

Knox
United
Church



2014



ANNUAL
REPORT



HANDOUTS

INDEX

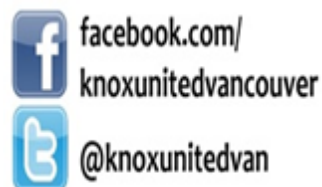
Message from the Minister	1
Report from your Leadership Board	2, 3
New Directions for Ministry – Steps in Faith	4, 5, 6
Youth Ministry	7
Transition Team	8, 9
Building Committee	10
Facilities and Property Maintenance Committee	11
Worship and Education Committee	12
Ministry and Personnel Committee	13
Pastoral Care Committee	14
Rip and Stitch	15
Healing Touch Ministry	15
Sunday Morning Coffee/Kitchen Fund	15
Community Lunch	16
Coin In A Can Ministry	16
Flower Ministry	17
Envelope Report	17
Weddings	17
In Memoriam	17
Confirmation/Baptism	17
Tea-Time Talk	18
Counting Teams	18
Thrift Sale 2014	19
Men's Breakfast Group	19
Sandwiches for First United	19
Knox Website	20
21st St. Mary's / 43rd Knox Cub Pack	21
Stewardship and Finance Committee	22
Financial Statements to December 31, 2013	23, 24
Knox Trustees	25
Knox Annual Congregation Meeting Minutes, March 23, 2014	26, 27, 28
Knox Congregational Meeting, June 22, 2014	29, 30,

Agenda

Proposed 2015 Budget

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KNOX'S VISION, MISSION, VALUES AND PRIORITIES

"And what does God require of you but to do justice, to love kindness,
and to walk humbly with our God?"

- Micah 6:8

OUR VISION: The winds of the Spirit are blowing us in new directions! Along the way,

- Jesus is our compass
- Song fills our sails
- Worship and prayer sustain us
- Love and care support us in rough waters.

OUR MISSION: Pushing off from the familiar shores of the past, we journey forward,
experiencing the Holy, seeking justice, and comforting the lonely.

OUR VALUES:

- Learning and growing in faith
- Faith in action – in our community and abroad
- Mutual respect and neighbourliness
- Integrity and authenticity
- Justice, compassion and healing.

OUR PRIORITIES:

- Worship
- Music
- Wisdom and Ageing
- Being a good neighbour
- Exploring Faith.

OUR INVITATION: Bring your songs, energy, and imagination – and join us on this journey!



A Message from Rev. Liz Bowyer, January 19, 2015

What an engaging and productive beginning we have made since my arrival into your midst as your new clergy last September!

Looking back at your annual report from 2013, I am acutely aware of how much you have accomplished this last year as regards your work around vision, mission, values and priorities for the year. This is largely due to your disciplined, committed, and diverse offerings of time, talents, and treasures on behalf of this place we call our church home. Bravo and well done, faithful servants following in the way of Jesus!

Still, a change in pastoral relations does evoke a wide sweep of emotions as endings are clarified and new journeys undertaken.

This, in turn, requires considerable adjustment and, sometimes, enormous amounts of energy as we discern together what's needed for healthy and effective functioning as a church.

Part of what needs adjustment here at Knox, is an awareness and a tolerance for patience as we clarify and re-visit your established priorities. These priorities spring from your New Directions document focussed on renewed and re-vitalized ministries that were clearly articulated during the interim period and that we continue to test out together as new opportunities emerge.

Functioning as the church in this 'still in between time', the transition between 'what was' to 'what is' and to 'what will be' is the reason behind your Board's decision to approach the annual congregational meeting in two parts. Hence, we will gather for Part One after worship on February 15th to receive team reports and the annual budget and will leave evaluation of your governance model and nominations to the Board for Part Two, currently set for May 24th.

There is much to affirm and appreciate here at Knox!

Whether you sing in the choir, post on the website, plan worship for our young people, set up for communion, take part in community lunch, offer healing touch, assist with funerals and weddings, interface with our rental space groups, hold one another up in prayer or through visitation; whether you serve on one of the various mission teams under the guidance of the streamlined Board; whether you represent Vancouver South Presbytery at their meetings or take part in the Rip and Stitch or Prayer and Share Group, or Tuesday Evening Chapel, or bring folks to Tea Time for Seniors, know this: You are God's Beloved Ones striving to be a thriving church in a time of change and challenge.

May God bless us each one, alone and together, as we continue to discern together how we will embody Micah's call to do justice, love kindness, and walk humbly with our God.

Amen.

Rev. Liz



From Your Leadership Board

The Knox Board

The current Board is formed by Gloria Candido, Richard Dunsterville, Bill Herzer (Presbytery Rep), Susan McAlpine (Secretary), Michelle McMaster, Margaret Pendray (Chair-since May), Berkeley Scott, Joanne Tench, the Rev. Jay Olson (Interim Minister until June 30th 2014) and the Rev. Elizabeth Bowyer (Lead Minister from September 2014)

At the last Annual Congregational Meeting, Sunday March 23rd 2014, Deb Sherrard (Chair), Josie Barley, Judy Langdon, Debra Danny and Bill Goodsir retired. Richard, Susan and Berkeley remained on the Board while Michelle, Gloria, Joanne, Bill and Margaret were newly elected. We wish to thank the retiring Board members for the challenging job they were required to do while Knox was going through Interim Ministry.

No Treasurer was appointed at the last ACM. The Finance & Stewardship Team (F&S) agreed to provide the Board with a monthly update on the financial statements. We are grateful for Alan Mackenna for attending Board meetings and providing the board with monthly financial statements.

Leaders & Teams

Knox has seen many important changes in Leadership over the past year. Rev. Jay Olson's last service was on Sunday, June 8th. The Rev Janice Guthrie commenced a 2-month appointment as our Supply Minister on Sunday June 15th. The Congregation met to review the Joint Search Committee recommendation to call the Rev Elizabeth Bowyer to Knox on Sunday June 22nd. Florence Humphries, our Organist, retired on Sunday June 29th. Ailsa Zaenker played the piano at worship during July, while Colleen was away. Madelene Klassen joined Knox as Organist on August 1st on a 1-year contract. This was to allow Knox time to review the future direction of music at Knox. Robyn Brasell, a CGA, was hired as our bookkeeper on August 1st.

The Chairs of Worship & Education (W&E), Pastoral Care, F&S, and Ministry & Personnel(M&P) have presented reports to the Board this year. In late October, the Board, F&S, the Board of Trustees and the Building Committee met for a half-day Workshop to better understand each other's roles and how to work effectively together. It was well received by all.

Knox is indeed very fortunate to have these and so many other committed people providing services in both paid and unpaid roles.

Governance

Once Knox's Vision and Mission Statements were completed, the Transition Team did not have time remaining to review Knox's Governance structure. This is the main reason the Board recommended (after consultation with BC Conference) that the ACM be split into two parts -- Part 1 (Annual Report / Budget) in February, and Part 2 (Nominations) in May / June. After the Congregation has approved the Governance structure, a nomination process will occur. In 2016 the ACM will be held near the beginning of the year, as in previous years.

When a Congregational Survey was undertaken in early 2013, over 60% of the 85 responders were over 60 years of age, and over 16% were over 80 years of age. We have a large group of elders who need special attention. Many of these faithful members have given very generously of their talents, experience and time. We want to continue to benefit from the wealth of their experience. The Board has identified that many of Knox's operating procedures are not well documented for future staff and leaders, and are already working on ways in which this vital information can best be captured for future reference.

Building Project

Construction is expected to begin on the new Fellowship Centre and underground car park before the end of 2015 (see Building Report). Planning is well underway and has involved many members of the Congregation. This new building provides a tremendous opportunity to look at how best we can use the building to grow our Vision and Mission.

New Directions for Ministry – Steps in Faith

This document was produced in April of 2014, the culmination of the work done throughout the transition period, including the congregational forums. It is an action plan for the first part of our journey to meet Knox's "new" Vision and Mission. The Board is -- and will be -- using this document to identify Knox's priorities. Progress to-date has been identified in the Addendum attached New Directions for Ministry –Steps in Faith - Progress and New Initiatives. Full copies of the document will be emailed in advance of the ACM, and are also available to download from the Knox website by searching "Steps in Faith". Some printed copies will be available at the ACM and in the office.

Special Thanks

This has been an exceptionally busy year for the Knox community. The Board wishes to thank all those who sat on the Transition Team (end June 2014); the Joint Search Committee (end September 2014); those planning and contributing to the Knox Website and the other digital media; those involved in fundraising activities; and those who planned celebrations for people leaving / joining Knox and special events in the life of congregational members. Thanks also to all of the Teams and Committees who kept the work of Knox ticking along despite all the extra activities occurring around them.

The Board is grateful to those outside the Knox community who have provided us with their time and guidance over the past year. These include the Rev. Judith Stark, the Rev. Marion Wong and the Rev. Diana Sung; BC Conference staff Marc Coulombe and Thom Denet; and Tim Scorer for his facilitation.

Last but not least, a hearty thanks to all of our staff, who've ensured that all of Knox's many activities run smoothly – no small task!

The individual contributions and support of the Board members made chairing the Board a much less onerous task than it might have been. Without the involvement and support of the broader Knox community, Knox would not exist. Thank you all for your patience, encouragement and prayers over the past year in helping Knox to discern what God requires of us.

Finally, as we look to the future, bring your songs, your energy and imagination, and join us on our journey -- walking humbly with our God, as we pursue Knox's Mission.

Respectfully submitted by Margaret Pendray, Chairperson

Addendum

New Directions for Ministry – Steps in Faith

Progress and New Initiatives

While these initiatives are divided into categories many of them overlap. The overriding themes are noted on page 2 of the document.

A. Worship and Music

1. Music

The Music Task Force has been asked to review how the music program at Knox can be broadened or enhanced. Membership consists of interested congregational members, Knox musicians, our Minister, and Susan McAlpine (Board lead). The team will report back to the Board by March/April with its findings. This year's Celebration of Christmas Music arose as a result of ideas arising in this Task Force's work. Seventy-one people came to the Celebration of Christmas Music in mid-December, including congregants, guests, friends from Community Lunch, and many more.

2. Worship

The Thanksgiving Service planned by the Worship & Education Team was participatory, and much appreciated by the Congregation and First United. Liz and Susan collaborated on the first Worship Service in January with the use of a Power Point presentation used throughout worship. Your feedback is now being assembled and evaluated.

A new minister brings an opportunity to explore different ways of worship. Expect Liz to continue exploring forms of worship together with the Worship & Education Team and the congregation.

B. Accessibility – A Way to the Holy – Physical Space

This direction has been passed to the Building Committee for consideration. The Board has specifically requested that the Building Committee review and make recommendations to the Board in respect to:

- The ability to be able to use audio-visual tools in the Sanctuary
- Removing some of the pews and replacing them with flexible, comfortable seating
- Improving signage

C. Exploring Faith

A Bible Study session will occur in Lent. Liz plans to hold a workshop entitled Prayers of the People in the next few months. Liz's sermons are placed on the Knox website weekly together with other material from her.

You may have noticed announcements in the Weekly Bulletin of Bible Study and other faith-based activities occurring on the Westside, in Vancouver and in BC. While Knox will be looking at its own unique contributions, we will also help the Congregation know about other local offerings.

As part of the Westside Church Pastoral Care Initiative, the Rev. Sharon Copeman published Prayers for Life in 2013. This was made available to the Congregation. Sharon supported these prayers being placed on the Knox website. Many other members of the congregation have also contributed material on the website, some related to the history of Knox and its traditions, while others are inspirational. Through prayers, articles, videos, stories and seasonal offerings such as the Facebook Advent Calendar, the website contains much more faith-based material on it than it did a year ago. Debra believes Knox may have found another ministry, a cyber-ministry, which, based on the numbers of visitors, appears to be meeting a need.

D. Wisdom and Ageing

This is an area where Knox's Pastoral Care Team is collaborating with other churches on the Westside in elder activities and programs. You will have seen several activities announced in the Bulletin over the past year. The Pastoral Care Team often takes an iPad with them when visiting those unable to attend church. They love to see photos of people and events at Knox.

Youth and Family Ministry was included in this section in New Directions. The Board will explore how Knox can enhance its program for Youth and Families in the coming year.

There are more areas which Knox will be exploring in an attempt to enrich the lives of those who are in their elder years.

E. Being a Good Neighbour and Caring for our Knox Community

As we journey forward, it is an expectation that we will consider how Knox can begin to grow in this area.

1. Building Relationships

The new development provides Knox with an opportunity to build new relationships with our neighbours. For a few years Knox has been working on new relationships with the Westside churches. This group may expand to involve other churches in Vancouver. Social and cultural diversity is all around us. Loneliness is the one of the biggest social issues in Vancouver. What unmet needs exist in our neighbourhood that Knox could provide --or work with other to provide?

2. Increase our visibility and hold an open house

Those of you who follow Knox's website, Facebook and Twitter accounts will know that Knox is actively sharing content about / important to our neighbourhood and renters. Knox will host an Open House for our neighbours as the new development progresses.

3. Support our neighbours and the lonely

Social and cultural diversity is all around us. Loneliness is Vancouver's biggest social issue. What unmet needs are there in the community that Knox could provide or work with other to provide?

4. Reestablish a Membership / Hosting / Hospitality Committee

While there has been limited discussion on this topic it is an area than needs action in the coming year.

F. Grow systems to support New Directions and activities at Knox

1. Communications

We have entered an era where digital communications are thought to be critical in disseminating information. Knox has had its new Website for a year, and more recently, its Facebook page has been revived and a Twitter account launched. Knox's social media activities have spread Knox's profile both near and far. In the past year Debra Danny identified that 51% of all visits to the website were visits by new visitors to the site. During the summer, areas of the website that received most hits were Pastoral Care, Healing Touch, the Westside churches, Ministries and Rentals suggesting that the web had something for which they were looking.

The web has achieved the status it has due to Debra's passion and ability to involve many members of the Congregation contributing material and giving feedback. Traditional methods of communicating using printed material are still important, but in the younger generations, these are being supplanted by digital material, which they can access all too readily!

To ensure Knox's identity was easily identified digitally and in printed material, a small group comprising of Bruce Herzer, Susan McAlpine and Alex Tench, worked on a Logo for Knox. The Logo, a visual representation of Knox's vision and mission, will be unveiled at the ACM.

At the end of 2014, the Board supported hiring a part time Communication Specialist to coordinate communications and ensure the dissemination of information. A recruitment process commenced in the Fall, but was disappointingly unsuccessful. The position has been re-advertised in January. Shortlisting and interviewing will occur during February.

Later in the year the Board will be evaluating Knox's communication strategies.

2. Forums

Forums will continue in 2015. The Board plans to pre-identify dates to ensure there is time committed for them in the church calendar. The content of these Forums will bear in mind the needs expressed by the Congregation to explore faith as well as other matters which may be pertinent at the time. The organization and the content of these Forums is yet to be determined, but the first will take place in March.

Special Appeals & Fundraising

BOARD MOTION approved January 21st 2015

The overall strategy for Special Appeals and all fundraising activities throughout the year falls into 3 categories and will be managed in the following manner:

Major Special Appeals

These will be confirmed at the beginning of the year by the Board.

1. Easter Appeal – A global focus to be determined by the congregation at least 4 weeks before Easter
2. Thanksgiving Appeal – First United Church
3. Christmas Appeal & Christmas Eve services collections – Knox outreach activities

Special Fundraising Events

These will support both budget needs and Mission and Service.

All fundraising will support the Knox Vision and Mission Statements and the New Directions – Steps in Faith document, as well as the priorities of the broader United Church. The Board will approve the focus for the fundraising event.

Urgent Appeals (e.g. global disasters) Usually these will be obvious but are also usually identified by the United Church. They will be considered as they occur.



Youth Ministry

The children and youth have been busy this year. We started by exploring our “Knox Family Tree” and discovering who is connected to us throughout the congregation and our community. We involved the congregation in our “Helping Cranes” project and even formed our very own “God Detectives” Club...looking for clues that God is among us.

In the Spring, we planted the children’s garden, learned about the tradition of making Ukranian Easter Eggs, decorated over 100 cupcakes for our friends at First United and discovered how much music there is in the Knox Congregation. We even learned a special song to say goodbye to Jay.

This Fall, we talked about being grateful for the things we have, taking notice of our complaints with our wristband project and began to look at how children live in other parts of the world. We read Peace Poems written by children from different countries, wrote our own peace poems and learned about the United Nations International Rights of the Child.

From these lessons, we decided to raise money to help other children through UNICEF. We sold the garden veggies we harvested and made Christmas cards & angel ornaments from recycled hymn books to sell at the Knox Fun Night. So far we have raised almost \$500 towards this cause. A huge thank you to the congregation for supporting our project...we’ll keep you posted on how it’s going and what gifts we are able to purchase with the money raised (ie soccer balls, “school in a box”, mosquito nets, etc).

While there are often only a few of our youth present on Sunday mornings, an effort is made to keep in contact with all of the children of Knox and involve them in projects whenever possible. Many participated in designing the Christmas Cards, making the gift bags at the Knox Fun Night and were wonderful angels and shepherds for our pageant on Christmas Eve. Mary, Joseph and Pedro also got out to visit many children who can’t be there on Sunday mornings!

As we head into the new year, we are looking at plans for a Youth-led service and many other opportunities for the young people of Knox to learn and participate in worship with the congregation. We look forward to sharing our adventures with you!

Anne MacKenna, Interim Children’s Coordinator



Transition Team

Transition Team Goals

1. To discern, with the congregation, a new vision and direction for Knox that has vitality and broad congregational ownership.
2. With the congregation, work towards becoming a healthy, safe, and welcoming community in order to build an environment of trust.
3. To understand the nature and structure of the United Church of Canada, and Knox's place in it.
4. To assess and promote the implementation of structures that are needed to support Knox's new vision and direction.

The Transition Team finally wrapped up its activities when the Team was decommissioned on Sunday, June 8th, 2014, Jay's last Sunday. The following Saturday, in the late afternoon, the Congregation hosted a Special Goodbye Celebration for Jay in the Sanctuary, at which time many of the talents of the Congregation were displayed and Jay's time with us was appropriately recognized. Refreshments followed in the West Transept, which provided a great venue as the pews had been removed.

During January in 2014, after Worship each Sunday, 4 Forums were held to help develop specific goals for the 5 priorities previously identified in the fall by the Congregation, Board and Transition Team namely: Worship, Music, Faith Exploration, Wisdom and Aging and being a Good Neighbour. Tim Scorer and Jay Olson ably led the Forums, assisted by discerners who were orientated to take notes and record the findings. These notes were then distilled with other information collected throughout the Transition period (such as individual congregational member Conversations, Forums, Workshops) and provided the basis for the document New Directions – Steps in Faith. This document was intended to provide the Board with direction for specific action over the next few years and was forwarded to the Board.

One of the directions recommended in New Directions, was the establishment of a Music Task Force to review and determine whether the Music Program at Knox should be broadened or enhanced. Since our organist, Florence Humphries was retiring in June 2014, the Transition Team saw an opportunity to establish the Music Task Force immediately prior to making long-term music staff commitments. This recommendation was forwarded to the Board.

To support the new Vision, Mission, Values and New Directions (especially Being a Good Neighbour), the Team recognized that good communication processes were important. The Team recommended to the Board that a Communication Specialist be hired to facilitate communications both within the congregation and with our neighbours both near and far.

During February, March and April, three more Forums were held after Worship. These were focused on the United Church of Canada – This United Church of Ours (led by Jay); Critique of the United Church of Canada's Future Plans (led by Jay) and the Role of the United Church Minister (panel discussion with Jay Olson, Bethan Theunissen and Debra Bowman)

The final requirement of the Transition Team was to produce a Report for Presbytery and the BC Conference summarizing all of their activities during the last half of the Transition period. This included an evaluation of the Transition Team, the Interim Minister and an assessment as to whether the goals had been met. All of this was duly done.

Throughout transition the Team reviewed their goals and focused their efforts on trying to complete them. The first 3 goals saw substantial work but no work was done on the structures needed to support the Vision and Mission. While some work had been done on the Governance Structure after the 333 Review, this was halted once the Transition process commenced - the rationale being that the Visioning process needed to be completed first. Therefore this work was transferred to the Board to complete.

The Transition period was a busy period for those of us on the Team. We first met on Saturday, April 14th 2012, for an orientation. Once the Team was properly established, we met throughout almost every 2 weeks until we finally disbanded in early June 2014.

We were exceptionally fortunate to have a Team that enjoyed working together, were committed to the task in hand and were hard workers. Our Interim Minister, Jay Olson, provided enthusiastic and creative leadership for which we were all grateful. Tim Scorer, whose wealth of experience of the church in society of today was invaluable, very ably facilitated us in our Visioning process together with Jay.

All the members of the Transition Team wish to thank the Congregation as a whole for their wonderful and gracious support through this transition period. We believe, together, we have learned much, have enjoyed doing a lot together and have a better understanding of how as a congregation we may best serve our neighbours, both far and wide, as well as our congregation in the immediate future.

Members:

Doug Graham, Susan McAlpine (Secretary), Michelle McMaster, Margaret Pendray (Chair)
Rev Jay Olson (Interim Minister), Judith Stark and Marion Wong (Presbytery appointees)

Respectfully submitted by Margaret Pendray, Chairperson



The Board has approved a Donate button using PayPal for the website. The concept behind the button, is to make it super easy for the congregation and website visitors to make secure donations with credit cards and PayPal right away. Knox does not accept credit cards at present and has found this to be limiting in today's commerce. This new feature is planned for implementation on our website in February 2015, at which time it will be immediately available to all - for regular givings, one time donations and even things like paying for a course or contributing to church lunches.

Building Committee

The very slow progress of our Project through the Planning and City process appears to have taken a turn for the better.

The most recent obstacle initiated by the City Planning Department was the requirement of another Public meeting. The objective of that meeting was to demonstrate to our neighbours how well the Architects have responded to the long list of requirements developed during the rezoning process. The meeting held in late December was declared a success by City Planning officials.

It appears then that we are on to greater things. The Developer demonstrated his confidence by producing a third \$100,000 deposit. The official Permit application has been made. The Development Permit process could be over in three or four months. That being the case, we could see an excavation in progress by the end of the year.

In the meantime the Building Committee is proceeding with our own planning process.

The Kitchen planning team, working with the assistance of a Kitchen Consultant, is proceeding very well. We have a layout, which does look good.

A decision has been made to press on with the process of removing our antiquated Sanctuary heating system and replace it with an entirely new system. The intention is to have the new system installed and tested in time for the next heating season.

The Building Committee has been requested by the Knox Board to make specific recommendations to the Board on the subject of installing media in the Sanctuary and replacing some pews with more comfortable seating. We have started this process by retaining a very well qualified Acoustical Engineer to investigate and report in detail on the potential effect of making any changes, which may change the acoustical characteristics of the space. The Board will retain the authority to make the final decision on any and all aspects of this proposed work in consultation with the Congregation.

Respectfully submitted, Bill Goodsir



Building Fund Financial Report for 2014

Opening balance in the fund, January 1, 2014		\$ 6,131
Bank charges	\$ (65)	
Web site Charges	\$(3,107)	
Kitchen Design	<u>\$(1,488)</u>	
		<u>\$(4,660)</u>
Closing balance in the fund, December 31, 2014		<u>\$ 1,471</u>

Facilities and Property Maintenance Committee

This committee is responsible for the maintenance of the Knox property. The members are: Ed Williams, Richard Dunsterville, Don Bliss, Larry Tench, Sandra Adams, and Wendy Trant. We have been successful in holding three meetings this year and this has helped us in identifying needed work and possible future work.

Completed Projects in 2014:

- The window sills on all exterior church windows (except those on second floor of vestry/furnace room) were scraped and painted as a temporary measure before re-doing all of the exterior window trim and wall trim. Due to water damage, some of the exterior wall rubber paint on the vestry east wall had to be removed. This was then repainted with some purchased/re-tinted rubber-based paint.
- Most of the hedging was trimmed but further work will be needed to improve accessibility to the church exterior.
- One rhododendron was re-located on the NE wall of chapel.
- Two sets of bolts were added to the outdoor storage shed to improve its security from theft of garden tools. We purchased the following tools as replacements: lawn mower, leaf blower, lawn trimmer, and 2 hp motor for lawn edger.
- Recovered both the main lounge roof and gym roof heating unit with tarps to prevent water leakage.
- Removed and relocated the wooden boxes and other material from the organ loft to protect the organ's air ducts.
- Replacement of high wattage lighting is continuing as required in the sanctuary.
- Replaced two old toilets (one purchased and one gifted) in the vestry and the storage room above.
- Upgraded the sound system in the sanctuary which included a new CD player/recorder.
- The heating units in the fellowship center were all maintained and parts replaced by Reid Brothers.

The only unexpected maintenance expenses this year, besides the tarp installation, was new gardening equipment stolen from the outdoor storage shed. The team continues to be available whenever a need arises in helping with normal and abnormal tasks.

Knox Energy Usage

Fortis Gas	\$1025 per month
BC Hydro	\$ 300 per month

2015 Projects for Consideration

- Replace the old boiler in the church with high efficiency unit(s). A quick estimate of Fortis costs would result in a \$2 - 4000 savings per year. A new system will need to be done soon since the present boiler has been having problems. Hopefully it can be done this summer but we are investigating if an earlier date would be achievable.
- A lawn sprinkler system would improve the facility grass and gardens, and would also require much less time to maintain. This should be coordinated with the new building plans for its new gardens.
- Overall review of the yard plantings to make the exterior gardens more appealing and appropriate for the church setting.
- The exterior of the church will need cleaning and window and other trim re-finished with new paint.

I am especially thankful to the committee members who seem to always look for potential problems in the facility and the grounds. This makes our meetings much more productive. A special thank you must be extended to Paul O'Neil who is always committed to doing that extra effort for the benefit of the church and those whom he works with. Thank you Paul!!

Submitted by Larry Tench, Chairperson



Worship and Education Committee

In opening, we acknowledge and celebrate the ministry of the Rev. Liz Bowyer, our 'new' minister, who has been with us since September, 2014.

At time of writing this report, our mandate is not entirely clear as we (the Knox Board and the W&E Committee) are still working on the new guidelines for Knox's governance structure set up by the committee led by Wendy Bily.

Over the past year we have overseen the decorating of the sanctuary for Thanksgiving, All Saints' Day, Remembrance Day, Advent, Christmas, Palm Sunday and Easter, as well as ensuring that the liturgical colours are changed. (Thank you, Don Bliss!) Thanks are extended to Colleen Coulter, who came up with the brilliant suggestion of decorating the sanctuary as people came into the church at Thanksgiving. *Our baskets spillethed over!!!* The contributions were generous and the display was beautiful!! First United was very grateful for the donations. And again, thanks to Colleen for supervising the Christmas decorating, and to all who participated.

Communion is generally offered once a month with the preparations by Mary Evans and Sharon and Berkeley Scott.

Choir rehearsals, led by Colleen Coulter, take place every Thursday evening except during the summer. We had to bid farewell to Florence Humphries who served as our organist for over 20 years, but we are pleased that she continues to sing in the choir, and we wish her well in her retirement. In her place, we are delighted to welcome Madelene Klassen who has been with us since August.

W&E arranges for supply ministry or conducts lay services when Rev. Liz Bowyer is away. This past year we invited Edith Baird, Janice Guthrie and Sharon Copeman to lead our services. Lay services were led by Alan Mackenna, Frances Herzer and the Men's Breakfast group.

Flowers are organized for the sanctuary by Joanne Melville, Mary Bliss and Marg King. Thanks to them, and to Joyce Kruger and other volunteers who, after the service distribute the flowers to shut-in members of the congregation.

Anne MacKenna has been contracted to work with the children's ministry until June. Anne wrote and directed the Christmas Eve pageant and supervised the children's Christmas card project. Las Posadas returned to Knox again this year with Mary, Joseph and Pedro, the donkey, visiting many Knox homes on their way to Bethlehem.

The Tuesday evening chapel services are not organized by W&E, but we are very appreciative of the Bradleys for their leadership in this rich worship which is attended by several Knox people.

We extend thanks to all who lead and assist in Knox Worship and Education; readers, ushers, choir, soloists, instrumentalists, decorators, facilitators, artists, communion elders, sound technicians and others.

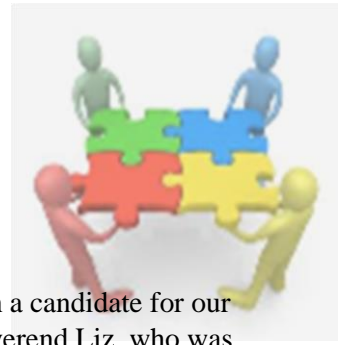
We thank the staff who is integral to the Worship and Education Committee: The Rev. Liz Bowyer, Madelene Klassen, Colleen Coulter and Anne MacKenna.

Thanks also to the members of the W&E team: Gloria Bender, David Cass, Mary Graham, Frances Herzer, Rev. Liz Bowyer, Madelene Klassen, Colleen Coulter and Anne MacKenna.

Submitted by Frances Herzer, Chairperson



Ministry and Personnel Committee



A NEW MINISTER!

The advent of the Reverend Elizabeth Bowyer (Liz) was perhaps the most significant event of this past year. Our Joint Search Committee worked diligently during spring to discern a candidate for our ministry most suitable for Knox. Their long labours happily resulted in the selection of the Reverend Liz, who was received by unanimous congregational vote, and began her service with us at the beginning of September. She comes with a wealth of successful ministerial experience, which will provide new horizons for our worship and community life. We were blessed by the Search Committee's work and warmly welcome our new Reverend Liz.

Music, being high on the list of congregants' priorities, two events were of great importance in the spring and summer. First, we sadly said goodbye to Florence Humphries, who retired after 20 years of faithful and excellent service as organist at Knox. A celebratory luncheon and programme topped off her invaluable musical ministry. How we wished her good fortune, with the invitation to play the Knox organ during the well-earned leisure time that awaited her!

Resolving our financial requirements, we searched for an organist to take over from Florence. We were rewarded by hiring Madelene Klassen, a highly qualified organist coming with excellent references and much experience. Already we thoroughly enjoy her ministry of music on the organ, piano, and also her formation and presentation of a chime group, (bell ringers) which is blossoming under Madelene's direction.

As our choir director, we welcomed back with pleasure Colleen Coulter to full time activity, following a lengthy challenge requiring delicate and painful surgery to her shoulders. With Colleen's resumed leadership the choir continues to enhance our time of Worship, which has been so appreciated these many years.

In June we were mandated to end our three year ministry with the Reverend Jay Olson. During these years we appreciated her strong leadership in challenging times at Knox, her messages of hope and healing as we began an exciting future. We thanked our outgoing Reverend Jay with a lively party, where the blessing of her interim ministry was acknowledged with much gratitude.

We have engaged a new bookkeeper, Robyn Brassel, who also serves Trinity United Church. Coming with excellent references, Robyn works with Josie Barley to produce our monthly financial statements and yearend reports. We may also use her services as we begin to invest the proceeds from our development project. Although we had initially hired Wendi Branchard as contracted bookkeeper, we had to say farewell as she and family moved to Surrey, where communication with her would have been difficult.

We welcomed, in the latter half of 2014, Anne MacKenna as our church school coordinator. The congregation has enjoyed Anne's enthusiasm, hopeful and articulate messages, and is grateful regarding her obvious delight in working with children.

The position of Communications Coordinator, a new position for Knox, is open because we require specialized expertise in carrying our message to the near and wider community. Board Vice-Chairperson, Susan McAlpine leads the search for a talented and appropriate individual to fill this description.

Finally, the M & P team meets with all staff members as the old year ends and a new one begins to simply spend time with our employees and contractors, mutually enjoying their successes plus providing support for them in the future. We assure you we are available to our entire Knox Family in the year ahead.

We urge you all to share your gratitude for all people employed or appointed, and to provide positive suggestions so that we may find ways to continue our image of Knox as a welcoming and inclusive Christian community.

Peace and blessings from all the members of your Ministry and Personnel Committee.

Yours in Christ, Adrienne Burton, Sandra Trueman, Susan Evans, Alan MacKenna (Chairperson)

Knox Pastoral Care Committee

Our Pastoral Care Team helps our congregational members and adherents celebrate their joyous occasions and supports them with their sad events in consultation with Rev. Elizabeth Bowyer. Each of our members has been trained in prayer, listening and responding to peoples' needs. We offer pastoral care by phoning or visiting our congregants at home, in hospitals or in care facilities. One of our members also provides Healing Touch. We practice strict confidentiality.

Pastoral Care Members include: Rev. Elizabeth Bowyer, Joan Cass, Rev. Sharon Copeman, Margaret King, Joyce Kruger, Sydney MacKenna, Helen Overgaard and Catherine Shen. Several of our congregation are doing Pastoral Care but are not officially on our team.

We usually meet with our minister, Rev. Liz on the second Tuesday between September and June when we share our phone calls and visits and our concerns about our congregational members' needs. We respond to her requests for us.

We have a "card ministry" whereby one of our members sends cards on happy occasions such as "special" birthdays, marriages, births, anniversaries or graduations, as well as get well cards for illness or sympathy cards for bereavement. Please call the office if you know of someone who would appreciate receiving a card.

The Pastoral Care Team maintains A LIST OF CONTACT PEOPLE for the congregation in case of a medical emergency when on the Knox property. Please contact Joyce Kruger if you wish your contact information to be on this list!

THE INFORMATION PACKAGE we created for memorial services at Knox continues to be well-used. Three of our Pastoral Care Team - Rev. Sharon Copeman, Sydney MacKenna and Joyce Kruger are still involved with 4 WEST SIDE CHURCHES in the "Seniors' Working Group". This includes: Knox, Dunbar Heights, West Pt. Grey and University Hill United Churches. Last Spring the SWG sponsored 4 Workshops directed by Jan Tennant, a retired Family Life Educator to improve Lay Peoples' Listening Skills. Level 1 was taught in November. Recently the SWG sponsored an event "Navigating Support Services for Seniors At Home". It was well attended.

We continue to participate in the monthly Tea Time Talks. Communion is now offered there twice a year.

It has been a pleasure working with Rev. Jay Olson, Rev. Janice Guthrie and Rev. Elizabeth Bowyer this year.

Submitted by Joyce Kruger and the Pastoral Care Team

RIP AND STITCH

In spite of having a small membership, our group has done very well.

The congregation continues to support us at thrift sales and the fun night at Christmas. The group had a booth at the St Thomas Aquinas Christmas fair on November 2, 2014. Our display cupboard in the Fellowship Hall has many useful items for sale – just ask any of our members and they will be very pleased to assist you.

The members who come every Monday morning are a very dedicated group of ladies, some of whom have been attending for the past thirty-two years.

We would like to thank Paul O'Neil and others for setting up tables and sewing machines every Monday morning.

Proceeds from our sales have been donated to Knox:

Knox general funds – \$500

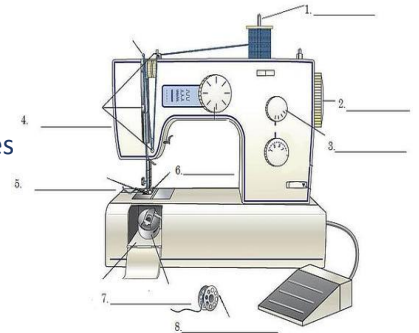
First United sox fund – \$100

Several blankets and quilts were donated to First United Church.

Group members involved: Mary Bliss, Frances Herzer, Margaret King, Linda Fanning, Marnie Thompson and our convenor, Lorraine McCarlie

Respectfully submitted

Lorraine McCarlie



HEALING TOUCH

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.

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

We are an inclusive group with people joining us on a regular bases or dropping in occasionally. Word of mouth brings people from self-help groups and other walks of life. We consider this ministry a privilege.

Call Joanne Tench for more information. There are also brochures, on what this work is about and upcoming workshops, in the rack in the Fellowship Lounge.

Submitted by Joanne Tench

SUNDAY MORNING COFFEE/KITCHEN FUND

Coffee, tea and cookies are served during “coffee Hour” following each Sunday morning church service enabling our Congregation to have a time for fellowship and opportunity to welcome our visitors.

The volunteers who serve these refreshments currently are: the Men's Breakfast Group, Rip 'n Stitch, the Scott family and the Prayer and Share Group. The Bliss family covers the 5th Sunday when that occurs. The schedule is posted on the back of the kitchen tablecloth cupboard door. The beverage supplies (coffee, tea, sugar, stir-sticks, etc.) are available for the use by many Knox groups who meet in the Fellowship Hall. After covering the Knox beverage supply expenses, all other funds are deposited to the Kitchen Fund.

Your weekly contributions during coffee hour, to cover costs, are greatly appreciated.



COMMUNITY LUNCH

Our monthly community Lunch has been a great event for over 10 years. Our guests are welcomed on the second Wednesday of each month, September – June, at 11:30 a.m. or earlier, to share coffee, cookies and

conversation. They can relax with others while listening to music and/or joining in singing. Lunch, consisting of a hot entrée, salad, buns and dessert, is served at noon. The meal is shared with members of Knox who make our guests feel really comfortable. “Healing Touch” is offered after the meal. Efforts are made to create a special time for everyone. At our Christmas lunch, pictures were taken for our guests for their personal use. It is not unusual to hear a guest say “I am going to send this to my mother!” It’s the small touches that make our guests know they are loved and welcomed at Knox. The talents of the Community Lunch volunteers are numerous! Planners, shoppers, chefs, sous chefs, servers, florists, pianists, singers have all emerged from our congregation! Such amazing talent and personal commitment help to create an awesome experience for our guests! We are most definitely a Spirit-driven group! This past year, our Community Lunch program received a grant of \$1,000.00 from the Vancouver Foundation. This generous donation covered the cost of three lunches.

We need and greatly appreciate the support of Knox members who fund this amazing ministry. Donations large or small can be made on the day of the lunch, or Communion Sundays, when envelopes are provided in the pews or any time the Spirit moves you! If you would like to offer your talents to keep this ministry going, please let us know. The more the merrier!

Thank you to everyone who has supported this ministry, in so many ways, over the past year!

Submitted by Mary Evans

The Coin and Can Ministry

Our Knox family has been actively involved in donating food and funds to this ministry since March 2002. Non-perishable food which is donated weekly and our amazing display of fresh fruits and vegetables at Thanksgiving were taken to First United either for distribution as emergency food relief or for preparation on site as a nutritional benefit for our “friends at First”. From January to December 2014, Knox donated more than 1,217 items of food as well as \$98.50 in cash for these two initiatives.

During Advent, an awesome Christmas tree of food was grown in the Narthex. The tree was a visible way of remembering those in need at First and how we can help them.

Thanks to everyone who contributed to the success of this ministry, especially Judy Langdon who regularly dropped off our contributions at First over the past year!

Submitted by Mary Evans



FLOWER MINISTRY

At Knox, the flowers at the front of the church are a part of the pastoral care we offer to the congregation. The flowers often placed there 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. 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

ENVELOPE REPORT

There are 58 contributors who pledge to the local church, 29 of these also give to Mission and Service. We have 58 contributors who do not pledge but give to the local church and/or Mission and Service. There are 13 people who have chosen to use the Pre-Authorized Remittance System (PAR) .

WEDDINGS AT KNOX

Linda Ly and Greg Ian Morgan

Valmon Tsang and Wing Nam Ip

Jimmy Li and Andra Faith Wong

Andrew Lim and Carla Kim

Niall Cousens and Chloe Klippenstein



CONFIRMATION

Gloria Bender Bruce Herzer

IN MEMORIAM

Margaret Jean Lathwell

Marguerite Amy Elliot

Pat Gee

Bryan David Glen

Richard Bruce Newby

David George Bennett

Rodney Cooper Kingsley

Muriel Thomson

Marian Ferguson

BAPTISM

Mia Taylor Pears, daughter to Gregory Pears and Christina Pears

Juliette Elizabeth Herzer, daughter to Bruce Herzer and Stacey Herzer

William Alexander De Luca, son to Paola De Luca and Lindsay Hamilton



TEA TIME TALK

Tea Time Talk is held in the Knox Lounge from 2-3:30 on the 4th Tuesday of each month from September to November and January to May. The special Christmas and June teas are usually held on an earlier Tuesday in those months. During 2014 an average of 25 attended each month with that number growing to over 35 for the Christmas Tea and the Strawberry Tea in June. Communion is served twice a year.

Rev. Jay Olson was our discussion leader from January until June. We celebrated her ministry and bid her farewell at the June Strawberry tea. Thank you Jay, for your warm and welcoming presence!

In September the group was delighted to be introduced to Rev. Liz Bowyer. Since that time we have enjoyed Liz's company as she has led us through some wonderfully thoughtful discussions before we break for tea, coffee and goodies. Welcome, Liz!

At our Christmas tea we were delighted to have the 4 year old class from Little People Pre-School entertain us with Christmas and other seasonal songs. Thank you so much – you were delightful! Another very special occasion was the celebration of Catherine Dunham's 100th Birthday. Congratulations, Catherine!

Many thanks to the Friendship Group who continue to provide us with delicious baking each month. Our dedicated Tea Time helpers set-up, clean-up, arrange flowers, host, serve and provide drives for those who need them each month. Please contact Sydney MacKenna if you or a friend would like a ride.

This program is coordinated by the Pastoral Care Team and is open to women and men of all ages. Please join us and bring a friend if you wish!!!

Submitted by Mary Graham on behalf of the Tea Time Talk group and the Pastoral Care Team

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	Phil and Margaret King
Doug and Mary Graham	Sharon and Bob Copeman
Chris and Maryal Lay	Andy Jakoy and Adrienne Burton
Judy Echols	Michelle McMaster
Gloria Bender	Bill Herzer
David and Joan Cass	Mary Evans

And our spares:

Richard Dunsterville
Richard Earthy
Peter Hamilton



Thrift Sale Report for 2014



It was a small, but enthusiastic group that successfully ran the Knox Annual Thrift Sale.

This is still one of the best opportunities for great fellowship at Knox. It is also an incredible event that draws in the neighbourhood as well as our renters.

This year we raised about \$8,000 for Knox. A HUGE Thank You to all of you who helped.

Respectfully submitted,
Tacye McLagan

**Dates for our 2015 Thrift Sale are Friday, April 24 and Saturday, April 25.*

More information to come!!

The Men's Breakfast Group continue to meet every three weeks and alternate venues with Dunbar United Church men's group. The numbers of attendees averages 15 - 20, who cheerfully meet Saturday mornings at 7:30 am, rain or shine. A full breakfast is available, sometimes spearheaded by a plentiful supply of porridge.

The Group informally discusses a range of subjects, both church and secular. New members are welcome.

Submitted by Bill Herzer



Sandwiches for First United Church

On the fourth Thursday morning of each month, a small group of ladies gathers in the Knox Lounge at 9:30 a.m. to make sandwiches for First United Church. Everyone gets busy and one hour later 100 sandwiches are made and ready to be driven over to First United. A big thank you to Sandra Trueman who heads up this group, purchasing the needed goods, and to Mary Bliss for the tuna sandwich filling, and to Gloria Bender, who is the driver and to all those other ladies who come out and help prepare. A big thank you to the Men's Breakfast Group of Knox and Dunbar Heights, who help support us financially.

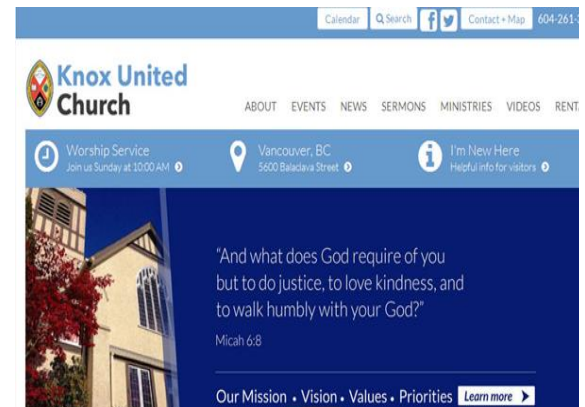
If you would like to make a donation to this Fund, it would be greatly appreciated.

We would also like a few more willing hands to join our group as some months not everyone can come. Please call Sandra Trueman at 604 448 8867 if you would be able to help.

Submitted by Sandra Trueman

The Knox Website

The Apostle Paul wrote to churches because that is where he expected Christians to be. Today only 25% of Canadians will physically step into a church. People are however, using the web or there wouldn't be 16 Billion unique websites. The new Knox website will have been up for 14 months as of January 18, 2015. In that time it has grown from: 81 pages to 476 pages; 19, 923 words to 228,592 words; and 60 pictures to almost 1000 photos and videos. Best of all, the Knox website is being visited consistently with 400 to 900+ visitors each and every month. 50% of those visitors are regular visitors and 50% are new visitors each month. Our Google ranking is downright amazing, having maintained a #1 ranking for United Churches in Vancouver for more than 3 months.



Goals & accomplishments for the Knox website this past year:

- To move from simply communicating information to communicating vision. We wanted the website to show how Knox is living the vision we worked so hard on crafting through our transition. Our vision statement is posted but more than that are the “tie ins” of our events, news, invitations and actions that put that vision statement into practice.
- To create beautiful things. Often the first interaction with the church is the website, so we want to make sure it is positive. In many cases the website is our “new front door”. In others, it is a resource for those who can no longer attend Knox perhaps due to illness or distance but enjoy flipping through the carousel of photos on the homepage, reminiscing, and connecting in that way; or as a conversation starter for pastoral care, community lunch and other outreach initiatives modeling Christian love as they browse the galleries, sermons, videos, events and news articles with their guests.
- To improve the hierarchy and flow of information so that information is easy to find quickly and makes sense to the user. The site is no longer just for those of us in the pews. Our provider ChurchOS has been awesome in responding to our requests in this regard. We have completed two major revisions of the entire website since last spring with excellent results.
- To develop compelling calls to action. We are getting very good uptake on our “check this out” invitations, sermons and prayers. Interesting trivia – one of the major searches on the site was for the Lord’s Prayer – which was promptly put up, along with the 23rd Psalm. Many are looking for pieces of Christian “education” or those traditions that they (vaguely) remember from their own upbringing. Our recipes have been very popular downloads.
- Calls to action are an area the After Church Forum for the Website will continue to focus on. At a minimum, we still need a church newsletter or at least email sign up and online donation channels.
- To keep content authentic and a reflection of Knox today. Much effort this past year was put into photography and video of Knox events and people. The genuine approach gives our visitors a very real experience of what Knox is truly like. Our original content has made the website into an actual web ministry where visitors come back every week to experience how we share the Christian message. It has also provided a way for those who attend, or did attend Knox in the past, to share with their family and friends.

The Apostle Paul’s letters were copied and forwarded to far more groups than just the Corinthians and Galatians. We are well on our way to building a community of digital congregants by linking our scattered members, regular attendees, guests and followers through the website. Knox has an audience; it is up to us to decide who we want woven into our web.

Respectively submitted by Debra Danny

~ with tremendous thanks to: all of you who visit and comment on the website, to our many web contributors, to Rev. Liz, to The Knox Board, to Josie for all her content wrangling, and to our tireless web editors Colleen C. & Susan M.

~~ It is indeed my privilege to be the webminder for www.knoxunitedvancouver.org. Thank you for supporting and trusting me with your stories, images, faith and visions.

Annual Report for 2014-15 Scouting Year 21st St. Mary's / 43rd Knox Cub Pack



We are pleased to be reporting back to you that, once again, the combined 43rd Knox / 21st St. Mary's Wolf Cub Pack is having a wonderful scouting year.

Our first meeting was on Monday September 15th for a beach walk from Kitsilano Beach to Jericho Beach. We welcomed a full pack of 18 youths, age 8-10, including 11 returning cubs, 4 swim-ups from Beavers and 3 new tenderpads. For the first time in many years, we have two girls in our group. It's a nice addition to our group synergy.

Returning from the previous year's Leadership Group is Anna Wight, Nelson Lui & Sebastien Demers. Sebastien took on the role of Akela, the leader of the group. He is replacing Robert Freimanis who has moved on to help lead the scouts of 21st St. Mary's. We had a new leader joining our group: Jessie Xiang Ren. All Leaders have completed all necessary Scout training requirements. All have sons in our Pack. Stefan Zeisler still oversees our pack as our Group Commissioner. He continues to be involved in our activities.

This year's Apple Day fundraiser was a tremendous success. Our net proceeds amounted to about \$1,150, which is a considerable amount for our group. Beavers, Cubs and Scouts participated in selling apples for donation.

In October, we kick started our season by doing a fall camp at Camp Byng, near Gibsons on the Sunshine Coast. We spent two nights and participated in a range of activities, including hiking, archery and outdoor games.

On November 11, our Pack attended the Remembrance Day Ceremony in the UBC War Memorial Gym.

This year's the overall program focuses on the Green Star 'The Outdoors', which provide opportunities for Cubs to develop self-confidence by introducing them to basic camping and various outdoor skills and knowledge. We are also working on the Purple Star 'Canada and the World', which provide opportunities for Cubs to understand better how to actively participate in Canadian society and the world we live in.

Over the next few weeks we will build and race our Kub Kars. It's a definite crowd pleaser among our cubs. We are planning a visit to the Museum of Anthropology at UBC. This will tie in nicely with our purple star theme. On February 23th we will celebrate our founder, Lord Robert Baden-Powell's birthday. Once again the dinner will be held at St. Mary's. Over the next few months, we are planning a few hikes including a winter hike on Hollyburn Mountain. Hopefully we can enjoy some snow.

We are looking forward to our Area Camp at Camp Byng on the Sunshine Coast (May 8-10). Unlike the camp we did in October which only included our pack, the area camp is a gathering of hundreds of cubs and beavers from the Pacific Spirit Area.

We continue to be very happy with the facilities at Knox and always do our best to keep the lounge and the gym neat and tidy. One of the highlights of each meeting is the free playtime the boys and girls get to enjoy in the Gym before and after each meeting. Our pack also loves to be actively involved in supporting the Knox church through leaf raking, donations (socks and gloves) and any other areas or activities where we might be of help. Please feel free to reach out if you would like our involvement for other activities.

In conclusion, we wish to express our sincere appreciation 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.

Yours in Scouting, Sebastien Demers -- 'Akela', Anna Wright, Nelson Lui, Jessie Xian Ren
21st St. Mary's / 43rd Knox Wolf Cub Pack

Stewardship and Finance Committee



GRATITUDE:

Thanks to the generosity of our Knox family 2014 was a busy, exciting and successful year.

Your pledges and donations, combined with your time, energy and commitment, were the essential ingredients that made our ministries possible.

In the past couple of years we have received considerable bequests and special donations that will allow us to move forward with a new confidence. We are blessed by the generosity of these members past and present. Among these donations was a one-time payment to the Mission and Service fund in the amount of \$25,000, with a further \$25,000 donated towards our operating expenses. Our special thanks to Catherine Dunham and family for this wonderful gift.

BUSINESS:

We have worked closely with our new Board during the year as we said farewell to Reverend Jay Olsen on the completion of her interim ministry with Knox, and welcomed our new minister, Reverend Elizabeth (Liz) Bowyer.

Due to the timing of these events and the below budget expenditure of the Joint Search Committee we were able to substantially reduce our budgeted deficit by \$23,000. Good management by all of our Committees and Teams further reduced the deficit by \$6,000.

The details are shown in our year end statements.

During the year, with the support of the Board, we employed a new bookkeeper, Robyn Brasell, who works with Josie Barley to produce the monthly and year end statements. This is a positive move as we work towards spreading the workload and anticipating future financial activity.

LOOKING FORWARD:

Many of the new initiatives put forward by the Transition Team will be reflected in the proposed budget for 2015. They include the extension of current staff activity and the possible hiring of additional staff. The congregation will have the opportunity to respond to these initiatives at the Annual Congregational Meeting as they consider the proposed budget.

STEWARDSHIP:

Once again you have responded to our annual Stewardship Campaign for 2015 with generosity and enthusiasm. With your financial support, your energy and your involvement we can guarantee that this coming year will be exciting, different and encouraging as we anticipate the beginning of construction of our new Fellowship Hall. With the new building will come new opportunities to continue and expand our ministries. The income derived from the capital funds realized from the sale of a portion of our land will give us an important source of funds to bring life and action to our Vision and Mission.

It is important to note that the capital belongs to the Vancouver South Presbytery and the B.C. Conference of the United Church. We have the trust and opportunity to use the income from these funds to further our ministries.

"Pushing off from familiar shores we are on our way."

Respectfully,

The Stewardship & Finance team

Bill Goodsir, Doug Graham, Phil King, Chris Lay, Alan MacKenna (Chairperson)

Knox United Church REPORT TO DECEMBER 31, 2014

	Actual	Actual	Budget
December 14	Jan - Dec 14	Jan - Dec 13	12 Mths 2014
Operating Revenue			
40000 - Pledges and Donations			
41000 - Pledges	11,977.67	106,616.24	94,825
41500 - Unpledged	3,765.00	34,392.05	52,717
42000 - Open Offering	142.00	1,700.66	2,707
42700 - Special Appeals	1,967.80	1,967.80	2,973
42750 - Rip and Stitch	500.00	725.00	875
42900 - Previous Years Pledge	0.00	600.00	36
Total Offerings	18,352.47	146,001.75	154,133
44000 - Other Income			
45000 - Use of Facilities	4,936.50	44,714.75	43,867
45500 - Special Events	1,642.97	9,838.18	10,427
45600 - Opera Preview	0.00	2,223.50	2,223
46000 - Bank Interest	4.42	55.32	33
46100 - GST Rebate	0.00	2,066.18	2,550
Total 44000 - Other Income	6,583.89	58,897.93	59,100
Total Operating Revenue	24,936.36	204,899.68	213,233
Operating Expenses			
60201 - Sunday School Assist	1,042.50	4,042.50	0
60200 - Salaries - Other	16,626.60	176,107.10	189,567
Total 60200 - Salaries	17,669.10	180,149.60	189,567
60300 - Property Expenses	2,495.92	44,158.54	46,543
60400 - Presbytery	698.78	8,385.36	8,065
60500 - Music -OF	633.13	1,969.10	1,810
61700 - Worship	128.05	398.08	324
62700 - Minister's Discretionary Fund	0.00	220.09	361
63300 - Group Ministries	0.00	-81.64	150
63400 - Spiritual Spa	0.00	0.00	0
63800 - Pastoral Care	0.00	300.65	758
64600 - Youth Group/Church School	8.55	32.80	0
64900 - Communication	600.00	5,039.60	2,692
65000 - Accounting Services	165.00	3,052.50	0
65100 - Miscellaneous	0.00	332.65	493
65200 - Staff Education	0.00	0.00	0
65300 - Transition Team - OF	0.00	1,734.23	1,800
66600 - Search Committee	0.00	12,556.47	0
67200 - Interim Minister Sabbatical	0.00	3,438.84	5,523
Total Operating Expenses	22,398.53	261,686.87	258,086
Net Operating Result (Deficit) Month & YTD	2,537.83	\$ (56,787.19)	\$ (44,853)
ALLOCATED FROM RESERVES			
Project Deposit	\$ -	\$ 30,000	
Children's Ministry Fund	\$ -	\$ 2,000	
	\$ -	\$ 32,000	
	\$ (56,787.19)	\$ (12,853)	
Undesignated Funds	\$ 56,787.19	\$ 12,853	
	\$ -	\$ -	

Knox United Church
ANCILLARY FUNDS 2014
January through December 2014

	2013 Balance	YTD Receipts	YTD Disbursed	2014 Balance
2015 Pledge paid in 2014	0.00	6,000.00	0.00	6,000.00
Kid's UNICEF Fund	231.00	258.80	0.00	489.80
Christmas Appeal	0.00	1,967.80	1,967.80	0.00
Community Lunch	1,565.99	2,824.83	3,712.26	678.56
Covenanting Service	0.00	502.00	502.00	0.00
Easter Appeal	0.00	2,428.96	2,428.96	0.00
First United Church	0.00	1,314.48	1,314.48	0.00
First United Coin In A Can	0.00	108.10	108.10	0.00
F Humphries Gift Fund	0.00	2,530.00	2,530.00	0.00
F HumphriesLunch Fund	0.00	1,424.84	1,424.84	0.00
Guest Musician Fund	36.28	700.00	375.00	361.28
Healing Touch	400.55	109.00	0.00	509.55
Jay's Gift Fund	0.00	2,000.00	2,000.00	0.00
Kitchen Fund	62.10	590.31	436.52	215.89
Memorial Garden/Flower Fund	1,892.73	787.19	891.44	1,788.48
Minister's Fund	208.36	0.00	50.00	158.36
Music Fund	537.90	0.00	0.00	537.90
Pastoral Care Committee	0.00	250.00	7.63	242.37
Piano Fund	285.17	0.00	0.00	285.17
Sandwich Fund	364.38	329.90	316.97	377.31
Tea-Time Talk	200.00	0.00	28.00	172.00
Thanksgiving Appeal	0.00	420.00	420.00	0.00
Transition Team	565.97	3,488.26	2,630.47	1,423.76
100th Reunion	250.00	0.00	250.00	0.00
2015 Observer	0.00	60.00	0.00	60.00
2014 Observer	120.00	180.00	300.00	0.00
2014 Pledge paid in 2013	7,800.00	0.00	7,800.00	0.00
Children's Ministry	2,000.00	0.00	2,000.00	0.00
Missions & Service - \$15,800	0.00	16,054.67	16,054.67	0.00
Missions & Service Individual Donation	0.00	25,000.00	25,000.00	0.00
Undesignated Funds	112,268.75	25,600.00	57,729.21	80,139.54
ANCILLARY FUND BALANCES	\$ 128,789.18	\$ 94,929.14	\$ 130,278.35	\$ 93,439.97

NOTES :

Missions & Service actual contributions for year \$16,054.67 - exceeds budget of \$15,800
 New Funds in December re Christmas Appeal (see Special Appeals Budget) and 2015 Observer
 First United Church Funds / Thanksgiving Fund First United Mission - Disbursed to First United

KNOX TRUSTEES

The trustees hold title to the Church property which, according to the last two BC Assessments, was valued as follows:

	<u>July 1, 2013</u>	<u>July 1, 2014</u>
Land	\$7,811,000	\$8,189,000
Buildings	<u>422,000</u>	<u>422,000</u>
	<u>\$8,233,000</u>	<u>\$8,611,000</u>

In addition to holding title to the property, the Trustees are responsible for the stewardship of the following Funds: Manse Fund, Special Trusts and Development Fund.

	Manse Fund	Special Trusts	Development Fund	Total
Balance December 31, 2013	\$63,607	\$21,922	\$40,532	\$126,061
Proceeds from Developer			191,592	191,592
Interest Income	<u>1,451</u>	<u>510</u>	<u>638</u>	<u>2,599</u>
	\$65,058	\$22,432	\$232,762	\$320,252
Expenditures	<u> </u>	<u>227</u>	<u>69</u>	<u>\$296</u>
Balance December 31, 2014	<u>\$65,058</u>	<u>\$22,205</u>	<u>\$232,693</u>	<u>\$319,956</u>

The Manse Fund represents the proceeds from the sale of the Manse, plus accumulated interest, less transfers to General Funds re: Minister's housing. Special Trusts represent funds that have been donated or bequeathed to Knox, to be used for specific purposes.

Note: Proceeds from Manse Fund of \$65,058.24 to be transferred to Knox General Funds. Presbytery has approved use of Manse Fund to be used to reduce 2014 deficit.

COMPOSITION OF SPECIAL TRUSTS:

Organ Fund- congregational funds	14,354
Frances Coulter Fund- music and/or choir	2,592
Pollock Trust- memorial bench	2,183
Graves Fund- ministerial candidates/ staff education	1,988
McQueen Fund- memorial garden	821
Ruth Schafer Fund- items of a permanent nature	<u>267</u>
	<u>\$22,205</u>

Submitted on behalf of the Board of Trustees,

H. Leo King

**KNOX UNITED CHURCH -
ANNUAL CONGREGATIONAL MEETING
SUNDAY MARCH 23, 2014**

Chair: Deb Sherrard
Secretary: Susan McAlpine

1. Call to Order
2. Opening Prayer
3. Nomination of Meeting Chair and Secretary – Moved by Doug Graham, seconded by Michelle McMaster. Motion carried.
4. Motion for Corresponding Privileges – Motion by Debra Danny to grant corresponding privileges to all visiting clergy, members of Presbytery and Conference. Seconded by Sandra Trueman. Motion carried.
5. Motion for Voting Privileges for Adherents – Debra Danny moved that voting privileges be granted to adherents. Seconded by Mary Graham. Motion carried.
6. Approval of the Minutes from the Congregational Meetings of March 17, 2013 and February 2, 2014
 - a. A motion to approve the Minutes from the Congregational Meeting of March 17, 2013 made by Bill Goodsir, seconded by Doug Graham. Motion carried.
 - b. A motion to approve the Minutes from the Congregational Meeting of February 2, 2014 made by Bill Goodsir. Seconded by Alan MacKenna. Motion carried. A correction will be made Judy Langdon item C on the last page should have Adrienne's named spelled correctly.
7. Development Project Update – The second payment of \$100,000 has been made by Hon Towers, and a payment of \$400,000 will be paid on, or before, April 2015. The City of Vancouver has been very supportive and we expect the project to move steadily forward. The new Fellowship Centre may be underway by the end of 2014. New drawings have been submitted by the architect. We will need to provide information to the architect so that building plans can be formalized, and much of this work will need to be done this the spring and summer. Bill Goodsir proposed that we form working groups to support development of plans for the functional areas of the building. The goal to have our plans prepared by July 1, 2014. Groups are:
 - plant (mechanics & electrics, layout, design, etc.)
 - landscaping
 - sanctuary redesign
 - kitchen
 - community relations & outreach
 - security
 - furniture & office equipment (includes window coverings)
 - storage
 - electronics (both sanctuary & centre)

Register in the fellowship centre. First meetings should be held starting next week in conjunction with project managers. Consultants will be made available as needed. The square footage has been set, but

the outside of the building is not yet set. The building will be designed to Silver LEED standards.

8. Recognitions – Our thanks to Deb Sherrard for stepping into the role of Chair, and for her commitment for the last 2 years. Our thanks to Josie Barley, Paul O’Neil, Colleen Coulter, and Don Bliss for their unwavering support, hard work and commitment. A special thanks to Josie for her work in the role of “Acting Treasurer”. Thank you also to Joyce Kruger and Tacye MacLagan for their special music. M&P acknowledged Florence Humphries on her impending retirement. A special thanks to Tacye McLagan, Mary Evans, Mary Graham, Richard Dunsterville, Bill Herzer and Berkeley Scott for preparing the room and our meal. Our thanks to Joanne Melville for her ministry of flowers. Thank you to the Transition Team and Discernment Groups, who “worked their little hoofies to the quick.”
9. Reports from the Chairs of Committees and Ministry Teams
 - a. Communications – Debra Danny: The website is getting positive feedback, but more help is needed. If you are not on a committee, please volunteer to help support the website by calling, writing or emailing Debra Danny with inspiring quotes, stories, poems, recipes (eg. seasonal – Easter, Christmas). There is a section on the site called “We Remember”, which speaks to Knox’s history and stories. Please share as frequently, or infrequently, as you are able.
 - b. Prayer & Share – Marg King: A written report was not entered, but the group has been meeting since the fall, in the Youth Lounge on the second Tuesday of every month at 7:45 PM. All are welcome.
10. Approval of the Annual Report (excluding budget): Moved by Judy Langdon, seconded by Phil King. Motion carried.
11. Transition Team Update and New Directions for Ministry – Margaret Pendray: We are nearing the end of Transition. The goals are close to being completed, and we hope to be finished by the end of May / mid-June. Discernment Team reports are complete and have been emailed to the congregation. Printed copies are available by contacting the office. Thanks to the entire congregation for their thoughts, prayers, wisdom and creativity. Thank you to Jay Olson, our leader, and the members of the team for their dedication, fellowship and work. Thank you to the Board for its patience and support during the transition period.
12. Presentation of the Budget – Alan MacKenna: We have contracted with a book-keeper to compile an income statement for Knox General Accounts to be presented to the Board by F&S each month.
 - a. Pledges: \$102,000 for next year. Thank you for your generosity.
 - b. Unpledged: Last year, the amount was \$52,000. The budget amount has been set at \$40,000 in order to be conservative, as this cannot be accurately predicted.
 - c. General Revenue: The Board asked for a simpler statement. The items of Open Offering, Special Appeals, Rip & Stitch, and Opera Preview will be categorized as “General Revenue” on the Income Statement.
 - d. Salaries: Projected at \$195,000 – a 1.5% increase for all staff and the minister. The minister’s increase is dictated by the United Church of Canada.
 - e. Facilities & Property: \$50,000 will be needed to maintain our current buildings.
 - f. Interim Minister Sabbatical: Mandated by the United Church of Canada. This pays into a fund for ALL Interim Ministers.
 - g. Search Committee: Budget is \$20,000. This amount is to allow for a far and wide search, without the intention to spend it all.
 - h. Transition Team: \$1,700 to complete the work (consultants, printing, etc.)

- i. Operating Deficit: We will have a deficit of \$85,815. Last year we projected \$62,000 but it was actually \$44,000
 - j. Jean Angus: Her bequest will be reviewed and the options for investing, and utilizing a portion of her gift in a way which would especially honour her, will be considered by the Board in the coming weeks.
 - k. Requests for Clarification from the floor: Sunday School staff is now incorporated under Salaries.
 - l. Good news that the pledged amount for Mission & Service givings has gone up slightly from last year.
13. Approval of the Budget: Alan MacKenna moved that the budget as it appears in the Annual Report be accepted. Moved by Alan MacKenna, seconded by Ross McCarlie. Motion carried, with one opposed.
14. Nominations – Frances Herzer: Thanks to Marg King and Sandra Trueman for their work with Frances, as well as those who have accepted new roles. The Chair called for any further nominations from the floor. Florence Humphries was added as an ex-officio member of Worship & Education until her retirement date. There is no Treasurer on the Board – F&S will send representatives to the monthly Board meetings. Frances moved that the slate be approved. Seconded by Marg King. Motion carried. The Chair thanked the Nominations Team.
15. Joint Search Committee Update – Susan McAlpine: The Committee has met twice, the deadline for applications is March 25, 2014, and the committee will meet on the 27th to review the applicants and start to make decisions on a shortlist.
16. Minister's Report – Rev. Jay Olson: Jay thanked Deb Sherrard for her leadership, which has been key for the successful work of the Board this year. Debra Danny's skill and commitment is to be commended for her work in developing, launching and sustaining the new website. Jay extended her thanks to the Transition Team. Jay asked for our prayers for the person who will be our next Minister. Jay hopes that "being good neighbours" will transform Knox; that our "renters" will become partners. Jay reminded us of the tool of Holy Currencies. When we review the new direction and plans, test them against the Holy Currencies.
17. Closing Prayer
18. Adjournment

Knox United Church - Congregational Meeting

Date: June 22, 2014

Place: The Knox Sanctuary

Time: 11:33 AM, following Sunday morning service

Chair: Margaret Pendray

Recording Secretary: Susan McAlpine

Joint Search Committee Chair: Berkeley Scott

Presbytery Representative: Rev. Judith Stark

1. Call to order and opening prayer.
2. Introduction and explanation of the process.
3. Approval of the Agenda – There were no objections, so the chair declared a consensus.
4. Ensuring a quorum – 47 congregation members were counted in the sanctuary. 2 members of the congregation attended remotely by video conference.
5. Motion that speaking privileges be provided to Adherents and Visitors – So moved by Michelle McMaster; seconded by Marg King.
6. Motion that voting be by a show of hands – So moved by Phil King; seconded Bill Goodsir.
7. Report of the Joint Search Committee – Berkeley Scott spoke. A written report was circulated (appended). The candidate was named: Rev. Elizabeth Bowyer.
8. Questions:
 - Was Liz's last name Bowyer when she attended Knox? Yes.
 - Does a Diaconal member have permission to distribute the sacraments? Yes – Conference will issue license to permit this for the term of her call.
 - Where is Liz moving from? Didsbury, AB with a layover in the Okanagan for the summer.
 - Does Liz have any dependents? We were not legally able to ask this question during the interview process.
 - What is Liz's age? We were not legally able to ask this question during the interview process.
 - Is Liz married? We were not legally able to ask this question during the interview process.
 - What date will Liz start? Sept 1, 2014.
 - How long will Liz stay? It is an open ended call.
 - Will we provide a living allowance? Yes. The UCC requires a specific amount to be provided for housing allowance.
 - Will we pay for Liz's relocation? Yes, we will pay for her relocation (which was provided for in the 2014 budget).
 - Are we are calling Liz as a full-time minister? Yes.
 - Has anyone on the team heard her preach? Scripts and recordings were provided for our review.
 - Does her old church have a website and can we hear her sermons? The website is Didsbury United Church and can be googled. We may be able to provide the recording and will look into it. (Recording Secretary's note: the website now appears to be defunct)

- How large was the congregation? We do not have this information.
- How does the JSC feel about the candidate in terms of her strengths? Mary Graham: "I was impressed by Liz's constant interest in Knox. She read the JNAC, all of our materials. She knows Knox very well already. She is very eager to be with us and minister with us. She constantly kept in touch, wanted to know more and asked many questions." Judith Stark: "Liz has an advantage as a trained and qualified interim minister. I studied interim ministry together which is how we got to know each other. In my own heart she came well qualified this way. She understands the process we have been through, and will be watching for all the work we have done. There were others we considered very seriously and they were appealing in many ways, but were not chosen for other reasons – for example, they may over-ride the work we did by not understanding the work and effort we have done over the last 2.5 years. At this time, having someone be a bridge to what we have given all our love and heart to, I think that Liz will be a true asset to you all and a real gift to you all." Ben Bougerra: "One of the things that struck me about Liz in the second interview is she took the time and effort to get to know each one of our names, and addressed us by name in her interview, and seemed to want to get to know each one of us."
- Do you believe that Liz is strong in the area of Christian education? Was she was keen to lead study groups and lead us to grow in our faith? Judith Stark: "One of the descriptions of Diaconal minister is that they are strong in teaching and education. When we first asked Liz what her passion is, she said 'Small groups!' She was the only candidate to say this. We know that people are thirsting for that, and we are confident that once she is established, there will be really interesting work in this area." Ben Bougerra: "I asked Jay about Diaconal ministers, and she told me 'Community outreach' – that was huge, and I recognized it is what we need. Berkeley Scott: "A Diaconal minister is commissioned to the ministry of education -- assisting people to know themselves and the world."
- Will there be a probation period? Judith Stark: "There is no probation period. This is why the JSC took their work so seriously. They even lost sleep over it. When we make this decision, it is as permanent as anything can be. A call from God is an open-ended matter between the congregation and the clergy."

9. Motions on the recommendation.

- On behalf of the JSC I move that the Reverend Liz Bowyer be called to minister to the Knox Congregation with the stated terms effective Sept. 1, 2014. So moved by Berkeley Scott; seconded by Mary Graham. 47 voted in favour. Motion carried unanimously with none against, none abstained.
- Berkeley Scott moved a friendly amendment to add the following stated terms (above), read from the Record of Call: Category D – 9 years of service. Annual salary of \$38,392, plus 6% for local cost of living. Annual housing \$36,000. Basic phone \$1200. Continuing education as set by general council: \$1330. The call will begin on Sept 1, 2014 as a full-time position. A vote was taken on the friendly amendment – motion carried with none against and no abstentions.
- Berkeley clarified that all stated terms were dictated by the UCC with the exception of the cost of living percentage, which was recommended by the JSC.
- The first motion (a.) was voted upon again, as amended. The motion carried unanimously, with none against and none abstaining.
- On behalf of the Knox United I move that the Congregation request the BC Conference approve the Record of Call to Knox (BC 435 RC) of the Reverend Liz Bowyer. So moved by Berkeley Scott; seconded by Helen Overgaard. The motion carried unanimously, with none against and none abstaining.
- I move that the JSC disbands following the Reverend Bowyer's covenanting service. Moved by Berkeley Scott; seconded by Colleen Coulter. The motion carried unanimously, with none against and none abstaining.

10. Motion to adjourn the meeting: So moved by Michelle Master; seconded by Susan McAlpine.

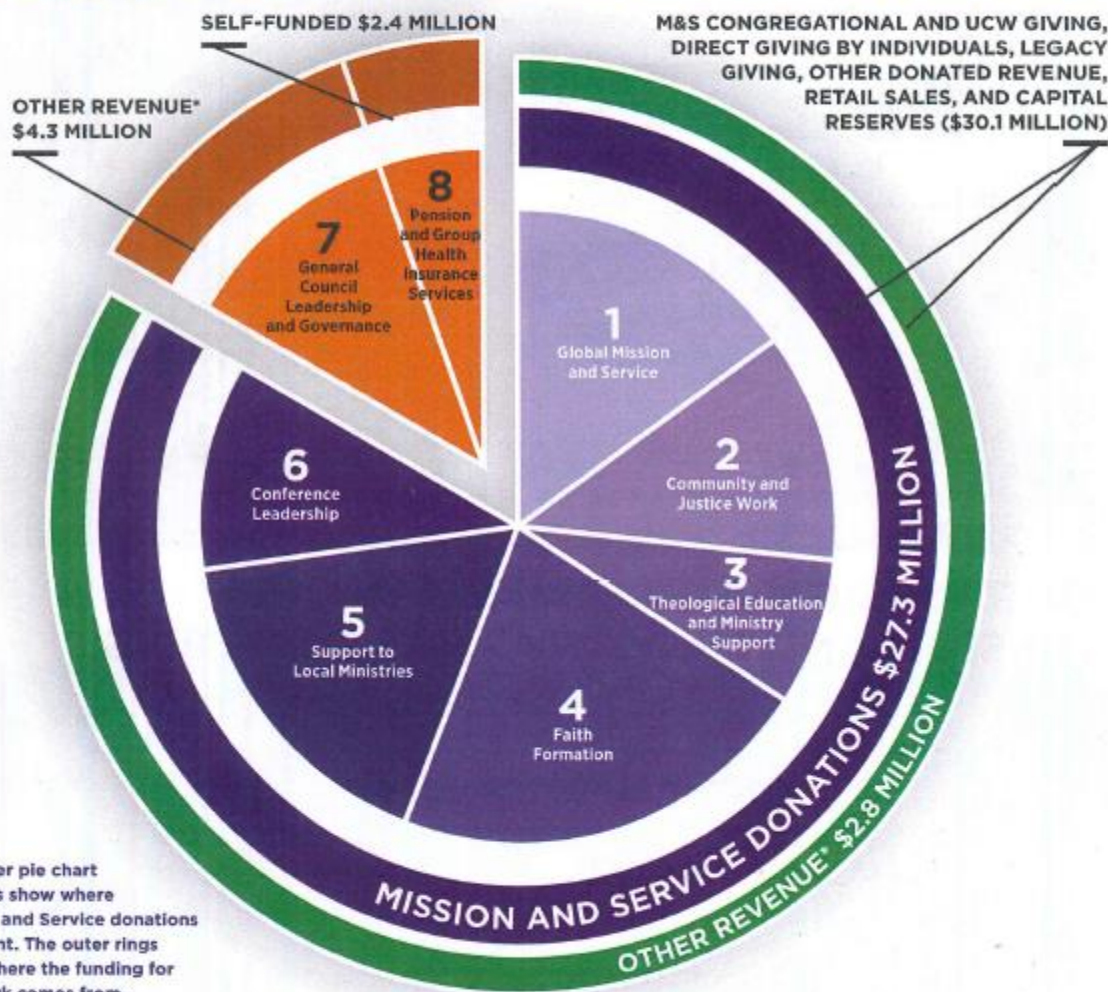
11. The meeting was adjourned and the Christ candle was recessed.

Mission and Service at a Glance 2014

Generosity Funds Vital Mission and Service

- The pie chart shows how our generosity supports six program areas of Mission and Service work.
- All Mission and Service donations are applied entirely to these areas.
- Other sources of investment and trust revenue, including giving from and through the Foundation and from the church's capital reserves, are used to support Mission and Service programs, as well as the leadership and governance operations of the General Council Office.
- The management of group health insurance and staff pensions, as in 2013, is self-funded in 2014.
- Everything in God's time is seasonal, so needs and priorities may change from year to year.
- Expenditures in the six program areas include common office services to support program delivery, such as finance, computer and technology services, and affiliated staff.
- Our 2014 objective is to increase congregational participation in our Mission and Service work. You can help by sharing this information with members of your congregation and encouraging generous and meaningful annual giving for both the local church AND Mission and Service.

FORECASTED 2014 MISSION AND SERVICE REVENUES AND EXPENDITURES (\$30.1 MILLION)



The inner pie chart sections show where Mission and Service donations are spent. The outer rings show where the funding for this work comes from.

*Other revenue (\$2.8 million + \$4.3 million = \$7.1 million). This includes designated gifts for Mission and Service partners and work, additional donated funds, investment income, government co-financing, and retail sales. It also includes a \$4.2 million draw on capital reserves to meet expenditure commitments. It no longer includes projected income for emergency appeals, unknown at the time of budget setting; previously projected at \$1.5 million annually.

With \$5.2 million in planned budget reductions and restructuring for 2013 and 2014 came some redefinition of several program areas to categories of the pie chart. The changes include movement of pastoral relations from category 3 to category 5 and movement of the EDGE Network from category 4 to category 5.