

St. Stephen's United Church

2019 Annual Report



St. Stephen's United Church
150 Village Way, Qualicum Beach, BC
V9K 1V1
250-752-9831
EMAIL: ststephensuc@shaw.ca
WEBSITE: ststephensucqualicum.ca

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MINISTER'S MESSAGE

Subsidiarity. Now there's a rich word. Admittedly it doesn't get a lot of everyday use, but it is one that I keep coming back to. I think I first came across the notion of subsidiarity at about the same time I arrived in Qualicum Beach, 27 years ago this coming summer. I had become involved with a group of (largely) clergy who were regularly meeting to do some exploration of some elements of Christian thinking in relation to the historic creeds. Our conversations inevitably took us into some examination of Catholic teaching, and I arrived at two important conclusions. My first conclusion was that I was probably going to thrive best spiritually by remaining a Protestant. ☺ My second conclusion was that awareness and appreciative consideration of nearly 2000 years of Catholic teaching was surely going to be very important to any clergyperson, Protestant or otherwise, who wanted to be theologically coherent! We are not required—nor is it the best use of our time—to reinvent theological wheels that have already been well-made, sometimes as much as 1600 years ago. One of the concepts I learned about during this time was this idea of subsidiarity, a Roman Catholic social teaching which is about—where possible—keeping decision-making at the lowest level, at the level of those effected. Yes, there is a place for central authority, but it is *subsidiary* or supplementary to local authority, and should only come into play in places where local authority is not able to function effectively. As I think back to encountering this, I realize that it has been one of my more influential learnings. Where possible, ensuring that most decision-making remains local and in the hands of those most effected by those decisions has seemed to me to be a respectful, efficient, and fair way of approaching things.

I mention this because we are in a unique time in human history. The speed of the change we experience—social, cultural, political, economic—is staggeringly rapid. Furthermore, diversity isn't so much a goal, as a simple reality of everyday living. We are awash in new information and that which is (oftentimes) unfamiliar to us, and so charting a course can be increasingly complicated as that new information quickly arrives. Naturally there remains a place for centralized authority and decision-making, but local authority and informed decision-making applied to local realities is critical to surviving and thriving in such a fast-moving environment. Regular course adjustments are required. Or, to put another way, it's usually easier to alter the course of a small ship than a large ship. Finding that healthy balance between local and centralised authority in the Church should be, I believe, a regular consideration for congregations and denominations in our fast-changing world. It is reasonable to say that while the gospel of Jesus Christ does not change, interpretation and application of that good news can shift over time. History teaches us that approaches to mission and ministry regularly change depending on culture and location. Doing ministry in Qualicum Beach is probably a bit different than doing ministry in Mississauga. Where the church prudently adapts to social and cultural changes, it tends to flourish. In the United

Church we have recently undergone some structural changes that may indeed permit a greater degree of flexibility and autonomy for the congregation. A nimble local church, one that is able to shift its focus and resources in a local community quickly while keeping its focus on Jesus' leading, is one that will likely serve him well in the years to come. My hope that this will continue to be in the minds of the St. Stephen's United fellowship as I leave my ministerial duties here.

Oh, did I mention that I am retiring? ☺ As you know (and are assuredly tired of hearing by this point!), I am "putting in my papers" and concluding the formal call I have to St. Stephen's United Church on June 30, 2020. Tevis is intending to continue her work as a schoolteacher for a while longer and we plan to remain in the community, so you will likely be seeing us both around town. Qualicum Beach has become home to us, and we are planning to keep it as our home. My retirement plans are—how shall I put this?—"fluid." God willing, we will be doing some traveling again this summer, and beyond that ... well, who knows? There may be some ministry left in me (I am well aware of the way that in the Biblical story God seems to snatch alarmingly elderly folk and puts them to all sorts of purposes well outside of their comfort zone!) and I guess I'll burn that bridge if and when I come to it (though I may have gotten that metaphor wrong). Perhaps I'll sneak into the Newcomer's Club. Anyway, as my mother used to say to me, "I guess we'll see." What I do hope is that some of the pastoral relationships I have had and appreciated here may, at some point down the road, simply turn into friendships.

I do need to take this opportunity to say thanks to all the members and friends of St. Stephen's, past and present, for the many, many kindnesses I and my family have received over my tenure here. You have shown great resilience in hearing some version of largely the same sermon for the better part of three decades: it's something about Jesus. My only defence is that I just find him endlessly fascinating. I should also say that it's been hard to know whether I over-stayed my welcome, which is always the danger in a long-term pastorate like this has been. If I have, I apologize for missing the cues. On the other hand, from my end it has been the experience of a lifetime. I have gotten to know some truly wonderful and fascinating folk and I have had the great privilege of walking alongside so many through the highs and lows of living. That has been a tremendous gift. I also need to say that I have had some marvellous colleagues on the journey. Sandy Scott was secretary when I arrived and she gently introduced me to the St. Stephen's way of doing things. Mikel Laurie (now the Rev. Mikel) joined the team as youth minister and I truly benefited from his knowledge and fresh perspective. Who knew that building houses in Mexico would change us here? Adele eventually joined me at the church office and she saw things I didn't, and has done an impressive job in keeping me (along with the office) organized. I'm not really attempting humour when I say that she's made me look a lot better than I really am. Last year, when Adele was on leave, I got to work alongside

Fiona, which was no small blessing. Now I have the pleasure of working with both she and Adele. Of course, labouring alongside Dianne (now the Rev. Dianne—yes!) has been a highlight of my time doing ministry. The kind of collegial relationship we have is something of a rarity in this line of work, as best as I can tell, and I am very thankful. And also I learned a lot during her Master of Divinity studies. It was a bit of a refresher course. And with all these people, amidst all the challenges and peculiarities of congregational ministry, we somehow laughed a lot. A lot.

All that being said, I think that the greatest thrill for me here has having been given a front row seat (quite literally on Sunday mornings) in watching God change lives, mine very much included. There are some occasions when you'll hear someone say after a worship service that "God turned up," which I believe is another way of saying that the speaker had some sense that the Holy Spirit was active in some noticeable way. Truth be told, after 27 years of worshiping here ... I have a hunch that God always turns up. Always. It's just that sometimes it's more obvious than others. I've bumped into God a lot at St. Stephen's, and it has been far more than I would have ever asked for or imagined. On top of all that, I got paid to do what I get to do. God is quite amazing. ☺

Blessings



MESSAGE FROM OUR ASSOCIATE MINISTER

When I first started as the Youth and Family Minister at St. Stephen's in 2009 Phil encouraged me to pick a scripture to put on the back of my new business cards. At the time I knew exactly the scripture I would pick, not because I am any great biblical scholar, simply because it is a part of God's story that has always stood out for me and, at the time, it really spoke to how I was feeling as I found myself beginning a new job in pastoral ministry! The passage is Genesis 12.1, God's call to Abraham, *"Go from your country, your people and your father's household to the land I **will** show you."* It has always struck me as somewhat comical that God issued this great call, a call that is so pivotal in launching so much of God's story with humankind, by telling

Abraham to “Go” but not telling him where he was going to. God was giving Abraham the opportunity to trust Him to make the way known as they went. Back in August 2009 that biblical call story that I had always thought was a bit humorous started to sound strangely familiar to me. God was saying, “Go,” but He was not being especially forthcoming about where my own journey into ministry was headed.

Well fast forward ten years, and here we are. Together we are preparing for the next chapter in the history of this congregation who are St. Stephen’s United Church. There are a few things I am clear about as I both look back, and then turn to look ahead. The first is that I am so very very grateful to be here, at this point, with you all. It has been an absolute joy to make this journey with you. It hasn’t been without its challenges and our share of sorrow, but it has also been full of wonderful joy-filled moments, Kingdom moments. Together we have grown, deepened our faith and trust in God, and have had the unmatched joy of watching people experience the reality of God’s love. And, for me, all of that is the fuel that keeps me chasing after Jesus. The second thing I know for sure is that it was a good thing God didn’t tell me where all this was headed back in 2009! Honestly, if He had, I likely would have laughed because it sounded preposterous to me, and quite impossible. But then, as usual, in not telling me, God seems to have known what He is doing.

Now, as we move into this new decade and face this turning point of our life together, I think these words, first said to Abraham, still remain incredibly fitting for us as a congregation. We aren’t at the beginning of this call, our mission to follow Jesus. We have been following it for some time ... a lot longer than I have been part of life at St. Stephen’s. And yet we still don’t know where God is going to take us, what He has planned for us as we go, and especially what He has for us to do on His behalf. But we do have all that we need to work it out as we go. As a congregation you did some great work together in this last year. Together you’ve prayerfully looked ahead and discerned some new aspects to our vision and a strategic plan that will help us move towards those goals. We trust that this work was inspired and led by the Holy Spirit and will be central as we move ahead. I am excited to live into these goals together, and even more excited to see how God moves amongst us and leads us as we do. It won’t end up looking like we might expect. It never seems to for Jesus’ followers. I certainly didn’t expect to find myself ordained and preparing to take on the role of Lead Minister! But isn’t that the wonder of this life with God? We don’t know for certain where we are going or how we will get there. We need God to be with us, providing all that we need and leading all of us and each of us one day at a time.

If you will all indulge me one final personal note. I only know any of what I have just said because eighteen years ago God led my family and I to “check out St. Stephen’s.” Since that time, like all of you, I have had the incredible gift of being able to sit under the solid faithful Christ-centred teaching of the Reverend Phillip Spencer, my pastor, my friend, my colleague

and my brother in Christ. What an absolute joy it has been! Thank you Phil and, even more, thank you Jesus!

God bless you all,

Dianne

MESSAGE FROM THE BOARD CHAIR

It's hard to believe that we are now starting another decade, and harder to believe that I am writing this report as your Board Chair....I did not see that coming. From the outset, I want to tell you how grateful I am to the former Chair, Dave Ney, all the Board Elders, the Admin staff and our Ministers who have made the transition into this job seamless and smooth. Thank you.

In April of 2019 the Board approved the new Vision 2020 Strategic Plan for St. Stephen's. The Plan was developed with consultation sessions and discussion with Ministry groups. Your input to the process and the Plan mattered because the final outcome needed to be something that was discerned with prayer and respect for all views. It needed to be a Plan that we could all own and live into.

In June 2019 we started the process of addressing Goal 1 which focused on hiring our new ministers. I recall with delight a video conference call I had from the parking lot of a grocery store in Ontario (where I could get a strong WiFi signal) and learned that Rev. Dianne Collery would apply for the position of full-time Minister. God works in mysterious ways and even with technology! In November 2019 the Congregation approved our church 'profile', position job descriptions, appointed Dianne to the lead Minister position and approved a search for a $\frac{3}{4}$ time Associate Minister.

The other four Goals of the Strategic Plan are all well underway. The Board held a Saturday retreat in August 2019 to kick start the implementation process and a second retreat in February to look at progress and refinements to the Plan. The Plan is a blueprint for the work we undertake as a Congregation and it will undergo some changes as we move forward.

The Board is also aware that communication, in all its varied forms, matters a great deal to the Congregation. We have kept up with monthly Board reports (both spoken and printed) and the presentation of items of interest and importance through Encouragement Minutes. Please remember that Board meetings are open to anyone who wishes to attend and that all of the Board members are happy to discuss issues important to you, whether in person, by email or by phone. God has great plans for the work of St. Stephen's United Church...these are exciting challenges. Thank you for all you do and many blessings.

Andy Gilman, Chair

PRESBYTERY REPORT

This is the last time you will see 'Presbytery' as a heading in our annual St Stephens' report. Presbyteries ceased to exist on December 31, 2018 and Pacific Mountain Region came into existence January 1, 2019. The new Regional structure which was embraced by congregations (now called Communities of Faith) and Presbyteries nation-wide came from an amalgamation of Presbyteries and Conferences. The intent was to streamline administration and professionalize aspects of United Church and staff management. We will see how this works.

The new Region had its inaugural annual meeting in June, 2019 in Langley, BC. It was superb, spirit-filled and Jesus-centred. The 2020 meeting will be in Victoria in May. St Stephen's needs to elect two representatives as our liaisons with the Region and I would encourage you to consider having someone nominate you. Without Presbyteries it may be hard to stay connected to other local United Church Communities of Faith on the Island. Regional meetings, Clusters and Networks will hopefully sustain some of those connections. The workload is light and the information and opportunities are great. Participating in Regional activities is also God's work.

Andy Gilman

MINISTRY & PERSONNEL COMMITTEE

Susan Lee stepped down as Chair in March, after serving faithfully for 5 years. However, Susan remains a valued member on the Committee. Bern Cassidy was then appointed Chair. Subsequently two new members, Doug Uren and Craig Drummond were elected at the March 3 AGM. Other members are Nancy Cassidy, Elaine MacDougall and Jan Greig.

In June, Committee members attended a training workshop at Knox United Church presented by Regional Minister Gail Miller. Topics included the revised Policies, Procedures and Practices of the United Church of Canada, revised Salary Grids and Conflict Resolution.

The committee met five times during the year, completed staff performance appraisals and dealt with a variety of personnel issues.

Acting on a request from Regional Minister Rev. Gail Miller, the committee recommended approval for Dianne Collery to assist Grace United Church for 10 hours per week for three months.

We regretfully accepted Choir Director Skye Donald's resignation. Following a search, Anne Bennett was appointed to fill this position.

M&P Committee members served on the Implementation Committee, the Job Description Committee and the Search Team associated with 2020 Vision.

The Ministry and Personnel (M&P) Committee acts under the guidelines of The Manual of the United Church of Canada. The committee functions around three roles: the consultative and supporting role, the healthy relationships role, and the supervisory role. We provide resources and support for the staff and congregation with respect to any issue affecting staff of our church, including ministry personnel and lay employees. The committee works to build positive and trusting relationships between staff, members and adherents of the congregation.

If members of the congregation have praise or concerns about staff, both ministry personnel and lay employees, these can be shared in signed correspondence with the committee. Issues will be considered confidentially by the M&P Committee, who will recommend action.

St. Stephen's United Church is blessed with staff who are committed to their work and we are thankful for their service to our congregation.

Blessings

Bern Cassidy, Chair

SERVICE MINISTRY

The Service Ministry includes Community Meals, the UCW, the Seniors Outreach Teas, the KSS lunch Prep Program, the Shoebox Program, the Christmas Hamper Program, the Coldest Night of the Year Walk and the Salvation Army and Manna bins in the entrance. There has also been some attempts to open a cold weather shelter in Oceanside.

We have incredible volunteers for all of these projects and a big thank you is extended to each of you. We are truly blessed to have so many members dedicated to helping others.

Community Meals provides lunch every Thursday and dinner the 3rd Tuesday of each month. We continue to get more guests and there are new people coming. We fed around 200 at each lunch from the first of November to present. Thankfully we have more great volunteers to make this program a success.

The UCW meet on a regular basis and continue with their programs. They are really looking for new members.

The Senior's Tea is a huge success again thanks to the many volunteers. The guests enjoy an afternoon of music, treats and visiting.

The KSS Lunch Prep Program was started to help provide lunch for the over seventy students who come to school without lunch. Again thanks to the volunteers who go to KSS three mornings a week to make the lunches.

Forty seven shoe boxes were packed for the Samaritan's Program. The Sunday School worked on this and it was great to see the children being taught to help others in need in other parts of the world.

Twenty Christmas Hampers were packed for Family Resource Association. Save-On was incredible - the staff did the shopping and it was all ready for us to load in cars when we arrived. Thanks to the ten volunteers who came to help.

The Coldest Night of the Year Walk last February was a success and St. Stephen's contributed a lot of walkers and money. It will happen again this year on February 22.

The Salvation Army and Manna bins in the front entrance are always in need of items so please continue to support these programs.

In the fall I attended a meeting with Dianne to look at ways to open a cold weather shelter and over the past weeks there has been much information but things have not gone really well. We have contributed dinners, breakfast and a lunch for next day and will continue to do so, as long as needed.

This past year I attended meetings with a group who are trying to make sure kids have food. This included the School District, SOS, Salvation Army, the RCMP, health agencies, church members, Rotary Members and other parties.

We have received donations from our Church family, individuals outside of our Church, businesses, and community organizations.

We are very grateful to all those who volunteer and to those who contribute finances and food to make these programs a success.

Please continue to pray for the Service Programs.



Eileen Leachman, Service Elder

Seniors' Outreach Tea Report

On the fourth Tuesday, nine months of the year, (every month except July, August and December) between 75 and 100 seniors meet in our church hall to enjoy an afternoon of entertainment, food and fellowship at our Seniors' Outreach Tea. The afternoon typically begins at 2:00 p.m. with lively musical entertainment. Around 2:30 p.m., volunteers serve sandwiches, coffee, tea and sweets. We invite seniors from local care facilities, from The Seniors are Speaking Group organized by the S.O.S., as well as individual seniors from our congregation to attend the monthly teas.

During the past year, we have lost a few long time volunteers, but have been blessed with several new volunteers. The presence of the new volunteers, along with the continued presence of our regular volunteers, is both welcomed and sincerely appreciated. It is the ongoing time and talent of all volunteers that assures the smooth, positive operating of this popular, outreach event. Our volunteers offer a variety of talents and tasks, from providing food, setting up tables and chairs, placing table cloths and table centres, setting out dishes and cutlery, arranging and serving food, preparing and serving coffee and tea, greeting our guests, visiting our guests, making name tags, cleaning up and clearing away.

Our guests and our own volunteers seem to enjoy the afternoon equally. It is always positive and heart-warming to see the smiles and hear the sincere words of thanks at the end of the afternoon. If this interests you, please consider joining in this worthwhile outreach activity. New volunteers are always welcome.

Respectfully submitted,

Wynn Machin



UCW 2019 Report

Our attendance has been between 8-10 members on average at our meetings . We had two more members join they are June Arnett and Helen Waller. We lost one member Janet Mattis as she moved to Manitoba. She was one of our faithful helpers and she is missed very much.

A few of our members attended the World Day of Prayer at St. Mary's church in Nanoose March 1st to honour the Women of Slovenia. It was very well attended.

We had our June picnic at Vera Conn's home June 7th which was a very nice time together but had to move into her house as it rained. We are very thankful to Vera for having us.

Eileen Leachman spoke to the group regarding the poverty in Qualicum and Parksville. There are volunteers that make sandwiches at the High School 3 times a week as many people struggle on limited incomes.

We had 8 Memorials and we continue to look after PROBUS every month which still is our main fundraiser. We continue to support SOS, Manna, Salvation Army, Cancer Lodge, Heart House, Hospice, Wheels for Wellness, Stroke Recovery, Young Life and Nanaimo Hospital Foundation.

We had a lovely Christmas Lunch at Cuckoos. Most of our members attended which was very nice. It's good for the Ladies to get together which we do twice a year.

Many thanks to all the Ladies for the jobs they undertake for PROBUS and the Memorials. Our members, who are hard working ladies, plus others in our congregation step up to take on anything that arises - making sandwiches, squares, muffins, cakes and anything that is asked for.

We are always looking for new members. Anyone interested, we meet on the first Wednesday of the month at 1:30pm.

Respectfully submitted by
Janet Atkins - President UCW

UCW Treasurer's Report

ST STEPHEN'S UNITED CHURCH WOMEN ANNUAL FINANCIAL REPORT 2019						
Opening balance Jan 1, 2019						\$707.05
INCOME						
Probus				\$4,585.00		
Memorials (9)				\$3,040.00		
Donations				\$50.00		
Total Income					\$7,675.00	
			SUB-TOTAL			\$8,382.05
EXPENSES						
Back to God (Today) Booklets				\$60.00		
Forward House				\$100.00		
Young Life				\$1,000.00		
Oceanside Hospice				\$300.00		
SOS				\$500.00		
Salvation Army				\$500.00		
Manna Homeless Society				\$900.00		
Wheels for Wellness				\$300.00		
Heart House				\$300.00		
Cancer Lodge				\$300.00		
Oceanside Stroke Recovery				\$300.00		
Nanaimo Hospital Foundation				\$750.00		
St Stephen's General funds				\$1,000.00		
CNIB				\$200.00		
CIBC Bank charges				\$93.30		
Total Expense					\$6,603.30	
Balance Dec 31, 2019						\$1,778.75
Bank Balance	\$1,578.75					
Probus Float	\$200.00					
Vera Conn, Treasurer						

EDUCATION MINISTRY

"To spread the love of Jesus into the larger community so that they know they are loved"

"To be better at connecting with our community - to the point that there is not distinction between St Stephen's and the community"

The Education team met regularly throughout the past year each time considering where we had seen God working through our vision in the congregation and community as we oversee the Children's Ministry, Library, Prayer Gatherings and congregational education through programming as well as Bible study.

Children's Ministry

JAN - JUN

In 2019 we introduced two new programs to the Kids Church line up, starting with 'Lego' bucks. The kids had the opportunity to earn 'Lego Bucks' for attending church, participating in services, checking out library books and random acts of kindness. The kids loved the program and we hosted a store in January and June where the kids had the opportunity to spend their earnings. January was also the start of our 'Service Sunday' program. Once a month we invite one of our many service teams to come and speak with the children about what their team does at St. Stephen's and the people they help. This has been a great opportunity for the kids to interact with congregation members and find out about all the programs that St. Stephen's supports.

In April, we hosted our 2nd annual Walk with Jesus Easter event. This was a powerfully moving interactive event that allowed the children to guide visitors through Jesus's last days on earth. This was very well attended and will be performed again in 2020.

SEP - DEC



We started the fall session with our new curriculum, *Slimed*. This program taught the kids about the life of Jacob, (Genesis 25 - 35) and how no matter what slimy situation we make for ourselves, God can help us clean up the mess and make something beautiful!

The Christmas pageant, A Midwife's Crisis, was a great collaboration of the Sunday School children and congregation members from both services. Thank you to all the volunteers that help to make the pageant a great success.

We continue to encourage the children to become more involved in service. The kids worked in teams to prepare Christmas Shoe Boxes as part of Operation Christmas Child, made cards and necklaces for

delivery by the Visitation Team, created centre-pieces for the Easter Community Meals dinner and decorated Thank You cards for the Fellowship Team to deliver with cookies to thank our First Responders.

We look forward to 2020 and another year of Blessings.

Tracy Loder
Children's Ministry Coordinator

Library Services

2019 was a wonderful year for our church library and ministry. Over these past months our team has had the privilege through books to educate, inspire and uplift our congregation through the gift of reading.

Our readership has increased significantly in the past year. Our offerings of non-fiction and Christian fiction books have interested and brought us back enthusiastic reports. From the classic writers, Dallas Willard (Life Without Lack) and Henri Nouwen (Following Jesus) to newer writers such as Margaret Feinberg, author of "Taste and See", we have been able to add 36 newly released books to our growing collection.

Right Now Media played a significant role in education with two church-wide videos for bible study this year, Godspeed and Lifesong. Weekly the library posts a new book report and a summary of a study from Right Now Media to bring to light an opportunity or interest for our



congregation to take home a book or access the website (rightnowmedia.org) for bible study in their own time.

New to the library this year has been a Christian Magazine called “Mature Living” by Lifeway. Each month there are new bible features, stories and articles relating to our faith journey. This monthly subscription has been enjoyed by many as an alternative to a book or novel.

Thank you to all of you for making our library an integral part of your life and your spiritual walk. From all of us in the library, Marilyn, Maureen and myself, see you on Sunday at the Cart!

Submitted by Carol Pare, Librarian

Prayer Gatherings:

We had three prayer gatherings this year. They continue to be an opportunity for those attending to be refreshed, restored, and to move into deeper relationship with God. It is a mini retreat which includes worship through song, group discussion, a meal together and a time of contemplative and meditative silent prayer in our sanctuary. Those attending are from St. Stephen’s and any person who desires to explore this way of connecting with the Lord. All are welcome, but it is helpful to notify Elva Hogan if they are planning on attending as I pray for people in the weeks and days ahead.

Respectfully offered, Elva Hogan

Studies

Study Groups: Over the past year the Education Committee arranged for two congregational studies. The first was Godspeed and the second was an Advent study “Lifesong”. Both were well received and had good attendance. Lots of positive comments from participants lead us to believe there is a strong demand for this type of small group congregational study.

Bible Study and Lectionary study: Three weekly Bible study groups are a regular feature of St. Stephen’s life. On Tuesdays at 11 A.M the Lectionary Study meets in Phil’s office to read and discuss the particular Bible reading on which either Dianne or Phil will be preaching on the coming Sunday (the 4 weekly readings—the “lections”—can be found at the bottom of the previous week’s bulletin for those who like to read ahead). On Wednesdays at 10:30am there are Women’s and Men’s Bible studies who meet in the Old Lounge and the Lower Hall, respectively. The two groups each choose a book of the Bible to read through and wide-ranging discussion and some prayer are regular features of both. Each of these groups is considered “open” and newcomers are highly encouraged to attend.

Creation Care

The Education Ministry launched a new "Creation Care" initiative this year. Its focus is to bring information that will encourage us to broaden our understanding and become more intentional about our actions with respect to our call to care for and steward God's good Creation and as we address the issues related to the impact of Climate Change on this planet Earth. Over this year we have hosted video presentations and discussions digging into the topics presented. A Creation Care page has been set up on the St. Stephen's website and we continue to add content that we hope will inform, challenge and empower each of us with tools to live out these aspect of God's call. We are also adding resources that focus on Creation Care to the church library. As we look ahead plans are underway for programs in 2020 that will take us more deeply into this timely and, at times, overlooked aspect of our lives as followers of Jesus and witnesses to His loving care for the earth and all humankind.

Respectfully submitted by Jo Jamison

INTERCESSORY PRAYER

Intercessory prayer is prayer for others. An intercessor is one who takes the place of another or pleads another's case. One study Bible defines intercession as "holy, believing, persevering prayer whereby someone pleads with God on behalf of another or others who desperately need God's intervention."

Intercessory Prayer Ministry is carried out at St. Stephens in a completely confidential manner by very faithful people, each identified as having gifts in prayer ministry. This is separate from the prayer list in the bulletin, although there is sometimes some overlap. No individual is added without express permission.

People needing prayer can choose which list they go on. To have prayer needs added to the Intercessory list, contact Phil, Dianne, Adele or Fiona.

Submitted by Fiona Wratislav

FELLOWSHIP MINISTRY

The Fellowship Ministry is the formal designation of a team of people who feel called to support fellowship within St. Stephen's United Church. The group meets on a monthly basis to oversee the work that they and others engage in supporting the Sunday morning worship times, as well as facilitating other gatherings at the church. If you have enjoyed a cup of coffee or tea at the church, gathered for a potluck or a brown bag lunch, been greeted at the door at one of the worship services, or purchased one of the handmade cards available on our site,

then you have encountered some of the work of the Fellowship Ministry. A newer initiative “Coffee and Conversation time with Phil and Dianne” has been well received and will continue in 2020. Anyone interested in visiting with our pastors is welcome to join us in the lower hall from 2:00pm to 3:00pm usually on the 3rd Tuesday of the month. A highlight of the past fall was a joint initiative between the Children’s and Fellowship Ministries. The children prepared posters to show St. Stephen’s appreciation of the emergency services in the area. Along with the delivery of the children’s posters before Christmas, Fellowship Team members also made cookies for the various services, police, ambulance, fire fighters, and search and rescue to enjoy.

The Fellowship Team is a friendly and motivated group of people that is always looking for ways to facilitate opportunities for our Church family members to connect. If you have an idea to help us improve in this critically important area of congregational life, or you would be interested in serving in this way, we would be happy to talk with you.

Joe MacDougall

Visiting Committee

VISITATION: *Personal visitation is an intentional direct encounter by an individual with another person for the purpose of getting to know them, understanding and addressing their needs, Providing encouragement and assistance in the name of Jesus, and expressing through word and/or deed the constant love and care of God.*

This Committee consists of a group of individuals who have a heart and calling to visit members of our congregation who are in need of support, encouragement, companionship and love. It can be due to many reasons from sickness, loss of a loved one, loneliness, overwhelmed with life, housebound or living in a care facility.

We visit not only as individuals, but as representatives of the St Stephen’s Congregation to assure those we are visiting that they are in our prayers and our hearts. Even though they may no longer be able to join us physically at Church we want them to know they are still there in spirit and very much part of the St Stephen’s family.

As God’s children we never want to let our fellow sisters and brothers feel forgotten, alone and no longer of value.

**LORD, wherever there is a need,
lead me to it,
and help me to meet it,
as if I were meeting you.”**

Submitted by Julie Starkey

WORSHIP MINISTRY

We are extremely blessed at St. Stephen's to have so many talented and spiritually gifted people to lead us in many forms of worship.

2019 saw regular events again blessing this congregation such as Gospel Sings (led by Bruce Feltham); a Concert by "Expressions" from Oceanside International Church, Nanaimo; Joint services; preaching and teaching from staff and guest speakers; special music provided by choir members, singers and musicians.

The ritual of remembrance in April was an opportunity for people to continue a personal, unresolved grief journey in a very simple service.

The Praise Team continues to provide musical leadership at the 9am service.

After 11 years of faithful employment, much development and growth in the 11am Choir, Skye Donald resigned to pursue her musical dreams. She has handed over a very healthy ministry to the new choir leader, Anne Bennett. Anne is continuing with the tradition of excellence of direction, while very ably steering the choir to worship God fully.

A very generous donation covering the full cost of a new organ was made by one of St. Stephen's congregants. John Nelson was very proactive to find the best instrument for our needs, and a beautiful new Allen organ was installed in July. Local organist, Jenny Vincent, showcased the potential of the instrument at a special concert in October.

As we followed the liturgical year, Lent, Holy Week, Easter, Advent and Christmas, special services were well planned and a joy to attend. We are blessed with such gifted leaders. The Pageant once again proved to be the most well-attended service with many visitors present.



Looking forward to 2020, the Worship Ministry is looking to the Strategic Plan to help direct us in where and how God is leading us.

All honour, praise and glory to our Lord God Almighty.

Respectfully,
Fiona Wratislav

9am Worship Team

The congregation continues to be served skilfully and gladly by the talents and spiritual gifts of the Praise Team.

As in past years, we continue to develop and evolve; always on the look out for musicians to see if they are a good fit for us and we for them. It was lovely to have had 2 new people join the team later in the year.

It is always such a joy to worship alongside the youngest members of our congregation every week. Their love of God is continually growing under the wonderful guidance of their teachers and helpers.

Along with our ministers, sound techs, slide operators, after-service prayer providers, Communion preparers and servers, greeters, decorators and more, there is a large number of people with loving, servant hearts involved in providing the opportunity for God's people to worship every single week at the 9am service throughout the year. We are so blessed!

Fiona Wratislav

11am Choir

I believe that January to August were enjoyable months for the 11AM Worship Service choir. They had a wrap-up party at Miriam March's home in mid July which I was invited to attend. On August 18th I took over the directorship. Skye Donald spent several long sessions with me prior to that time, informing me of the duties and responsibilities of the position and acquainting me with the music library and other resources. Rehearsals resumed September 4th and, from that date, the choir has continued to provide musical leadership in regular, joint and memorial services.

Unfortunately, our long-time member Claud Buchanan passed away in early October. The choir was honoured to join with the Village Voices to sing at his memorial service. Then Janet Mattis moved out of the area in November but soon thereafter we gained a new choir member, Grace Barkman. We are always looking for new singers and encourage any potential

choristers to come to our Wed. evening rehearsal and give us a try. I would love to chat with anyone who is interested.

The choir has been delighted with the new Allen organ and have had John accompany some of their anthems on it. Also new are the outfits worn by the choir for most Sundays. Overtop black clothing, we have added a shawl designed and sewn by Rosemary Drummond which uses the liturgical colour appropriate to each season of the church calendar. On special occasions, the choir will still wear the blue gowns.

Advent and Christmas were busy with the Pageant and the preparation of two anthems for the Dec. 24th 7PM service. Several members of the congregation joined our ranks for that evening and Darla Clarke provided special drum accompaniment.

I have thoroughly enjoyed this first season working with the choir and the worship team at St. Stephen's. Everyone has given me wonderful support and encouragement. Thank you all.

Anne Bennett

RESOURCE MANAGEMENT MINISTRY

The Resource Management Ministry (RMM) is responsible for the management of our church's resources. We have an effective team who meets monthly to ensure good stewardship under the guidance of our Lord. This includes the upkeep and maintenance of our church building and grounds, and the overseeing of church operations such as our custodial service, and maintenance tasks, in order to have a safe, comfortable and appealing church environment.

All our church ministries rely on a budget that takes into account anticipated expenses. We are fortunate to have very knowledgeable and dedicated treasurers – Trudy Hoskins has been in this position for a number of years and we very much appreciate her years of service. Valerie Johnstone with Trudy's assistance, is taking over the position in 2020 and we certainly value her involvement as well. Adele Cave, our office administrator is assisting as our new bookkeeper, taking over for Glenn Moyle who gave us years of great service and has helped Adele in the transition. The RMM, the other ministries, and our faith community all benefit from such skilled and effective treasury teams.

Simon Collery has stepped down from the RMM and we appreciate his work with this ministry over the years and the fact that he is still willing to offer advice on security services, and other matters he has worked on for us. I am pleased to report that Linda Engels, Peter Tyler, Chuck McMann and Andrew Walker have joined the RMM as well as our new treasurer, Valerie.

In 2019, we had no unexpected major expenses in building maintenance and were able to put money into the refurbishing of the old lounge flooring in December. The old tiles were

damaged, some lifting in the corners thus becoming a tripping hazard, necessitating a replacement floor. A new sub floor and the same vinyl planking as our main hall were installed. One of our user groups - 'Forward House' noted the positive change right away - and were most appreciative. (Forward House operates in our old lounge on Thursdays, offering programs that nurture mental wellness for adults; it compliments our Community Meals lunch program as well.)

In July 2019, with a generous designated donation, we were able to replace our church organ. This included replacing a section of flooring and with the help of some volunteer labour and a donation of material from a local flooring company, the installation was completed quickly, with no additional expenses to the church.

Our west side parking lot can be a concern at times with crowded parking and the need for maintenance and snow removal on occasion. Our lot is also used by the curling club, Village Hall users, and the Farmers' Market; we are often in communication with the Town, striving for an even more effective joint use agreement on our west side. In 2019, the Town installed a much better lighting system with pole and LED fixtures similar to our east side lot, which we appreciated very much as it was a safety issue. Recently, they removed a tree that had blown down in our garden area and we appreciate that quick response.

Our garden area certainly benefits from Susan Lee's management along with the volunteers who assist her with regular garden maintenance. Richard Cave will be helping to extend our sprinkling system this year. Please consider assisting Richard or Susan as winter moves into spring. Susan not only keeps our church garden well maintained, she is also our dedicated and knowledgeable RMM secretary, keeping us very well organized.

One of our initiatives is to become more energy efficient - we are looking at ways to improve our energy consumption and hopefully reduce our carbon emissions - 50% of the energy used at St. Stephen's is natural gas and we hope to reduce this in the years to come. Electrical energy in this province is a renewable resource but we can certainly look at ways to reduce our electrical energy costs by switching to led lighting and possibly incorporating some solar panels in the future. Peter Tyler has been looking into us getting an energy audit and we are hoping to get some funding to help with this. You are encouraged to talk to Peter or other members of the RMM if you have questions or ideas regarding our church energy needs.

Health and Safety is another area your RMM is working on. Andrew Walker is our Safety Rep and he will be helping us with safety issues in our church. This will include making sure our emergency lighting, first aid kits, and alarms are up to compliance and regularly checked. Bill Greig is also assisting here with fire safety procedures, emergency exits and fire extinguishers. Andrew and Bill will be giving us some guidance on evacuation procedures at our church in case of an earthquake or fire. We certainly appreciate this knowledgeable assistance and

understanding of safety requirements from their backgrounds, and their effort in improving our safety features and awareness. It has been a few years since we offered first aid courses - mainly dealing with using our automated external defibrillator (AED) and cardiopulmonary resuscitation (CPR) and if we have enough interest, we will do so again.

Our church, as do most - rely on donations from members and weekly tithes/offerings. The RMM has a responsibility to be good stewards with these resources. Effective church management also needs enthusiastic volunteers in all our ministries, who give of their time so willingly. Thank you to our whole faith community for your continued trust and support of your Resource Management Ministry.

Respectfully submitted on behalf of the Resource Management Team,

Gavin MacLeod

TREASURER'S REPORT

Thank you for the opportunity to serve as treasurer for the past 5 years. This is my last annual financial report and it is my pleasure to turn the position over to the capable hands of Valerie Johnstone who I am sure will serve St Stephen's well as treasurer. She not only has some experience in the accounting field; but also, a heart for Jesus. Thank you, Valerie, for stepping out in faith and into this ministry!

The good news is that offerings were up by \$9,000 over 2018. While this was still considerably less than budgeted, we concluded the year with a small operating surplus (\$304) due to expenses also being under budget. In addition, preauthorized remittances were up by \$12,000 which is helpful for managing the cash flow throughout the year. If you are not already signed up for PAR, please consider doing so.

From a consolidated perspective, we have a \$6,800 surplus. This is primarily due to some larger donations made to Community Meals near the end of the year. This leaves Community Meals in a good position to respond in the new year to the increasing number of guests and costs.

We concluded the year with a bank balance of \$123,000 of which approximately \$45,000 is available for operations (i.e. not held for other designated purposes).

I want to express my sincere thanks to Glenn Moyle for serving as church bookkeeper for the past 5 years. I have been most appreciative of his conscientiousness and attention to detail.

Glenn stepped down from the position in August after training Adele to take over this function. He has been a tremendous support to me. Thank you, Glenn!

This year has also been a transition time for the envelope secretary. Sharon Ney has diligently and efficiently taken care of counting and recording the offerings and all the other related duties for more than 8 years. She deserves a huge thank you for all her hard work as well. Thank you Sharon! Marion Scott has been working with her over the past year and has agreed to step into the envelope secretary position for 2020. Thanks Marion.

Your Board values transparency and communication so please do not hesitate to ask if you have any questions regarding the church finances. Thanks to everyone for your continued support to the mission of St. Stephen's!

Respectfully submitted,

Trudy Hoskins
Treasurer

FINANCIAL STATEMENTS

St. Stephen's United Church
Consolidated Statement of Operations
For the year ended December 31, 2019
(Unaudited)

	<u>2019</u>	<u>2018</u>
REVENUES		
Contributions		
Offerings - Envelopes	141,472	146,811
Offerings - Preauthorized Remittances	133,260	119,785
Offerings - Loose	8,155	7,727
Offerings - Other Agencies & Foundations	11,459	6,284
Other Donations	57,538	7,614
Bequests	-	2,000
	<u>351,884</u>	<u>290,221</u>
Other Revenue		
Use of Facilities Income	\$ 21,254	\$ 19,095
Fundraising	7,386	8,044
Grants	-	7,374
Weddings and Funerals	9,169	6,650
Interest	113	101
	<u>37,922</u>	<u>41,264</u>
TOTAL REVENUE	<u>389,806</u>	<u>331,485</u>
EXPENSES		
Capital Acquisition	45,929	
Community Meals	11,546	12,251
Fall Fundraiser	1,347	1,787
Fellowship	39	-
Food Hampers	2,373	1,739
General Fund	288,433	289,472
Grant - Other	367	3,048
Grant - Student Minister	-	5,000
Minister Discretionary	90	341
Mission & Service	15,804	16,196
Other Community Outreach	5,946	2,225
Outreach Tea	-	62
UCW	5,603	6,859
Weddings & Funerals	5,513	4,662
Young Life	10	125
	<u>383,000</u>	<u>343,767</u>
SURPLUS/(DEFICIT)	<u>\$ 6,806</u>	<u>\$ (12,282)</u>

St. Stephen's United Church
Consolidated Statement of Financial Position
December 31, 2019
(Unaudited)

	<u>2019</u>	<u>2018</u>
ASSETS		
<i>Current Assets</i>		
Cash & Cash Equivalents	\$ 123,681	\$ 116,458
Receivables (Note 1)	<u>1,296</u>	<u>2,227</u>
	124,977	118,685
Investments (Note 2)	19,948	19,835
Capital Assets (Note 3)	<u>1,318,050</u>	<u>1,318,050</u>
	<u>\$ 1,462,975</u>	<u>\$ 1,456,570</u>
 LIABILITIES AND NET ASSETS		
<i>Current Liabilities</i>		
QF Fundraising Accounts (Note 4)	\$ 5,170	\$ 5,170
 <i>Net Assets</i>		
Unrestricted (Note 5)	61,480	60,302
Temporarily Restricted (Note 6)	78,675	73,048
Permanently Restricted (Note 7)	<u>1,318,050</u>	<u>1,318,050</u>
	<u>1,458,205</u>	<u>1,451,400</u>
	<u>\$ 1,463,375</u>	<u>\$ 1,456,570</u>

St. Stephen's United Church
Fund Balances
December 31, 2019
(Unaudited)

FUND BALANCES	Beg Balance	Revenue	Expenses	Transfer In/(Out)	Fund Surplus/ (Deficit)	Ending Balance
Building Maintenance Fund	27,643	60		(3,000)	(2,940)	24,703
Capital Asset Acquisition	-	47,049	(45,929)	(1,120)	0	0
Community Meals Fund	7,150	18,530	(11,546)	133	7,117	14,267
Community Outreach -Other	1,172	7,635	(5,946)	(2,106)	(417)	755
Fall Fundraiser	-	13,555	(1,347)	(12,208)	-	-
Fellowship	-	627	(39)		588	588
Food Hampers	-	416	(2,373)	1,973	16	16
Funeral Team	1,200			600	600	1,800
General Fund	59,396	270,834	(288,433)	17,904	305	59,701
Grants-Other	76		(367)	291	(76)	0
Library	34			(34)	(34)	0
Memorial Fund	6,384				-	6,384
Men's Club	199			(199)	(199)	-
Mexico Mission	8,031				-	8,031
Minister Discretionary Fund	773		(90)		(90)	683
Operating Emergency	19,835	113			113	19,948
Outreach Tea	725	1,456		(681)	775	1,500
United Church Missions & Serv	25	15,166	(15,804)	613	(25)	0
UCW	707	7,675	(5,603)	(1,000)	1,072	1,779
Weddings & Funerals	0	6,679	(5,513)	(1,166)	-	0
Young Life	-	10	(10)		-	-
Capital Fund	1,318,050			-	-	1,318,050
TOTAL FUND BALANCE	1,451,400	389,805	(383,000)	-	6,805	1,458,205

St. Stephen's United Church
Notes to the Financial Statements
December 31, 2019

	2019	2018
1. Receivables:		
Receivable from the United Church of Canada		1,873
re: Administrator's wage reimbursement		354
GST Rebate	1,296	
	<u>1,296</u>	<u>2,227</u>
2. Investments:		
CIBC Flexible GIC; .6% Interest paid at maturity (May 6, 2019)	8,095	8,046
CIBC Long Term GIC: .55% interest paid at maturity (May 9, 2019)	11,853	11,789
	<u>19,948</u>	<u>19,835</u>
3. Fixed Assets:		
Land	211,200	211,200
Buildings	937,000	937,000
Furnishings	169,850	169,850
	<u>1,318,050</u>	<u>1,318,050</u>
Land, building and furnishings are recorded at a replacement cost at a historical date prior to 2009. The amount does not reflect current fair market value No amortization has been recorded on these assets		
4. QF Fundraising Accounts:		
General Bursary Funds	597	597
Individual Fundraising	4,573	4,573
	<u>5,170</u>	<u>5,170</u>
5. Unrestricted Net Assets:		
General Fund	59,701	59,396
Men's Club	-	199
UCW	1,779	707
	<u>61,480</u>	<u>60,302</u>
6. Temporarily Restricted Net Assets:		
Building Maintenance	24,703	27,643
Community Meals	14,267	7,150
Community Outreach -Other	755	1,172
Fellowship	588	-
Food Hampers	16	
Funeral Team	1,800	1,200
Grants-Other	-	76
Library	-	34
Memorial Fund	6,384	6,384
Minister Discretionary Fund	683	773
Operating Emergency	19,948	19,835
Outreach Tea	1,500	725
United Church Missions & Service	-	25
Mexico Mission	8,031	8,031
	<u>78,675</u>	<u>73,048</u>
7. Permanently Restricted Net Assets:		
Capital fund	<u>1,318,050</u>	<u>1,318,050</u>

STATISTICS REPORT

Members: 218 (includes 40 out of town Members)

Adherents: 214

St. Stephen's has 245 families (households) in our congregation (excluding out of town members) comprised of 356 adults and 36 youth/children.

Baptisms

The following people were baptised into the body of Christ in the past year:

**Erik Henry Bergen
Aribella Jean Bilton
Ezekiel James Oren Wagner**

Marriages

These couples were joined in Holy Matrimony in the past year:

**Garrett Jolicoeur & Billy Reimer
Benjamin Taylor & Emily Boorman
Mark Stainer & Aaron Nicklen
William Vandervelde & Irene McIntyre
Clayton Twa & Katharine Menassa
Jurgen Neuman & Gisela Pope**

In Memoriam

Sadly, we said goodbye to these people in the past year:

Norah Gibson	Martin Miller
Gwenda Lemke	Lorraine Bilokryly
Joan Hanchar	Marion Garbutt
Claud Buchanan	Graham Clarke
Chris Lee	John Kondas
Shaun Hudson	Phyllis McMillan
Tibby Davis	Helen Eggersman
Terry Philippon	Yvonne Sterckx
Phyllis Schofield	



QUALICUM BEACH

ANNUAL REPORT FOR 2019

We aim to be an inclusive and diverse outreach ministry to kids that is 35ft wide and 10ft deep.

CONTACT WORK - our leadership team has continued to work diligently in Arrowview and Qualicum Beach Elementaries with Grade 5-7 students as well as Kwalikum Secondary. Every day of the week there is at least one program in our schools which helps to include every kid and allow us to 'love kids in their world'. If we didn't put the hard work in at schools we would never get to continually know new families each year. We are thankful that our schools are supportive of our social inclusion programs that have also been partly funded the Rotary Clubs of Qualicum Beach this past year!



Fundraising for Summer Camp
May 2019



Youth week dodgeball
May 2019

CLUB attendance has been steady with an average of 35 kids at CLUB. We had a full talk sequence this semester and have a sequence of talks on the parables of Jesus for this CLUB set through to Spring Break in March. CLUBs are set up to make it easy for leaders and kids to invite their friends throughout the year as well as have meaningful discussions with their leaders. We have a great roster of CLUBs developed over the last few years that we draw on and we also try to design our programs to maximize the number of kids that are able to come out each night.

We have had 2 major **CAMPS** this year in the summer and fall with a good mix of kids at both. We do extensive fundraising for our summer camp to support families and give kids an opportunities to work alongside their leaders who will be at camp with them. Kids hear a complete sequence of CLUB talks, have CABIN TIME and are given an opportunity to respond what they have experience at camp in discussions with their leaders. Last summer, 15 kids from our group of 27 decided to take a next step in their faith journeys.

"God is the one who saves me. I will trust him and not be afraid. The Lord gives me strength and makes me sing. He has saved me." Isaiah 12: 2



Junior high summer CAMP
Summer 2019



Island Fall CAMP 2019 at
Camp Homewood

YoungLife is not a static group of kids and is constantly changing.

We continue to build on the solid foundation of work started by Mikel and Sarah Laurie 15 years ago. It has been encouraging year seeing new kids be involved in our schools programs and at CLUB every year. Those are kids that our leaders know at schools and prayed for, before we even see them on a Wednesday night! Our local area has one of the biggest junior high CLUBs in our region and we are often called upon to support other areas as they grow their work with kids!



Heather, Doug, Abigail and
Esteban our international
student from Mexico.



Young Life Qualicum Beach
Phone: 250-927-8852

138 Hoylake Road West
e-mail: qualicumbeach@younglife.ca

Qualicum Beach, BC V9K 1K3
www.younglife.ca

2019 AGM MINUTES

St Stephen's United Church - Annual General Meeting March 3, 2019

1.	Call to order	Phil called the meeting to order at 12.05pm	Rev. Phil Spencer
2.	Prayer of Remembrance	Phil prayed for members, adherents and associates of St. Stephens that have passed away since the last AGM on March 4, 2018	Rev. Phil Spencer
3.	Election of Chairperson	Phil asked for nominations for a chair for the 2019 AGM. Rich Cave nominated Dave Ney, elected by acclamation.	
4.	Appointment of Secretary	Dave Ney appointed Fiona Wratislav as secretary for the 2019 AGM.	
5.	Motion to extend voting privileges to adherents	Keith Jamieson/Eileen Leachman moved to extend voting privileges to Adherents. Carried.	
6	Adoption of Agenda	Elden Davis/Doreen Anderson moved to adopt the agenda as circulated. Carried.	
7	Minutes of March 4, 2018 AGM	Sue Boyce/Lorne Anderson moved to accept the minutes of the March 4, 2018 minutes a) Errors or Corrections: None b) Business Arising: None Carried	
8	Minutes of December 2, 2018 Cong. Meeting	Darla Clarke/Doug Uren moved to accept the minutes of the December 2, 2018 Congregational Meeting. a) Errors or Corrections: Date of the meeting had been recorded as 2019 b) Business Arising: None Carried with correction of date to December 2, 2018	
9	Presentation from the Minister	Phil responded to a comment made at lunch by a congregant, that talk about his impending retirement causes anxiety within the fellowship. He went on to say that it does indeed create a certain tension and although it is inevitable, it can also be a healthy thing. Phil spoke of trying to figure out what retirement will look like and he's trying to process that as he wants to do things that have meaning, not just simply keeping busy. He's sorry if it's distracting, but says, part of it has to be & he will try and keep that in balance. Speaking further about the uncertainty he is hopeful this will be a time of creative uncertainty & he feels that the workshop to follow the AGM is an important part of that.	

	Presentation from the Minister (cont)	<p>He is looking forward to seeing where the congregation is looking at going & the whole interesting process of finding someone who wants to walk that way with us.</p> <p>He has been having conversations with colleagues across the country about St. Stephens and feels there will be lots of interest in the position of Minister here.</p> <p>Phil went on to talk about a quote he'd heard about "Ministers should leave having done all they should have done, and not leaving too much for the next person to do" Don't put off doing things that are difficult. There may be some things that need to be done before Phil leaves.</p> <p>He asked everyone to listen carefully for what God might be saying.</p> <p>Phil called for questions from the floor. Someone asked when he is actually going - June 2020.</p> <p>Another question was raised about the possibility of replacing the organ...Phil was able to share the news that a person who wished to remain anonymous had come forward to say that they'd like to donate for the purchase of the right instrument. A committee had been struck of Elva Hogan, Darla Clarke, Richard Cave & John Nelson to ascertain what were the needs of the church, & the 11am service in particular. They verified that an organ would best serve the worshiping desires of the people that attend that service and after consultation with organ companies, a suitable instrument had been identified which the donor had agreed with. A contract will be drawn up, the instrument purchased and installed. More information will be given at a later date.</p>	
10	Review of Team/ Committee Reports appearing in Annual Report	Dave Ney introduced each of the Team Leaders & Board members and asked if there were any questions from the floor for any of them. There were none.	
11	Year End Financial Report	<p>Trudy presented her report, hitting on the highlights of the charts and tables laid out in the Annual Report.</p> <p>The operating account has \$116,000</p> <p>We have a deficit of \$12,000 due to the new flooring being installed.</p> <p>She explained the Fund Balance Sheet.</p> <p>There was a small surplus at the end of the year since the teams stopped spending due to givings being down.</p> <p>Trudy made comment on the amazing ministries that continue here at St. Stephen's.</p> <p>Trudy Hoskins/Carol Newman moved the financial report be adopted as presented.</p> <p>No questions or discussion</p> <p>Carried.</p>	

12	Nominations	<p>Dave Ney explained that there are no vacancies on the Board, but that he is stepping down as Board Chair, then told the meeting that Andy Gilman allowed his name to be put forward for nomination as Chairperson.</p> <p>Julie Rengers/Eileen Leachman moved Andy's nomination.</p> <p>Carried.</p> <p>Dave then explained the peculiar nature of M&P, in that the members are sought by the existing committee, yet appointed by congregational vote and the Chair is appointed within the committee.</p> <p>He then introduced Doug Uren and Craig Drummond were nominated by Jan Greig/Carol Pare.</p> <p>Carried.</p> <p>Phil thanked Dave Ney for his years of service and being a particularly good Board Chair in that he was the right person for the right time.</p> <p>Dave thanked the congregation for their support.</p>	
13	New Business	None.	
15.	Closing prayer & Adjournment and	<p>Phil closed the meeting in prayer.</p> <p>Dave Ney adjourned the meeting at 12:45pm</p>	

CONGREGATIONAL MEETING MINUTES

November 3, 2019 Meeting

**St. Stephen's United Church
Congregational Meeting
Sunday, November 3, 2019
(following the 10am Combined Worship Service)**

AGENDA:

- **Call to Order**
- **Opening Prayer**
- **Welcome and Introduction of Regional Representative**
- **Election of Chair and appointment of Secretary**
- **Adoption of agenda**
 - **Voting privileges**
 - **Review the Living Faith Profile**
 - **Vote on the Living Faith Profile (Yes/No)**
 - **If yes, vote on a call to Ministry**
- **Close Meeting**

MINUTES:

Rev. Phil Spencer called the meeting to order at 11:54 am and lead the congregation in an opening prayer. Phil introduced Rick Roberts who is the Pacific Mountain Region representative.

Motion: Bill Greig/Richard Cave nominated Andy Gilman to chair the meeting. Elected by acclamation.

Appointment: Adele Cave was appointed Secretary.

*Motion: June Arnett/Earl Geddes moved to adopt the agenda. **Carried.***

Voting Privileges:

Andy outlined the rules around voting privileges. All members are permitted to vote. Adherents are permitted to vote if the membership votes to allow.

*Motion: Eileen Leachman/Joan Bodie moved to extend voting privileges to Adherents. **Carried unanimously.***

Review of Living Faith Profile- 3 parts to the document:

1. Statistical, Financial & Property Review
2. Ministry Positions and Job Descriptions

3. Community of Faith – Living Faith Document

Andy reviewed the highlights of the Statistical, Financial & Property Review documents.

Questions: no questions.

Andy outlined the highlights of the two ministry positions and job descriptions – full time Lead Minister and 0.75 FTE Associate Minister).

Questions: some questions were raised about pastoral care, visiting, hospital visits, vacation time and whether the Lead Minister would have a role in choosing the Associate Minister.

Andy outlined the highlights of the Community of Faith Profile – history, mission, vision, core values, bedrock beliefs, our approach, church information, long term objectives and an appendix with more detailed information about St. Stephen's ministries. It was suggested that this document could be used to give out to newcomers.

Voting on the Living Faith Profile:

Andy explained the voting procedure which is usually done by a show of hands but the option of secret ballot is available if the congregation so chooses. The congregation indicated that they preferred to vote by show of hands.

Motion: Rick Boyce/Richard Kellow moved that St. Stephen's United Church approve the MPS report recommending a ministry team of one full time ordained Lead Minister and one 0.75 FTE Associate Minister (Ordained, Diaconal or Designated Lay Minister) effective July 1, 2020, AND request the approval of Pacific Mountain Regional Council. **Carried unanimously.**

Call to Ministry – Rev. Dianne Collery:

Andy outlined the terms of the Call for Rev. Dianne Collery, including start date, hours, pay, benefits, reimbursable expenses and allowance and time off (annual leave, additional days, and study leave). Andy also explained that when voting, the terms of the Call go to the Region "as is" without any changes. The vote will be to accept or reject the call. As previously outlined, Andy presented the congregation with the two options for voting (show of hands or secret ballot) and the congregation chose to vote by show of hands.

Motion: Carol Newman/Bill Greig moved that St. Stephen's United Church call Rev. Dianne Collery to the full time (40 h/week) ordained Lead Minister position, according to the following terms: pay and benefits at COL Group 4, OM Category A 1-2; 7% above category; other reimbursable expenses and allowances (telephone, continuing education, travel allowance) of \$6,200/yr; and up to 4 Sundays off in a year in addition to annual leave and study leave AND request the approval of Pacific Mountain Regional Council. **Carried Unanimously.**

Close Meeting:

The approved documents will be sent to the Pacific Mountain Region for final approval. The documents will then be posted on ChurchHub to announce the call and post the job

description for the 0.75 FTE Associate Minister. The Search Team will begin their work once applications are received and a Congregation Meeting will be held in February or March to vote on the new Associate Minister. A transition group has been formed to care for and work with Phil and the new Ministerial team through July 1, 2020 and beyond.

Earl Geddes thanked Andy for his leadership throughout this process.

Andy adjourned the meeting at 12:42pm.

Rev. Phil Spence thanked everyone who worked on the Living Faith Profile and he closed in prayer.

Adele Cave
Recording Secretary

February 9, 2020 Meeting

**St. Stephen's United Church
Congregational Meeting
Sunday, February 9, 2020
(following the 10am Combined Worship Service)**

AGENDA:

Call to Order
Opening Prayer & Introduction from Senior Pastor
Election of Chairperson
Appointment of Secretary
Adoption of Agenda
Voting Privileges to Adherents
Presentation of 2020 Budget
Election of Treasurer
Appointment of Envelope Secretary
Closing Prayer
Adjournment

MINUTES:

Rev. Phil Spencer called the meeting to order at 11:37am. Phil opened in prayer.

Motion: Earl Geddes/Joe MacDougall nominated Andy Gilman to chair the meeting. Elected by acclamation.

Appointment: Adele Cave was appointed Secretary.

Motion: Rick Boyce/Chris Lemphers moved to approved the corrected Agenda (should read Presentation of **2020** Budget). Carried.

Motion: June Arnett/Vera Conn moved to extend voting privileges to Adherents. Carried.

Presentation of 2020 Budget:

Andy Gilman introduced Trudy Hoskins, Treasurer, and thanked Trudy for the work she had done on preparing the 2020 budget and for the all work she has done as Treasurer for the past years.

Trudy reviewed the Vision Statement of St. Stephen's United Church and explained that in order to carry out the vision, resources are need, which is why it is necessary to prepare a budget.

There are three main differences between the 2019 Budget and the 2020 Budget:

1. Teams worked hard to more accurately budget for actual expenses (all teams were below the budgeted expenses in 2019)
2. Offerings were budgeted more realistically to what the actual donations for 2019 were (a 7% offerings increase over 2019 actuals is budgeted for 2020)
3. There may be a need for additional fundraising to cover moving expenses for the future new Associate Minister and to balance the budget (in addition to the regular fall fundraising dinner.)

Trudy outlined the other main income lines of the budget:

- There was an increase in use of facilities rates for 2020.
- A grant application has been budgeted to carry out an Environmental Audit.
- Transfer from other groups: money held in the Mexico account is the result of extra money from the US exchange rate over several years of trips. This money can be used for operating expenses if needed in 2020 provided that start up money is provided by the church should another trip come up in the future.

Expenses: Trudy reviewed the expenses of each of the Ministry Teams:

- Education Team: Earl Geddes explained that the subscription to Right Now Media is a significant expense and was omitted from the 2020 budget. However, there are over 50 users and members of the congregation expressed a desire to keep the subscription. A conversation is underway with Right Now Media to see if we can negotiate a lower fee.

\$2500 is budgeted under “Leadership Training” - \$1000 for representatives to attend meetings of the Pacific Mountain Region and \$1500 to allow members of the congregation to register for courses. \$1200 for the year is budgeted to donate to Younglife.

- Salaries: An increase of 1.9% has been given to all employees. Trudy explained how the salary budget was calculated with the transition to new ministry staff in July 2020 and the extra Administrative costs of having Adele do the bookkeeping which necessitates having Fiona in the office one day per week.

There were questions about salary that may not be spent if an Associate Minister is not available by July (this would be money saved on salary expenses) and who the new Associate Minister would report to (M&P for conditions of employment; the Board for direction and oversight and the Full Time Minister for matters relating to theology, teaching etc.).

There was a question about the increase in budget for Community Meals (food expenses, number of guests and donations have increased so budget was adjusted accordingly).

There was a question about the Grant application for an Environmental Audit and what it entails. No details available yet but the plan is to look at the church and see if we can make some savings and increase efficiencies.

There was a suggestion that we may need to have more regular fundraisers.

Motion: Trudy Hoskins, Linda Engels moved to accept the 2020 Budget as presented. Carried unanimously.

Andy gave a thank you to Trudy and the Resource Management Ministry on behalf of the congregation. Trudy has concluded her term as Treasurer.

Election of Treasurer

Motion: Jo Jamieson/Linda Engels moved to nominate Valerie Johnstone as Treasurer. No further nominations. Valerie was elected by acclamation.

Appointment of Envelope Secretary

Andy introduced Marion Scott who will be taking over as Envelope Secretary from Sharon Ney. Marion was appointed as the new Envelope Secretary. Thank you to Sharon Ney for years of service in this position.

Andy closed the meeting in prayer. The meeting was adjourned at 12:25pm.

Adele Cave
Recording Secretary

AGENDA – MARCH 15, 2020 AGM

AGENDA FOR THE ANNUAL GENERAL MEETING OF ST. STEPHEN'S UNITED CHURCH

To be held March 15, 2020

1. Call to Order
2. Prayer of Remembrance
3. Election of Chairperson
4. Appointment of Secretary
5. Motion to extend voting privileges to adherents
6. Adoption of Agenda
7. Minutes of March 3, 2019 Annual Meeting
 - a) Errors or corrections
 - b) Business arising from the minutes
8. Minutes of November 3, 2019 Congregational Meeting
 - a) Errors or corrections
 - b) Business arising from the minutes
9. Minutes of February 9, 2020 Congregational Meeting
 - a) Errors or corrections
 - b) Business arising from the minutes
10. Presentation from the Ministers
11. Review of Team/Committee Reports appearing in Annual Report
12. Year End Financial Report
13. Nominations
14. New Business
15. Adjournment