, wisdom, thought-provoking ideas, your example and courage. I am deeply grateful for being able to stay at St. Andrew’s for “Part 2”. Thank you for your trust and confidence. You show me Christ in a million ways.

In closing, I express a word of thanks to Bill, Dave, Bob, Alison, Jill, Kate, Tracey, Shanda - all of you who give so much. What you offer helps to define me.

Respectfully submitted,

Rev. Catherine Somerville

Minister of Pastoral Care & Outreach

## DIRECTOR of MUSIC REPORT

In the spirit of all of the FAQ (Frequently Asked Questions) sites found on the internet, I thought that I would phrase my annual report in the format of a FAQ list about music at St. Andrew's.

**Q: What is the role of music in your church: is it to praise God or does it in a broader sense attempt to underline the liturgical themes of the year?**

A: *Yes*

**Q: Are the hymns you sing mostly new, upbeat hymns or do you sing more of the old tried-and-true hymns?**

A: *Yes*

**Q: Do you stick exclusively to modern language in your music or do you use old, historical language?**

A: *Yes*

**Q: Is the music accompanied on the pipe organ or on the grand piano?**

A: *Yes*

**Q: Do the people singing in your choirs tend to be young or old?**

A: *Yes*

**Q: What about the choir? Does it sing modern music or does it do mostly classical repertoire?**

A: *Yes*

**Q: Are the important roles in your church held by men or women?**

A: *Yes*

**Q: Do people in your choir have to be committed to being there every Sunday or can they come and go as they like?**

A: *Yes*

**Q: Could you be more positive about music at St. Andrew's?**

A: *No*

**Q: Is the congregation at St. Andrew's supportive of the music program at St. Andrew's?**

A: *YES!!! (and thank you for your support!)*

Respectfully submitted,

Robert Hall, Director of Music

## OFFICE MANAGER REPORT

2018 was another busy year at St. Andrew's United Church and I feel blessed to have been able to play a part in all the many activities. My main role, of course, is to support Rev. Catherine Somerville, Rev. Dr. Bill Steadman, and Rev. Dave le Grand, preparing worship-related materials, researching and disseminating information, corresponding and communicating with other agencies, groups, and individuals, and generally supporting them in their ministries. I thoroughly enjoy working with them as well as our Music Director Dr. Bob Hall. I also work closely with St. Andrew's Place and One-Eleven Senior Citizens' Centre to help ensure all three "branches" of The Place tend to and meet the needs of congregation members, tenants, visitors, and the downtown community.

Another important task of mine is to report all of the music we use in worship services and other church events to ensure composers and publishers are appropriately compensated. I completed the procedure manual for future office managers and others who may need to fill in for me from time to time. I regularly update our church website and Facebook with recent information about St. Andrew's, and I do a weekly update of Sunday messages, The NEWS, church events and activities, family news, and other articles of interest regarding St. Andrew's church or congregational members in the news. As you'll read later in the Telling Our Story Report, it has been a challenging year with respect to our website, but more good things are planned!

My other role is to support and co-ordinate the volunteer staff. A tremendous number of volunteer hours go into every aspect of church life - worship service, sanctuary and narthex preparation, including bulletins, the News, and posters; children's activities such as church school and youth events; Out of the Cold and Community Kitchen; catering and Fun-D-Raising events; community outreach and support; St. Andrew's Place tenant events such as the monthly Vegetable Share; advertising St. Andrew's United Church activities; scheduling meetings and booking space; pastoral care and financial management; website and Facebook page updating and maintenance; and the list goes on. Working with so many dedicated and kind-hearted people is challenging, but only in that there never seems to be enough time to do everything I need to. It's very rewarding working with the volunteers and knowing that somehow, with "the team," it all gets done.

There is certainly never a dull moment in the church office. It is immensely satisfying, knowing I have been able to contribute to church family life at St. Andrew's. And the best part is working with all of you. Thank you for making St. Andrew's the incredible place it is!

Respectfully submitted,

Alison Warner-Smith, Office Manager

## CHILDREN, YOUTH and FAMILY MINISTRY TEAM REPORT

2018 was a year that saw a lot of changes at St. Andrew's in programming and support for children, youth and families.

In the first half of 2018, we enjoyed nursery programming with Shanda, church school with our youth leaders Jacqueline and Connor, and support for our youth from Nissah. However, in the Spring, there were some changes on the horizon, with our Youth Leader Nissah leaving with a new baby and a new Ministry team about to start. A review of programming and staffing was completed and some changes were recommended that would help us to better meet the needs of children and families who are part of the St. Andrew's Family.

Because of low attendance in nursery and an increase in Church School aged children (ages 5-11), the team decided to shift the funding to be able to hire a regular Church School Teacher. A search was started and with no permanent candidate found, Tracey LeGrand was hired on an interim basis for this position. We are very appreciative of Shanda's commitment as our out-going Nursery staff and are so happy that she and her children can continue to be part of our church family. We are also thankful for Tracey's skills presently being used to inspire the young hearts and minds of our children.

In the Fall, a new group, *The Children, Youth and Family Ministry Team*, was formed to work together to provide leadership and support for programming and events for children youth and families. This group, and the new program staff and Ministry team, helped to launch a very busy Fall and Winter season for St. Andrew's children, youth and families. Activities included:

- An active church school program with a Mission Project to raise money to buy Gifts with Vision for people in need by making and selling crafts and providing the sundae bar at the Mini-Fair.
- A fun Family Christmas Party attended by many children and families from our St. Andrew's Family.

Next steps for the Children, Youth and Family Ministry Team in 2019 will be to spruce up the Nursery and develop a roster of trained volunteers to provide care for our youngest members, continue our search for another person to join the team to teach Church School, keep offering fun family events to help our St. Andrew's families connect with each other and enjoy time together, launch "Couch Church", support Youth Events, and start planning a confirmation program for youth coming up to that important milestone.

St. Andrew's members who would like to share in the work (and fun) of supporting children, youth and families at St. Andrew's are always welcome. Talk to Kate Barber or Rev. Dave to get all the details.

The Children, Youth, & Family Ministry Team: Barb Jeffrey, Leslie Cassidy, Tom Kozak, Sylvia Carscadden, Maureen Oldham, Kate Barber, Tracey LeGrand & Rev. Dave Le Grand.

Respectfully submitted,

Kate Barber

### **Youth Ministry Report**

As we said goodbye to Nissah and wished her well with her new family, I took up the Youth position with the challenge of supporting and connecting youth and providing them with meaningful opportunities to be involved at St. Andrew's and with the wider United Church.

The summer saw a great opportunity for families to spend quality time together with our Camp Wilabosca Family Camp. There were also opportunities for St. Andrew's youth to attend and fully participate in General Council in June and a youth summer camp in July.

Some things of interest within St Andrew's Youth Ministry in 2018:

- A contingent of six St. Andrew's Youth attended the Niagara Youth Festival with United Church youth from all over Ontario, and
- The birth of the idea of "Couch Church" - a special Sunday morning program for youth which will start in 2019.

Respectfully Submitted,

Kate Barber, Youth Leader

### **Church School Report**

We are very happy begin a new chapter of our lives with St. Andrew's and I am eager to share what experience I have with our Church School.

During Advent we prepared a very special Christmas Pageant with a full child, youth and "young at heart" cast, including many angels and shepherds a blue bird, and a

“sweet Maggie” playing baby Jesus. This event seemed to be very well received by our congregation!

My strategy for Church School is to work out of the Season’s of the Spirit curriculum. This weekly lesson plans base its conversations and activities around the same readings that are a focus in church. Several days before, Rev. Dave and I will discuss what parts he will focus on during the Time up Front during worship and how I will continue with that same theme upstairs.

It has been my pleasure to spend time with all of the children in the Church School.

Respectfully submitted,

Tracey LeGrand, Church School Leader

## **CHURCH COUNCIL REPORT**

The past year has been an exciting one. We have seen the departure of the “dream team” in the spring (Bill Steadman and Catherine Somerville) followed a few months later by the arrival of an exciting new team consisting of Dave Le Grand in full time ministry aided by a one-third time appointment of Catherine Somerville to concentrate on pastoral care. The covenanting service was a well attended event with somewhat over 100 present. The covenanting service for Dave and Catherine was the last covenanting service under Sudbury Presbytery – followed by a potluck and a feeling of anticipation and excitement about the new structure and processes. With the new leadership has come a new style of worship which is meeting with strong approval.

I want at this juncture to thank all those who are involved in our many programmes. The Out of the Cold program is in its 20<sup>th</sup> year and going from strength to strength. St. Andrew’s has two teams and Jill Bennett has stepped in to coordinate the programme. There are many volunteers doing things behind the scenes that make our worship services what they are. The range from the pre-service PowerPoint done by James Warner-Smith to Bev Chapman’s dedicated labours putting the hymn slides together with a joint effort by Bev and Alison Warner-Smith to produce the entire PowerPoint file and a script to enable the people in the AV booth to have the right side up at the right time. In the AV booth we have Kelly McCaw, Roger Pile, Wayne, Avery and Leslie Cassidy, Eric and Brennan Maag, Scott and Lily McClure, and Ralph McIntosh.

St. Andrew’s continues to do lots of local mission and other outreach projects, all characterized by a goodly number of partnerships. In this report, I will identify the



highlights and direct the reader to individual reports for details, such as the Out of the Cold report, the St. Andrew's Place report, etc.

The Downtown Churches Group is an informal grouping of downtown churches providing growing awareness and mission projects to our neighbourhood. The members of the group are: St. Andrew's, Ste-Anne-des-Pins, Christ the King, Church of the Epiphany, All Nations Church, and Trinity Evangelical Lutheran church. Leadership from the churches meets periodically to develop initiatives in the downtown. The various programs-raise awareness within our congregations on areas of concern to the downtown, build relationships among churches and agencies, and find fulfillment in working together.

Christ the King stepped in to provide shelter for the homeless in the face of renovations for the new Off the Street Shelter on Larch St. We had Deacon Rolland Mazzotti speak to us about that major step they took. Rhodine White and Marcel Lapalme are providing soup five times a week for that programme.

St. Andrew's Place is both a mission to the downtown and a partnership between St. Andrew's Place Inc. and the congregation. The Place is managed by a separate board with some overlap with the congregation. As part of that partnership we are replacing the padding and upholstery in the approximately 400 chairs used by both the congregation and the Place.

Security of the building itself and the apartment tenants is a shared responsibility. From the perspective of Church Council, we are pleased to see the continued effort going into the modernising and upgrading of the common spaces (hallways etc.) and the individual apartments. Our congregation is seeing also seeing a small increase in the number of tenants attending worship. We are finding new partnerships with the tenants e.g., the vegetable share program, a community kitchen where kitchen skills and nutrition are emphasized, Body and Soul (a mix of food and prayer), supporting 111 Senior's activities (as they support church events).

The financial relationship between the Church and the Place underwent major change in 2012 which moved to the Church paying an occupancy fee - to the Place for our use of the sanctuary and the gym on a per-use basis.

Downtown is changing with the opioid problem being more prominent and related security problems coming to the fore. Therefore, both the Place and the Church are entering discussions on security and how we might become more secure for the sake of the apartment tenants yet also deal with the need for access for church events ranging from services to meetings and outreach events. We continue to forge a relationship with our next door neighbours, the Church of the Epiphany. We see their clergy and lay leaders coming to our events such as the Covenanting Service and vice versa.

**2018 Council Members**

The Rev. Dr. Bill Steadman, Minister (until June 30, 2018)

The Rev. Dave Le Grand, Minister beginning (Oct. 1, 2018)

The Rev. Catherine Somerville, Minister (until June 30, 2018) and continuing

Phil Thurston, Chair

Bert Brankley, Ministry & Personnel

Barb Maki, Secretary (Sept. 2017 to March 2018)

Sylvia Carscadden, Past Chair

Ralph McIntosh, Sharing our Resources

Jill Bennett, Treasurer

Donna Mese, Chair of Trustees and Presbytery Representative

Maureen Oldham, Presbytery Representative

Connor Ross, Presbytery Representative

Tracey Sanders, Member at Large (Secretary as of Dec. 2018)

Scott Darling, Place Board Representative

Respectfully submitted,

Phil Thurston, Chair, Church Council

## Governance Review

The Council has been engaged in reviewing its structure. The constitution of our congregation is The Manual of the United Church of Canada and the governance of our congregation is by the Church Council. The Manual allows for various configurations of governing bodies and it encourages congregations like ours to adapt the various models to our own particular needs and resources. Other familiar configurations are Session and Stewards, and Church Boards but we have a Council. It meets every month.

A few years ago we tried to reduce the number of committees and the large number of volunteers needed to keep those committees operating. We were quite successful when we went to a more task-oriented system that allowed for shorter and more flexible commitments. The challenge with all these structures is the communication system that keeps everything organized and flowing. Another challenge is to keep Council meetings to a length that the human being can endure. Often meetings are long and too often filled with information that is interesting to the one presenting and less important to the listener.

Using some of the principles in the book *Governance and Ministry: Rethinking Board Leadership* the council is proposing to tweak its present configuration. We are asking for your consideration of the following proposal.

- The church council will remain basically the same and will conduct the work of **governance**, i.e., setting goals, policy, mandates, personnel matters.

The **ministry or program elements** of congregational life are carried out in a myriad of activities, such as singing in the choir, teaching classes, cooking in the kitchen, working the sound booth, putting up the Christmas trees, serving at communion and Out of the Cold. These activities are the work of ministry which is expressed in the various teams, committees, and facets – all these names have been used in the past to name the various groups. We are familiar with these groups. They are:

- Worship Planning Team
- Children Youth Adults and Family
- Reaching Out
- Communications
- Finance and Property Resources
- Welcoming and Belonging

Each group has a mandate or job description, and each one has a budget that it can use to support their area of ministry. This works well but the challenge is to communicate with one another and ultimately the Church Council. So the tweak we are suggesting is in the reporting system is:

- Our new formation would see the minister-staff having the central communication role in the center of the ministry groups.

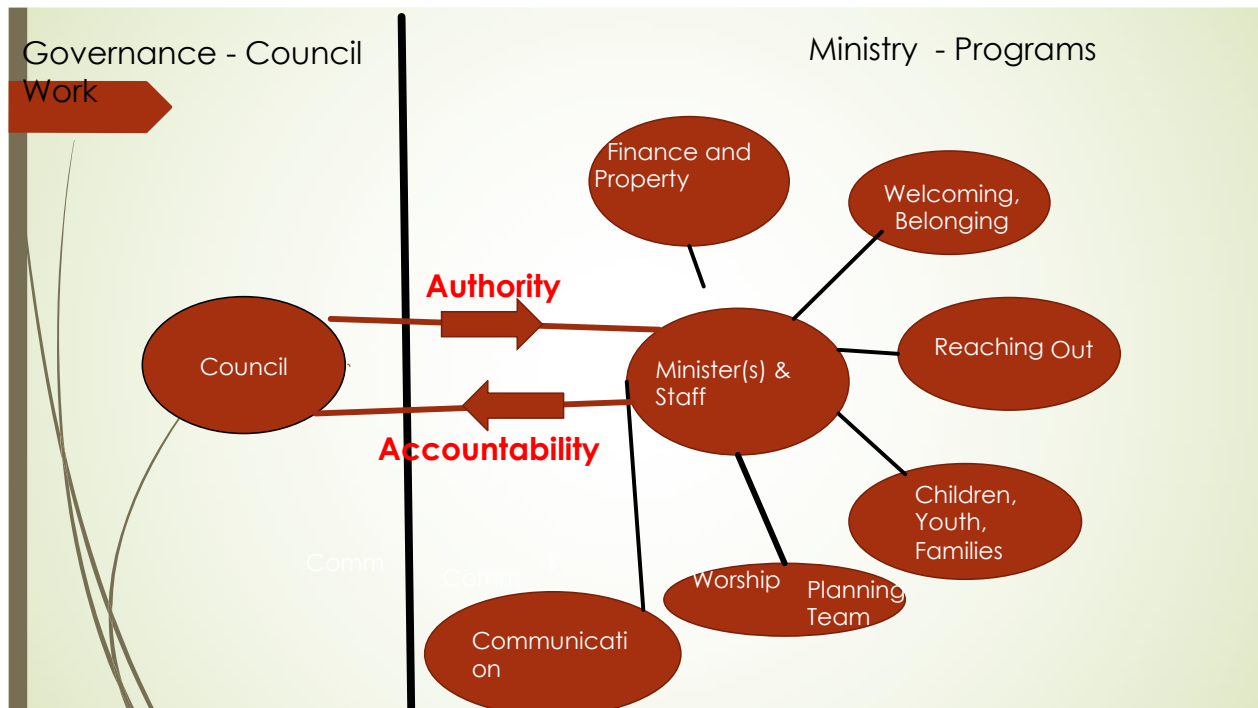
The teams are connected to the communication centre with lines of communication through a lead person, maybe staff or a congregation member. It is important for the ministers/staff to be in communication with the various groups or teams and this model is committed to that goal.

The reporting from the program side would be done through the minister(s) to the Council. This is the accountability piece. Three times a year the ministers will report to the Council on the program work of the congregation and the council would review the work of the teams. In this way the number of "reports" coming to the council would be reduced and there would be more time for oversight and big picture concerns.

The staff will not be asked to go to meetings of each team but will use various communication strategies to keep informed and to help others to be connected also. Actually much of this is happening presently. We are just putting it in a scheme that will help us with the concept of sharing information.

There are many strategies that can be used for communication. As well as the tried and true face to face meetings, there are email, Skype and Messenger, notes of meetings, and the trusty phone.

This new configuration will not change the commitment that many of you have to your own team or group. All that will remain the same. The various task groups or teams will continue to do their work of ministry - Growing Spiritually, Building Community, Transforming Lives.



## CELEBRATE GOD'S PRESENCE REPORT

Up until July of 2018, worship planning was guided by the Rev.'s Catherine and Bill who both knew that there were willing helpers if needed for support in worship. In July, the Celebrate God's Presence Team came together in anticipation of the arrival of Rev. Dave, to organize into areas, each with a co-ordinator: Communion, co-ordinated by Jeannine Zadow and Gail Wahamaa, Special services co-ordinated by Sylvia Carscadden and Anne Pile, Liturgical décor Jill Bennett, and Worship planning overall co-ordinated by Anne Pile. Donna Mese would serve as the liaison both with the Council and Rev. Dave. Many thanks also to Myfawny McIntosh who so ably sets up the Reader roster, and Alison Warner-Smith serves as our communication hub.

In 2018 there were special worship services from Ash Wednesday through Lent and Easter to the Longest Night service during Advent and our two Christmas Eve worship services. With Rev. Dave's arrival, there was a definite learning curve. In cooperation with the Worship Planning Team (aka Celebrate God's Presence Team) worship services became smoother and with a few subtle changes. The Worship and Stewardship Teams collaborated to make our Stewardship Program engaging, and then in the Advent Season, in partnership with the Reaching Out Team, our project was to support the Off the Street Shelter which was temporarily operating out of Christ the King Roman Catholic Church. On our Sunday before Christmas Eve the congregation was blessed to experience a Pageant led by the Children's Program and Youth of St. Andrew's. Thanks again to Bob Humphrey for constructing the Bethlehem stable and manger (where we brought our gifts for the Off the Street Shelter on White Gift Sunday), and to the décor people who transformed our space for the wondrous Christmas Eve services.

In 2018 we baptized Samuel William James Fritz and his brother Jesse Karl Fritz, sons of Karl Arthur Fritz and Carrie Leatherdale.

There were no marriages officiated at St. Andrew's. We had five funerals: Graham Ross, David Chapman, Jean Wickstrom, Peter Clark, Marguerite Blakely

## CONNEX VISITING REPORT

The Connex visiting program keeps people connected to our community through informal friendly ways. Everyone in the congregation has a Connex partner who they check in with from time to time. The "visitors" meet twice a year to review their lists and make plans for ways to keep people connected in our community.

At the beginning of Advent cards were sent to the partners with lists and schedules of up-coming Christmas services. Later in February there was a Valentine coffee party after

church. People were encouraged to get adventurous and sit with their Connex partner and a different group of people that day. No one seemed to suffer any adverse effects from this suggestion! Connex is a way to keep in touch, face to face at church, sending emails or notes, and phone calls.

Connex team: Jane Baggs, Sylvia Carscadden, Pat Martin, Betty McFarlane, Marian McKnight, Maureen Oldham, Roger Pile, Barb Ritchie, Anne Smith, Jim Smith, Rhodine White, and Jeannine Zadow. If you aren't sure who your connect partner is contact Rev Catherine Somerville who will make sure you are on someone's list.

## REACHING OUT REPORT

The Reaching Out Team is committed to promoting the mission of St. Andrew's United Church beyond the bounds of our own congregation.

Rev. Catherine Somerville and Rhodine White are our representatives on the Downtown Churches Committee, an ecumenical group that seeks to provide support for those who live on the margins in the downtown. In cooperation with our downtown partners we participated in a giant street BBQ on the lawn of Christ the King parish in June. Line-ups for hamburgers, giant speakers blasting Christian rock music up Durham Street, prayer requests on the street were all part of the amazing spectacle. BBQ's and cooking help were supplied by the Retirees of the Steelworkers (SOAR) and the Catholic Women's League of Christ the King Parish.

In the Advent season the same churches cooperated to collect and deliver two van-loads of food clothing, toys, and toiletries to the Canadian Mental Health Association for distribution at the Off the Street Shelter, located at Christ the King Church over the winter months.

Our most creative and original outreach project this year involved collecting over 100 books for the Sudbury jail. This project caught the imagination of our congregation and people selected books to purchase from a list provided. Sometimes they chose books that were their favourites and sometimes they made cash donations to buy books that the jail staff assured us would be very appreciated. As well, we gained new understanding of the conditions at the jail and the justice system. The response from our congregation was most gratifying and truly generous in spirit and in the practical contribution of books. Natasha Gerolami, who suggested the idea has written an account of this successful endeavor and is submitting it to the United Church publication *Mandate*.

The Community Kitchen serves individuals in St. Andrew's Place and the community. The leadership for the kitchen has passed to the attendees. This group was asked to

participate in a literacy panel in April and several members are taking responsibility for the Good Food Box program in St Andrew's Place. We pay tribute to St. Paul's United Church for their vision to plant outreach projects in Sudbury Presbytery in the planning of their church closure.

Twice Body and Soul lunches continued with entertainment by the Club 111 choir. These lunches reach out to those living in the apartments and others who drop in. Eighty red scarves were knit for Réseau ACCESS Network to distribute to the downtown during HIV/ AIDS Awareness Week.

Many of the initiatives of Reaching Out are supported by the givings to the Benevolent Fund. This fund is designated for mission to the downtown and is administered by the Ministers, the Office Manager, and a Reaching Out designate. It responds to the needs of individuals who approach the church for help and it serves some of the needs of the downtown community.

We have a relationship with the housing complex at Louis Street, one of the Hubs of the Social Planning Council. After school snacks were supplied to the children and we helped with their gardening project which beautified their community. We also cooked burgers for their Summerfest Party on the last day of school in June.

Other projects supported by this fund included supplying the ingredients for soup made and taken to the Off the Street shelter every week during the winter by two of our members. The fund supported donations to the Value Vault in Sudbury Secondary, as well as a generous donation to the Elgin Street Mission. We partnered with the Senior Advisory Panel of the city and supported six women in Keeping Seniors' Warm program. Several of the women came from our building. Blessing Bags, an assortment of articles needed by those on the street, have been very appreciated.

The generosity and the care of the congregation of St. Andrew's have reached many people in the last year. The committee appreciates the support and leadership offered by Rev. Catherine Somerville who is willing to turn her hand to any task. Members of the Reaching Out Team are; Kathy Brankley, Natasha Gerolami, Marian McKnight, Kate White, Rhodine White, Freda Wilson, Sylvia Carscadden.

The words of Sylvia Dunstan (VU 584) reflect the work of The Reaching Out Team.

*Through the heart of every city runs the flow of human need.  
'Mid this glass and steel are pulsing smoldering wick and bruised reed.  
Has our church a word to offer, some hope shining from our creed?  
Walking through the concrete furrows Jesus sows the Word as seed.*

*Sylvia Dunstan 1987*

Respectfully submitted,

Sylvia Carscadden, Team Facilitator

*Growing Spiritually*

*Building Community*

*Transforming Lives*

## Reaching Out - Proposed Mission Activities 2019

Event or project initiated or supported	Partners	Time of Year	Expenditures	Source of Funds	Target groups or persons
Lenten Project Sabbath Study	Natasha Gerolami	March-April	\$100 snacks	Reaching Out	Congregation and others
Advent Project 2019	Downtown churches	Nov-Dec.		Congregational donations	Off the street shelter
M&S event	Education for congregation	May 2019	\$100	Reaching Out	Congregation
Movie <i>Truly and Humbly</i>	Others	April-May	\$100	Reaching Out	Congregation and friends
Food Boxes	Community Kitchen & 111 Seniors	Every month	\$19x3x12 \$684	Benevolent Fund	Residents of St. Andrew's Place
Elgin Street Mission		Sept. 2019	\$2000	Benevolent Fund	Mission Patrons
Keeping Seniors Warm	City of Greater Sudbury & - 111 Seniors	October	\$1000 Sponsoring 6 people	Benevolent Fund	Vulnerable Women and Men
Lansdowne Public School - waterproof mitts	Schools in the downtown	Feb 2019	\$200	Benevolent	Downtown children
Value Vault	Sudbury Secondary School	Sept 2019	\$500	Benevolent	Students at risk
Blessing Bags	staff	All year	\$100	Benevolent Fund	Drop ins
Community Kitchen	111 Seniors & St. Andrew's Place	6 sessions	\$2500	Benevolent Fund	St. Andrew's & 111 Seniors
<b>Downtown Churches</b> Louis St snacks BBQ Soup making	Downtown Churches	All year  June 2019 Feb/Mar	  \$100 \$100	Benevolent Fund	Downtown
Video project of The Mission	Youth, Dave Le Grand, Mission staff	TBD			St Andrew's folk
APANO			Money in trust	Former Samaritan Fund	



## TELLING OUR STORY REPORT

Telling Our Story is the facet of St. Andrew's United Church responsible for spreading the word about all the wonderful things that happen here. This facet continues to be facilitated by James Warner-Smith. Each week, James creates pre-service PowerPoints to share news of the community, such as information about upcoming worship events, promoting the Fun-D-Raising activities undertaken by the congregation, and sharing pictures of St. Andrew's people and what they've been up to. The NEWS is our weekly newsletter/announcement list created by Alison Warner-Smith as part of her Office Manager duties. Volunteers Leigh Cook, Freda Wilson, Peter Penttila, and Doreen Sanders help to collate the bulletins and NEWS for distribution on Sundays, as well as put up posters around the building for upcoming church activities and events. Bev Chapman creates the worship PowerPoints of hymns and responses that enhance the worship life of the community each Sunday. Rev. Dave and Alison provide the graphics for the worship PowerPoints, and Alison inserts them to help make worship services be even more meaningful, and passes along all the information to the sound booth volunteers, who so ably run the PowerPoint presentations.

Sermons, scripture readings, Minutes for Mission, the NEWS, and Upper Room Devotional booklets are mailed to our shut-in members regularly. Pat Martin and Doreen Sanders capably collate the information for mailing.

Our Website and Facebook pages continue to see much activity. Alison promotes church activities and events through email blasts to other churches representing all denominations in Greater Sudbury. Sherri Moroso, City of Greater Sudbury, also emails event notifications to the very large City of Greater Sudbury list. A collection of people who have been made administrators of the St. Andrew's Facebook page (Kate Barber, Rev. Dave Le Grand, James and Alison Warner-Smith) make sure that our events are posted. Anyone who is on Facebook is encouraged to "like" the St. Andrew's page and share the many posts and events.

Alison also emails the congregation, Seniors Groups and the Legion, and both the Warner-Smiths distribute information to a growing traditional and digital media contact list including radio, television, on-line news outlets like Sudbury.com, newspapers like The Sudbury Star and Northern Life, local publications such as "Coffee News" and "Southend News," Kijiji, and so on.

As part of her role as St. Andrew's Office Manager, Alison updates the church website with current happenings, links those posts to Facebook, and moderates comments on both sites. Everything else Alison does is as a "Telling Our Story" volunteer. She has been busy this year updating the website by re-writing material that would be

descriptive of St. Andrew's as a whole, making layout changes for ease of access, fixing broken links, and so forth.

The biggest challenge faced by the group this year was when the Church/Place website was "hacked." There was some discussion of replacing the website entirely which would have resulted in a large unbudgeted expense to the congregation.

James Warner-Smith undertook a complete review of the website just before Christmas, to determine the hackers' method of entry, block it, and repair broken links and other damage done. If you still notice any problems with the church or place website, please let the church office know and Alison or James will fix the problem.

In this day and age, social media is often a first point of contact for many people who are curious about our congregation and what it stands for. Rest assured, there is an enthusiastic team of members and staff behind the scenes working to maintain and improve the digital presence and spread the word about St. Andrew's United Church.

Respectfully submitted,

James Warner-Smith  
Telling Our Stories Facet Leader

### **MONDAY NIGHT STUDY GROUP REPORT**

The Book Study Group meets on Monday at 7:00 p.m.

In early 2018, we went on a spiritual journey with Richard Wagamese's wonderful book, EMBERS.

Walter Brueggemann's, CHOSEN, Reading the Bible Amid the Israeli-Palestinian Conflict, gave us new insight into the problems in the Middle East.

We have great discussions, and hear interesting stories. Everyone is welcome.

Respectfully submitted,

Freda Wilson

## WELCOMING and BELONGING REPORT

The Welcoming and Belonging facet or team of our church is an important entity because we have declared that we long and strive to be a welcoming church. Many of us will remember the concerted effort that was made a few years ago, when we were “under construction” - remember that? - to make our worship and worship space more relaxed, less formal, more inviting, more accessible to people who perhaps are not so acquainted with church language and rituals. We moved some furniture, and we removed some chairs so there weren't so many empty ones. We opened the doors for the whole service, put in a children's area and we got used to more spontaneity and informality. It wasn't easy at first but we grew to feel comfortable with the new ways.

Of course, the physical atmosphere is only part of welcoming hospitality. We made a special effort to be warm and welcoming too. Greeters changed their position at the door; they were asked to make special effort to be friendly, to engage people they didn't know. The planter area was transformed with a rotation of seasonal decorations and out came the famous coffee cart in the lobby before church!

All these changes have become the new norm but they need to keep unfolding. Welcoming needs to go beyond the comfortable and the cosmetic that makes for a pleasing feeling. So we need to be diligently reflecting on the kind of welcome that we are extending. When our congregation decided last year not to pursue the formal process of becoming an Affirming congregation, we did acknowledge that we wanted to review our welcoming patterns and increase our understanding of what it means to be truly welcoming. A special task force of Church Council recommended some new strategies for making our space and community a more welcome place.

Still there are challenges in our welcoming protocols and we have some needs in our community. As with the other “teams” or facets that make church life go round, there is a facilitator required to coordinate some of the activities around welcoming. While there are willing people to do the tasks of greeting, taking the offering, and coffee preparation, a coordinator of these activities is sorely needed so they can be removed from the desk of the office manager.

Welcoming is something we all can do. It is a smile, a hello, a longer chat over the coffee hour. When new folks show up at the door on Sunday morning they already have checked out St Andrew's. They have been on our web site, looked us up on facebook and now they are looking for a place to belong. Helping them find a place in our church family is part of our mission in the downtown.

Respectfully submitted,

Sylvia Carscadden

*Growing Spiritually*

*Building Community*

*Transforming Lives*

## SHARING OUR RESOURCES REPORT

The Resources Committees are responsible for the temporal matters of the congregation. The Resource teams oversee: the annual budget and monthly financial statements; administrative and policy matters; Stewardship initiatives; Memorial Gift funds; Fundraising; and Property maintenance.

The Board of Trustees oversees all matters related to insurance and the church's investments.

The following report includes: each team's mandate; a list of contributing members; a summary of their work in 2018; and some of our plans for 2019 and beyond.

### **Financial Oversight and Administration**

Ralph McIntosh (coordinator), Jill Bennett (treasurer), Susan Darling, Debby Laporte, Sandra Simpson, Rev. Dr. Wm. Steadman (to June 2018) and Rev. Dave Le Grand (as of October 2018)

The Financial Oversight team provides oversight of the operating budget and the Memorial Gifts Fund, according to the policies developed by the United Church of Canada. While the Treasurer and Accountant administer the monthly operating revenue and expenditure activity, and the Memorial Gifts team administers the activities of the various other Memorial Funds, the Finance team also reviews these activities and develops new policies for Council's approval when required. Members also contribute to the development of rental agreements and fee structures, and draft the annual operating budget for the approval of Church Council and the congregation.

### **Stewardship**

Debby Laporte (coordinator), Maureen McGuinness, Ralph McIntosh, Phil Thurston, Diane Trollope, Alison Warner-Smith, Rev. Dave Le Grand, Rev. Dr. William Steadman

Stewardship is the wise use of time, talents and money. The committee oversees guiding the congregation to encompass a framework for living life in an ever-growing understanding of what it means to be a Christian today. The team encourages and nurtures support of local and global mission initiatives, and coordinates a comprehensive financial campaign over a number of weeks in the fall as members return from summer activities.

This year's campaign, "Loving our Neighbours", was based on the resource provided by the national church which we adapted to suit our needs. The campaign this year started in mid-October, after the welcomed arrival of our new full-time minister the Rev. Dave

Le Grand. We anticipated some changes and a lot of excitement as we explored the resources and set out on a journey that spread over six weeks that included videos, speakers, testimonials and many emails. Members of our congregation received a comprehensive package with invitational letters from the team and both of our ministers, a pamphlet, and a pledge card with return envelope.

Week 1: October 21<sup>st</sup> – Thankfulness. Connor Ross gave a passionate speech about his experiences at General Council

Week 2: October 28<sup>th</sup> – Local Mission. Lorrie Leger spoke to us about the “Value Vault” at Sudbury Secondary School

Week 3: November 4<sup>th</sup> – Communion Sunday. We showed a video “Perfect Little Thing: our heart and soul is Mission & Service”

Week 4: November 11<sup>th</sup> – Remembrance Day. While the service focused on remembering, the Minute for Mission video featured the Youth Group of Uganda Martyrs United Church, who shared how and why they give

Week 5: November 18<sup>th</sup> – Ask Sunday. Debby Laporte shared the story of how she and Graham came to St Andrew’s and what Stewardship means to them

Week 6: November 25<sup>th</sup> - Celebration of Gifts. We watched a shortened version of Chris Levan’s video about making and sharing pizza, and we celebrated all gifts given and pledged. This was also St. Andrew’s Sunday, so we continued the celebration with shortbread cookies after the service.

Special thanks go to Rev. Dave for his role in the campaign, especially for his weekly sermon focus on what Stewardship means to each and every one of us and how we can incorporate it into a living testimony of what it means to be a Christian today and a member of St Andrew’s.

We are a generous congregation, giving of our time, talents and financial resources. We met our 2018 goals both with our donations and loose offerings, and met our target for Mission & Service. We also received 51 responses this year slightly up from last year, including four new commitments, all of which indicate an increase in 2019 givings of an estimated \$14,000. Everyone who responded was sent a beautiful handcrafted card made by Alison, Maureen, Debby and Alison’s daughter Jacqueline.

Everyone’s gifts, be they financial or the giving of time and talents, are appreciated. There are so many places that we can offer these gifts; for example, helping with worship activities such as welcoming new and long-time members, ushering, decorating, and making coffee and tea - it takes many hands to continue the work of our Lord. Please speak to any of our team members or to either of our caring and devoted ministers if you would like to become more involved.

## Memorial Gifts

Susan Darling, Kathy Brankley, and Alison Warner-Smith

The Memorial Gifts committee focuses on educating the congregation about planned givings (bequests) and our Restricted and Endowment Funds. It oversees the activity of our Memorial Gifts fund as well as the awarding of scholarships.

The MG team prepares a mission focus for a **Celebration of Gifts** service each spring. It prepares a bulletin insert, a Power Point slideshow and an *In Memoriam* segment to honour those in whose memory we have received gifts. At the April 29, 2018 service we acknowledged the loss of:

Leanna Wahamaa Malenfant	Barbara Jean Tebbutt	Herbert Steinbach
Rayda Groves McVittie	Frank Carbone	Anne Soutar Duval
Jaakko (Jack) Tyynela	John Hazen	Ivy Mae Douglas
Graham Ross		

In the 2018 calendar year we received Memorial Gift donations in memory of:

Graham Ross	Prowse Jerrett	Stig Puschel
David Chapman	Ron Dunn	Marguerite Blakely
Jean Wickstrom	Kenneth Mese	Carolyn Day
Ann Hick	David Warner-Smith	

Thank you to volunteers Betty McFarlane, Gloria Oldenburg, Maureen Oldham, Barb Ritchie, Doreen Sanders, Betty Tooley, Freda Wilson, and Jill Bennett who receive donations and provide receipts at funerals held at St. Andrew's.

We received \$3,360 in donations to the Memorial Gifts Fund in 2018, as well as \$20 to our Endowment Funds and \$100 in donations to support Out of the Cold. In January 2019, we received \$10,000 from the 2018 OOTC Concert Series.

### Memorial Bursaries and Scholarships awarded in 2018

**The Reverend Earl and Elizabeth Lautenslager Memorial Scholarship** was established in 1983 by St. Andrew's United Church, to be awarded to a Huntington University student with high academic achievement. Other factors such as volunteerism with the Huntington or Sudbury community and financial need are considered. Kathy Brankley participated on Huntington's Selection Committee.

Shivam Chadha was the 2018 recipient of the \$750 award and attended the February 25 church service to be acknowledged. He received the award for the School of Human Kinetics Highest Academic Excellence. He has a special interest in research and is currently involved in projects related to concussions and to vertigo experienced by mine workers. He teaches swimming to children with disabilities, is active in organizations that support youth and the elderly, and participates in several humanitarian projects.

**The Lola McNaughton Bursary** was established in 1998 with a portion of the funds donated by St. Andrew's member Lola McNaughton to the Church. The bursary is intended for one or more members of St. Andrew's who are in good academic standing and entering their second year of study in a post-secondary program. Adam Jeffrey was the 2018 recipient and was presented with his award at the November 26 service. He is enrolled in the second year of Communication Studies at Laurentian University.

## **Fundraising**

Sandra Simpson (chair), Donna Mese, Betty Tooley, Alison Warner-Smith

The Fundraising team coordinates and promotes fundraising events in support of the mission of the congregation. They also review all fundraising proposals/applications to ensure they are in keeping with SAUC mission; co-ordinate the submission of financial reports following each activity/event; and review/approve requests for charitable receipting following UCC and Canada Revenue guidelines.

Thanks to the generosity and support of our church family, we are pleased to report we have had an exceptional FR year, raising over \$10,000 to support the programs and work of our Church. None of this would have been possible without the tremendous support of the congregation and the many volunteers who give so generously of their time and talent at the many events held in our church life. We sincerely thank you!

On February 14<sup>th</sup>, we kicked off our 2019 FR year with a Valentine's Spaghetti Dinner. We also plan to hold our annual Garage Sale (May), Ladies Clothing sale (June), Bel Canto Receptions (May/Dec.) and our Nativity Walk and Mini Fair (November and December). We look forward to working with you at one or more of these events.

If you have a fundraising idea, or would be interested in being a part of the FR planning committee or helping out with an existing event, please contact Sandra Simpson.

## **Property**

Susan Darling, Maureen Oldham and Jane Baggs

The Joint Property Committee oversees the purchasing and maintenance of church furnishings and equipment, and the disposal of surplus items. It makes recommendations to Council and to the Place Board related to the usage, maintenance, storage and replacement of property, and contributes ideas for space improvements as per the Joint Space Improvement Protocol.

The JPC takes responsibility for the welcoming area of St. Andrew's by creating seasonal displays in the narthex planter. The Wilhemina Wright fund is dedicated to maintenance of this area.

*2018 highlights*

The JPC contributed ideas regarding the refurbishing of the sanctuary chairs, and furnishings for the newly renovated Bischoff Board Room. The Committee began consulting about improvements to the Organ Room including new window signage, and about updates to the Nursery and Youth Rooms.

**Administrative Volunteers**

**Office:** Jill Bennett, Bev Chapman, Leigh Cook, Pat Martin, Betty McFarlane, Myfawny McIntosh, Peter Penttila, Roger Pile, Doreen Sanders, Betty Tooley, Freda Wilson and Jeannine Zadow

**Envelope Stewards:** Donna Mese and Anne Pile

Our hard-working office volunteers and envelope stewards give generously of their time to assist with various aspects of church finances and office administration, including: counting, recording and tracking weekly offerings; answering the phone; assisting with the preparation of the church bulletins; sending weekly bulletins and sermons to congregants who are unable to attend church on a regular basis; preparing the pre-service and in-service power point slides; and taking care of other clerical tasks as needed.

The congregation extends our sincere gratitude and thanks to all of these dedicated volunteers for their work on behalf of St. Andrew's United Church.

We also wish to extend a huge vote of thanks to our valued Treasurer Jill Bennett, for her many contributions in support of St. Andrew's, and we look forward to working with Debby Laporte in her new role as Resources Coordinator, effective March 2019.

Our church is indeed blessed to have so many talented and capable volunteers – but there's always room for a few more! If you are interested in volunteering your time to support the work of one or more of the Resource teams, please contact Debby Laporte at [delaporte@bakertilly.ca](mailto:delaporte@bakertilly.ca).

Respectfully submitted,

Ralph McIntosh

Resources Coordinator (to March 2019)



## BOARD OF TRUSTEES REPORT

St Andrew's Board of Trustees has as its immediate mandate insurance and investment matters. We meet at the beginning of each year to review our work and to meet with a representative from RBC Dominion Securities. Other meetings are called as necessary at the discretion of the chair.

**Insurance:** This past year the Trustees approved the payment of church insurance and insurance for our families attending the Camp Wilabosca camping weekend. There was a very modest decrease in our rates for 2018. We purchase our church insurance through the United Church of Canada – HUB: provider continues to be Royal Sun Alliance.

**Investments:** Our church's funds are invested through RBC Dominion Securities and Fiera Capital through the United Church of Canada. We continue to be prudent following the policy which governs investments. 2018 realized a 3.1% decrease with funds held at Fiera. Our funds with Fiera have overall realized a 7% growth. Our funds held at RBC Dominion Securities had a similar result to our funds at Fiera with a slightly increase. This was due primarily to our GIC investments. We continue to have fixed investments come due in January and June of each year over a two-year period. \$20,000 was removed from a fixed income GIC when it came due. These funds were used by the church to loan to The Place.

**Members:** Bert Brankley, Wayne Cassidy, Donna Mese (chair), Ralph McIntosh, Freda Wilson, and The Rev. Dr. Bill Steadman (staff resource until June 2018) and the Rev. Dave Le Grand (staff resource from October 2018).

I want to thank the hard-working members of the Trustees for their care and concern over the matters entrusted to them. The church I know appreciates the intense discussions and research that go into the decision making process.

Respectfully submitted,

Donna Mese, Chair  
Board of Trustees

## MINISTRY and PERSONNEL COMMITTEE REPORT

The Ministry and Personnel Committee (M&P) is a confidential consultative body with two main responsibilities. The first is to support the pastoral relationship by overseeing all paid staff and volunteer leaders. In doing this, M&P plays a supportive and mentoring role while at the same time carrying out supervisory functions. The second responsibility of M&P is to mediate congregational and staff concerns as well as inter-committee functional overlaps and issues.

Our most important task this year was to provide ongoing support for the Joint Needs Assessment and subsequently the Joint Search committees as the Church went about finding a new ministerial team. Members of M&P served on both committees. Once Council had ratified the search committee's choices, M&P negotiated the finer points of contracts and job descriptions. This is an ongoing process as we work with the ministers to support their efforts to adjust to their new roles and to become an effective team.

This was a year of staffing changes. In June, the congregation said goodbye to Shanda Adams, Connor Ross, Nissah Sleik, and Jacqueline Warner-Smith and thanked them for their contributions to the children and youth of St. Andrew's. Further, the congregation celebrated a combined 70 years of ministerial service by Catherine and Bill before saying farewell to them as our ministry team for the past four years. Sadness at losing them was tempered by joy when St. Andrew's welcomed a new ministry team of Dave Le Grand and Catherine. Catherine began in her new, part-time role of Minister of Pastoral Care & Outreach on July 1, 2018, and Dave in his new, full-time role of Minister of Worship & Congregational Outreach on October 1, 2018.

To fill other staff vacancies, M&P worked with search teams, and are fortunate to have Kate Barber as St. Andrew's new youth worker and Tracey LeGrand as the new church school leader.

Continuing with staff-related tasks, we reviewed and revised the office manager job description and reorganized the Ministry and Personnel Committee. The Chair of M&P will no longer have a staff liaison position but will assume the role of overall staff manager.

We are also very pleased to announce Dale Myslik as a new member of M&P. Dale brings many years of experience in the private sector and has already contributed greatly to our work.

As a committee responsible, in part, for the operation of the "business" of the church, we see that there is so much to be thankful for. We are fortunate to have dedicated staff and the many volunteers who give so much of their time and energy to supporting the church and its ministry. Without them, St. Andrew's would be so much the poorer. As Chair, I would also like to highlight the M&P members themselves. Each one

contributes in many other ways to St. Andrew's, serving on other committees and in volunteer positions. I am so fortunate to be working with these fine people and I thank them for the support they provide to the church and to me.

M&P Committee: Dale Myslik, Leslie King, Freda Wilson, Anne Pile, Jim Smith, Bert Brankley (Chair)

Respectfully submitted,

Bert Brankley

Chair, M&P Committee

### **BENEVOLENT FUND REPORT**

Christian community is all about relationships. One of the ways we seek to build stronger relationships is by helping our neighbours with a hand up in their times of darkness. Thanks to your generous support, we have tried to make a difference by...

- Providing food cards and Christmas hampers to three families;
- Visiting a prisoner in the Sudbury Jail and adding \$20 to his tuck card account;
- Responding to eleven emergency food calls;
- Providing fresh vegetables to the tenants at 111 Larch Street each month through our purchase of three Good Food Boxes;
- Helping with two ambulance bills, one for a church volunteer who was injured at one of our events;
- Preparing Blessing Bags of toiletries for people who come to the office seeking help;
- Purchasing a fan for one of the tenants and a mattress for another tenant;
- Assisting with help to secure counseling services;
- Assisting with a dental bill;
- Assisted a family with moving van rental;
- Helping with rent top ups for four individuals;
- Financially supporting Trinity United, Lively and their Birthday Party in Memorial Park project;
- Buying soup making ingredients for the Off the Street Shelter (and cheering on Rhodine and Marcel who chop all those veggies for the weekly soup deliveries!)
- Offered financial and moral support to the Lenten Library program
- On-going involvement with the Louis Street Association that saw us take 35 kids to the movies, provide snacks for their after-school homework and craft program, and buying and cooking burgers for Summerfest.

Cash donations were made to APANO (Aboriginal Peoples Alliance of Northern Ontario) to support their work of helping our neighbours (\$200); Sudbury Secondary

School's Value Vault Program, that helps students in need (\$500); Keeping Seniors Warm Program (paid for six tenants from 111 Larch Street to attend the program and get winter clothing - \$900); and the Elgin Street Mission (\$2000) in their work to support and provide direct care to the homeless and marginalized.

**The balance of the Benevolent Fund as of December 31, 2018 is \$12,842.79**

**Disbursements in 2018 totaled \$13,334.35**

**Generous donations totaling \$11,281.98 were gratefully received**

The fund is administered by our ministers and our office manager, Alison Warner-Smith.

We also build partnerships through our Reaching Out Committee and our involvement with the Downtown Churches Group. Six congregations are part of this good work: Ste. Anne des Pins, Christ the King, Trinity Evangelical Lutheran, All Nations, Anglican Church of the Epiphany and St. Andrew's. Special thanks are offered to Rhodine White, who offers such enthusiasm and wisdom to these meetings. As a group we walked in the Coldest Night of the Year event in support of the Samaritan Centre, helped with the Louis Street Community Garden, hosted an amazing barbeque for neighbours at Christ the King in June, facilitated a Bridges Out of Poverty Training exercise, and kept updated on issues of community policing, homelessness, and needles in the downtown.

We thank you for your ongoing support and awareness of the issues God invites us to engage in within our neighbourhood.

Respectfully,

Revs. Bill Steadman, Dave Le Grand, Catherine Somerville and Office Manager, Alison Warner-Smith

### **OUT OF THE COLD (OOTC) PROGRAM REPORT**

In the winter of 1997-98 a number of us talked about starting a program offering weekly, hot meals to people during the winter months. We knew then that with faith, hard work and a whole lot of generosity of time and of money, we could do something very significant. And so it is now in the winter of 2018-2019 that our Out of the Cold program continues to grow and thrive.

Wonderful meals are served to 150 to 250 guests on any given Friday evening from the beginning of November to the third or fourth Friday of April. In a six week rotation, four weeks are hosted here at St. Andrew's and two weeks next door at The Church of The Epiphany.

As with many successful programs, the volunteer base is one of the main reasons for the success of the Out of the Cold program. And what a wonderful volunteer base we have in the membership of our six teams. The teams are led by people at several churches in the city - St. Andrew's United (2 teams), St. Peter's United, Trinity United in Lively, The Church of the Ascension and The Church of The Epiphany. And many other churches in our community consistently contribute huge support year after year - Grace United, St. Stephen's on the Hill, Copper Cliff United, St. James in the Valley, All Nations Church, Christ the King and Holy Redeemer.

The leaders of the 6 teams meet three times a year to share issues and ideas and to receive updates, support and assistance from each other. As the OOTC Coordinator I also have a standing invitation to attend St. Andrew's Place Board meetings to keep communication lines open in the important relationship between the OOTC Program and St. Andrew's Place.

The OOTC also continues to be blessed with the incredible support of Bob and Sue Bale who have organized and run the Out of the Cold Concert Series for the past 16 years. The benefactor of these fabulous, usually 'sold out' concerts is the OOTC food account.

Each autumn before the beginning of the OOTC season, volunteers from all teams gather for an evening of discussions, orientation and training. This year's pre-season event in October featured an engaging presentation by Emily Zanini of the CMHA followed by a lively discussion of issues and complexities in today's world.

As I write this report, we are past the mid-point of our OOTC season in the middle of a cold snap. We are averaging over 190 guests each dinner. Our volunteer base consists of wonderful, helpful, caring individuals and we continue to see new people coming to help out. Our cooks continue to create totally scrumptious meals that everyone can enjoy. Our spending is well within budgetary lines.

This season, either my trusty OOTC partner, Rev. Catherine, or I, and often both of us have attended at least part of each dinner held here and next door. This has been really important as it increases awareness of our guests, of their concerns, of their gratitude and of the value they place on the OOTC program.

Each OOTC evening there is a pervasive sense of joy and gratitude and peacefulness, even on our busiest nights. I truly believe this is God's presence, guiding us in our work, helping us to understand our mission, and ensuring that we learn to recognize God in the faces of all we meet.

My sincere gratitude goes to the many wonderful leaders who precede me in this role. They have all made the Out of the Cold program one of the ways St. Andrew's and others reach out into our community.

Deep, deep thanks to all of you for your support for the OOTC program over the years, in whatever form that support takes.

Respectfully submitted,

Jill Bennett

Coordinator, Out of the Cold Program

### **OUT OF THE COLD FINANCIAL REPORT**

**2430 Out of the Cold Deferred**                      **Balance on January 1, 2018**                      **\$685.07**

(Used for food purchases only – funded by OOTC Concert Series and donations)

Revenue	Concert Series	\$10,000.00*	
	Donations	\$2,688.39	
Expenses	Food		\$13,323.26
<b>Balance on December 31, 2018</b>			<b>\$50.20</b>

\*The revenue from the fall 2017 Concert Series of \$10,000 was deposited in January 2018. (The revenue from the fall 2018 Concert Series was deposited in January 2019 and will appear in next year's report.)

**3230 Out of the Cold Fund**                      **Balance on January 1, 2018**                      **\$61,826.02**

(Used for all other OOTC expenses – funded by donations)

Revenue	Donations	\$100.00	
	Interest	-	
Expenses	Kitchen cleaning		\$100.00
	Supplies		\$2,623.16
	Occupancy & Insurance		\$2,286.68
<b>Balance on December 31, 2018</b>			<b>\$56,916.18</b>

**National Grocers Account**                      **Balance on January 1, 2018**                      **\$184.45**

(Used for food purchases – funded primarily by the Sudbury Food Bank)

Revenue	Sudbury Food Bank	\$4,000.00	
	Other revenue	\$3,706.67	
Expenses	Food purchases		\$8,186.24
<b>Balance on December 31, 2017</b>			<b>-\$295.12</b>

## SUDBURY PRESBYTERY REPORT

2018 marked major changes for The United Church of Canada. It meant a very busy year for Presbytery – business as usual while looking forward to a new era. Our congregation was well represented by Maureen Oldham, Donna Mese and Connor Ross – your elected presbytery members and by Catherine Somerville, Sylvia Carscadden and Bill Steadman and David Le Grande.

Presbytery continued to provide educational events for its members as well as for licenced lay worship leaders. We also provided an evaluation component for licensed lay worship leaders. A key component of our work was funding various requests. Our youth from St Andrew’s benefited from funds available and were able to attend many events such as Winterlude.

November 7<sup>th</sup> marked the date of our final meeting. We held a dinner here at St Andrew’s. It seemed very fitting as the very first meeting of the body which was to become Presbytery was held in the old St. Andrew’s church building and the last was also held here. It felt like full circle before a new chapter is written in our life as a United Church.

Here is some important information going forward.

### **Name of our region:**

Our church is in Region 6 and it is called The Canadian Shield Regional Council.

### **Membership of Regional Council:**

At this Annual Congregational meeting you will need to elect Regional Council Representative/s (formally Presbytery Reps). We are entitled to 3 representatives.

### **The Inaugural Canadian Shield Regional Council General Meeting:**

Who: Communities of Faith Regional Reps, Ministry Personnel, Retired Ministry Personnel, RC Staff

When: May 30 - June 2, 2019

### **The Observer:**

The January issue of the Observer has excellent pieces on the changes to The United Church of Canada – one of them being on pages 38 - 40. If you are interested in having a summary of the new funding model, the last page of the magazine has an article entitled, “The New Funding Model Simply Explained” (page 51). Also, Rev. Christopher White has an answer in the Question Box about the new hiring process and the feature by Mike Milne “A time of change” is an update on the new governance structure.

### **Living Faith Stories:**

In the new system, each Community of Faith is asked to create a Living Faith Story to post on ChurchHub. This is a summary of who you are, what you are about, and how

you are fulfilling God’s mission in your Community of Faith. This is a short summary and can be in a video format, a photo collage, or regular story form. Your church council will be working on this in the future.

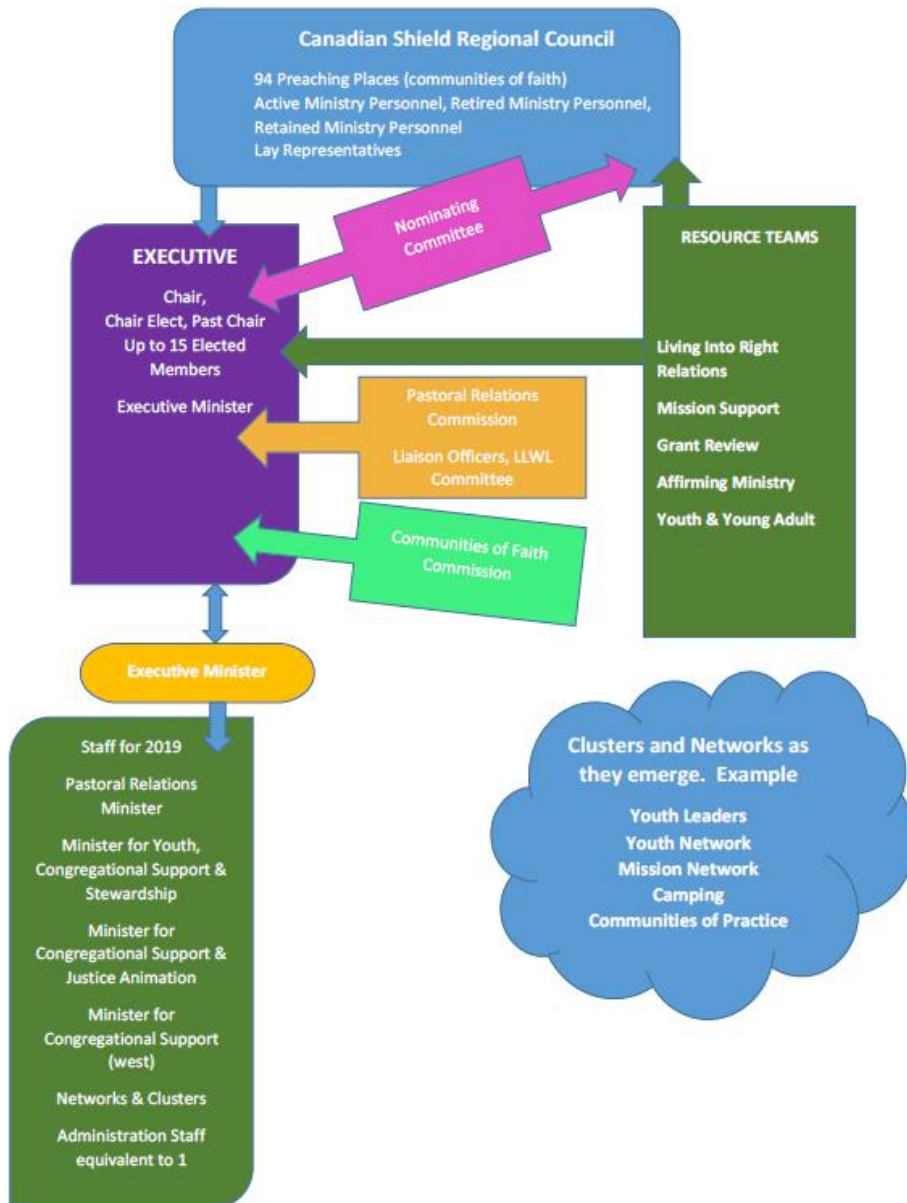
**Offices and Staffing:**

The Regions main office is in North Bay, with satellite offices in Thunder Bay and Sault Ste Marie. The church office or your region representatives will have the information regarding contact people. Peter Hartmans is the Executive Minister for our Canadian Shield Regional Council, as well as Shining Waters RC (Region 10) Email: phartmans@united-church.ca Phone: 1-800-268-3781 Ext. 6117

**The New Manual for the United Church of Canada can be found at:**

<https://www.united-church.ca/handbook>

**Here is a flow chart as a visual summary of the Regions Governance Structure:**







## Canadian Shield Regional Council

Engaging with the Spirit to Inspire,  
Connect and Empower  
Communities of Faith

*Connecting with local ministry in our congregations in a new way...*

Our family stretches across a large piece of geography, from Katrine in the south to Hearst in the north; from Val d'Or Quebec in the east to Thunder Bay in the west. Despite the vast geography we share a common identity as United Church communities of faith (congregations) and we share a common purpose to live faithful lives and serve the Gospel. The vision statement of the Canadian Shield Regional Council affirms that the primary purpose of this governance body of the Church is to empower you as you undertake local ministry.



Regional Council staff are part of that connection. Some of you will know many of the staff who have transitioned from previous Conference and presbytery positions into the new Regional Council. Will Kunder (1/2 time Congregational Support & Justice Animation), Melody Duncanson-Hales (Congregational Support, Youth,

Stewardship), Susan Whitehead (Administrative support) and Lillian Roberts (Pastoral Relations) are continuing as familiar faces into the new structure though there are some changes in job descriptions and they are being joined by others less known to you; Peter Hartmans (Executive Minister), Joan Bailey (part time Administrative Support Thunder Bay), Rachel Howes (Administrative support shared with Shining Waters) and as May 1, 2019 Rob Smith (Congregational Support part-time west). The Regional Council main office is located at Omond United Church and you are always welcome to call or drop in.

The Inaugural meeting of the Canadian Shield Regional Council will gather folks May 31 – June 2 in Sault Ste. Marie. Each community of faith (congregation) is to elect representative(s) at your Annual meeting. Representatives are your connection with the ministry we share as a Regional Council. Make sure you name a connector to share the stories of what others are doing.

A number of you ask, or perhaps more accurately comment that whether they call it Presbytery or Conference or Regional Council, it still names a part of Church Structure that seems rather remote and unattached to congregational life. So here's a commitment, the

Regional Council and its staff are ready to respond to any requests for support, resources, information or a listening ear. If you need to know how your youth can find a United Church camping experience, or want to apply for a Capital Assistance Grant call Melody; need worship material for Sunday because your minister has fallen ill, Will is coordinating a week-by-week worship project; need information because the pastoral relations process or one of the staff is on medical leave, Lillian can walk you through the process; need to understand more about the denominational policies, Peter can share his wisdom; need general information about how things work or communication, give Susan a call; want to know about Ontario licenses to marry, Joan is your person; need some staff support to try getting a cluster of folks together from neighbouring congregations to talk about how to share outreach ministry, call Will, Rob, Melody or Lillian- we can all help.

We need each other to be the best and most faithful we can be! Don't let the fact that the structure has a new name make you apprehensive about reaching out. Let's build connections that help us to encourage each other (and maybe even have some fun!) as we live into new relationships within this "family of God" we call the United Church.

**ST. ANDREW'S UNITED CHURCH**

**BUDGET 2019**

## Operating Fund – 2018 Actual Revenues/Expenditures and 2019 Budget

Approved by Council – March 7/19

REVENUES	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Offering Envelopes & PAR	170,011	158,564	171,216	175,045	171,188	185,000
Other Donations from Members	970	711	30	50	0	100
Loose Offering	4,726	4,660	5,387	5,000	6,342	5,000
Miscellaneous	746	1,038	993	1,000	1,654	1,000
Donations from Events & Flowers	230	700	190	250	1,440	1,000
Fundraising	9,581	6,715	7,939	8,000	9,432	9,000
Catering	900	1,020	950	1,000	810	800
Fees for Service	2,645	2,200	3,504	3,000	2,200	2,000
Interest: General Fund	36	38	42	35	37	35
Interest: Capital Fund (Housing)	2,137	1,806	3,876	3,700	3,086	3,000
Interest: Thornton (Pastoral Care)	1,174	992	2,130	2,000	1,696	1,600
Interest: Memorial Gifts Fund	7,876	7,869	15,081	11,000	11,638	11,000
<b>SUB-TOTAL</b>	<b>201,032</b>	<b>186,313</b>	<b>211,338</b>	<b>210,080</b>	<b>209,523</b>	<b>219,535</b>
Trsfrs: Youth Leader	3,040*	3,387*	1,656*	1,784*	1,095*	2,600*
MG Trsfr: Ch. Sch. Staff	1,507	1,507	451	2,100	0	2,600
MG Trsfr: Nursery Staff	2,284	2,361	2,135	2,361	1,469	--
MG Trsfr: Innovation Fund	1,281	96	0	??	0	??
<b>TOTAL REVENUE</b>	<b>209,144</b>	<b>193,664</b>	<b>215,580</b>	<b>216,325</b>	<b>212,087</b>	<b>224,735</b>
EXPENDITURES	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Ministry and Personnel	158,413	155,736	147,625	162,554	142,590	175,926
Occupancy Costs	18,944	17,852	20,013	22,725	21,321	24,000
Fees for Service	2,865	2,513	2,148	2,500	1,208	1,500
Presbytery/Regional Council Dues	3,885	4,343	4,285	6,330	6,950	8,191
Church Council	463	1,028	312	1,000	125	1,000
<b>SUB-TOTAL</b>	<b>184,570</b>	<b>181,472</b>	<b>174,383</b>	<b>195,109</b>	<b>172,194</b>	<b>210,617</b>
CONGREGATIONAL LIFE						
Celebrating God's Presence	2,901	1,778	2,199	2,300	1,560	2,200
Journeying with the Spirit	959	854	591	700	1,485	2,000
Welcoming & Belonging	585	1,075	595	600	500	600
Reaching Out	628	503	470	700	234	500
Staying Connected (Connex)	84	0	38	100	0	100
Telling our Story	97	0	205	600	0	600
<b>SUB-TOTAL</b>	<b>5,254</b>	<b>4,210</b>	<b>4,098</b>	<b>5,000</b>	<b>3,779</b>	<b>6,000</b>
RESOURCES						
Office/Administration	6,753	7,979	7,314	8,500	8,304	8,500
Audit, Insurance & Fees	4,415	6,930	6,881	7,800	7,706	7,900
Communications	1,662	2,032	1,986	2,100	1,975	2,100
Capital Purchases	216	862	0	1,000	0	1,000
Property Supplies/Repairs	131	1,239	294	1,000	425	1,000
Musical Inst. Repairs/Main.	2,008	708	1,716	3,400	2,383	2,000
Technology Supplies/Repairs	340	161	693	500	318	500
<b>SUB-TOTAL</b>	<b>15,525</b>	<b>19,911</b>	<b>18,884</b>	<b>24,300</b>	<b>21,111</b>	<b>23,000</b>
Fundraising	1,777	677	751	750	1,036	1,000
Catering	288	750	225	500	212	300
Innovation Fund	1,281	96		??	0	??
Miscellaneous Expenses	449	575	764	6,000	979	1,000
<b>SUB-TOTAL</b>	<b>3,795</b>	<b>2,098</b>	<b>1,740</b>	<b>7,250</b>	<b>2,227</b>	<b>2,300</b>
<b>TOTAL EXPENDITURES</b>	<b>209,144</b>	<b>207,691</b>	<b>199,105</b>	<b>231,659</b>	<b>199,311</b>	<b>241,917</b>
<b>SURPLUS (DEFICIT)</b>	<b>0</b>	<b>(14,027)</b>	<b>16,475</b>	<b>(15,334)</b>	<b>12,776</b>	<b>(17,182)</b>
<b>Transfer (Return): Memorial Gifts Fund</b>	<b>0</b>	<b>14,027</b>	<b>(16,475)</b>	<b>15,334</b>	<b>(12,776)</b>	<b>17,182</b>
OTHER DONATIONS	2015 Actual	2016 Actual	2017 Actual	2018 Goals	2018 Actual	2019 Goals
Mission and Service & World Relief	22,435	23,321	23,447	23,000	23,077	25,000
Benevolent Fund & Other	7,365	7,735	9,019	5,000	11,282	8,000

## NOTES

- All Revenue transfers from the Memorial Gifts Fund are equal to related expenses under Expenditures.
- \*Youth Leader funding: 2015 - \$1,243 Grant + \$1,217 Innovation Fund + \$1,796 Elliot Fund / 2016 - \$2,495 Elliot Fund + \$892 Grant / 2017 - \$727 Elliott Fund + \$892 Grant / 2018 - \$1,095 Grant / 2019 - ??
- Innovation Funds available in 2019: @ \$14,800 - Funding requests must be approved through an application process.
- The 2018 Miscellaneous Expenditures budget line included potential moving expenses related to the Search process.
- The target goals for the Mission & Service Fund and Benevolent Fund are suggestions, to be approved by the congregation.

### 2018 Budget Notes – March 7, 2019

REVENUE LINE ITEMS	2018 Actual	2019 Budget	REASON(S) FOR DIFFERENCE (where applicable)
Envelopes + PAR	171,188	185,000	pledges to date indicate an 8% increase over last year
Other Donations from Members	0	100	
Loose offering	6,342	5,000	
Miscellaneous	1,654	1,000	unusually high in 2018
Donations: Events & Flowers	1,440	1,000	unusually high in 2018
Fundraising	9,432	9,000	
Catering	810	800	
Fees for Service	2,200	2,000	wedding/funeral/rental fees
Intrst: General (operational)	37	35	
Intrst: Capital Fund (housing)	3,086	3,000	
Intrst: Thornton (pastoral care)	1,696	1,600	
Interest: Memorial Gifts Fund	11,638	11,000	annual transfer of MG interest was not required in 2018
Trsfrs: Youth Leader	1,095	2,600	funded by a grant in 2018 - application pending for 2019
Trsfr MG: Ch. Sch. Staff	0	2,600	from former L. McNaughton Fund
Trsfr MG: Nursery Staff	1,469	0	
Trsfr MG: Innovation Fund	0	?	all requests must go through an application process
<b>SUB-TOTAL</b>	<b>\$212,087</b>	<b>\$224,735</b>	<b>Anticipated increase of \$12,648 (6.0%)</b>
EXPENDITURES	2018 Actual	2019 Budget	REASON(S) FOR DIFFERENCE (where applicable)
Ministry & Personnel	142,590	175,926	unusually low in 2018 (delay in new ministry transition)
Occupancy Costs	21,321	24,000	annual occupancy fee increase
Fees for Service	1,208	1,500	generally offset by Fees for Service revenue above
Presbytery/Regional Council Dues	6,950	8,191	no longer subsidized at the Conference level
Church Council	125	1,000	
<b>Congregational Life</b>	<b>3,779</b>	<b>6,000</b>	
Celebrating God's Presence	1,560	2,200	some related costs may be funded from other sources
Journeying with the Spirit	1,485	2,000	some activity costs may be offset by donations
Welcoming & Belonging	500	600	
Reaching Out	234	500	several Outreach projects are funded from other sources
Staying Connected	0	100	
Telling Our Story	0	600	new Photo Directory published January 2019
<b>Sharing our Resources</b>	<b>21,111</b>	<b>23,000</b>	
Administration/Office	8,304	8,500	
Audit/Insurance	7,706	7,900	
Communications	1,975	2,100	
Property – Capital purchases	0	1,000	
Property Supplies/Repairs	425	1,000	
Musical Inst. maintenance	2,383	2,000	unusually high in 2018 (Disklavier & organ repairs)
Technology supplies/repairs	318	500	
Fundraising	1,036	1,000	
Catering	212	300	
Innovation Fund	0	?	expenditures are offset by Innovation transfer above
Miscellaneous Expenses	979	1,000	
<b>TOTAL EXPENDITURES</b>	<b>\$199,311</b>	<b>\$241,917</b>	<b>Increase of \$42,606 (21.4%) over 2018 actuals Increase of \$10,258 (4.4%) over 2018 budget</b>
<b>TOTAL REVENUES</b>	\$212,087	\$224,735	<b>Anticipated increase of \$12,648 (6.0%)</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$12,776</b>	<b>(\$17,182)</b>	<b>Projected deficit is @ 2.6% of the Church's net assets</b>

\*Mission & Service Fund and World Relief Fund – see Audited Financial Statements, pg. 3 (Donations = Disbursements)

\*Benevolent, First Nations Reconciliation, Community Kitchen & Out of the Cold Funds – see Financial Statements, pg. 8

**ST. ANDREW'S UNITED CHURCH**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**

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111 Larch Street Sudbury, Ontario P3E 4T5 Canada 705 675 5303 [www.st-andrews.ca](http://www.st-andrews.ca)

## **AGENDA**

### **47<sup>th</sup> ANNUAL MEETING St. Andrew's Place Sunday March 24, 2019**

1. Opening
2. Minutes of Previous Annual Meeting, March 25, 2018
3. Business Arising
4. President's Report
5. Audited Financial Statements - December 31, 2018
6. Auditor's Appointment
7. Approval of all actions of the Corporation in 2018
8. Confirmation and Election of Directors
9. Other Business
10. Adjournment



111 Larch Street Sudbury, Ontario P3E 4T5 Canada 705 675 5303 [www.st-andrews.ca](http://www.st-andrews.ca)

**46<sup>th</sup> ANNUAL MEETING OF ST. ANDREW'S PLACE**  
**MINUTES OF MEETING**

**Sunday, March 25, 2018**

**Opening**

Board President Scott Darling called the meeting to order at 12:10 PM. Rev. Catherine Sommerville opened the Annual General Meeting with a prayer.

Scott Darling welcomed the group and introduced the Marketing and Facilities Manager, Alicia Lachance.

**Motion 18.03.01** (Jill Bennett, Joanne Ross)

To approve the Annual Meeting Agenda dated March 25, 2018.

**Carried**

**Motion 18.03.02** (Ralph MacIntosh, Freda Wilson)

To approve the minutes of previous Annual Meeting, March 26, 2017.

**Carried**

**Business Arising**

**President's Report:**

Scott Darling provided an overview of the president's report. He spoke to the March 22, 2018 incident, where a suspicious package was discovered. Scott Darling thanked the One Elven Senior's Centre, Luxor Staff and the tenants for their efforts. He emphasized the importance of reviewing policies and reinforcing safety and security for the building.

Appreciation was expressed to the Luxor Management and onsite staff for their dedication and devotion to St. Andrew's Place.

Scott pointed out that Kim Wahamaa and Janey Hall have resigned from the Board of Directors. Their resignations have been accepted with regret. Their presence will be missed and the Board would like to acknowledge their contribution.

**Audited Financial Statements – December 31, 2017**

Auditor Cameron Crawford discussed the 2017 financial statements.

There were no questions from the group.

**MOTION 18.03.03** (Bob Topp, Donna Meese)

APPROVAL OF AUDITED FINANCIAL STATEMENTS; *That the Audited Financial Statements for St. Andrew's Place, Sudbury, for the fiscal year 2017 as prepared by the firm of McLelland, Crawford and Topp be accepted as presented.*

**Carried**

**Auditor's Appointment**

**MOTION 18.03.04** (Phil Thurston, Dale Myslik)

APPOINTMENT OF AUDITORS; *That the firm of McLelland, Crawford and Topp be appointed as Auditors of St. Andrew's Place, Sudbury for the fiscal year 2018.*

**Carried**

**MOTION 18.03.05** (Jane Baggs, Alan Querney)

APPROVAL OF ACTIONS OF THE CORPORATION 2017; *That all the actions of the Directors of St. Andrew's Place, Sudbury carried on for the benefit of the Corporation, both recorded in the Minutes of the meetings, and those not recorded, but having been completed at this time, be and the same, are hereby ratified and confirmed.*

**Carried**

**MOTION 18.03.06** (Maureen Oldham, Joanne Ross)

CONFIRMATION AND ELECTION OF DIRECTORS; *That in accord with the nominations made by St. Andrew's United Church at its Annual Meeting, that the following be confirmed as Directors of St. Andrew's Place, Sudbury for the 2018.*

Phil Thurston, Scott Darling, Bob Humphrey, Wayne Cassidy, Scott McClure, Jane Baggs, Herb Fines, Rev. Catherine Somerville, Robert Topp, Scott Jeffrey, Alan Querney, Bernie Hughes.

**Carried**

Scott Darling welcomed Alan Querney back to the Place Board of Directors.

**Other Business: Questions:**

None noted.

**Motion** (Phil Thurston)

Adjournment. (12:33 PM)

**Carried**

## ST. ANDREW'S PLACE REPORT 2018

The St. Andrew's Place Board is the corporate arm of St. Andrew's United Church. Its mission is to provide affordable housing for seniors in downtown Sudbury.

SENIOR TENANTS - The Board strives to support the 150 tenants in various ways. It hosts an annual Christmas Dinner and pays membership fees to the One Eleven Seniors organization. The Place provides the office and amenity space (111 Lounge) for One Eleven Seniors Inc. This group provides social, recreational and health-related programs for our seniors and organizes fundraisers and special events.

COMMERCIAL TENANTS - Commercial tenants provide important income for the Place. Current tenants include Réseau Access Network, the Downtown Sudbury Business Improvement Area Association (BIA), Nickel Range Hairstyling, Pandemonium Salon, ErgoCentric Furnishings and the very popular Kuppajo Espresso Bar. About 80% of available commercial space is occupied; we continue to seek a tenant for the lower level floor space.

UPGRADES TO BUILDING - We have had a step-by-step plan for refurbishing our aging building. Phase 1 included work on the elevators and improvements to the lobby area, including narthex and skylight roof. Phase 2 addressed landing areas on ten floors including new paint, flooring, lighting and wall tiles as well as upgrades to apartment kitchens, bathrooms and flooring. On the ground floor, additional washrooms accessed from the main lobby, were made available for major events.

Phase 3 began in the fall. This work will focus on hallways of floors 2, 3, and 4 in the west tower and will address lighting, wall treatments, millwork and flooring. New doors will be installed in the apartments. In addition, we continue the upgrades to apartments, as funds are available. Alerted to a need in downtown, we altered bachelor and 1-bedroom apartments to create two 2-bedroom suites.

### COLLABORATION WITH CHURCH

With Church input, the Place addressed poor lighting across the back of the sanctuary and inadequate heating in the Organ Room. The Place continues to work with the Church to consider sound system and technology needs in the sanctuary, to complete the re-upholstery of 425-450 sanctuary chairs, and to investigate new signage on the Organ Room windows in order to more clearly indicate the church presence within the building.

Our multi-purpose sanctuary has been an important venue for CBC programs, municipal town hall gatherings, Laurentian University events, the Kiwanis festival, a lectures series, and a variety of concerts. Our second floor activity hall is known for Out of the

Cold dinners, large meetings and receptions. The Place and Church work together when funerals are held or when special events are hosted such as luncheons or BBQ's for our seniors.

It is an ongoing challenge in a busy community hub such as ours to balance the desire to be welcoming with the need to manage security for our senior tenants. The Place Board, the Luxor Staff, and Church Committees and volunteers will continue to communicate and work together to strike the appropriate balance for all concerned.

MANAGEMENT - Our competent management team at Luxor Management actively markets the apartments and rental spaces in St. Andrew's Place. Much appreciation goes to Superintendent Rick Lachapelle, Marketing and Facilities Manager Alicia Lachance, Property Managers Jean Leblanc and Jay Mancini, as well as the custodial staff who look after day-to-day matters.

The Board of Directors is grateful to the twelve members of St. Andrew's UC, including our Minister and Chair of Church Council, who provide oversight for St. Andrew's Place. This year we welcomed Bernie Hughes to the Board as well as Al Querney, someone with previous experience as a Director. We are grateful to Rev. Somerville for her contributions in 2018 and welcomed aboard our new minister Rev. Dave Le Grand.

Scott Darling

Scott Jeffrey

Scott McClure

Jane Baggs

Herb Fines

Bernie Hughes

Bob Humphrey

Wayne Cassidy

Bob Topp

Al Querney

Phil Thurston

Rev. Catherine Somerville/Rev. Dave Le Grand

Respectfully,

Scott Darling, President of the Board of Directors

**ST. ANDREW'S PLACE, SUDBURY**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**

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January: Installation of Art from Manitou Conference



January: Lunch at Kuppajo.



January  
Hot Dog  
Lunch



February: Scott, Catherine, and Phil - Re-opening of Bischoff Room



Feb: Coldest Night of the Year



Coldest Night of the Year



March: Winning Trivia Team!!



Thank you note from OOTC guest.



April: Lenten Library Project



May: Grandma and Grandpa!



May: Louis Street gang and Amelia with their paintings.



May: Giant Birthday Party!



June: Time Up Front with Rev. Catherine



June: Downtown Churches Barbeque - Look at the line-up!



June:  
Louis Street  
Community Garden



June:  
Dismantling  
the organ



July:  
Matthew Pile



July:  
Archie -  
Nissah Sleik's  
baby



September: Veggie Giveaway



September:  
Afternoon Tea



October: Welcome Dave, Tracey,  
Sophia and Benjamin!



OneEleven Seniors' "Welcome Tea" for Rev. Dave



October: Niagara Youth Festival - and yes, that picture is upside-down on purpose! ☺



November:  
Adam Jeffrey,  
Lola McNaughton  
Bursary Winner



December: Family Advent Event



Back from China!



December: Christmas Pageant