



Knox United Church 2019 Annual Reports

1. Call to Order & Opening Prayer
2. Confirm a quorum
3. Motion to extend voting privileges to Adherents
4. Motion to elect Congregational Meeting Chair & Secretary 2020
5. Motion to approve Congregational Meeting Minutes 2019:
 - a. March 10, 2019
6. Reports & updates:
 - b. MINISTER'S REPORT
 - c. Board of Trustees Report
 - d. Building Committee Report
 - e. Nominations Team Report:
 - i. Presentation of the slate of Nominees
 - ii. Nominations from the floor
 - iii. Motion to approve the slate of Nominees
 - f. Finance Team Report:
 - iv. Review Engagement
 - v. Presentation of the 2020 Budget
 - vi. Motion to approve the 2020 Budget
 - g. Knox Board Report
 - vii. Motion to accept the 2019 Annual Report
 - viii. Updates
7. Closing Prayer & Adjourn

TABLE OF CONTENTS

Knox United Church, Mission and Vision	Page 4
Minister's Report	6
Message from the Chair of the Board	8
Children and Youth Ministry Report	9
Knox Website Report	10
Pastoral Care Report	11
Worship Committee Report	12
Faith Formation Report	13
Friendship Group	13
Stewardship & Social Justice Report	14
Community Lunch, thank you!	15
Healing Touch Report	15
Coin or a Can Ministry	15
Rip and Stitch Group	16
Flower Ministry	16
Art at Knox	17
Men's Breakfast Group	17
Kitchen Fund Report	18
Life Events	18
Ministry and Personnel Report	19
Facilities and Property Committee Report	20
43 rd Knox/21 st St. Mary's Cub Scout Report	21
Counting Team Report	22
Envelope Report	22
Life Events	
Finance Team Report	23
Treasurer's Report	24
Knox Operating Financial Statements	25, 26
Board of Trustees Report	27
Building Committee Report	29
Past Congregational Meeting Minutes	30

KNOX UNITED CHURCH

MISSION:

“We exist to love God and love our neighbours”

(Matthew 22:36-40)

VISION:

*“We aspire to engage our neighbours through the arts,
building a community without loneliness”*

VISION TAG-LINE:

“engaging neighbours through the arts”

+++

FAQ:

What do you mean by “the arts”?

- The term, “the arts”, refers to every creative activity and expression, including literature (*drama, poetry, prose, etc.*), performing arts (*dance, music, theatre, etc.*), visual arts (*architecture, ceramics, drawing, painting, photography, filmography, crafts, sewing, sculpting, etc.*), and culinary arts: (*the art of preparing and serving good food, the study of relationship between food and culture*)

Why “the arts”?

- The medium of the arts and arts-making is the most effective way to welcome the people of all backgrounds (race, culture, color, nationality, language, lifestyle, orientation, etc.) in one place to build a sense of well-being for all.
- The doing of the arts and arts-making melts hearts, opens minds and brings neighbors of diverse backgrounds together to build a welcoming neighbourhood.
- The ministry of the arts and arts-making is the most authentic and inclusive way for the church to engage its surrounding neighbourhoods. (In the past, the church was the best patron of the local arts)
- Knox has identified the arts as the main strength and key ministry to grow further.
- By engaging our neighbours through the arts, the Knox desires to champion the neighbourhood arts and arts-making.
- Our new building can be a centre for the neighbourhood arts and arts-making.

Why “Loneliness”?

- The issue of Social Isolation and the Loneliness has been identified as one of top social challenges facing the people living in the city of Vancouver, especially those neighbours, mostly seniors, living close to the Knox United Church.
- This issue has been identified as the most challenging social issue facing the people of Knox.
- By becoming a radically inclusive church, the Knox U.C. can position itself as a sanctuary for the isolated, marginalized, and lonely ones living near the church to belong and feel a sense of home.
- Knox can partner with other neighborhood groups and individuals in working toward building a neighbourhood without loneliness.

+++

FYI:

What is Mission and Vision?

A Mission Statement describes **why** the organization exists.

A good mission statement is clear, concise, and useful.

A Vision Statement describes **where** the organization wants to be in the future.

A motivating vision statement is clear, concise, inspirational and memorable.

What is Church’s Mission and Vision?

Church’s Mission is given by Jesus.

Church’s Vision is unique to its local church (niche), in that, it reflects the yearning of the people in its surrounding neighborhoods (contextual) and seeks to bring about a sense of well-being to its neighbors (missional).



Minister's Annual Report

Peter saw Jesus walking on the sea, he said, "Lord, if it is you, command me to come to you on the water." Then Jesus said, "Come." So, Peter got out of the boat, started walking on the water, and came toward Jesus. (Matthew 14:28-29 NRSV)



Faith in Jesus Christ requires a courage – a courage to take risks, even jumping into a stormy sea, like Peter did. When Peter took risk in Jesus, he was able to walk on the water. Jesus is walking on the stormy waters of this world and inviting us to leave the safety of our boat and jump into the water and come to him.

In 2019, we took certain risks in our ministry at Knox. We have created and approved our mission and vision for Knox: *"Loving God and Loving Our Neighbours"* (Mission); *"Engaging Our Neighbours with the Arts, Building a Community Without Loneliness"* (Vision) in 2018. It was a foundational visioning year.

In 2019, we initiated several new ministry programs to carry out our mission and vision. We took certain risks in implementing programs that pushed us outside of our comfort zone - exploring and experimenting with new ministry ideas and ways of doing church to assess our level of tolerance and capacity as a congregation, as well as to advance our mission and vision toward our neighbours.

+++ Following are new ministry initiatives in 2019:

We presented a Lenten Lecture Series on "Loneliness" with the guest speakers, mostly from VST faculty members and students, every Wednesday evening for five weeks during Lent. We have averaged around 25 to 35 appreciative audiences at every lecture. The lecture series was a way for Knox to reach out and partner with VST, in engaging wider community awareness and discussion on the topic of "social isolation and loneliness" in theological and biblical depth. It has also provided a focused spiritual reflection for those who were on their personal Lenten spiritual journey. As much as we appreciated the quality of lectures (and lecturers), we will not be repeating this series in 2020, due to limited volunteers and financial capacity for Knox to successfully prepare and coordinate the series (this is a common challenge for other ministry programs at Knox too – declining trend in membership, volunteers, and finance). It is, however, a worthwhile program for Knox to revisit in the future to benefit wider community wellbeing and to advance Knox vision.

We initiated monthly Sunday Pot-Luck Lunches starting in February 2019 (the first Sunday of every month, except July and August). The purpose of this ministry is to help Knox family members to connect and get to know each other as they share meals and stories. It has been well attended (our Pot-Luck Sunday attendance always attracted more members than other Sundays) and were appreciated. We will continue with this ministry in 2020, at least once a month - to meet and share meals and stories.

We have continued to connect with wider community leaders and members to discuss and strategize on the issue of social isolation and loneliness; through follow up sessions (loneliness forum) with those outside of Knox, inviting Amie Peacock from *Beyond the Conversation*, and holding a conversation café (Can the Displaced Speak?). At this point, this area of ministry has not been pursued with as much effort and vigor as in the Fall of 2018, due to the scope of workload. This work, in general, has taken much of the minister's time in the last year. Knox needs a coordinator (paid) to oversee and connect with the wider community leaders if this important work is to continue effectively in the future.

In the Fall of 2019, Knox partnered with both Early Music Vancouver and UBC School of Music Department to provide the Sunday afternoon concert series, "Sunday Social" once a month on the 3rd Sunday. The musicians were selected from both EMV and UBC SOM's talent pool of up and coming young professionals on the edge of their professional music career. For the first 4 concerts, the attendance (and the Sunday Social Bars after the concerts) averaged around 50 to 65 people, with close to 100 in January 2020. The series has quickly attracted wider community attention, with much appreciation from the patrons for the quality of performers, the snack bars, and overall execution of the series. So far, this concert series has generated much buzz and publicity for Knox. The worth of this ministry is several folds: by helping to advance our vision by engaging our neighbours with the arts, Knox is positioning itself as a community arts and culture hub to provide well-being for our neighbours; by helping to build a network and partnership with local arts organizations; by helping to promote young musicians; and by helping to generate financial draw to Knox neighborhood businesses. Sunday Social will continue in the year 2020 and beyond.

Moreover, the success of Sunday Social is noteworthy in that it is the only program, so far, that Knox has hired a contract person to coordinate the entire events from the marketing to delegation to execution to evaluation. This is a good model for other vision related programs, as well as other existing Knox ministry programs to follow. At this point, we have also hired a contract coordinator (the same person who is hired to coordinate Sunday Social) to oversee the monthly Community Lunch and Tea-Time-Talk ministry. Both programs have been the key ministries (C.L: outreach to wider community; TTT: in-reach for aging Knox members) for Knox for many years. But since last year, the long-time volunteer coordinators for both ministries have stepped away and left the ministries without any willing volunteers to fill the gap. There were several group meetings before the Summer of 2019 and one of the suggestions was to discontinue the programs, since no one was willing and able to step into the coordinating position. After much prayer and discussion, both groups decided to carry on with temporary coordinators (a team) until the end of 2019. During the Fall, we decided to hire a paid coordinator to take over both ministries from 2020 (she has been on the job learning in the Fall). At this point, both Community Lunch and Tea-Time-Talk ministry are running strong, with more attendance and with passionate and joyful volunteers. +++

As I mentioned earlier, one huge challenge for Knox is how to successfully advance our mission/vision and continue to effectively carry on with the existing ministry programs with the limited resources we have (declining and aging membership and volunteers). It is important for us to remind ourselves that Knox is, and has been, a greying and declining congregation in terms of Sunday attendance and ministry volunteering capacity. At our last leadership retreat in June, our 7-year Sunday attendance statistics were presented which indicated this reality. In the last 5 years, Knox has averaged from 52 to 58 people on a Sunday service (last 2 years, 58 and 56). Knox, like many other United churches, is on the crossroad: membership declining and greying, leadership burnout, difficulty maintaining key ministry programs, financial deficit, just to name a few. The reality is that unless we grow our membership (or attendance to younger) faster than the rate of our decline, Knox's survival in the near future is uncertain. At this point, the Knox Board is working with Rev. Debra Bowmen to strategize "what" and "how" Knox can meet the challenge in the near future.

But, for now, Knox needs to consider hiring (continue) paid coordinators to take on the ministry programs relating to both mission/vision and existing programs (one for coordinating the programs relating to the arts, and the other for the issue of loneliness). Also, Knox needs to strongly consider, in order to grow membership (or reverse the declining/greying membership), implementing Alternate/Second Sunday Worship Service (after 10 am service), gearing toward younger and intercultural people with alternate/contemporary worship style (using a different worship team). At this point, there is nothing in plan for this alternate service. It is just a suggestion, but in light of the many intercultural and younger people we have around us, this is an obvious direction we need to consider soon.

For 2020, our ministry theme is “Growth”. It continues and builds upon our previous ministry themes: Vision (2018) and Experimentation (2019). I have discerned “new wine and new wineskin” passage (Mark 2:21-22) as our main scripture passage to anchor our ministry in 2020, for new spirit requires a new way of doing ministry. There will be a few new ministry programs, but mostly, we will continue with the existing programs.

One reminder and caution for all of us, especially a reminder to myself, is that we need to respect, validate and continue to embrace our existing ministry and members as we chart our course for the future. I am mindful of many great ministries and services Knox has offered to many who attend our Sunday services and to many in our community, through other programs over the years and continue to do so. I am also grateful for many who have given their time and energy – who have been faithful to God’s calling in serving the world and continue to do so, through the ministries of Knox. So, in humility and in gratitude, I am submitting my annual report. As we embark on another year of exciting and faithful ministry at Knox, I want to leave with one metaphor that we all need to keep in mind regarding our ministry --- a swing. The church ministry is like a moving swing – moving back and forth – touching the past as we move forward to the future. Always moving back and forth – always grounded in our past as we move forward.

So, let’s swing back and forth as the Spirit of God is pushing and pulling us onward.

In Christ,
Richard Chung

Message from the Chair of the Board

It’s a pleasure to reflect on 2019 and the many wonderful things we accomplished at Knox. Our Vision statement calls us to connect with our neighbours, using the Arts as a medium, with the aim of ending loneliness in our community. Look at where it has led us! Monthly potluck lunches, the very popular Sunday Social concert series, the launch of a drop-in art making program, and a growing relationship with Beyond the Conversation – just to name a few.

Despite the challenges in front of us (construction delays; a “greying” congregation; a rapidly evolving neighbourhood), we have many reasons to be hopeful. Our dedicated teams and staff rolled up their sleeves in 2019, pitching in to support the many initiatives we undertook. There was even energy to try “renovating” some of our long-standing programs (Community Lunch and the Thrift Sale pop to mind). The results have been truly inspiring.

In 2020, the MPS Team (struck in 2019), will be continuing its work to review our time, treasure, talent and terrain. The work is happening slowly – the team is pulled in many directions. But we do expect to make a series of recommendations to the Board in 2020. These recommendations will be aimed at redeploying our gifts and resources to grow more easily into our Vision – and to grow as a congregation. You may have heard about one of the pending recommendations already: a change to our governance structure. In 2020, the congregation will have an opportunity to vote on a streamlined structure that’s intended to free up both time and talent. This, in turn, will help us to better support our programs and events.

Welcome 2020! We greet the new decade with hope for the future, working diligently and collaboratively to build the future that God envisions for Knox.

Respectfully submitted on behalf of the Knox Board by Susan McAlpine, Chair

Children & Youth

The Children & Youth at Knox range in age from approximately 4 -18 years. While our regular Sunday attendance may be small, we have had an increase in the number of children attending the services, often through visiting families and grandchildren.

The children participate in Sunday services during our Time For All Ages as well as occasionally reading the lessons or participating in dramas and special services. Some of our older youth sing with the Knox choir, sing solos or duets during services, play in the Hand Bell Choir and are members of the new Ukulele Group. They also regularly volunteer their time to help out with the Thrift sale, Community Lunch and a variety of other events that are a part of the life and work of Knox.

On Sunday mornings, there is always a program for any children present, usually based on the scripture or theme of that week's service. This can involve reading a story, taking a walk outside to discover God's world around us, planting a garden, decorating Easter Eggs, colouring, creating stories with our felt board or play dough or playing games and doing puzzles. This year, one of our favourite activities was playing a cooperative game called "Stone Soup", which was always accompanied by the children helping me tell the story of a community coming together through sharing. Regardless of the activity, there is always plenty of learning through discussions, great questions from the children and lots & lots of laughter!

This fall, the children were put in charge of the bake sale for the Advent Eve Party. Thanks to their creative work (Reindeer Hot Chocolate Jars) and the generosity of the Knox congregation (donated baking and purchasing), we raised a total of \$290.00. The money will be used to help children in need, either around the world or here in our own backyard. When we have decided exactly what we will do with it, we will be sure to share the news with the congregation.

We also had great fun helping to create props for this year's Christmas Eve Pageant. There were lots of laughs as we glued cotton balls to the many sheep that the choir would use. The children especially loved keeping it a secret from everyone. So if anyone heard that one Sunday we were making "cheese", we were, in fact, actually making "sheep"!

We have recently made an effort to enrich our supply of books, games and puzzles in order to facilitate new themes and adventures for this coming year. I look forward to sharing these with both the children and the congregation.

The Children & Families Ministry at Knox continues to change and grow. Part of that includes connecting to our neighbours and opening up our doors. We have many children's groups that use the Knox facilities throughout the week such as Brownies, Cubs, The Preschool, Acting UP! and Little Kickers. For each of these groups, Knox provides a safe, nurturing place for these children to learn and grow. And through our new mission, we are excited to find new ways for Knox to connect with children and youth in the coming years.

Anne MacKenna
Children & Youth Coordinator

Knox WEBSITE Report

Based on Data

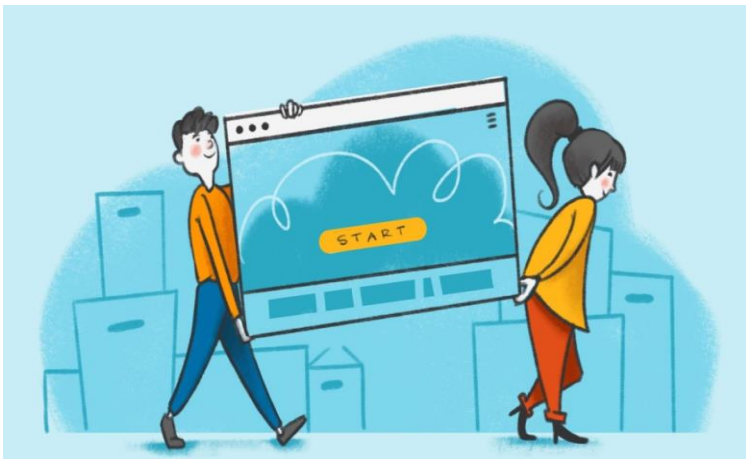
February 1, 2019 - January 31, 2020

The knoxunitedvancouver.org website is at the frontline of ministry for Knox. In this internet age, where we are conditioned to look online for just about everything, the website serves as home base for how the building and all that we do and offer gets discovered. It is wildly cost effective for the number of people it reaches; quick and easy to change; and always accessible. The website is a great place to collect content so that members and strangers can find content that intrigues them.

- 24,760 unique visitors came to the site and viewed 30,602 pages.
- A whopping 4.1K people have visited more than 100 pages on the site – this is the first time we have crossed that 100 page mark.
- 15.76% of our visitors follow the Sermon Videos with 2.5K people exposed to the sermon each month.
- 14,595 people clicked on the Sunday Social Concerts making the series #9 on the web hit parade. The Annual Thrift Sale moved to #10.
- Advent posts improved this year coming in at #4, with Lent and Easter taking the #2 and #3 spots after the homepage which is always #1.
- In order of interest, our audience visits EVENTS, NEWS, ABOUT and WHAT WE DO
- Only 99 users viewed /downloaded the donation application.



After six years, the Knox website has outgrown its current platform. We have been pushing the boundaries of what is possible for quite some time now, so in June 2018 THE BOARD approved an eight-step plan to transition to a new website.

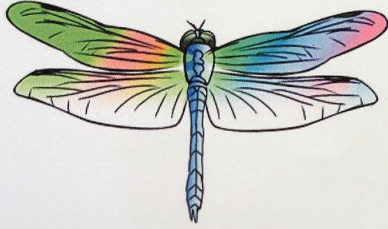


We are currently at step 6 of said plan. Debra and Rev Richard have held many design development meetings, backup systems have been updated, achieves created and indexed, research, trials and more research undertaken, hosting & security changed, a template finally selected and implemented, and new content generated - all while the current website is maintained.

We are on the home stretch with some intense work still ahead. Stay tuned for the roll out of our new platform - knoxvan.com – coming to your screen soon!

It is indeed my privilege to serve as your webminder.

Respectfully submitted by *Debra Danny*



May this shawl
light gently on your shoulders
bringing comfort and peace.
May it warm you when you are weary,
embrace you when you are in pain.
May it be a sign of God's healing presence
and abiding love for you.

With much love from all your Knox friends who will be holding you in prayer.

Pastoral Care Team

As I write this report on behalf of the Pastoral Care team, I want to start by acknowledging the dedication of our past chair - Joyce Kruger. Joyce has been active on the team for well over 26 years and has chaired the team for many of those years. She has given generously of her time and talents in visiting members of the congregation who have been ill, at home, in hospital or in care facilities. She has faithfully delivered flowers to many of us each Sunday after church services, bringing cheer to all who receive them.

Unfortunately, Joyce is unable to continue in this role, due to her own ill health. Our thoughts and prayers are with her at this time. I want to take this opportunity to thank her on behalf of all of Knox U.C. members, for her dedication and ministry on our behalf for so very many years.

The Pastoral Care team includes: Rev. Richard Chung, Rev. Sharon Copeman, Sydney MacKenna, Catherine Shen, John Carr, and Helen Overgaard. Joyce Kruger was active until recently, and we have now welcomed Joanne Melville to the team. As our "Flower Chairperson" for many years, Joanne is already a dedicated visitor for Knox.

For some time, we have emphasized that Pastoral Care involves each and every one of our congregation. Many of you already generously respond to others as you become aware of a need. It may be to offer food, or to be a driver, as a visitor, or as a listener. All of these interactions are both much needed and appreciated. Whenever any one of you do these things, you are providing Pastoral Care as we all seek to serve Jesus Christ.

Our team meets every second month with Rev. Richard Chung.

This is his opportunity to share his concerns, and, for us to respond with our concerns regarding members of the congregation who may need a visit or a phone call. Home and hospital visits are made as the needs arise. We review the **Prayer list** which is found each week in the Knox newsletter.

Sydney MacKenna generously looks after our **Card ministry**

The **Healing Touch Team** is led by Joanne Tench and meets twice per month bringing comfort to many.

We have a **Prayer Shawl ministry**, with several knitters providing comfort to anyone we are aware may welcome this gift.

Each year during our "**All Saints Day**" Sunday Service, we invite relatives of those who have lost loved ones during the past year to attend and light a candle in memory of their loved one. This is always a most meaningful time for all who attend.

Sydney and Sharon Copeman continue to attend meetings of the Seniors' Working Group of Westside Churches.(SWG)Planning Committee. Joyce has also attended these meetings when she was able.

In closing, I wish to thank Joan Cass, who has resigned in the role of **Liaison for Memorial Services**. For the past 8 years Joan has been facilitator for receptions following Memorial services at Knox. She has found helpers to assist as needed, thus providing support to the bereaved family, as well as a connection with the caterer for the reception. Joan was active on the Pastoral care team until this past year.

To date, this role has remained vacant.

Respectfully submitted by Helen Overgaard.

Worship Team

In Rev. Richard Chung's message for the 2018 annual report he asked us all to "keep the vision alive". The Worship Team endeavoured to do this during 2019. Our team is a group of 3 staff, 4 congregants and Rev. Richard.

At our meetings we review past worship services and plan for our roles in upcoming services, always aiming to nurture the worship life of Knox as guided by our team goals. In our team's year end review, we noted the popularity of the 4 different sermon series given by Richard: *The Bad Habits of Jesus*; *Cracking the Code (Revelations)*; *5 Wellness Habits*; *5 Characters We Meet in Heaven*. In our review we also noted that it is desirable to follow the lectionary at other times of the year. We are grateful for the dedication of the Worship Craft team of Richard, Colleen, Madelene and Anne who meet regularly to plan the content of each Sunday service. The liturgical season, sermon theme, musical selections, visual aids, and Time for All Ages are carefully crafted resulting in a unified service of worship. Musically we have so much to celebrate at Knox! On a weekly basis Madelene, Colleen and our choir enrich our services with carefully selected organ, piano and choral offerings. This year Madelene and Colleen have also had 17 individuals participate vocally or instrumentally as soloists or in ensembles. Amazingly, 12 of these folks were from our very talented Knox family! Several participated more than once. Thank you, Ben, Anne, Bob, Linda, Sharon, Susan, Molly, Colleen, Jesse, Richard C., Wendy and Frances. Always very welcome is Derry Byrne, our guest trumpeter at Easter and All Saints.



The Worship Team organized the Christmas Sing-Along, the edible Christmas tree for First United, partnered with Stewardship and Social Justice for the Advent 2 (Peace) service and supported the 3 SummerSpirit services hosted by Knox in August. We arranged for pulpit supply for 5 Sundays, Colleen planned a lay led service in June for Blessing of the Animals and Madelene planned a lay service for Dec. 29th. The Screens Group, a sub-group of Worship, completed their report and submitted it to the Board in June. As usual, this year our team recruited ushers, communion servers, Sunday skit participants, bell ringers, banner bearers, scripture readers, offering bearers, Christ candle lighters, Advent readers/wreath lighters, etc. and we thank all of you who added to our Sunday services in this way.

Thanks to Sandra Adams for providing a greeter each Sunday, to Joanne Melville for her flower ministry, to Colleen, the Friendship Group and others for decorating the sanctuary at Christmas and to Paul, Richard D., Ben and others for putting up our liturgical hangings each season. We are grateful to the Bliss family for their gift of the beautifully crafted hand railings at the east and west chancel steps and to the Bradleys for leading mid-week chapel services. As always, Sharon, Josie, Cheryl, Ed, Debra and Paul have been very supportive.

Special services such as Thanksgiving, Remembrance Day, Reign of Christ, All Saints and Easter are among the highlights of the worship year but, perhaps for those who attended the early Christmas Eve service, this year's highlight would be the proliferation of sheep in the choir stalls and the sleepy innkeepers who did not want to answer the door to Mary, Joseph and their noisy donkey!!



Respectfully submitted by Mary Graham (chair), Gloria Bender, Dave Cass, Joanne Melville, Colleen Coulter, Madelene Klassen, Anne MacKenna

Faith Formation Team

Rev Richard Chung spearheaded the Faith Formation Team this past year, starting 2019 with two winter spiritual formation groups which studied the book *Six Spiritual Traditions of the Church*. The two smaller groups were to build an opportunity for closer community and more intentionality in our faith walks.

Big effort went into the Lenten Lecture series, with guest speakers from Vancouver School of Theology, and was well-attended and received. *Reflections on Loneliness* addressed loneliness in Vancouver, its relationship to the arts and church, Jesus, pastors/rabbis, and the church's calling. Each lecture was stimulating and thought provoking.

The fall book study *8 Habits of Love*, led by Rev Richard, was well attended.

Richard has spearheaded the Faith Formation team this past year, as members stepped away for health or personal reasons. Michelle McMaster is stepping down as chair, so a new chair will be welcomed this coming year.

As always, we welcome discussion requests and feedback, and look forward to sharing our faith journeys with you.

Michelle McMaster, chair

Rev. Richard Chung

Frances Herzer

Florence Humphries

Friendship Group

The Friendship Group is still meeting regularly to celebrate the long-time friendships and connections that have developed over the years as part of Knox. We have several meetings over the year and discuss what is happening in our lives and what we can contribute to the life of Knox.

Many of our members are able to come to the annual decorating of the church for Christmas. As young families, we decided decades ago that the church needed more décor for the season and set about doing our best to make that happen. Over the years, we have gone from making our own boughs from fresh greenery to using artificial boughs (a huge labor saving!) and getting lots of help from the members of the congregation. Now, we come to decorate as "just" members, having given the reins of organizing to the larger organization.

We are ongoing helpers and organizers (some members) of the thrift sale and look forward to the changes and developments that will come with the new ideas that are being put forth.

Many of us contribute our time in other areas of the Vision and Mission development, as we have ladies who do Healing Touch, Tea Time, the Thrift Sale, organizing greeters, and other activities.

We enjoy contributing our baking to support the Tea Time event every month and share the pleasure of providing goodies for those who attend.

While some of our members now live too far away to regularly attend services at Knox, they still consider themselves part of our welcoming group, and participate in the service activities we support.

Part of our mandate has always been to provide support and caring for each other, and to see us through any hard times with the knowledge that if anything is needed, we would be there for each other and the families. This is the basis of our church group, and the ongoing reason we continue to meet and support our fellow members in whatever they choose to do within Knox and elsewhere.



Submitted by Pam Healey

Stewardship and Social Justice Team

In 2019 the Stewardship and Social Justice Team gathered for meetings on February 8, September 26, and November 1 & 29.

Our relationship with the AlZaza family continues to bring opportunity for learning and growth. In February we hosted a week-long event, *Can the Displaced Speak? Refugee Muslim Young Women Negotiating Identity and Belonging Through the Camera Lens*, a photo display produced under the guidance of a UBC PhD. candidate, featuring the work of Sana and some of her fellow students, sharing insights into their experience as newcomers to our land and culture.

Members of our Team hosted meetings following several Community Lunches in the spring to explore the need for continuing this program upon the retirement of our long serving "Mary Team". We asked questions of our CL participants to discern the importance and desired shape of this program if we could find a way of continuing, determined that we would try to maintain the coffee and lunch in a new way. Many of our team of volunteers have continued their involvement, with a new leadership team. Lunch entrees and desserts are "pre-fab" from Costco or Super Store. From September to December, Josie was our Staff person, working with Sharon as leadership team. Tracy Chernaske began orienting to this program in November and Josie ended her leadership role following the December lunch. We propose that this program be included in the S & SJ budget.

S & SJ hosted the October Potluck lunch following worship, with the theme of Thankfulness.

Frances has continued to focus our attention on the good stewardship of our earth, with periodic "Minutes" to the congregation, and posting information on the bulletin board, drawing attention to helpful books, and collecting her file of bulletin board materials to be more easily found in our library.

We have been less vocal about the continuing desperate situation of Palestinians in Israel through focus minutes in announcement time and sharing and forwarding information received. In December we once again focused on the UCC Unsettling Goods Campaign, and the International No Way to Treat a Child campaign. On Advent II, Peace Sunday, worship included an opportunity for us to speak about the current situation and appalling lack of peace with justice for Palestinians and all people in this land.

Preparation and distribution of the 2020 Stewardship Campaign materials was accomplished in a timely fashion, with Josie's computer assembly and the Team's collation skills. Response was strong and achieved in a timely fashion. Thank you!

Groups under our umbrella include:

- Community Lunch
- Coffee Fellowship

I appreciate the involvement of my companions in the S&SJ Team: John Carr, Adrienne Burton, Richard Dunsterville, Frances and Bill Herzer and Betsy Morrow. We appreciate the assistance we receive from Dave Cass, particularly in our work regarding Israel / Palestine.

Respectfully submitted: Sharon Copeman



Community Lunch - a thank you from Mary Bliss and Mary Evans

Mary Evans and Mary Bliss wish to thank the entire CL Team's efforts over the past 10+ years. The two Marys realized it was time to pass the torch. The Board were notified in December 2018 of our decision. We completed our involvement in June 2019 and were delighted to be acknowledged at that time. We are grateful that our legacy is continuing so successfully. With our thanks. Mary B. and Mary E.

Healing Touch

Our group has been busy this year. The list of people who sign up after Community Lunch shows that interest in achieving a peaceful, restful state is high on people's minds. "Word of mouth" has been our best advertisement as shown by the diversity of people as regulars and those who come and go. At the Tuesday group there are typically less participants after holiday breaks but picks up soon after.

We have a loyal group of practitioners who help make this ministry possible, as well as some back up from nearby church groups to cover our needs should it arise.

Healing Touch uses hands-on techniques that work to restore wholeness of body, mind and spirit by promoting flow of the energy field that surrounds the body. With stresses in life we sometimes block this flow unintentionally. The process attempts to balance this flow which then balances the physical body. Restoring wholeness in this manner opens up and taps an inner reservoir of peace, insight and strength that is available to all. The effectiveness is not dependent on the recipient's conscious belief.

This ministry is under the Pastoral Care Committee and offers sessions to congregation and community on the 1st and 3rd Tuesdays of the month as well as to our friends after Community Lunch on the 2nd Wednesday of the month. We also make hospital and home visits.

We consider this ministry a privilege. Call Joanne Tench for more information. There are also brochures, on what this work is about in the rack in the Fellowship Lounge. submitted by Joanne Tench



Coin or a Can Ministry

Each Sunday when you attend Knox you are welcome to bring a can of food or a coin for the ministry of First United Church. (This initiative was begun by Mary Evans some years ago and has proved very fruitful.)

In 2019 we collected 88 canned food items and \$123.00 for First United as well as the bountiful Thanksgiving harvest and the cherished canned food items on the Christmas tree. Thanks goes to the Herzer family for making the holiday deliveries. Frances tells me that the employees at First are most grateful for our generous donations. I continue to visit First United with your gifts year-round.

Submitted by Judy Langdon

Rip and Stitch Group

Rip and Stitch continue to meet at Knox church every Monday from 10am to 4pm.

If you are interested in sewing but haven't used a sewing machine for many years, we will be happy to help out.

The group participated in the annual thrift sale and the Christmas silent auction and fair.

Donations from these two events amounting to \$966 were donated to the Knox general funds.

We would like to thank Paul O'Neil and the men of the congregation for the setting up of the sewing machines on Monday mornings.

The group members are

Marnie Thompson, Frances Herzer, Mary Bliss, Lorraine McCarlie

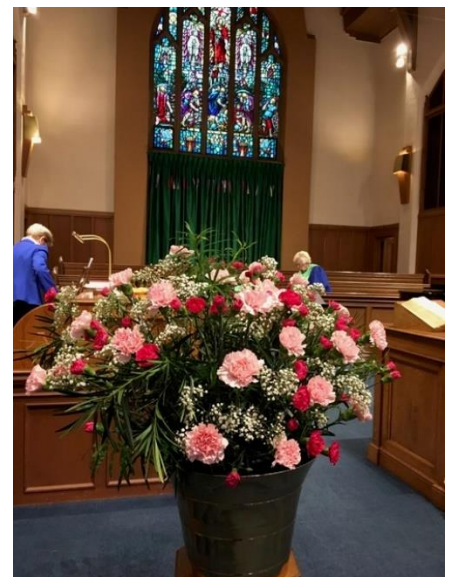
Flower Ministry

At Knox, the flowers at the front of the church are an integral part of the pastoral care we offer to the congregation. The flowers are often placed by congregational members as a celebration of a marriage, to announce the birth of a new baby in the family, to celebrate a life well-lived, or in thanks for other blessings. After the service, the flower arrangements are taken apart and distributed to congregational members to continue the joy they bring.

With the many deaths of long-time members, our pool of congregants putting flowers in is diminishing and I would be very grateful if more members could think about putting flowers in the church to celebrate blessings in their lives.

If you would like to put flowers in the church, please call Joanne Melville at 604 263 4884; arrangements can be made for any budget. Also, if you know of a member whose life would be brightened by flowers, please let Joanne know so that flowers can be delivered to them.

submitted by Joanne Melville



Art at Knox - Introductory

Art at Knox is a new art ministry which fulfills the Knox vision to engage our neighbours through the arts, building a community without loneliness. The ministry is anchored by a weekly art drop-in on Wednesday afternoons from 1-4 pm in the Fellowship Centre (except the 2nd Wednesday of each month). Coordinators are Mary Bliss and Robin O'Brien.

Art at Knox is open to anyone, any age, and is free to attend. Participants bring their own art projects to work on in the company of other people. All are welcome, from beginners to experts. People arrive and leave as they please, according to their own schedules. Tea and coffee are provided.

Tables are set up in a square to encourage conversation. One or two people work at each table. More experienced artists and active members of the Federation of Canadian Artists assist beginners and help those seeking advice.

The first art drop-in was on October 30, 2019, and there was a total of six drop-ins in 2019. **Art at Knox** was attended by up to nine people each week, out of a pool of twelve to date. Half are from the congregation and half are neighbours. Each week, more people express an interest in coming, especially from the Knox family and Brock House Seniors Society.

Art at Knox had a table at the November 2019 Advent dinner selling greeting cards, and donated an original Gillian Olson painting which was sold in the silent auction. The group brought in \$505 that evening, including the silent auction painting, with \$475 going back to Knox.

Thank you to Knox United Church for your generous support and encouragement.

Submitted by Robin O'Brien



Men's Breakfast Group

Excluding July and August, the Men's Breakfast Group met 12 times at either Knox or Pacific Spirit U.C. at 3-week intervals, on Saturdays at 7:30 am. Attendance varied from 14 to 24. Reliably fuelled at Knox by Andy Jakoy's oatmeal and Ed O'Brien's baking, conversation ranges to any and all subjects, with laughter and fellowship. Thanks to all participants!

All Men Welcome!

A Wednesday morning **walking group** of 6-12 men meets at 9 am at 16th and Sasamat, walking in Pacific Spirit Park, or the beach, but meeting for coffee at the UBC golf club coffee shop to recover! Thanks to Pat Burns for weekly reminders by e-mail.

Kitchen Fund Report

Coffee Hour in the Lounge offers welcoming and fellowship on Sunday mornings after worship.

Our Host Teams are: Men's Breakfast, Bliss Family, Hou Family, Prayer & Share.

The Bliss Family provides set up twice a year on the fifth Sunday.

These teams appreciate the volunteer assistance they receive with serving, dishwashing and clean-up.

Your donations cover grocery supply costs. In 2019, small silver teaspoons replaced disposable stir sticks, making us more ecologically friendly.

2020 Wishlist: New Soup Bowls

All Users: Your Help is Needed

Use of the Dish Machine is permitted, even for small loads.

Instructions are posted.

Wash and Put Away any dishes you use.

Refrigerator Storage

Please manage storage of all food items. Disperse or dispose of leftovers promptly.

Monitor expiry dates and act accordingly.

Help us keep it as empty as possible due to the increased need for usable refrigerated space.

Your individual co-operation will ensure that the kitchen we share is clean, tidy and ready for all users.

This will help facilitate the many Ministries of Knox.

Mary and Sharon Bliss
Kitchen Fund Managers



Life Events

This past year we celebrated the weddings of:

Michael Robert Toy and
Heather Elizabeth Ferguson

Kwok Keung Kam and
Gloria Mary Jang

Ian Patrick McLagan and
Bethany Teresa Turner

Pu Ruen Yoon and
Paige Elizabeth Bergen

Justin Matthew Potusek and
Jaspreet Kaur Lidher

This past year we have hosted the celebration of life &/or interred the ashes of:

Gary Derkson

Marion Blake

Jeff Lam

Joan Elizabeth Stager

Mary Little

David Ronald Cyr

Denise Carr

Transfer of Membership:

Sue Chung

Ministry and Personnel Committee

As we enter into our new year, we are pleased to advise that our team will remain intact for 2020. The past year has been an active one for Knox and our faithful staff as we reached out to our community through our commitment to following “the arts” as a connection and a support for our neighbors. New activities require coordination and we have been fortunate to welcome Tracy-Lynn Chernaske to our team as coordinator for the series of Sunday concerts. Moving into the new year Tracy will also coordinate the Seniors Tea Time and the Community Lunch programs. All of these activities continue to add new life and purpose to Knox. Thank you, Tracy!

We regret to advise that our Church Officer, Cheryl Freedman, has resigned effective January 2020. Cheryl will be enjoying a long-planned vacation in Australia throughout February visiting friends. We wish her well in her future endeavors and thank her for her contributions to Knox during her time with us.

M&P will be working with the Board as we review our staff needs in light of our plans in the years ahead. In the meantime, we will work towards interim solutions to ensure that we take care of our current staff and continue to meet the needs of our renters and our faithful congregation. Speaking of our faithful congregation, M&P would like to say a huge thank you for your ongoing support and patience as we move forward with confidence and perhaps a little curiosity. The future is hopeful and exciting.

As is our new custom we will be acknowledging the contribution of our staff at a future potluck lunch event. In the past this has occurred at our ACM but in the interests of time, energy and importance we have moved this event to one of our enjoyable congregational lunches.

Our message to our congregation remains the same as we encourage you to share with us your support for our staff and also share positive suggestions as to how we can improve the services they provide.

As M&P, we have met with each staff member to review their experiences of the past year and to share their hopes and plans for the year ahead. We encourage you to take a moment and share your support of all our staff members along the way...we all enjoy a little encouragement.

We pray for a successful year ahead and give our thanks to Reverend Richard as he leads us forward with hope, faith and enthusiasm.

Respectfully, Sandra Trueman, Adrienne Burton, Judy Langdon, Anne Earthy, Alan MacKenna



Community Lunch

Facilities and Property Committee

... is responsible for the upkeep of Knox property. However, the on-going delay in the development has added stress of keeping old roofs, plumbing and furnaces functioning with minimal expense.

Members are Don Bliss, Ed Williams, Berkeley Scott, Wendy Trant, Larry Tench, and Richard Dunsterville (chair).

Meetings were on short notice, usually to deal with a problem.

Completed Projects in 2019:

An automatic defibrillator was purchased for <\$1,800 in **January** and St John Ambulance provided training for staff and congregants, about 12 in all. Video refresher training is available on U-tube, best reviewed annually. Do take notice of its storage box in the fellowship centre. The device will require servicing in 5 years.

The office door lock was re-keyed in **April**.

In **June**, Kits Glass replaced two broken church windowpanes.

In **August**, pew repairs and spot refinishing were done, and more pew work is needed. Four flower stands were repaired and refinished.

The catch basin in our driveway entrance was cleaned out, heavy work, helped by our south neighbour!

The annual Fire and Safety Equipment check, and Security System check was completed 30 Aug.

In Sept. the exterior walls of the Chapel were insulated with treated Cellufibre, blown in from the outside. Cost total < \$1,700. This should add warmth to a cold but nice meeting space. When development occurs, increased electrical capacity will allow added heat.

The three stained glass Chapel windows were protected by adding new Lexan panels, still allowing the windows to open.

The kitchen fridge was replaced for \$200.

A Gumboot and Dust-rag work party accomplished a lot! Messy grass smoothed, bushes pruned, gardens perked up, windows cleaned... My sincere thanks to all who participated.

The east wall of the Vestry and floor were soaked after a downpour. Cleaning roof drains and leaves off the flat roofs solved the problem.

The Memorial Garden was particularly attacked by animals feeding on chafer larvae. An expensive renovation with new sod was done thanks to Joanne Melville. Thanks also to John Carr for his volunteer grass cutting.

Thanks are due to Joanne Tench for her many hours of gardening.

Roofs: The tarpaulin over the east half of the lounge survives still! Room #1 had a roof leak which was fixed by pouring on 4 gallons of roofing gum, after out-side expert advice. The gym roof-top furnace is leaking again this winter, which threatens gym users and rentals. This will be worked on when dry days return.

In October, the lounge sink was reactivated with new taps, for the Weds Arts group. A gym washroom received a new basin and taps, brighter lighting and fresh caulking. The church "Mustard Seed" stained glass window had its ¼ inch plexiglass protection remounted.

December gave us our first snow fall, about 8 inches, very well handled by Paul and our seldom-used snow blower!

We really must gratefully acknowledge Paul O'Neil's work as Knox Custodian. He arrives early to prepare for Preschool needs, helps Josie feel safe, fills in wherever help is needed, fixes computer glitches and other miracles. Thank you, Paul!

Submitted by Richard Dunsterville.



It starts with Scouts.

43rd Knox / 21st St. Mary's Cub Scouts – Annual Report 2019 - 2020

We are happy to report that the combined 43rd Kerrisdale-Centennial (Knox) / 21st St. Mary's Wolf Cub Pack had a great start in September. All membership registrations are completed online as of 2017, and our Cub Pack, which has received several Program Quality Awards from our national Scouts Canada office, is now so popular that we have had all spots filled before the season actually started.

For this season, we have slightly new leadership team with Christian Malcolm stepping down as Akela and Anna Wright leaving. Christian Malcolm is staying on as a Pack Scouter along with Jennifer Malcolm, Tarek Ward, Tom Dong, Joel Lirot and Daniel Zeisler. We have a new Akela, me - Jeremy Bloy. I was a Beaver, Cub, Scout, and Venture myself but have been out of Scouting for many years now. I am looking forward to picking up where I left off and continuing to learn with the Cubs Scouts.

We have 16 Cub Scouts enrolled this year with many of them new to the Pack. It is a great group of kids who are getting very well together. No waitlist right now but interest in Scouting seems to be steadily increasing, particularly for Cub age children.

This year's program progresses further on the 'Canadian Path', which is based on youth-led initiatives, including outdoor activities and sports, such as camps, hikes or visits to a swimming pool. In our experience, our youth are capable of planning most of their Scouting activities while Scouters take more of an advisory role. Taking on responsibility for their program will increase our Scouts' self-confidence and help develop their leadership skills.

This season's Apple Day in September was again a successful fundraiser. Save-on-Foods (Dunbar) donated several cases, for which we were grateful. Scouts of all Sections handed out apples to members of the community and asked for a donation. Our net proceeds amounted to about \$1,100.00 for the second straight year, which will be spent on program activities and Scouter training.

In November, we joined the 150th St. Stephen's and the 25th Dunbar groups for our annual winter camp at a cabin on Mt. Seymour. This has become a recurring event in our schedule. Everything went very well, and everyone had great fun.

Our Pack attended the Remembrance Day Ceremony in the UBC War Memorial Gym. As requested by the organizers, two Cub Scouts laid down a wreath on behalf of Scouts Canada, Pacific Spirit Area.

In early December, we organized a potluck dinner and enjoyed the Christmas break.

We supported Knox United Church with the Cubs helping do some gardening and rake leaves.

We are about to start building and racing our Kub Kars. It is always a highlight and probably the top favorite among our Cubs as regards indoors activities. We are also about to start building bird boxes for each of the Cubs, led by Scouter Tarek's father. On February 25, we will celebrate our founder Lord Robert Baden-Powell's birthday, with a potluck dinner for the combined 43rd and 21st Groups to be held at St. Mary's.

In the next few months, we'll include more outings as the weather permits. Furthermore, we are looking forward to our Area Camp, in late May/early June, at Camp Byng where we will be meeting again with hundreds of fellow Scouts from our Pacific Spirit Area. We had a wonderful experience at last year's Area Camp and will definitely provide the opportunity for all our youth members to attend. This year's camp was moved into June as the usual date around the Mothers' Day weekend was not available.

We continue to be very happy with the facilities at Knox and always try to do our best to keep the lounge and the gym neat and tidy. Our Pack also loves to be actively involved in parish activities. Please do not hesitate to reach out if you think we could be of assistance.

We recently learned of your plans for constructing a new parish centre and your intention to keep providing a meeting space for our Cub Pack during the construction phase. This is invaluable for us. Losing the facilities at Knox would likely mean the end of our Cubs Section, which in turn would have an extremely negative impact on our entire Scouting Group.

In conclusion, we wish to again express our sincerest gratitude for your sponsorship of our group's activities. Thank you for making it possible to provide an enriching program for our Scouting youth. We would not be able to do this without your generous support. I look forward to our continued relationship.

Yours in Scouting,

Jeremy Bloy, Akela

43rd Kerrisdale-Centennial (Knox) & 21st St. Mary's Scout Groups

Counting Teams

Many thanks again to the dedicated people in the counting teams who conscientiously go about their duties week after week with no recognition. Every Sunday after church, there is a hard-working team of volunteers who tally up the collections and prepare the bank deposit. All information is reported to the church office so that donations can be properly credited.

A special thank you to our counters:

Don and Mary Bliss

Margaret and Phil King

Ed and Robin O'Brien

Gloria Bender

Michelle McMaster

Sharon and Bob Copeman

Joan and David Cass

Adrienne Burton and Andy Jakoy

Judy Echols

Richard Dunsterville

Chris and Maryal Lay

ENVELOPE REPORT

There are 50 contributors who pledge to the local church, 29 of these also give to Mission and Service. We have 55 contributors who do not pledge but give to the local church and/or Mission and Service. There are 16 People who have chosen to use the Pre-Authorized Remittance System (PAR).

Finance Team Report

Chris Lay, Doug Graham, Bruce Herzer, Larry Tench and Margaret Pendray were all part of the Finance Team this year. We worked together to help develop and oversee the Operating and Special Purpose Funds Financial Accounts at Knox. Key to the development of the monthly Statements and Budgets are Josie Barley, Knox's Office Administrator and Robyn Brasell, our Bookkeeper, who work closely with Larry Tench, our Treasurer, to ensure the Statements are accurate and regularly monitored. Thank you everyone for all that you have done in this respect over the past year.

In the spring, it was noted, that there were marked and consistent variances between some monthly account budgets and expenses over a few months. Larry identified the cause of the discrepancies and together with the rest the Team reviewed the options going forward. Recommendations were made to the Board as to how these variances could be addressed. These recommendations were accepted and are shown on the 2019 Operating Budget Statement in your ACM Report. For more details see the Treasurer's Report.

Knox has received, for the second year, investment income from the Capital Trust Fund. There was sufficient income in 2019 to cover the Operating Budget's negative balance at the end of 2019 as shown in the Operating Statement. This investment income has allowed Knox to continue to build on its Vision initiatives. Thank you, Trustees, for your diligence in looking after the \$4M Capital investment. It gives Knox more opportunities to serve its neighbours.

The Board supported a Review Engagement for the third consecutive year. We are pleased to advise you that our Financial Accounts meet Canadian Accounting standards. Manning Elliott have been a good Company to work with and continue to provide their services at a reasonable cost. The timing of the ACM is dependent on Knox not receiving the Review Engagement Report until the end of February. To reach this milestone, Robyn has to complete all the 2019 accounts by mid-January. This was done with the help of Josie and Larry.

In the Fall, the timing of the budget process was once again supported by the Board. The Chair of the Board and Treasurer provided the individual Teams with their Statements for the year, timelines for the budget and the Board's expectations of them. Following this, Rev Richard meets with all the Teams to review their activities in 2019 and budget for 2020. With this information and with due regard for the practicalities of an aging Congregation, the Board further developed its 2020 Vision goals. Specific Vision projects were associated with estimated revenue and expenses to facilitate evaluation. Some team activities were realigned. These financial and reorganizational changes have been incorporated into the 2020 Budget to allow the Congregation to see the decisions made and to allow for easier monitoring of Knox's financial status throughout the year.

Finally, it is a relief to see that Knox's Financial position is now in a stronger position than it has been for very many years. We have a 2-year track record of being able to cover our Operating Budget and look forward to expanding our Vision goals. This is a cause for celebration!

Respectfully submitted,

Margaret Pendray, on behalf of the Finance Team

Treasurer's Report

Another year has gone by and our parking lot is still here. Disappointing for all I am sure. But we did have some exciting changes with the guidance from Rev. Richard Chung. For the reporting of operations and special purpose funds, we have made some changes and plan more in 2020. Last year unfortunately we found ourselves in a predicament since our expenses didn't match the expected budget numbers. This was recognized early in the year and with some detective work we determined where the differences were. By judiciously re-organizing the budget to eliminate the errors and removing expenses that the board determined did not really reflect what was needed at this time, the budget was changed. The board approved the new budget in May, and this was changed in the May Operating Report and continued until end 2019.

As with the past 3 years, our pledges, offerings, special appeals and events income, and rental income did not keep up with the expenses incurred with personnel, maintenance and new vision events, but with the investment income and other funds available to the trustees, we were able to cover our deficit. One of our congregation donations doubled this year and really boosted our unpledged donations and this was much appreciated. The good news is that our 2019 budgeted deficit of \$171,000 came in at \$129,000, mainly due to our expenses being \$24,000 lower than expected and revenue was higher by \$19,000. Hopefully that will be the situation in 2020, but, in any case, there still is enough investment income to cover the projected deficit, as it has in the past.

Knox had adopted a New Vision Plan in 2019, and for 2020 we have continued with further changes as the Minister's report elaborates in this annual report. To allow better control of the budget, it has also been expanded, to include new visioning revenues and the associated expenses to be included in the appropriate category within the budget. Overall in 2020 the projected deficit will still be about \$10,000 lower than 2019 budget deficit.

One aspect of modifying the Vision this year, has been the decision to support the vision by allocating funds to have a part-time coordinator to organize the projects, as well as, take over organizing Community Lunch and Tea Time Talk. Both of these traditional projects seem to be successfully done in the latter half of 2019, with the help of a coordinator. In the new budget document, the event coordinator costs for our Concerts, Community Lunch and Tea Time Talk are included as an event expense. Also, the cost for our Web Master are now included in Web Ministry in the Communication team budget and not in Personnel Compensation.

The United Church assessments being higher for the 3 years (10%), comes to an end after 2020. In the meantime, the UCC have been evaluating how the full church operations can best be funded. We await their communication on this subject.

Note that in mid-2019, Knox received a \$20,000 as a beneficiary from Simon Fallman's estate and a further \$5,000 from the estate of Mary Little. This money and \$1400 from the Memorial Donations fund, will be transferred in 2020 to a Memorial Fund in the Trustees account.

I would be remiss if I didn't acknowledge the dedicated support and advice I got from three very important ladies at Knox, and one is Josie Barley, who is always there to set me down the correct path, since I tend to stray too much. Robyn Brasell answers my questions and is so timely with her reports. Finally, Margaret Pendray who is smart in learning new things, and so helpful when I am floundering, and I am preparing the next budget.

This report also accompanies the 2019 Year End Operating Statement and the 2019 Year End Special Purpose Fund Statement.

As I have said in the two previous reports: with enthusiasm and commitment by us, the congregation, good investments by the Trustees and team support, we will prevail and hopefully thrive.

- Submitted by Larry Tench, Treasurer

**KNOX UNITED CHURCH
OPERATING BUDGET 12 MONTHS DECEMBER 31, 2019**

	Actual	Actual	Budget
	12 Mths DEC 18	YTD DEC 2019	12 Mths 2019
Operating Revenue			
40000 · Pledges and Offerings			
41010 · Pledges	\$ 88,647	\$ 97,660	\$ 93,000
41500 · Unpledged	\$ 38,221	\$ 46,501	\$ 34,000
42000 · Open Offering	\$ 4,868	\$ 2,965	\$ -
Total Offerings	\$ 131,736	\$ 147,126	\$ 127,000
45000 · Use of Facilities	\$ 36,083	\$ 37,282	\$ 37,200
45500 · Emmett Cahill Concert	\$ -	\$ 625	\$ 2,900
45505 · Thrift Sale	\$ 8,870	\$ 5,449	\$ 3,500
45520 · Advent Eve	\$ 1,200	\$ -	\$ -
45590 · Rip & Stitch	\$ 2,974	\$ 966	\$ 500
46100 · GST Rebate		\$ -	\$ 1,300
Total Other Income	\$ 49,127	\$ 44,322	\$ 45,400
Total Operating Revenue	\$ 180,863	\$ 191,448	\$ 172,400
Operating Expenses			
60050 · UCC Assessment	\$ 11,363	\$ 12,498	\$ 12,499
60060 · Pacific Mountain Assessment	\$ -	\$ 1,249	\$ 1,250
60100 · Personnel Compensation	\$ 235,539	\$ 240,874	\$ 247,517
60150 · Personnel Education	\$ -	\$ -	\$ -
60200 · Worship Music Families	\$ 4,845	\$ 6,037	\$ 6,850
60250 · Exploring Faith	\$ -	\$ (80)	\$ 200
60300 · Stewardship & Social Justice	\$ -	\$ 70	\$ 100
60350 · Pastoral Care	\$ 332	\$ 325	\$ 550
60400 · Communications & Welcome	\$ 1,442	\$ 3,062	\$ 3,000
60450 · Congregational Life	\$ 3,093	\$ (298)	\$ 2,000
60500 · Visioning	\$ -	\$ 5,342	\$ 11,800
60515 · Sanctuary Digital Monitors	\$ -	\$ -	\$ -
60600 · Minister's Benevolent Fund		\$ 471	\$ 500
61000 · Facilities & Property Maintenance	\$ 43,877	\$ 45,401	\$ 49,236
61025 · M & P	\$ 313	\$ -	\$ 600
61050 · Finance - Audit	\$ 5,500	\$ 5,580	\$ 5,600
61055 · Search Committee	\$ 4,975	\$ -	\$ -
61070 · Bank Charges	\$ 588	\$ 479	\$ 500
61200 · Miscellaneous	\$ 869	\$ -	\$ 500
61220 · Offset GST	\$ -	\$ -	\$ 1,300
Total Expenses	\$ 312,736	\$ 321,010	\$ 344,002
Net Operating (Negative Balance) YTD	\$ (131,873)	\$ (129,562)	\$ (171,602)
Investment Income from Trustees - to offset the negative balance	\$ 120,000	\$ 129,562	\$ 140,000
Net Result for Year	\$ (11,873)	\$ (0)	\$ (31,602)

In early summer, the Monthly Operating Statements indicated on-going expense variance/errors relating to UCC Assessment, Personnel Compensation and Summer Spirit. The Budget was revised by adjusting it to reflect the actual data while staying within the TOTAL Budget approved at the ACM. The 2019 Budget shown in this Operating Statement is the adjusted/revised budget approved by the Board.

Knox United Church
SPECIAL PURPOSE FUNDS
'DECEMBER 31, 2019'

	2019			2019
	Opening Balance	YTD Receipts	YTD Disbursed	Closing Balance
<i>Special Purpose Funds</i>				
2019 Broadview	150.00	275.00	375.00	\$ 50.00
Community Lunch NOTE 2	1,350.31	4,432.94	4,504.44	\$ 1,278.81
First United - Coin In A Can	0.00	69.25	69.25	\$ -
First United - Individual	0.00	0.00	0.00	\$ -
Knox Thanksgiving Fund	0.00	1,262.78	1,262.78	\$ -
Knox Life & Work - Christmas Appeal	1,975.45	3,246.75	1,975.45	\$ 3,246.75
Advent Eve Party - Outreach NOTE 1	1,200.75	105.00	1,305.75	\$ -
Music Youth & Children NOTE 1	0.00	1,505.75	0.00	\$ 1,505.75
Knox Easter Appeal - UN Refugee Fund	0.00	2,410.40	2,410.40	\$ -
Unicef - Children's Ministry	0.00	416.85	415.00	\$ 1.85
Healing Touch	785.55	0.00	0.00	\$ 785.55
Memorial Garden/Flower Fund	372.57	1,415.00	1,344.49	\$ 443.08
Guest Musician Fund	200.00	500.00	600.00	\$ 100.00
Prayer Shawl Ministry	145.26	300.00	0.00	\$ 445.26
Pew Bibles	129.62	0.00	0.00	\$ 129.62
Memorial Donations	1,400.00	0.00	0.00	\$ 1,400.00
2019 Pledges paid in 2018	5,600.00	0.00	5,600.00	\$ -
2020 Pledges paid in 2019	0.00	6,350.00	0.00	\$ 6,350.00
Undesignated NOTE 3	0.00	25,500.00	0.00	\$ 25,500.00
	13,309.51	47,789.72	19,862.56	41,236.67
Missions & Service	0.00	16,699.20	16,699.20	0.00
Missions & Service Individual	0.00	100.00	100.00	0.00
FUND BALANCES	\$ 13,309.51	\$ 64,588.92	\$ 36,661.76	\$ 41,236.67

Note 1 :

The balance from fundraising 2018 Advent Eve Party has been applied to establish the Music - Youth and Children Fund, as approved by the Finance Committee

Note 2 :

The balance from 2018 Outreach Christmas Appeal has been applied to the Community Lunch Fund September 1, 2019 as approved by the Finance Committee

Note 3 :

\$20,000 Bequest received in July 2019 ; \$5,000 Bequest in November 2019

Board of Trustees Report

In 2019, the Board of Trustees of Knox United Church, Vancouver, *as the legal title holder of all of Knox United Church property for the use and benefit of the Knox United Church congregation as part of the United Church of Canada, under (following) the lawful direction of the Knox United Church Board (UCC Congregational Trustees Handbook pages 11&12)* , have met 3 times and following are the highlights of the Board of Trustees work:

Insurance:

For the clarity on the matter of ownership and insurance of the Knox Fellowship Hall building, the Trustees have met with the Hub Insurance and have requested Knox Building Committee to inform Knox lawyer for clarification. And until further notice, both sanctuary and the fellowship hall buildings are insured with the Hub, under which the business interruption coverage, in case of fire or major damage to both/either buildings, is also insured.

At this point, Knox Facility and Property team is working to categorically assess the contents of both sanctuary and fellowship hall building to provide to the Hub Insurance.

Knox Memorial Fund Memorandum:

Upon the instruction from the Knox Board, the Board of Trustees have drafted a Knox Memorial Fund Memorandum and it has been accepted and approved by the Board (please see the separate section on “Knox Memorial Fund Memorandum”).

Investment Fund:

The Board of Trustees have appointed an Investment Committee in 2018, chaired by Chris Lay, to manage the Knox investment fund. The Board has received quarterly reports from the committee, and the annual report will be done at the Annual Congregational Meeting in March.

Trustee Nomination:

In the Spring of 2019, the Board of Trustees chair, Richard Earthy, stepped out of the role of chair and an active membership from the Board of Trustees for personal reasons, and subsequently submitted a resignation in the late Fall of 2019. In absence of chair, Richard Chung has temporary filled an acting chair role until the appointment of a new chair. The Board of Trustees have informed the situation to the Knox Board, and currently are seeking new trustee(s) to be nominated at the Annual Congregational Meeting in March, as well as appointing new chair.

Submitted by Richard Chung, the acting chair of the Board of Trustees on behalf of Knox Trustees: Doug Graham, Lori Marzin, Chris Lay.

Knox Memorial Fund Memorandum

The Board of Trustees of the United Church wishes to create a memorial fund to hold undesignated memorial gifts to be used to support the Goals and Objectives of Knox United Church. The fund shall be named the Knox Memorial Fund.

Donations made to Knox United Church in memory of Paul Stagg shall constitute the settlement of the Knox Memorial Fund.

The Members of the Board of Trustees shall comprise the Trustees of the Knox Memorial Fund (“Fund Trustees”).

From time to time, the Board of Knox United Church will make recommendations to the Fund Trustees regarding any proposed disbursement of monies from the Knox Memorial Fund.

The Fund Trustees shall keep separate records of the contributions to the Knox Memorial Funds, the income and loss realized from the investment of the monies of the Knox Memorial Fund, and the disbursement of monies by the Fund Trustees.

The Fund Trustees shall annually report on the activities of the Memorial Fund to the Annual Congregational Meeting.

Knox United Church shall distribute income tax donation receipts to all donors of the Knox Memorial Fund. The Board of Knox United Church retains the right to dissolve the Knox Memorial Fund in the event of the combination of Knox United Church with another United Church or in the event of the dissolution of Knox United Church.

Approved by the Board of Knox United Church on November 14, 2019

Trustee Funds Transaction Highlights in the year ending 2019.

From Trustees Statement of Funds and Expenses:

- The funds transferred to Knox Operations were \$120,000.00
- On January 24, 2019 \$20,000 was transferred to the building fund
- The Trustees withdrawals from the Investment Account at Leith Wheeler were \$140,900.00, in total.

From Investments Fund:

- The Investments show \$380,951 added re Interest Dividends and net Capital Gains.
- Management Fees were \$26,641.
- The net increase in market value at year end is \$175,090.
- The investment balance at year end is \$4,025,926.

From Investments GICs:

- GICs were \$583,032 at the beginning of the year: \$41,796 matured December 18 2019 and was not renewed.
- Other GICs maturing were re-invested.
- Total GICs at December 31, 2019 are \$541,236.

From Special Funds:

- Trustees Special Funds \$19,191 at the beginning of the year were used to pay \$6,925 in organ repairs.
- The total of all special funds is \$12,881 at December 31, 2019. Of this \$4,839 is held for the organ fund.

submitted by Rev. Richard Chung, Acting Chair

Building Committee Report

We continued with our ongoing and challenging mission of gaining an actual Building Permit for our new Fellowship Center from City Hall and the payment of the required fees from Hon Towers to release the Permit.

We are pleased to advise that as of the end of 2019, the Permit was completed and ready for release. As we enter 2020 we will work to ensure that the fee payment has also been completed.

All this moves us forward but we cannot at this stage share an actual start date for construction. This is due to the next process that deals with the following City bylaw requirements:

- 1). One tenant remains in a rental unit on the 41st Avenue site and, by law, must be given four months to vacate the premises once the Building Permit is in effect.
- 2). The tenant is entitled to reasonable / fair compensation for his departure and this package has been agreed by the developer and the City
- 2) Construction on site can only begin once all four properties are vacant.
- 3) The vacant properties require a demolition permit before they can be removed.
- 4) On removal an actual plan to commence construction can be implemented.

Prior to your reading of this report, Knox congregation will have had an opportunity to meet with the Building Committee to clarify and answer your questions. We will also be providing an ongoing update at the ACM with a further opportunity for your input.

We have provided the above to ensure everyone that the Project is alive and we simply have to remain patient as all the required bylaws are met to the satisfaction of all concerned.

While these delays remain an ongoing frustration for all of us we are still in a very positive position to continue our Mission and Vision:

A). We have \$4million in the bank for payment of our land sale to Hon Towers. This money has been loaned to us by the UCC on the understanding that Knox can have access to the annual investment earnings to manage our budgetary needs.

B) Our contract with Hon Towers also states that the existing buildings of our Fellowship Center and gymnasium cannot be demolished until such time as we receive an entry permit to the new building. This means we will continue to operate as many of our activities as possible, prior to and during construction, in pursuit of our Mission and Vision.

C) The contract also carries a clause that our Lawyer is holding a sum of \$3million in escrow to ensure completion of the construction. This becomes payable to Knox in any default by the developer to complete the project.

submitted by Alan MacKenna, Chair



Knox United Church Annual Congregational Meeting Minutes - DRAFT

Date: March 10, 2019, 11: 30 AM – 12:15 PM

Location: Knox United Church Fellowship Hall lounge

Present: Margaret Pendray Congregational Meeting Chair, Michelle McMaster Congregational Meeting Secretary, Rev. Richard Chung, and congregation - a total of 52 Full Members and Adherents, as per sign-in sheets.

Item #	Opening & Preparation
1.	Call to Order and Opening Prayer by at 11:40 am. <i>Rev Richard Chung</i>
2.	Quorum confirmed: 47 full members (20 or more full members required for quorum).
3.	MOTION: Phil King moved and Sandra Adams seconded that Adherents be allowed voting privileges. CARRIED unanimously.
4.	MOTION: Sandra Trueman moved and Gloria Candido seconded to elect Margaret Pendray as Congregational Meeting and Michelle McMaster as Congregational Meeting Secretary for congregational meetings during 2019. CARRIED.
5.	MOTION: Berkeley Scott moves and Adrienne Burton seconds to approve the agenda, revised to add the Coin & Can Ministry report. CARRIED
6.	<p>MOTION: Larry Tench moves and Gloria Bender seconds to approve Annual Congregational Meeting Minutes of March 11, 2018.</p> <p>MOTION: Chris Lay moves Bill Goodsir seconds to approve Extraordinary Congregational Meeting Minutes of March 18, 2018 – called minister Richard Chung.</p> <p>MOTION: Debra Danny moves Joyce Kreuger seconds to approve Extraordinary Congregational Meeting Minutes of June 24, 2018 – refined vision & mission.</p>
7.	Staff Thank-yous are moved to April 7 th at our potluck after the service.
8.	Reports and Updates
a.	<p>Coin & Can ministry report – <i>Susan McAlpine</i></p> <p>Our Can and Coin Ministry is a year round ministry! Everyone can participate! Just bring a non-perishable food item or a coin to Sunday service. There is a basket waiting to be filled. All food items go to First United Church to be made into on-site meals or to stock their Food Bank. Monetary donations are collected and sent to First several times a year. At our Thanksgiving service, fresh fruits and vegetables were collected (too numerous to be counted)! What a wonderful sight! In December, the congregation grew a Christmas tree of non-perishable food (also too many items to be counted) for First. In 2018, over 415 food items and \$207.35 were donated to First United Church. Thanks to Judy Langdon for regularly transporting our donations to First United.</p>
b.	<p>Board of Trustees report – <i>Doug Graham, pg 35 of Annual Report</i></p> <ol style="list-style-type: none"> i. Highlight: investments made \$147,000 last year to cover deficit with \$10,000 surplus ii. Leith Wheeler local investment firm with good record doing equity and fixed income investments. iii. Lost \$364,000 on paper – due to market fluctuations, (now regained \$200000) iv. We transfer \$9000 each month into Trustees account.

<p>c.</p>	<p>Building Committee report – <i>Alan MacKenna</i>. pgs 36, 37</p> <ul style="list-style-type: none"> i. All plan drawings are fully in hands of city hall for Building Permit. Tenant on 41st has right to remain until that permit given. When? In God’s time. No further architectural meetings are planned until permits given. ii. \$400,000 of Building budget remains. What is it used for? Eg. We may upgrade quality of flooring from what developer proposes. iii. Landscape ad hoc sub-committee – <i>Michelle McMaster</i> – There are some desired landscape changes for areas of our property which are not part of the development scope of work, so will need funding which has not yet been secured – stay tuned. egs. irrigation on street side to control chaffer beetle, tree removal.
<p>d.</p>	<p>Nominations Team report – <i>Sandra Trueman</i></p> <ul style="list-style-type: none"> i. Presentation of the slate of nominees: <ul style="list-style-type: none"> BOARD: Susan McAlpine Chair, Michelle McMaster Secretary, Larry Tench Treasurer, Rev. Dr. Richard Chung, Gloria Candido, Richard Dunsterville, Berkeley Scott BOARD OF TRUSTEES: Richard Earthy Chair, Rev. Dr. Richard Chung, Lori Marzin, Doug Graham, Chris Lay FAITH FORMATION (formerly Exploring Faith): Michelle McMaster Chair, Francis Herzer, Florence Humphries WORSHIP TEAM: Mary Graham Chair, Rev. Dr. Richard Chung, Gloria Bender, David Cass, Joanne Melville, Colleen Coulter (ex officio), Madeline Klassen (ex officio), Anne MacKenna (ex officio) MINISTRY & PERSONNEL: Alan MacKenna Chair, Adrienne Burton, Anne Earthy, Judy Langdon, Sandra Trueman FINANCE: Margaret Pendray Chair, Larry Tench Treasurer, Doug Graham, Chris Lay, Bruce Herzer COMMUNICATIONS & WELCOMING: Sandra Adams Greeting BUILDING COMMITTEE: Alan MacKenna Chair, Rev. Dr. Richard Chung, Bill Goodsir, Don Bliss, David Boyd, Richard Dunsterville, Larry Tench, Ed Williams, Michelle McMaster STEWARDSHIP & SOCIAL JUSTICE: Sharon Copeman Chair, Adrienne Burton, John Carr, Richard Dunsterville, Francis Herzer, Bill Herzer, Betsy Morrow PASTORAL CARE: Helen Overgaard Chair, Joyce Kruger, Rev. Dr. Richard Chung, Rev. Sharon Copeman, Sydney MacKenna, Catherine Shen, John Carr FACILITIES & PROPERTY MAINTENANCE: Richard Dunsterville Chair, Larry Tench, Berkeley Scott, Wendy Trant, Ed Williams, Don Bliss MINISTRY PROFILE SEARCH: Susan McAlpine, Richard Dunsterville, Margaret Pendray i. Comings and goings: <ul style="list-style-type: none"> • Joyce Krueger stepping down from Pastoral Care chair, Helen Overgaard stepping up as chair. Charles Hou leaving the team. • Marnie Thompson leaves Worship team, and Joanne Melville joins. • Facilities & Maintenance – after some time without a chair, Richard Dunsterville has agreed to step into this role. ii. Vacancies: <ul style="list-style-type: none"> • Communications and Welcoming will be on hold this year while the MPS team meet and review Knox’s needs. Sandra Adams will continue to work greeters Sunday mornings

	<ul style="list-style-type: none"> • Faith Formation (formerly Exploring Faith) – Helena Ho taking a year off, Maureen Kinney stepping down. This team expressed a desire for additional members. • Ministry Profile Search (MPS) team – <i>Susan McAlpine</i> –new MPS team to help review how we use our resources - Time Talent Treasure and Terrain - to gain some efficiencies and help us complete our mission & vision. MPS needs 2 to 3 more team members. It's a 6 to 8 month commitment. Marc Coloumbe will be assisting. <p>iii. Questions:</p> <ul style="list-style-type: none"> • Re MPS – what is it for? Assessment our resources to fulfil our vision (loneliness and arts) • Re MPS – What is time commitment? The group will decide if it meets weekly, biweekly or monthly. <p>iv. Nominations from the floor – No nominations from the floor</p> <p>MOTION: Helena Ho moves and Mary Graham seconds to approve the slate of Nominees. CARRIED.</p>
<p>e.</p>	<p>Finance Team report – <i>Margaret Pendray</i></p> <p>i. Celebrate! This is the first year of income from sale of land. It covered the 2018 deficit plus a surplus of \$10,000.</p> <p>ii. Accounts files are now located in the cloud to reduce financial risk to Knox. They are now available to anyone with Knox's authorisation to access them. (CRA expect them to be available in the office). Previously Robyn Brassell held them on her computer. Larry Tench and Josie Barley now have access.</p> <p>iii. Review Engagement – Manning Elliott LLP, the same accountant firm as last year undertook this review – We meet Canadian standards and are in good shape. Thanks to Josie Barley, Robyn Brassell and Larry Tench for your work to achieve this result</p> <p>iv. Presentation of the 2019 Operating Budget – <i>Larry Tench</i></p> <p>v. Presentation of the 2019 Operating Budget – <i>Larry Tench</i></p> <ul style="list-style-type: none"> • Our vision and mission are now beginning to be seen in the operating budget in 2019 • One of new costs is New Initiatives: includes 2 monitors for sanctuary, lectures, music programs. These numbers will be refined going forward as we get a better idea of actual costs. • More weddings hoped for in 2019; we are reducing the thrift sale effort this year so expect less income due to less efforts; Emmett Cahill concert didn't bring in as much as we hoped; total pledges and revenue a little lower than last year. • New United Church of Canada (UCC) structure means adjustments changes - no presbytery, so adjustments to UCC will be 10% (\$12,499) for next 3 years • F&PM budget – purchased a defibrillator in the event of heart attack; wall insulation in chapel is planned for 2019. We hope to add electric heating in chapel once more power is available after construction of the new building. Includes 10% contingency for unexpected items. • Rentals – increases thanks to Josie Barley <p>vi. Questions:</p> <ul style="list-style-type: none"> • Wendy Trant asks Why is personnel less than last year? Everyone got a cost of living increase. Robyn is now under personnel, Richard Chung is now full time. Wendy does not need a follow-up answer to this question.

	<ul style="list-style-type: none"> Sandra Trueman asks why bathroom in narthex smells – F&PM has looked at it, sewers clean. Bring to attention of that committee. Sandra Trueman to send note. <p>MOTION: Wendy Trant moves and Berkeley Scott seconds to approve the 2019 Operating Budget. CARRIED.</p>
f.	<p>Knox Board report – <i>Susan McAlpine</i></p> <ol style="list-style-type: none"> Highlights for 2018: Rev. Richard called. Leadership retreats, Review engagement, huge Thrift Sale, Ministerial Covenant with Richard, refined our vision & mission, expanded role in SummerSpirit, first Loneliness forum. Refined mission: love God & our neighbours. Refined vision: We aspire to engage our neighbours through the arts, building a community without loneliness. The more we share this, tell others about what we are doing, the more we will start to see the vision unfold. What is the Vision program for 2019? Started: Spiritual formation groups, monthly potluck lunch, Lenten Lectures; loneliness café rebranding to Conversation Café series which started with Can the Displaced Speak? art show; rebranding Thrift Sale. In discussion and discernment: alternate worship services Thrift sale changes: rebrand/new name, reduce fund-raising focus, reduce workload, incorporate more neighbours & arts opportunities, evolve to a fall event, 2020 community arts/craft fair & bazaar. This year it is at the same time, but called Thrift Sale and Bazaar, and will have some kind of crafts, perhaps some music, reduced thrift in gym.
9.	<p>MOTION: Richard Dunsterville moves and Doug Graham seconds to accept the 2018 Annual Report including attachments. CARRIED.</p>
10.	<p>Minister’s report and Closing prayer - <i>Richard Chung</i></p> <p>Thanks for an efficient meeting. Last year was challenging for all of us. We worked hard. Thanks for engaging and embracing the changes as we align our work with vision and mission. Another program on horizon for the fall – Knox, UBC School of Music and Early Music Vancouver are planning to have young performers play Sunday afternoons once a month</p> <p>This year will be a lot of exploration and experimentation as we try programs and ideas. Then will assess.</p> <p>Read last paragraph of Ministers report: <i>God has been more than good to us in the year 2018 – and will continue to challenge and bless us in 2019. And Knox, you have been faithful and patient with one another, and very good to me and my wife Sue. I am honored to be your minister. I am very excited and challenged by our vision to engage our neighbors with the arts (and) build a community without loneliness. This is an awesome adventure to be on. Let’s keep the vision alive – let’s keep each other in love, as we love God and love our neighbours.</i></p> <p><i>Gloria Candido</i> - Thank you to Richard Chung and Susan McAlpine for all your hard work!</p>
11.	<p>MOTION: Ben Bouguerra moved to adjourn at 12: 47 pm.</p>

