



2017 ANNUAL CONGREGATIONAL MEETING

Knox United Church

Knox United Church - Annual Report 2017

OUR DEDICATED STAFF

THANK YOU!

Don Bliss

Robyn Brasell

Josie Barley

Paul O'Neil

Rev. Dr. Richard Chung

Colleen Coulter

Debra Danny

Madelene Klassen

Ed Williams

Anne MacKenna

A SPECIAL THANK YOU TO...



**Don
Bliss!**

ACM HOUSEKEEPING

- Call to Order & Opening Prayer
- Confirm we have a Quorum (20+ Members)
- Motion to extend voting privileges to Adherents
- Motion to elect Congregational Meeting Chair & Secretary 2018
- Motion to approve Congregational Meeting Minutes:
 - February 26, 2017 (back of Annual Report)
 - September 10, 2017 (Grey sheet)
 - December 17, 2017 (Grey sheet)

OVERVIEW OF REPORTS

- Trustees
- Building Committee
- Nominations
- Finance Team
- Board



TRUSTEES REPORT

The trustees hold title to the Church property with BC Assessment values as follows :

	01-Jul-15	01-Jul-16
Land \$	11,910,000	\$ 17,752,000
Buildings \$	435,000	\$ 470,000
\$	12,345,000	\$ 18,222,000

SCHEDULE 1

Opening Cash and GIC's December 31, 2016
Interest Received from Developer
Capital Received from Developer June, 2017
Capital Received from Developer December, 2017
GST to Claim re Legal Expenses
Operations Transfer re Accounting Review
Interest on GIC's 12 Months December 31, 2017

Transfer Funds Knox Building Fund
Transfer Funds Knox Operations June 2017
Transfer Funds Knox Operations September 2017
Transfer Funds Knox Operations December 2017 *
Legal Fees
Bank Charges
Organ Servicing
Graves Fund - Education

Closing Cash and GIC's December 31, 2017

Total	Capital Proceeds Fund	Development Interest / Penalty Payments	Special Trusts Funds	Activity 12 Months	
				Building Fund ***	Operating Account ***
\$335,331	\$41,908	\$273,136	\$20,287		
\$100,000		\$100,000			
\$400,000	\$400,000				
\$3,912,101	\$3,912,101				
\$1,219		\$1,219			
\$5,250			\$5,250		
\$5,409		\$5,238	\$171		
\$4,759,310	\$4,354,009	\$379,593	\$25,708		
\$0		\$0		\$0	
-\$40,000		-\$40,000			\$40,000
-\$40,000		-\$40,000			\$40,000
-\$20,000		-\$20,000			\$20,000
-\$5,000		-\$5,000			
-\$81		-\$81			
-\$319			-\$319		
-\$175			-\$175		
-\$105,575	\$0	-\$105,081	-\$494	\$0	\$100,000
\$4,653,735	\$4,354,009	\$274,512	\$25,214	\$0	\$100,000

* The Trustees intend to make an additional transfer of funds
in early 2018 to fully fund the Knox operating deficit

Represented By :

Cash December 31, 2017	\$11,576	
Investments CIBC Mellon Trust	\$4,000,000	
Invested in GIC's September 30, 2017	\$639,052	See Schedule 3
GST to Claim re Legal Expenses	\$1,219	
Accrued Interest re GIC's	\$1,888	
	<u>\$4,653,735</u>	

*** Monies not administered by the Trustees

DETAIL OF SPECIAL TRUSTS	
\$12,117	Organ – congregational funds
\$2,649	F Coulter Fund – music
\$2,231	Pollock Trust – memorial bench
\$1,856	Graves – ministerial / education
\$839	McQueen – memorial garden
\$272	Schafer – permanent items
\$5,250	Accounting Review
<u>\$25,214</u>	Detail Per Schedule 5

RECEIPTS & DISBURSEMENTS

To December 31, 2017

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BUILDING COMMITTEE REPORT





NOMINATIONS REPORT

KNOX'S TEAMS ON THE MOVE

OUTGOING – THANK YOU!

- Board: Debra Danny
- VSP Rep: Debra Danny
- Trustees: Joanne Melville
- Welcome & Communications:
Susan McAlpine
- Facilities & Property Maintenance:
Charles Hou

INCOMING – WELCOME!

- Pastoral Care: John Carr, Charles Hou & Sylvia MacDonald,
- Faith Exploration: Maureen Kinney
- Stewardship & Social Justice:
Frances Herzer

NOMINATIONS 2018 - 2019

Please refer to your beige handout



BOARD

Susan McAlpine, Chair
Michelle McMaster,
Secretary
Larry Tench, Treasurer
Minister
Gloria Candido
Richard Dunsterville
Berkeley Scott

BOARD OF TRUSTEES

Richard Earthy, Chair
Minister
Lori Marzin
Doug Graham
Chris Lay

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
Margaret Pendray
Bruce Herzer

BUILDING COMMITTEE

Alan MacKenna, Chair
Minister
Bill Goodsir
Don Bliss
David Boyd
Richard Dunsterville
Larry Tench
Ed Williams
Michelle McMaster

WORSHIP TEAM

Mary Graham, Chair
Minister
Gloria Bender
Marnie Thomson
David Cass
Colleen Coulter (ex-officio)
Madelene Klassen (ex-officio)
Anne MacKenna (ex-officio)

FAITH EXPLORATION

Michelle McMaster, Chair
Helena Ho
Frances Herzer
Florence Humphries

STEWARDSHIP & SOCIAL JUSTICE

Sharon Copeman, Chair
Adrienne Burton
John Carr
Richard Dunsterville
Maureen Kinney
Bill Herzer
Frances Herzer

PASTORAL CARE

Joyce Kruger, Chair
Minister
Rev. Sharon Copeman
Sydney MacKenna
Helen Overgaard
Catherine Shen
Sylvia MacDonald
Charles Hou
John Carr

FACILITIES & PROPERTY MAINTENANCE

Chair -- vacant
Larry Tench
Richard Dunsterville
Berkeley Scott
Wendy Trant
Ed Williams
Don Bliss



PRESBYTERY REP & F&PM CHAIR

- Presbytery Rep role is vacant. 5 meetings remain until UCC restructure:
 - March 20
 - April 17
 - May 15
 - October 16
 - November 20
- Facilities & Property Maintenance Chair is vacant



FINANCE REPORT

VSP APPROVAL – 2018 BUDGET

“...the Executive understands that Knox is in a period of transition while a new minister is hired and settles in with the Congregation; this is the narrative told by your 2018 budget. We trust that as you work with your new minister, you will allocate some of his or her time to the important visioning work that still needs to happen.”

Copies of this letter are on your table



PROPOSED 2018 BUDGET

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Revenue and Expenses	2017		2018
	Budget	Actual Balance	Proposed Budget
REVENUE			
Pledges & Offerings			
Pledges	91,000	90,945	91,500
Unpledged	34,500	35,216	35,200
Total Pledges & Offerings	125,500	126,161	126,700
Other Revenue			
Use of Facilities/Rentals			
Memorials / Weddings	2,000	-310	1,000
Rentals ¹	28,000	34,780	17,800
Total	30,000	35,090	18,800
Special Events			
Thrift Sale	5,000	9,523	6,000
Emmett Cahill Concert		2,914	0
Special Events/Concerts			200
Djembe Drumming		50	0
Total	5,000	12,487	6,200
Rip & Stitch	500	700	500
Other	1,300	1,300	1,300
Total Other Revenue	36,800	49,587	26,800
Estimated Investment Income			110,000
TOTAL OPERATING REVENUE	162,300	175,748	263,500

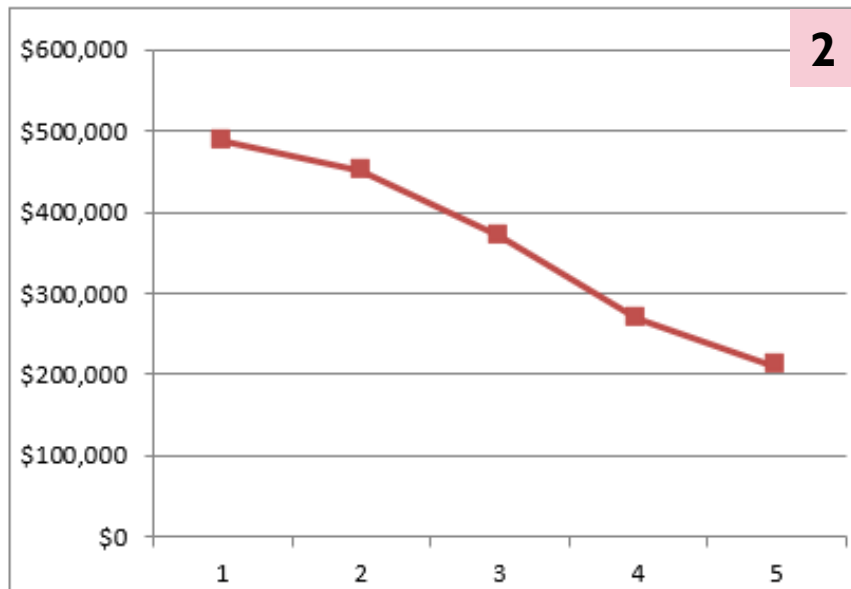
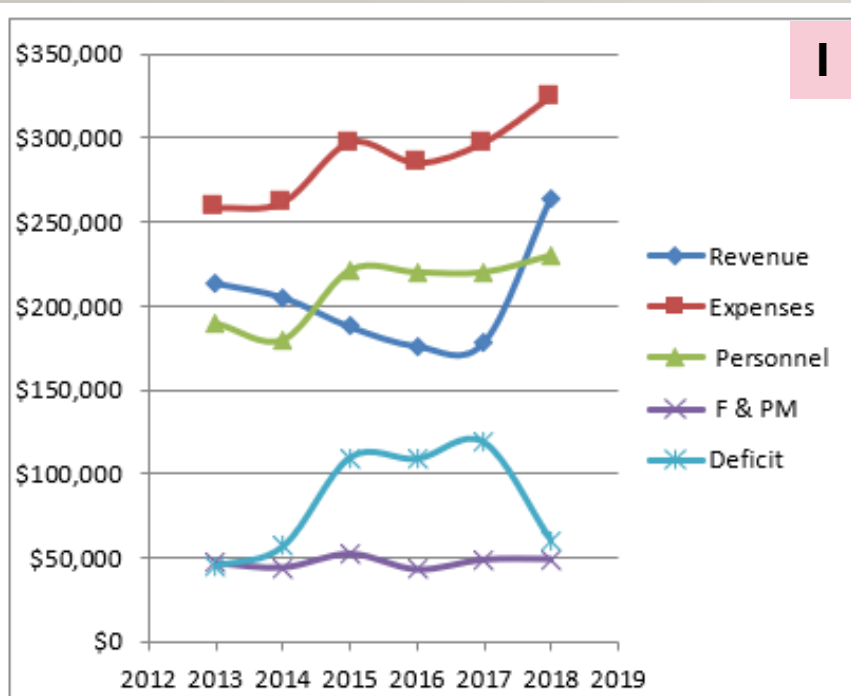
PROPOSED 2018 BUDGET

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OPERATING EXPENSES			
Assessments			
Presbytery	10,800	10,800	11,300
Personnel Compensation ²	222,562	219,159	230,000
Teams			
Worship Music Families	5,500	4,205	5,500
Exploring Faith	200	-97	200
Stewardship & Social Justice	100		100
Pastoral Care	500	524	900
Welcome and Communications	3,200	3,445	3,600
Congregational Life	3,000	1,594	2,000
M & P - Ministry and Personnel	200	75	200
Facilities & Property Maintenance	45,000	48,550	49,000
Finance - Review Engagement	2,000	5,250	5,500
Other			
Minister's Benevolent Funds	500	392	500
Search Committee			14,000
Miscellaneous	1,000	271	500
Bank Charges & GST	200	502	500
Offset GST Received	1,300	1,500	1,300
TOTAL EXPENSES	299,462	300,333	324,100
OPERATING DEFICIT^{3,4}	(139,162)	-124,585	-60,600

PROPOSED 2018 BUDGET AREAS FOR AWARENESS

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	2013	2014	2015	2016	2017	2018
Revenue	213,233	204,900	187,660	176,286	178,427	263,500
Expenses	258,086	261,686	297,180	284,917	296,984	324,100
Personnel	189,567	180,150	221,396	220,064	220,083	230,000
F & PM	46,543	44,159	51,918	43,035	48,660	49,000
Deficit	44,853	56,787	109,500	108,631	118,505	60,600

REVIEW ENGAGEMENT

Catherine Miller, CAP CA



BOARD REPORT



STRATEGIC PLAN - 2017

2017 – Thriving Today

2018 – Building Tomorrow

2019 – Growing into the Future



SOME HIGHLIGHTS FROM 2017 - THRIVING TODAY

- **The closing of the land sale!!!**
- Spring Leadership Retreat
- Minute for Teams
- Closer relationship with VSP
- Congregational covenant
- Expanded role in Summer Spirit worship
- Canada 150 party on the lawn
- Emmet Cahill concert
- Review Engagement
- Growing relationship with DTES Neighbourhood House
- Retirement party for Rev. Liz; welcoming Rev. Julie Lees & Rev. Dr. Richard Chung



STRATEGIC PLAN – 2018

2017 – Thriving Today

2018 – Building Tomorrow

- **Ministry & web ministry development**
- **Prepare to move into our new building**

2019 – Growing into the Future

2020 – *work in progress!*



2018 – BUILDING TOMORROW



Knox



Neighbours

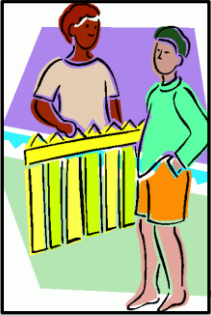


Next



2018 GOALS - KNOX

- All-team Leadership Retreat – April 14, 2018
 - To recur annually on the 2nd Saturday
- Resume “Minute for Teams” after Easter
- Refine & fill Church Officer role
- Install sanctuary projector, screen(s) & wifi.



2018 GOALS - NEIGHBOURS

- Relaunch and develop our Wedding Ministry
- Special Events:
 - Annual Thrift Sale: *April 27 & 28*
 - Loneliness Forum: *date TBA*
 - Summer Spirit: *dates TBA*
 - Annual Christmas Singalong: *Dec 12*
- Developing our Website & Web Ministry:
 - How will we support our cyber congregation?
 - Centralized access to digital documents



2018 GOALS - NEXT

- “Clean out the corners” – Fellowship Centre clean-out
 - What can be moved from cupboards into the Thrift Sale?
- Engage & consult with the Congregation and our Community on the design and use of our new building



2018 GOALS - FINANCES

- Documented TORs for Trustee Funds & Special Funds
- The development of a 5-year cashflow statement / forecast
- Begin to design a proposal for VSP (or new body). Objective: to request additional funding from the land sale capital
- That a working group be struck to look at rentals – limitations, opportunities.

QUESTIONS?



*A copy of this presentation will be available
shortly on the Knox Website.*

WHAT SHALL WE REMEMBER FOR 2018?



**Knox!
Neighbours!
Next!**