



# PORT NELSON UNITED CHURCH

## MISSION STATEMENT AND CORE VALUES

### ***Our Mission is:***

*To reach out to one another and our world as we grow spiritually in a caring, inclusive, Christian community enriched by meaningful worship.*

## CORE VALUES

### **A Sense of Community**

Community was fundamental to early Christians and to the development of the early church. So it is at Port Nelson. A strong sense of community permeates Port Nelson. Jesus said, "Where two or three come together in my name, there I am with them." (Matthew 18:20) In the many ways in which we gather in community, Christ is present with us. At Port Nelson we believe that everyone has gifts to share. "There are different kinds of gifts, but the same spirit." (1 Corinthians 12:4) Using our gifts demonstrates the Spirit of God at work and contributes to a sense of community.

### **Being Inclusive**

At Port Nelson we welcome everyone to participate fully in the life of the community, no matter their age, race, gender, culture, belief, ability or sexual orientation. As followers of Jesus we believe that we are part of the body of Christ. The apostle Paul said that "the body does not consist of one member but of many" and all are indispensable. (1 Corinthians 12:14, 22-26)

### **Caring**

Caring for one another is important and vital at Port Nelson. We seek to follow Jesus' encouragement to "Do to others as you would have them do to you." (Luke 6:31). We also follow the direction in 1 John 4:11 that, "Dear friends, since God so loved us, we also ought to love one another." The realization that we are loved inspires us to love one another. We are blessed. We share this blessing with others in the way we care.

### **Growing Spiritually**

We recognize at Port Nelson that each one of us is on a journey through life and that many people have a deep desire to grow spiritually. We believe that this growth happens in many ways through worship, prayer, study, service, action and more. The prophet Isaiah said, "See I am doing a new thing!" (Isaiah 43:19) With eagerness we continue to anticipate many new ways that we can help one another grow spiritually.

### **Meaningful Worship**

"Sing to the Lord a new song... Shout for joy to the Lord, all the earth, burst into jubilant song with music; make music to the Lord." (Psalm 98) Worship is important! At Port Nelson worship is more than a Core Value. It is a way of life. Through inspiring word, uplifting music, thoughtful prayer, poignant silence and in other ways we experience the Spirit of God in our midst.

### **Reaching Out**

Jesus encouraged his followers to "Feed my sheep." (John 21:17) Since its beginning, Port Nelson has been reaching out, giving resources, time, money, and skills to support those in need. We strive to follow the words in 1 John 3:18 that we should "not love with words or tongue but with actions and in truth." We are ready to discover, encourage, and support new ways of sharing God's love.

# PORT NELSON UNITED CHURCH

## 2016 ANNUAL REPORT

### TABLE OF CONTENTS

MISSION STATEMENT AND CORE VALUES.....	2
TABLE OF CONTENTS.....	3
STAFF.....	4
CHAIR OF COUNCIL .....	5
GOVERNANCE COMMITTEE .....	7
MINISTER - REV. DR. MICHAEL BROOKS .....	8
ASSOCIATE MINISTER - REV. GORD DUNBAR .....	10
ANNUAL CONGREGATIONAL MEETING: FEBRUARY 21, 2016 - MINUTES.....	12
SPIRITUAL GROWTH MINISTRY .....	17
YOUTH AWARD COMMITTEE .....	25
PASTORAL CARE MINISTRY .....	26
WORSHIP MINISTRY .....	27
DIRECTOR OF MUSIC MINISTRY .....	29
CHOIR PRESIDENT .....	30
REACHING OUT MINISTRY .....	31
MINISTRY & PERSONNEL.....	32
MISTLETOE MART COMMITTEE .....	35
STEWARDSHIP MINISTRY .....	36
PROPERTY MANAGEMENT MINISTRY.....	37
REKINDLE RENOVATION PROJECT REPORT.....	38
PORT NELSON MEMBERSHIP ROLL – DECEMBER 31, 2016 .....	41
IN MEMORIAM.....	42
BOARD OF TRUSTEES .....	43
ENDOWMENT FUND .....	45
THE PAUL DAWSON FUND .....	49
PILKEY FUND .....	49
LEGACY CIRCLE .....	52
TREASURER’S REPORT.....	53

---

## ANNUAL REPORT FOR 2016

### STAFF

---



**Minister: Rev. Dr. Michael Brooks**

Leads the staff team, oversees the various ministries of the church; leads worship, baptisms, weddings. Provides staff support to Worship Ministry, Stewardship Ministry, Communications, Governance and the Trustees

email: [michaelbrooks@portnelsonunitedchurch.com](mailto:michaelbrooks@portnelsonunitedchurch.com)



**Associate Minister: Rev. Gord Dunbar**

Oversees pastoral care and outreach. Provides staff support to Pastoral Care Ministry, Teleministry and the Reaching Out Ministry

email: [gorddunbar@portnelsonunitedchurch.com](mailto:gorddunbar@portnelsonunitedchurch.com)



**Director of Music: Dr. Stillman Matheson**

Oversees the music ministry and programs. Provides staff support to Worship Ministry, and the Choir Executive.

email: [stillmanmatheson@portnelsonunitedchurch.com](mailto:stillmanmatheson@portnelsonunitedchurch.com)



**Developer of Youth Ministry: Jay Poitras**

Develops the ministry with youth in grades 6 to 12

email: [jaypoitras@portnelsonunitedchurch.com](mailto:jaypoitras@portnelsonunitedchurch.com)



**Developer of Children's Ministry: Sharon Holmes**

Develops the ministry with children up to age 12

email: [sharonholmes@portnelsonunitedchurch.com](mailto:sharonholmes@portnelsonunitedchurch.com)



**Church Administrator: Rebecca Murphy**

Administers the church office, including financial

email: [office@portnelsonunitedchurch.com](mailto:office@portnelsonunitedchurch.com)



**Custodian: Rick Tucker**

Ensures the property and buildings meet the needs of the various groups and ministries.

Provides staff support to Property Management Ministry

email: [custodian1@portnelsonunitedchurch.com](mailto:custodian1@portnelsonunitedchurch.com)

---

## ANNUAL REPORT FOR 2016

### CHAIR OF COUNCIL

---

I feel somewhat like Janus, the two-faced Roman god who looked both forward and backward at the same time. From where I stand, poised between last year and next year, I can look back and see the undertakings of the past year – but looking forward, I can also see the achievements we plan to accomplish, and how our hopes for the future are built upon the foundations of our past work.

Last spring, the Council invited the Rev. John Pentland, author and minister at Hillhurst United in Calgary, to lead a one-day workshop with key members of our congregation. John is an animated and creative wellspring of change and by the end of the day, the room was buzzing with energy and enthusiasm.

Several projects have arisen as a direct result of that workshop, including a group that spent the summer and fall exploring how Port Nelson could become an “Affirming” congregation – not only welcoming to all, but with an action plan to work for justice and inclusion within our family, the wider church, and our community.

The Rekindle Project Management Team is another example of how 2016’s preparations will see results in 2017. Over the past year, Stan Harvey, June Wright and Pat O’Neill have spent hundreds of hours considering, discussing, arranging, and developing the thousands of necessary details and timelines that make up the plan for our upcoming renovation. It is an extraordinary body of work, and forms the foundation for the renovation work that will be completed in 2018.

But what will we do with the newly renovated building when it is ready in the fall of 2018? How will it allow us to further our mission? This past spring, your Council asked John Greven, Michelle Mills, Scott Iffe, and Carol Moffitt to form a “Visioning” team. They were joined by Stan Harvey (as a resource from the Rekindle Project Management Team) and Michael Brooks (Staff Support). Their mandate was to imagine the possibilities for our newly renovated spaces. They too spent the rest of the year discussing, reaching out, surveying, and imagining. This past month, the Visioning Team presented their report and recommendations to the Council and to the congregation, with a plan for how we can turn these dreams to reality over the next two years.

And what of the work of the Rekindle campaign to raise money for the renovation project? Long after the “official” pledge campaign finished, this team continues to count up new pledges, and just recently announced that we had reached the astonishing total of \$2.2 million in pledges.

These various teams, of course, only represent a tiny percentage of the ongoing ministry and mission of this church that includes a full calendar of meaningful worship; the weekly food voucher program; an extraordinary amount of music of the highest calibre; teleministry teams; workshops and small groups; and the exceptional community involvement in bringing together Mistletoe Mart, to name but a few.

---

*Alan Brown – Continued*

As you read through the pages of this Annual Report, you will start to get a sense of just how much work we accomplished together in 2016. I think you will realize too, that no one is dusting off their hands and saying, “Good job, all done!”

No, the coming year calls to us that the work of our mission must continue!

*You call from tomorrow, you break ancient schemes,  
From the bondage of sorrow the captives dream dreams;  
Our women see visions, our men clear their eyes.  
With bold new decisions your people arise.\**

I would like to thank Port Nelson for the opportunity and privilege of being chair of the Council for the past year. I have been constantly amazed by the Council’s breadth of knowledge, their willingness to use their considerable abilities on behalf of Port Nelson, and their communal respect for one another. I pass this responsibility on to Brian Snell with every expectation that 2017 will be another year of blessings and bounty at Port Nelson.

\*words from *Spirit, Spirit of Gentleness (Voices United #375)* by James K. Manley ©1975

*-Alan Brown, Chairperson of Council*

---

## **ANNUAL REPORT FOR 2016**

### **NOMINATING COMMITTEE**

---

The nominating committee is responsible for proposing the names of persons who are eligible, suitable and willing to serve in those positions for which the Church Council requests nominations: chair, vice chair, secretary, treasurer, ministry chair and member-at-large as well as members of the Endowment Committee, Nominating Committee, and Youth Award Committee, (Port Nelson United Church Handbook). This responsibility includes identifying and recruiting the eligible, suitable and willing persons!

In 2016 the Committee, composed of Brian Duncombe, Lorraine MacMaster and Marilyn Parsons (Chair), was asked to find persons to take on a number of other tasks/projects for the congregation. As a result the mandate was broadened. At it’s November meeting Council approved the following addition to the mandate: “The committee is responsible for the recruitment of members for other church committees/teams approved by Church Council.”

---

*Nominating Committee - Continued*

This year, in addition to filling the vacant positions on Council, the Committee also recruited:

- the Visioning Team which will present its report to the Council in January 2017 and at the Annual Meeting on February 12, 2017.
- an Affirming Ministry Team. This team has been gathering data, writing an Affirming Statement and planning a workshop to fulfill the criteria for Port Nelson to become an Affirming Ministry.
- the Rekindle Donor Recognition Team.
- an Archivist to record the Rekindle Renovation Project

Thank you to those who seriously considered taking on roles when asked whether or not you were able to accept the opportunity offered. Thank you also to Lorraine MacMaster who completed her term this year.

*Marilyn Parsons, Chairperson, Nominating Committee*

---

**ANNUAL REPORT FOR 2016**  
GOVERNANCE COMMITTEE

---

The role of the Governance Committee is to oversee the governance of the church and to make recommendations to Council. This includes activities such as:

- Reviewing all policies prior to their presentation to Council
- Writing policy for areas where there is not a Ministry or committee
- Overseeing the mission, vision and values process for Council and the congregation

The Governance Committee is composed of the Council Chair, Vice Chair, Past Chair, the Senior Minister and an additional member from the Council or the Congregation. Currently Nancy Leithead capably fills the latter role. Two of the tasks for the Committee in 2016 were:

- soliciting ideas and designs for a church logo and making a recommendation which was accepted by Council in November.
- developing terms of reference for the Visioning, Affirming Ministry and Donor Recognition teams.

*-Marilyn Parsons, Chairperson, Governance Committee*

---

**ANNUAL REPORT FOR 2016**  
MINISTER - REV. DR. MICHAEL BROOKS

---

**“Blessings Abound”**

*Blessings abound where'er he reigns;  
and prisoners leap to lose their chains;  
the weary find eternal rest,  
and all who suffer want are blest. (Voices United 330, verse 3)*

It has been nearly 300 years since Isaac Watts, one of the most prolific hymn writers in the history of Christianity, penned these words as part of the hymn *Jesus Shall Reign*. It's not a hymn we sing often anymore. Some of the language feels, well, “dated.” But in early 18<sup>th</sup> century England, Isaac Watts was referred to as a “Nonconformist.” He experienced many varieties of exclusion because he rejected Anglicanism – the state religion of the day. His quest for justice can be found in many of his hymn texts, including this one.

Here, we find Watts encircling this quest for justice with blessing. For me, that is an apt description of what we have been about at Port Nelson in 2016. We continue to become even more aware of the blessings of God, and how we can share them by reaching out to others and our world. This was evident in the maturing of our *Rekindle: Our Home, Our Future* project, as much of the groundwork was laid for the actual construction that will begin in 2017. Countless blessings – words, gifts, prayers, money, strengths – have contributed to the rekindling of the lives of hundreds in our community and world.

I do not have space here to “account” for the countless blessings of 2016 that have come from the God from whom all blessings flow. Therefore, I will focus briefly on one blessing that was particularly meaningful for me: The blessing of time.

In 2016 I had the blessing of six weeks of sabbatical time. This time was a gift of our church family – a gift for which I am most grateful. Church leadership research tells us that the current trend is toward longer term pastorates. If ministers have time to periodically and intentionally step back from congregational work to pursue life-giving ventures that rejuvenate body, mind and spirit, research shows that both the minister and the congregation continue to flourish. This is far better than having pastoral relationships end because the minister is tired and/or has become ineffective.

Discerning a focus for my sabbatical time proved to be difficult. Truth be told, I was not feeling the dire need for a rest – physically, emotionally, or spiritually. I found the work on my Doctor of Ministry in preaching degree from 2011 to 2014 invigorating. I believe our shared ministry of preaching has grown and benefited greatly from that undertaking. Nevertheless, the Ministry and Personnel Committee of Port Nelson encouraged me to consider intentional sabbatical time. Together, we discerned it would be most helpful to split this time over two years – six weeks in 2016 and six weeks in 2017. Instead of a specific focus, I made a “bucket list” of things I have been wanting to do. Considering time and budget, I then narrowed the list to my highest priorities.

---

*Michael Brooks - Continued*

In June, 2016, I pursued a 10-day road trip beginning with three nights at a Benedictine Monastery in the Eastern Townships of Quebec. I then headed south, enjoying the beauty of the Adirondack Mountains as I drove to Kirkridge Retreat Centre in rural Pennsylvania for a weekend with Bishop John Spong.

The trip concluded with a two-night stay in Cooperstown, New York, where I relished time at the Baseball Hall of Fame discovering many interesting facts about one of my favourite past-times.

In August, Jay and I headed for Italy. One of the highlights was two tours in Rome that provided opportunities for me to discover and reflect upon many of the historic places and events of our faith.

The remainder of my sabbatical time was invested in reading, reflecting, and simply “being.”

In 2017, I look forward to completing the second six-week block of sabbatical time. A pilgrimage to Germany in May to celebrate the 500<sup>th</sup> anniversary of the publication of Martin Luther’s *95 Theses* on a church door in Wittenberg promises to be a highlight.

Blessings certainly do abound. One of my greatest blessings in life is the privilege of being in pastoral relationship with you – the Port Nelson family. As I begin year nine as your minister, I increasingly feel that we are a good team.

*Blessings,  
-Michael Brooks*

---

**ANNUAL REPORT FOR 2016**  
ASSOCIATE MINISTER - REV. GORD DUNBAR

---

**“Circulating Blessings”**

I have been reading a book by Eric Law titled “Holy Currencies: 6 Blessings for Sustainable Missional Ministries.” Indeed, I will be studying with him by webinar and by workshop this year. This may seem like an odd place to begin an Annual Report, but I believe it is germane to taking stock of the vitality and the health of the ministry we all share.

I look at my colleagues on the staff team and I see a tapestry of strengths working well together in so many complimentary ways. I look at my Council colleagues whose reports you will read in this Annual Report and I see a wealth of strengths which continue to serve this congregation with wisdom, with discernment, with sheer hard work and with listening ears. I look at the myriad of volunteers who enliven the many ministries in this congregation and I see that tapestry of strengths taking on colour, shape and texture. This is the currency of Gracious Leadership. “Gracious leaders know how to build relationships with and among diverse populations and to discern the truth together” (p. 91).

I know how so many of us work as we engage the various ministries of Port Nelson. I have seen the long hours given by everyone – whether staff or in leadership or as volunteers. I have seen the price often paid by each of us. I also witnessed two pivotal events which showed how we embrace Sabbath. On a chilly Saturday evening we gathered for a pot luck dinner to celebrate the gift of the Lloyd Auditorium and said “Goodbye” to that space.

Laughter resounded, conversation abounded, food astounded and song sounded. The next morning during worship we renewed our baptisms by passing from one person to the next the blessings of the font. This is the currency of Wellness “when a community has a balance between rest and work” (p. 65).

Archbishop Desmond Tutu once said, “Differences are not intended to separate, to alienate.” Indeed, with the work and the discernment of the Affirming Group, we delve more deeply into what we so blithely say when talking to folks in our city, “Everyone is welcome.” It is much easier to claim our own truth as the TRUTH, instead of listening actively to the perspectives others bring to continue to discern to what the risen Christ calls us. This is the currency of Truth which “requires that we look at an issue or an event in a wholistic way, perhaps through ten different eyes” (p. 44).

As we wonder about the disruption of the Rekindle Project to our ministry here at Port Nelson, we also treasure the memories of foundational events carried within the walls of this building, grieving the loss of much of the structure but anticipating something new and more flexible, not to mention new memories yet to be created. Certainly our current building could not thrive without money nor can the new building be erected without money, but the structure is dead without our time. The currency of Time and Place “refers to the properties” we own in combination with “the paid and volunteer time that leaders and members offer to the church” (p. 116).

---

*Gord Dunbar - Continued*

Speaking of the currency of Money, I remember during one of the sermons last summer I wanted to demonstrate that we erroneously think we understand money. I handed out three decks of playing cards and told the three people to whom I had given them that there was only one rule. No one was allowed to have more cards than anyone else in the sanctuary. Then I said "Go" and sat down. It took little more than three minutes before every single person in the worship space had at least one card – even though only three people started with cards. In fact, even as I invited people back into the rest of my sermon, there were still people exchanging cards. It kept moving, this currency of Money which is "a medium of exchange, a measure of value, or a means of payment" (p. 132).

Notice that the money would never have circulated without the final currency of Relationship. "Whether we know it or not, our network of relationships can spread goodness and blessing, or destructiveness and curses" (p. 18). As we shape our network and our network shapes us, as our friends affect us – and as their friends and their friends' friends affect us – and we them, that the network has a life of its own. It is through this currency of relationship that all of the blessings – God's blessings – flow. "If a currency does not flow, it has no value" (p. 12) which is very similar to the story of the Widow's Mite (Mark 12:41-44).

What I perceive in Port Nelson United Church is that we continue to generate positive flow through these currencies of blessings. Since God owns everything and God gives abundantly, we are not to keep God's resources. These resources are meant to be circulated and recycled in order that more blessings can be created. I believe that over the past year we, as a community of faith, have taken stalwart steps toward this sustainable, missional calling.

I believe that our new Vision Plan will take up that strength and build upon it over the coming years. What a gift it is to be part of this vibrant family of faith. Thank you for allowing me to be part of it all.

*Love in the midst of abundant blessings,  
-Gord*

---

## ANNUAL REPORT FOR 2016

ANNUAL CONGREGATIONAL MEETING: FEBRUARY 21, 2016 - MINUTES

---

### Call to Order:

The meeting was called to order by Marilyn Parsons, Chair of Council, at 12:00 PM. Marilyn opened with a prayer.

### Voting Privileges and Enabling Motions:

**Motion by Steve Halfpenny, seconded by Kathy Greven, that Richard Hensen be appointed as recording secretary for the 2016 Annual Meeting of Port Nelson United Church. CARRIED**

**Motion by Susan Posgate, seconded by Henk Kuiper, that voting privileges for the 2016 Annual Meeting of Port Nelson United Church be extended to adherents. CARRIED**

**Motion by Ken Posgate, seconded by Steve Halfpenny, that Gord Dunbar and Ann Fleming be appointed as parliamentarians, timekeepers and scrutineers for the 2016 Annual Meeting of Port Nelson United Church. CARRIED**

**Motion by Ron Gardner, seconded by John Greven, that each person speaking to a motion be allowed two minutes to speak; that no person may speak twice to a motion until all people wishing to speak have had a first opportunity; and that the Mover and Seconder may speak at the beginning and at the end of the discussion of a motion. CARRIED**

### Approval of the Agenda:

**Motion by Susanne Zinkie, seconded by Mat Ardron, that the agenda for the 2016 Annual Meeting of Port Nelson United Church be approved as presented. CARRIED**

## WE CELEBRATE PAST MINISTRY

### Approval of Minutes of 2015 Annual Meeting:

**Motion by Ron Gardner, seconded by Steve Halfpenny, that the minutes of the February 8<sup>th</sup>, 2015 Annual Meeting of Port Nelson United Church be approved as written. CARRIED**

### Approval of the Minutes of Congregational Meeting:

**Motion by Tim Rayner, seconded by Brian Snell, that the minutes of the September 27<sup>th</sup>, 2015 meeting of Port Nelson United Church be approved as written. CARRIED**

### Approval of the Minutes of Congregational Meeting:

**Motion by Rod McGrath, seconded by Ron Gardner, that the minutes of the November 22<sup>nd</sup>, 2015 meeting of Port Nelson United Church be approved as written. CARRIED**

### Chair's Remarks: Marilyn Parsons

Thank you all for staying for this meeting to participate in the work of the congregation. If you have not already done so I urge you to carefully read the reports in the Annual Report either on line or in hard copy. It is full of good news.

---

*Annual Congregational Meeting – Continued*

Port Nelson possesses a large committed group of people who devote their time, skills and money to serve and/or participate in the ministries, Council, committees, programs, and other activities. I was particularly impressed with how quickly volunteers came forward for the Refugee Sponsorship Initiative as well as for the Rekindle Project Teams. We still need a leader for the Rekindle Funding Team.

The congregation of Port Nelson United Church has a dedicated, highly skilled, responsible staff team. This wonderful group provides the support, encouragement and resources that enable us to live out our core values: The Rev Dr Michael Brooks, Minister; Rev Gord Dunbar, Associate Minister; Rev Candy Harvey, Voluntary Associate Minister; Jay Poitras, Developer of Youth Ministry; Sharon Holmes, Developer of Children’s Ministry; Rebecca Murphy, Administrator; Richard Tucker, Custodian; Eric Hollingsworth, Summer Custodian; Theresa Woolley, Bookkeeper and the members of the Boin family who have been responsible for security and lock-up of the building for many years. This year Christian Boin served until he began his post-secondary education after which his sister Jacqueline Boin took over. Much of the work of Council this year has been related to the Rekindle Capital Campaign which resulted in pledges of \$2 million and a viable financial plan for the Rekindle Renovation Project. The Capital Campaign continues while the Project goes ahead. The more money pledged the less money that needs to be borrowed. Should you wish to make a pledge or increase your pledge please contact Brian Snell or Cathy and John Greven who continue to Chair the campaign.

As I end my term as Chairperson of Council I am thankful for having had the opportunity to lead and for having such a wonderful supportive group of people with whom to serve. That includes all of you. As the Bishop in one of Alexander McCall Smith’s Number One Ladies detective agency books say “There is plenty of work for love to do.”

I look forward to continuing on Council as Past Chair, Chair of the Nominating committee and Governance.

Approval of Actions by Council in 2015

**Motion by Elaine Brown, seconded by John Greven, that the actions of the Port Nelson United Church Council for the year ending December 31<sup>st</sup>, 2015 be approved. CARRIED**

Report from the Trustees: Ron Gardner

- In 2014 our focus had been on the work associated with funding and supporting the PNUC energy Cooperative
  - A project that has worked well for the Energy Cooperative and for Port Nelson United.
  - The interest from the funds loaned to the cooperative yielded a significantly higher rate of return than we would have received from traditional GIC investments
  - This of course allows us to provide MargaretJane Wallace and the Endowment Fund Committee a greater amount of money to disburse for deserving projects.
- The major focus of the Trustees this past year was evaluating the Rekindle initiative.
  - Last May we were part of the group from Port Nelson who presented the Rekindle project to the Presbytery Property and Finance Committee.

---

*Annual Congregational Meeting – Continued*

- We also consulted with a number of financial institutions to review loan and funding options to support the Rekindle project.
- A second focus this past year has been a thorough review of the insurance needed to adequately protect the Church's assets.
  - With the addition of solar panels on the roof of the sanctuary and the construction associated with the major renovations about to occur we felt this was both timely and necessary.
  - The review is complete and a number of adjustments to our coverage have been made.
- I want to particularly thank Steve Halfpenny for his leadership role in the insurance review, Marty Wamsley for his leadership in the Rekindle project and Rick Burgess for the legal insights he has provided to the Trustees over the past year.
- I feel the current Board of Trustee composition has an excellent balance of financial, insurance, legal, business and spiritual expertise.
- Finally, since it is not often I get the opportunity to address members of the congregation; I would like to encourage you to consider a legacy gift to Port Nelson United.

Approval of 2015 Written Annual Reports:

**Motion by Ruth McQuirter, seconded by Sam Weller, that the written reports contained in the 2015 Annual Report Book of Port Nelson United Church be adopted as presented. CARRIED**

Treasurer's Report: Steve Jones

Steve Jones reviewed the 2015 Financial Statements, as presented in the printed Annual Report. There was a net surplus of \$22,552 for the year ended December 31, 2015, resulting in an accumulated surplus of \$43,319.

**Motion by Steve Jones, seconded by Henk Kuiper, that the Financial Statements of Port Nelson United Church for the year ending December 31<sup>st</sup>, 2015 be approved as presented. CARRIED**

Approval of Auditors for 2014:

**Motion by Steve Jones, seconded by Marty Wamsley, that Beckett Lowden Read LLP be appointed as auditors for Port Nelson United Church for the year ending December 31<sup>st</sup>, 2016. CARRIED**

**WE SEEK GOD'S GUIDANCE IN FUTURE MINISTRY**

Report from the Endowment Fund Committee: MargaretJane Wallace

MargaretJane reported that as a result of 2015 Endowment Funds investments there is \$17,000 in interest to be disbursed. Council voted to recommend the following suggestions for the expendable funds:

1. Leveled Literacy Program	\$2,000
2. Port Nelson Refugee Group	\$5,000
3. Rekindle Project	\$5,000
4. Burlington Christmas Parade float	\$500
5. Travel expenses for Rev. Dr. Pentland visit	\$1,500
6. Food Voucher Program	\$3,000

**Motion by MargaretJane Wallace, seconded by Mat Ardron, that the recommendations of the Endowment Fund Committee of Port Nelson United Church, as approved by Council, be adopted. CARRIED**

2016 Budget Presentation:

Steve Jones reviewed the budget for 2016. It reflects a 2% increase in general offerings over the 2015 actual. Steve characterized it as a conservative budget, driven by an anticipated reduction in rental income and fundraising opportunities. There is a projected deficit for the year of \$17,932, and a projected accumulated surplus of \$25,387.

**Motion by Steve Jones, seconded by Bill Carr, that the operating budget of Port Nelson United Church for the year ending December 31<sup>st</sup>, 2016 be approved as presented. CARRIED**

Nominating Report – Recommendation for Slate of Council Members for 2014: Ann Fleming

**Motion by Lorraine MacMaster, seconded by Susan Posgate, that the Nominating Committee Report and slate of Council Members of Port Nelson United Church for 2016 be approved as presented. CARRIED**

**Proposed Slate of Members of Council for 2016**

Chair:	Alan Brown
Vice Chair:	Brian Snell
Past Chair	Marilyn Parsons
Secretary:	Tiffany Harvey
Chair of Worship Ministry:	Mary Carey
Attends Council for Worship Ministry:	Hamilton Jukes
Chair Pastoral Care Ministry:	Susanne Zinkie
Chair Reaching Out Ministry:	Brian Duncombe
Chair Property Management Committee:	John Greven
Chair Spiritual Growth Ministry:	Ann Fleming
Chair Stewardship Ministry:	Pat Gilmore
Treasurer:	Steve Jones
Finance Committee:	Rod McGrath
Chair of Trustees:	Ron Gardner
Attends Council for the Trustees:	Marty Wamsley
Ministry and Personnel:	Susan Posgate
Members- at- Large:	Ruth McQuirter, Richard Hensen, Susan O'Neill
Presbytery:	Marilyn Parsons, Ann Fleming, Pat Gilmore

**Proposed Members of the Youth Award Adjudication Committee 2016**

Council:	Ruth McQuirter
Congregation:	Lorraine MacMaster
Ministry:	The Rev. Dr. Michael Brooks

**Proposed Elected Members of the Endowment Fund Committee 2016**

Chair:	MargaretJane Wallace
Members-at- Large:	Margaret McMulkin, Dorothy McDonald

---

*Annual Congregational Meeting – Continued*

Closing: Marilyn Parsons

Marilyn thanked those who have completed their term of office: Jocelyn Birkes, Pat Gilmore, Nancy McKenzie, Jean Redgrave, Ray Smith, Jeff Vannan, Jean Redgrave and June Wright. She thanked recording secretary Richard Hensen, parliamentarians Gord Dunbar and Ann Fleming, Alan Brown on video, and John Zinkie on audio for their participation. Marilyn called Alan Brown forward for a "passing of the torch" and concluded the meeting in prayer.

Motion to Adjourn:

**Motion by Steve Halfpenny that the 2016 Annual Meeting of Port Nelson United Church be adjourned.**

---

## **ANNUAL REPORT FOR 2016**

### **SPIRITUAL GROWTH MINISTRY**

---

Our mandate is to support and encourage the groups that gather to grow following the stated values of the congregation and to offer spiritual growth opportunities in response to identified needs for all ages.

#### **NURSERY/ TODDLER CARE:**

For many years, we have had and we continue to have a wonderful group of volunteers who have committed their gifts of care and time to at least one Sunday a month being in the Nursery/Toddler room offering to parents the time to attend worship.

This past August, in conjunction with the Ministry and Personnel committee, Spiritual Growth Ministry conducted a search and interviews for a paid, trained Coordinator of the Nursery/ Toddler program. In September we were pleased to introduce Holly Doucette. Holly is a fully qualified Registered Early Childhood Educator. She has worked with the volunteers and parents to fill the needs of the children entrusted to our care. We continue to use the pager system to keep connected with parents if a problem should arise.

#### **CHILDREN AND YOUTH:**

We support the ministries of Sharon Holmes (Adventure Crew) and Jay Poitras (Pinnacle) and their excellent programming and relationships with children through to teens and young adults. This is witnessed in the growth and the integration of these age groups in the church community. Sharon's Developer of Children's Ministry report and Jay's Developer of Youth Ministry reports follow:

#### **Children's Ministry Report**

##### **Adventure Crew**

The Adventure Crew is our church program that includes children SK – Grade 5. We continue to have an average weekly attendance of 15 children. I am very fortunate to have wonderful volunteers who help in the classroom on Sunday mornings. We use various themes to explore the Bible and life as a Christian through stories, crafts, games and songs.

In our lessons this year we learned about Epiphany, Baptism and made yummy pretzels during Lent. We journeyed our way through Holy Week and Pentecost. In June we finished up with a fun BBQ with great food and fun games. We started our year in September with the Blessing of the Backpacks and getting caught up with old friends and making new friends that joined our Crew.

Our outreach this year included making Valentine's Day cards that were mailed to over 50 members of the congregation. The children (and their parents) reached out to Fort McMurray and held a bake sale in May and, of course, ended the year with a successful craft table at the Mistletoe Mart.

---

## *Spiritual Growth– Continued*

### **PA Days**

This year Port Nelson hosted two PA Day camps. The first was a Beach Day in February. Beach games, crafts and learning new songs with Stillman Matheson our Music Director were a big hit. Several children entertained us on the following Sunday with some of the songs they had learned. In November we became The Pirates of Port Nelson. Games, crafts, music and fun snacks made both days successful not to mention the great team of volunteers.

### **Musical Talents**

Thanks to the musical talents of Tania Laurie our children had the opportunity to contribute to several services this year. A huge thank you to Tania for helping to develop this important aspect of the Adventure Crew and to Fae Falls and Stillman Matheson for their beautiful accompaniment.

### **Friday Family Fun Nights**

Our Friday Family Fun Nights have become a fun, monthly activity that sees between 25-35 of us eating pizza and enjoying a movie, Halloween party or games night.

Thank you to all who have given their time and talents to help our children grow within our church community.

*-Sharon Holmes, Developer of Children's Ministry*

### **PINNACLE: Youth Report**

#### **A Sense of Community**

Port Nelson United Church Young Leaders (PINNACLE) celebrated its fifth anniversary in November 2016. Over the last five years, a safe place for youth and teens in grades 6-12 to meet, hang-out, worship and give back has grown in our church. In September 2016, we said goodbye to a few of our young people who headed off to various postsecondary institutions across the country; at the same time, we welcomed a very eager batch of new grade 6 participants. It's always great to see our college and university students when they return home to visit their families. Our most recent post-secondary gathering was the annual PINNACLE Alumni Christmas Reunion, which took place at the home of Michael and Jay this year.

#### **Being Inclusive**

Whether they attend every Sunday or every occasional Sunday, or whether they attend a movie night or Halloween sleepover as guests of faithful members, all youth are welcome. We recognize that every young person is on an individual faith journey that we seek to nurture and support. Participants explore Christianity as it relates and makes sense to them, all the while building leadership skills to make positive change in their own lives and for others.

### **Meaningful Worship**

The youth continued the Port Nelson tradition of leading the December Gift Sunday service. The youth will tell you it is always a highlight of their year to design and lead the congregation in this service. This year's Gift Sunday play addressed social issues such as divorce and adoption. Our youth are a very talented bunch and are always happy to share their talents in worship, be that through instrumental or vocal music, dance, or dramatic readings of the scripts they help write!

### **Caring**

Campers and staff alike from GLEE Camp took over the church building for another 3 sold-out weeks in the summer of 2016. Both the energy and temperature levels were high. We were blessed to have such a strong camp staff team of teens and young adults from our church community leading over 80 campers each week. At the time this report was written, hiring for next summer's senior staff and the development of the 2017 brochure is well underway.

### **Growing Spiritually**

In May of this year, we confirmed 2 young people from our two-year Confirmation Program. In September, we welcomed a new group of first-year participants. We continued to use the interactive DVD and journal resource, "Animate Faith", as a curriculum for discussion groups for all confirmands. It continues to be an effective guide in helping the youth explore their decision to renew their baptismal vows. A few highlights of the year were our work with Wesley Urban Ministries at the No-Charge Christmas Store and preparing and serving a Sunday supper in February. To accommodate the busy schedules of our youth, our annual winter retreat to Ottawa transformed into a "stay-cation" overnight retreat at Port Nelson.

### **Reaching Out**

As part of their service learning, the PINNACLE group collaborated with youth from Burlington Baptist Church and St. Christopher's Anglican Church to enter a float in the Burlington Santa Claus Parade. The theme for the float was "Christmas is for Everyone." Over 30 youth and adults from all three churches "rode" the beautifully decorated float and held up signs with the names of groups of people who might be left behind in the joy of Christmas. Youth held up signs that reminded people "Christmas is for... the homeless, those with an addiction, senior citizens, single parent families, LGBT youth," etc. Many thanks to Tim Rayner for his invaluable support and the Hutchison's (Denise, Alex and baby Lee) for playing the parts of Jesus, Joseph and Mary. Reaching out continues to be a value embodied by the youth of Port Nelson.

*-Jay Poitras, Developer of Youth Ministry*



### **GLEE Camp 2016**

This year, GLEE Camp continued in its tradition of providing an enjoyable experience for the many campers and staff members involved. The directing team, including Alec O'Halloran as Assistant Director and Grant Sweeny as Program Director, worked well together to put on a fun program, and to make sure everything ran smoothly. Creative programming and cohesive leadership amongst the entire staff team led to the continued success of the camp. The staff team was able to work together and solve any small issues that arose. Once again, all three camps were full with a waiting list, demonstrating the high demand for the quality experience GLEE Camp provides. Tania Laurie, assisted by Katelyn Leece, put together some of the best GLEE concerts to date.

Additionally, an increased focus on counsellor training and the development of leadership skills helped to both further the leadership abilities of youth involved, and ensure a more controlled and enjoyable experience for the campers.

This was supported by the positive feedback that I received from both campers and staff. Despite the extremely hot weather, staff members were able to keep their positive energy, and provide an enjoyable experience for campers. With each new year of Glee, the camp continues to evolve and grow. It was a pleasure to be a part of the GLEE team this year, and I look forward to seeing the camp grow and flourish in the coming years.

*-Claire Sweeny, Camp Director*

### **ADULT OPPORTUNITIES: SMALL GROUPS & EVENTS**

In October we offered an after worship Harvest Growth Festival to highlight the opportunities for Growing on our Spiritual Journey, Connecting with each other, and Serving within and outside our building. The invitation was sent to 16 groups to have a 'display booth' to tell the story and inviting new people to join them. Finger food lunch was served along the pathways of visiting and there was a wonderful energy along the way!

In November an evening of exploration was offered as an extension of the worship series on blessings. The "Blessed Faith" of Jewish, Muslim, and Christian religions explored the differences and similarities through the faith stories of Rabbi Jordan Cohen, Sheikh Abdullah Hatia, Imam and Reverend Rick Spies, Minister. A lively Q & A and discussion was followed by an informal conversation time with refreshments.

### **Prayer Group**

Thursday mornings finds a group gathered in the O'Brien Room. Their 'mission' is to be aware of needs within the congregation, illness, grief, transition times, milestone celebrations or example, and offer prayers for those involved. All people, concerns and issues are kept in confidence within the group. Requests for prayers come through Gord Dunbar, and from the people and/or their friends who express concerns. Some members of the prayer group remember that this group or one similar to it began in 1983! The group names, *We Are Pilgrims on a Journey*, (Voices United 595) as a favourite poem.

The members of the group also hold in prayer those who are making calls for the Teleministry. If someone would like a prayer let the group know through Joan Milne.

### **Teleministry**

This Fall Teleministry celebrated 30 years of caring ministry to the congregation. Several of the present Teleministers & Prayer mates have been dedicatedly involved for all of those 30 years.

Our goal is to make a telephone connection with every family in the congregation twice a year. These confidential calls will continue on Monday evenings and Tuesday mornings during the renovation. Our method of delivery will change to cell phones dedicated only to Teleministry. That means confidentiality will definitely be maintained.

The Helping Hands program has been active during the year, delivering a small meal to anyone in our church family experiencing illness at home or following a hospital stay or welcoming a new baby to the family. This program, Co-ordinated by Ellen Snell, is also revising to be a "Make and Take" system since there will no longer be freezer space at the church for now.

There is always space for new members on this team. If anyone is interested in being a Prayer Mate, Teleminister or part of Helping Hands please let us know.

*-Sharon Ife, Teleministry Director*

### **Caring Wisdom Circle**

The journey continues weekly in the O'Brien Room at 1:30 every Thursday. Throughout 2016 we read and discussed Joan Chitterson's books, *The Gift of Years*, *Growing Old Gracefully* and *Our Holy Yearnings: Life lessons for Becoming Our Truest Selves*.

This is why we love the Circle! We share the good the bad and the ugly! We are so diverse but respectful of each other's truths! We can be ourselves! We find inspiration by sharing! There is nothing that we don't talk about! We always leave feeling supported and inspired! These are some of the comments shared as we reviewed why we meet and where we are going in 2017! We have chosen a book by Jan Phillips, *Finding the On-Ramp to your Spiritual Path: A Road Map to Joy and rejuvenation*, to begin the new year.

---

*Spiritual Growth– Continued*

The CIRCLE is open to all, and we are always delighted to have new folks drop by! Come check us out and share a cup of tea and a warm welcome!

- Laurel Grace

**The Reflection Group**

The Reflection Group has been meeting over this past year exploring the ever outward thinking of contemporary theology. Recently we read *“Reimagining God...The Faith Journey of a Modern Heretic”* by Lloyd Geering. It is a book that recaps the philosophies and histories of several forward thinkers of the past and how they influenced the author’s approach to faith. We are now embarking on a new book *“The Great Spiritual Migration...How The World’s Largest Religion Is Seeking A Better Way To Be Christian”*. We hope it will lead our group of women to some very interesting discussions. Anyone that would like to explore these types of ideas with us is welcome to contact me.

-Diane Handcock

**Men in Aprons**

The past year was fairly straight forward in that we hosted seven Men in Aprons lunches and six Saturday breakfasts. As well, we prepared the chili for Mistletoe Mart. What has made the fall really interesting is the December closure of our kitchen in preparation of the renovation. A complete inventory was taken resulting in a long overdue toss and throw.

From January 2017 to September 2018 we will be in a transition mode. Men in Aprons lunches will be hosted by St. Christopher’s who have a similar but much larger program. They have welcomed us with open arms and we have had one lunch in December that was a great success.

Men's Breakfast is proving to be more challenging. It is important to remain connected to Port Nelson United Church during construction and having lost both our meeting space and kitchen we are going to try a continental style breakfast with hot tea and coffee. Location in the building to be determined! Our first attempt will be February 4<sup>th</sup>.

- Ham Jukes

### **Elaine's Vision**

Members of Elaine's Vision are ladies from Port Nelson United Church who meet for support, friendship and service. Originally known as Unit 2 - UCW, it was renamed after Elaine Harrison when she died in 1995. Meetings are held the third Wednesday of the month, 7:00 – 9:00 pm in the O'Brien Room. Over the years, friendships have strengthened and the members are there to help each other at times of need. The service activities are usually very quietly completed. For many years they have made pies, fudge, and cookies for Mistletoe Mart. Each year members decorate the Christmas trees, hang wreaths and garlands and put up the Christmas decorations to enhance the festive air at the bazaar. Each year they have a project. This year they hosted a baby shower for a young Mum in our congregation they have assisted before.

In December, the members organize a beautiful evening of Ladies' Dessert and Candlelight Communion Service. All ladies in the church are invited. Decorated tables are set up in the O'Brien Room and Upper Foyer. The atmosphere is very festive with delicious treats, tea, coffee and juice. At 8:00 p.m. along with ladies who have joined only for the Candlelight Communion, everyone quietly lines up, holding candles. Singing Silent Night, they proceed into the candlelit sanctuary, a beautiful sight. This is a very spiritual experience and frequently, there are some tears.

This is a highlight of the Christmas season, a time to reflect and enjoy the closeness of the women and the special Communion Service. Special thanks to our Ministers and Director of Music for making this evening memorable.

- *Bev Osborne*

### **Small Groups**

This *Monday* group has been meeting for a year and half now studying and discussing several books on Proverbs, Psalms, The Jesse Tree, The Gospel of Mark and other subjects and study material. They have taken on Chase the Chill knitting project placing in an elementary school yard - scarves, mittens and gloves for the students to choose what they need to be warm.

In the fall a small group met on *Thursday* evenings to engage in a five session study exploring *Embracing an Adult Faith* by theologian Marcus Borg.

A new group meets on *Tuesday* evenings using a six session study by author and cultural observer, Phyllis Tickle, *Embracing Emergence Christianity*.

**Travel Crafts**

Our Group meets the first and third Monday of the month at 1:30pm in the O'Brien Room. Our purpose is to help people with disabilities to be creative making crafts. We contribute these crafts to the Mistletoe Mart thereby helping everyone to have a good feeling of self-worth. Tea and cookies is served and lasting friendships are made.

*-Joan Milne*

**Ladies' Bridge Group**

Six afternoons of fun bridge are enjoyed by bridge players from October to April. Pairs are hosted by three others and host three themselves! The games are enjoyed regardless of level of expertise. The organizers will be looking for new players for the 2017 fall start. You might wish to put your name on a waiting list now by talking to us.

*-Susanne Zinkie; Linda McLaughlin*

**Port Nelson Mixed Bridge**

Individual couples meet in each other's homes and over light refreshments share a lot of laughs, some groans and occasionally a slam bid. We have games from October to April. No games are scheduled for the month of December. A wind up party is held in early May when we enjoy coffee, tea and dessert, and one last go at the game of bridge. This is an excellent way to get to know other members of the church.

Membership for 2016-2017 is ten couples. We are happy to welcome Susan and Pat O'Neil and June and Tod Wright. New Members are very welcome.

*- Audrey & Alan (Butch) Rogers*

*- Ann Fleming, Chairperson, Spiritual Growth*

---

## ANNUAL REPORT FOR 2016

### YOUTH AWARD COMMITTEE

---

The Port Nelson United Church Youth Award was established in September 2012 by the Church Council to recognize and celebrate the leadership of young people in the Burlington community in the area of being inclusive, particularly pertaining to the needs and concerns of Gay, Lesbian, Bisexual, Transgendered and Queer (GLBTQ) people. The church's lead minister, the Rev. Michael Brooks and his partner, Mr. Jay Poitras, an educator, sought to establish a public and tangible way to celebrate *Being Inclusive* – one of the church's emerging core values – and to mark the occasion of their wedding on November 3<sup>rd</sup>, 2012.

In 2016, in an effort to be more inclusive and reach out further, the Port Nelson Church Council approved a change in policy regarding the Youth Award. As of 2016, any student at any secondary school in Halton Region is eligible to apply for the Port Nelson Youth Award. This change broadens the geographic area from which candidates may apply.

The award consists of an annual one-time \$1,000 grant to a qualified young person in our community. The committee, consisting of Lorraine MacMaster, Ruth McQuirter and Michael Brooks, reviewed all applications for the 2016 award, and decided that, this year, there would be two co-recipients of the award. The successful recipients were **Colleen Putzig**, a grade 12 student at Burlington Central High School, and **Tyler Wisner**, a grade 12 student at St Thomas Aquinas Catholic Secondary School in Oakville.

The Youth Awards were presented to Colleen and Tyler during worship on Sunday, June 5<sup>th</sup>, at which time they addressed the congregation and subsequently joined with the Port Nelson Pinnacle youth for discussion. Additionally, Tyler and Colleen helped contribute to an article about the Youth Award that was published by *Affirm United* on their website in October.

The Youth Award is open to any high school student in Halton Region who has contributed to a more inclusive environment in school and/or community. If you know of young people who would be good candidates for the award, encourage them to apply. The deadline for applications is May 1<sup>st</sup> each year.

-Michael Brooks



---

## ANNUAL REPORT FOR 2016

### PASTORAL CARE MINISTRY

---

**Purpose:** To care for each other by including all to whom we are called while strengthening our sense of community as a family of faith.

The Pastoral Care Committee has 11 dedicated members who offer care and support to all members and friends of our church family.

This year we hope to focus more on expanding “Communion in the Home” for shut in members of the family.

The Helping Hands will continue to offer meals, muffins, soup to folks in their homes who need extra nourishment. Both this programme and Teleministry will function slightly differently due to renovation activities but we will continue to be that friendly voice on the end of the line.

The Coffee Hour will continue to provide a time of sharing but will take place at the back of the Sanctuary. Good refreshments and conversation will still support our sense of family.

Supported by Gord Dunbar as our Staff Resource, our volunteers will be available and approachable if you have concerns or ideas to share.

*Respectfully submitted,*  
*-Susanne Zinkie, chairperson*

---

## ANNUAL REPORT FOR 2016

### WORSHIP MINISTRY

---

The Worship Ministry continually strives to make Port Nelson worship welcoming and meaningful.

In 2016 two parking spaces were allotted for first time worshippers. Our parking lot fills up very quickly and we hope that these spaces will be left for first time people who often come just in time for the 10:30 worship service. Our greeters and ushers are the first contacts with people who are worshipping for the first time and we thank them for their constancy and their friendly welcome.

We are blessed that our choir has expanded to the point where there were not enough choir gowns for all. New robes were chosen and we feel that the burgundy colour with white piping is very attractive and incidentally matches the colour of the Voices United hymn books in the pews.

In February, the Rev. Don Gillies led a meaningful service based on Truth and Reconciliation with our indigenous brothers and sisters.

Beginning on Valentine's Day, Michael Brooks offered a Sermon Series on Love for the period of Lent. A weekly study session was also offered during this time so that participants could dig deeper into the biblical verses that were chosen for the sermon series.

In April, the Rev. John Pentland, minister of the thriving Hillhurst United Church in Calgary and author of *Fishing Tips: How Curiosity Transformed a Community of Faith* was our guest. John led a workshop on his book on Saturday and was our guest preacher in worship the following day.

We thank the children and youth plus Port Nelson Renewable Energy Co-op for helping us to celebrate Earth Day.

In May, Alan Brown's sermon using a story-telling style was appreciated.

Rev. Bert Radford provided a most interesting sermon series based on popular novels during Michael's sabbatical time.

Starting in Creation Time, we continued the sermon series style of worship with the theme of Blessings in Creation and again a weekly study was offered on the theme.

On Sunday, Sept. 25<sup>th</sup>, Rev. John Ambrose, Editor of *Voices United*, led us in a Hymn Festival to celebrate the 20<sup>th</sup> anniversary of publication.

On World Communion Sunday, October 2<sup>nd</sup>, we hosted Guest Preacher Rev. Miriam Spies from St. Paul's United in Dundas. Miriam is a member of the Central Committee (the highest decision making body which meets between assemblies) of the World Council of Churches. She also serves on the Executive of the General Council of The United Church of Canada.

---

*Worship Ministry – Continued*

Over 100 children and youth participate in the Port Nelson Scouting programs. On October 23<sup>rd</sup>, the Scouts and their leaders were our guests in worship. We gathered around a giant campfire and heard the story of Jacob's "daybreak blessing" at Peniel (Genesis 32: 22-32), with all receiving a badge to commemorate the occasion.

On November 20<sup>th</sup> Pat Gilmore led the service with a moving sermon on the Blessing of Reconciliation.

Our congregation continues the yearly Memorial Service and Remembrance Service that are so meaningful to many.

On December 4<sup>th</sup>, guest preacher Rev. Jim Cairney of Christ Church in Mississauga inspired us with his sermon *Living in Hope* for our 2016 stewardship theme.

Our December Women's Communion service continues to be well attended and we appreciate the ministry of Candy Harvey and Michael Brooks who make this service so meaningful.

The Worship Ministry enjoys and appreciates the participation of both the Adventure Crew under the leadership of Sharon Holmes, music animator Tania Laurie with accompaniment from Fae Falls, and the Pinnacle Group under the leadership of Jay Poitras in worship services. The December Gift service was especially meaningful.

Quietly working in the background are many volunteers who help to make our services run smoothly. We appreciate their dedication to making the Sunday morning service a good experience for all.

The Worship Ministry gives thanks to God for the strong leadership of our staff: Michael, Gord, Stillman, Candy, and the support of Rebecca and Rick.

*-Mary Carey, Chairperson*



---

## ANNUAL REPORT FOR 2016

### DIRECTOR OF MUSIC MINISTRY

---

I am pleased to report that 2016 was another year with growth and many successes in the Department of Music. Our choir president, Brian Snell has provided an excellent choir report so I will take this opportunity to thank the many people who work visibly and behind the scenes to provide the music for our worship services:

-the individual singers and instrumentalists and one dancer who have performed for us on Sunday mornings: Katelyn Emery, Claire Sweeny, Jonathan Yantzi, Doug Robson, Don Gillies, Jamie Thomblison, Elaine Whiskin, Alejandra Fernandez, Chris Emery, Kimberly Hanmer, Margaret Campbell, Kendra Brophy, Corinne DeJong, Sam Farrell, Tian Li, Alix Kingston, Evan Dando, David Holt, Brian Snell, Fae Falls, William Peltier, Diana Emery, and Jacki Kingston. This is a long list and we are very fortunate to have so many musicians who enhance our services with their talented performances.

-the members of our dedicated choir who provide not only music every week, but also support and friendship.

-the choir executive: Karen Pettit, Ellen Snell, Jen Newton, Jeff Vannan, Richard LeBlanc, Vicky Cooper, and our president Brian Snell.

-members of the Choral Scholarship sub-committee: Vicky Cooper, Yvonne LeBlanc, and Dan Emery.

-our hard-working and efficient librarian, Ellen Snell.

-the contributors to our Choral Scholarship fund.

-a supportive church staff, Worship Committee, and congregation

It is a privilege to be your Director of Music, and I am looking forward to another great year.

*-Stillman Matheson, Director of Music*

---

## ANNUAL REPORT FOR 2016

### CHOIR PRESIDENT

---

At the same time as many traditional church choirs are experiencing decline and failure, Port Nelson's choir has grown with new basses, altos and sopranos. This is due to the leadership of Stillman Matheson who patiently guides us each Thursday and Sunday and continues to demand the very best from each singer. As a result our sound improves and we attempt increasingly more difficult music. Last Spring a large audience attended our concert featuring Valerie Tryon as a solo pianist and the choir singing a Schubert Mass. We performed at a concert to raise funds for refugees and another with Liona Boyd, both of which were very successful.

A long time member, Jean Jewell, found it necessary to retire and we miss her very much. Doris Grant, Carrie Stewart and Jonathan Yantzi also found they were not able to continue singing with us after the summer – they too are missed.

It is a great credit to Stillman that the choir now includes three former church organists and a professional classical guitarist. Our choral scholar this year, Corinne DeJong, has enhanced our services with her solo work and is a wonderful addition to the soprano section. The scholarship program is now strong enough – thanks to the generosity of many people – to support two scholars: we hope for new applications this Spring, particularly from male singers.

A major undertaking this year was the change of choir gowns. This was necessitated by the extraordinary growth in membership. With generous financial support from individuals, the Memorial Fund and the leadership of Vicky Cooper, we now look splendid in our burgundy gowns – they are so much more comfortable and cool! We now look forward to our new “digs” when we move to the Sweeny Room after the completion of renovations.

I thank the choir executive and all the members of the choir for the devotion and commitment they make week after week. We are all grateful to our Director of Music, Stillman, for his considerable talent and ability and humble leadership.

*-Brian Snell, Choir President*



---

## ANNUAL REPORT FOR 2016

### REACHING OUT MINISTRY

---

In 2016, the Port Nelson community outdid themselves with both the breadth and depth of sharing our blessings with those around us locally and also in the wider world.

The big news this year has been the arrival, after much delay, of the three Syrian women who we are sponsoring. The family consists of Eiman, her daughter Sham, and Eimen's sister Falak. They arrived in Canada on November 3<sup>rd</sup> and, along with a number of other refugees, were initially taken to Wesley Urban Ministries for some common intake processing. The three were moved into their own new home on November 16<sup>th</sup>. Since then, everyone has been busy getting them settled and enrolled in various programs aimed at acclimatizing them to life in Canada. One nice surprise is that the women already possess some English language skills. At the same time, our first Syrian refugee, Hamza, is continuing in school and is progressing nicely.

Of course, we continue with the Food Voucher Program. Every Thursday morning from 10AM until Noon, several of our members can be found just outside the sanctuary meeting people, often over a coffee and a muffin, and providing some friendship, conversation, moral support, help contacting support resources and providing them with a \$25 PC gift card. Our gift card, supported by voluntary donations from our congregational community, provides a resource for the small things such as aspirin and personal care products that are often not available through the traditional agencies. We have also continued to supply various items such as mitts, scarves, muffins, etc. as available. In 2016, we distributed approximately \$34,000 worth of food vouchers, which is a decrease from the \$42,000 in 2015. We rely on direct donations to the program.

We continue to support the FundScrip card program, operated primarily by Joan Thompson and her family who can be found every Sunday morning at a table just waiting to talk to you. The cards you buy can be used for a wide variety of common weekly expenses such as gasoline, food and entertainment as well as serve as gift cards to others. A percentage of the revenue from the sale of these cards is returned back to help support the Food Voucher Program.

I would be remiss if I did not mention the myriad other outreach programs that operate within our church. From helping prepare and serve dinner at Wellington Square United Church one Friday evening a month to our annual collection of money and toys for the Wesley Urban Ministries Christmas Store, we serve our local community and beyond. Our expanding offerings to youth of our community by way of "GLEE Camp" and various school PD day activities have generated a positive response within the community around us and we continue to look for ways to expand these types of programs.

On behalf of the congregation, I would like to thank the members of our committee for 2016 as well as those who pitch in for the various outreach activities within our church community.

*-Brian Duncombe, Chairperson*



---

## ANNUAL REPORT FOR 2016

### MINISTRY & PERSONNEL

---

The Ministry & Personnel Committee operates under the Pastoral Relations Committee of the Division of Ministry, Personnel & Education, and the United Church of Canada. We follow guidelines found in the United Church Manual (revised 2016). The committee is a confidential, consulting body which supports the pastoral relationships in the congregation. The committee works closely with resource staff at Conference and Presbytery while carrying out the required functions which include supporting, reviewing, evaluating, interviewing, hiring and mentoring of staff. We are required to meet quarterly, reporting directly to Council. In 2016, the committee met seven times. Members of our team are: Susan Posgate (chair), Leslie Mercer, Jill Jukes, Marty Wamsley and Bill Willson.

Our dedicated staff team is guided by the Mission of Port Nelson United Church-*To reach out to one another and our world as we grow spiritually in a caring, inclusive, Christian community enriched by meaningful worship.* Rev. Dr. Michael Brooks and Rev. Gord Dunbar lead the congregation in all aspects of worship, pastoral care, stewardship and reaching out to our wider community. Each minister performs duties according to his position description, with Michael overseeing the staff team in administrative areas. The Rev. Dr. Michael Brooks took planned time away in the summer of 2016 to refresh and relax during the first phase of his Sabbatical. We were pleased to welcome the Rev. Bert Radford during Michael's absence to provide the congregation and staff with spiritual guidance and support.

Our Port Nelson children are led by Sharon Holmes, Developer of Children's Ministry, and our youth by Jay Poitras, Developer of Youth Ministry. It is a pleasure to watch the youth of our church involved in so many areas of service- participating in worship, helping out with Friday night community dinners at Wellington Square United Church, setting up and assisting in many aspects of Mistletoe Mart, and working at the Wesley Urban Ministries Christmas store. We are thrilled to listen to the children who grace us with wonderful choral music and the very special bell chorus. Sharon continues to present PD day programs and family fun nights during the year, for children from the church and the community.

Stillman Matheson directs the choir in moving presentations of music throughout the year. Stillman's expertise at the organ and piano imbues worship services and concert evenings with special joy. This year, Stillman and the choir, under provision of a musical scholarship, continue to support a student who joins our choir on Sunday mornings.

Rick Tucker, as Custodian, works through all kinds of weather and with many outside groups occupying our spaces, to provide a clean and safe environment for all, both inside and outside the church building. Rick ensures our summer students are trained in Health and Safety regulations prior to beginning employment. During the summer months, Carson O'Connor provided help with the many summer cleaning chores as Assistant Custodian.

---

*Ministry & Personnel - Continued*

Rebecca Murphy juggles the comprehensive role of Church Administrator through all the seasons of the church calendar. Rebecca handles the needs of the staff and the busy congregation, which this year includes many aspects of the Rekindle campaign.

We wish Theresa Woolley well as she and her husband relocate to western Ontario. We welcome Maryann Collins as bookkeeper and know that she is instrumental in helping our treasurer Steve Jones keep our financial records well organized.

The summer GLEE camps were busy, noisy and fun-filled weeks. Claire Sweeny, Camp Director was supported by Alec O'Halloran Assistant Camp Director and Grant Sweeny Program Director in delivering three exciting weeks of camp to maximum numbers of children from the church and the community.

Jacqueline Boin, supported by her family, continues to provide security and lock up coverage of the church each day of the year.

In September, Holly Doucette joined the Port Nelson Church staff in her role as Coordinator of Nursery Ministry, bringing a wealth of knowledge and experience with young children. Also in September, Claire Sweeny joined Jay Poitras on Sunday mornings to assist with the Pinnacle program.

One of the responsibilities of the congregation is to encourage the continuing education of our staff. Many staff members explored educational opportunities throughout the year, enhancing their day to day working lives and those with whom they minister.

On behalf of the congregation, and the Ministry and Personnel Committee, I extend to all staff our sincere gratitude for all that you do in ministering to us from the pulpit, at the organ console and piano, in the office, the building and at home.

*-Susan Posgate, Chair*

---

**ANNUAL REPORT FOR 2016**  
STAFF TEAM GOALS AND OBJECTIVES  
ADDENDUM TO MINISTRY & PERSONNEL REPORT  
REV. DR. MICHAEL BROOKS

---

Each year the Staff Team formulates shared goals to guide our common work and ministry in the service of Christ and the church. As the staff Team Leader, it is my responsibility to ensure that the team goals are monitored, and to offer leadership as, together, we work toward achieving the goals we have discerned to be God's way forward for us. From time to time throughout the year, we reflected together on the goals and the extent to which they were helping (or hindering) our common ministry.

For the year 2016, the Port Nelson Staff Team developed the following goals in a collaborative way:

*Goal 1:*

**Complete the Enneagram of Personality Instrument as a Staff Team**

*Reflective Evaluation:*

As a team, we have done various things to discover more about one another. One member of the team had experience with the Enneagram of Personality Instrument and suggested our staff team complete the instrument together. In May, 2016, we met for a day-long workshop with a trained Enneagram facilitator. We also engaged in some follow-up reading. This has given us another tool in our kit to help understand our varying personalities, strengths and gifts, and how they contribute to the shared ministry of the team.

*Goal 2:*

**Continue to be inclusive of the entire staff as we enjoy social and professional time together**

*Reflective Evaluation:*

This has become an ongoing goal of our entire staff team. There is great diversity in the positions we hold, the work we do and the time we are available. Being intentional about gathering as an entire team on occasion helps us to remain in touch and be supportive of our common purpose as part of the Port Nelson family.

*Goal 3:*

**Share in a 6-part video study at staff meetings**

*Reflective Evaluation:*

Most weeks, the "core staff" meet for about one hour to pray together, share celebrations and concerns, and look at scheduling and other items of mutual interest. In the fall of 2016, we viewed six episodes from the *Nooma* series by Rob Bell as a group. Discussion on a range of spiritual topics followed each video. It was a great way for us to grow spiritually as a team, thereby strengthening our overall spiritual presence with the congregation.

---

## ANNUAL REPORT FOR 2016

### MISTLETOE MART COMMITTEE

---

**The Mistletoe Mart of 2016 – our church’s largest event of the year – was held on Saturday, November 12. It was a very successful event. We had the highest turnout ever, and raised the most money. Even the weather cooperated with a beautiful, warm, sunny day.**

I want to say a very special thank you to the Mistletoe Mart Committee chairs. We have a wonderful team who work incredibly hard all year long. We support each other and are committed to the success of Mistletoe Mart. I offer a special thank you to Jean Redgrave who was my right hand person during this past year.

The leaders are:

- Brian and Donna Clarke, co-chairs of the collectibles
- Laurel Grace, chair of jewelry, scarves, hats, purses
- Judy Totten, chair of sewing
- Beth Kuiper, chair of knitting
- Leslie Harrison and Mat Ardron, co-chairs of the silent auction
- Susan Redgrave, chair of baking and preserves
- Karen O'Halloran, chair of artisans
- MargaretJane Wallace who places artisans and others in the church
- Lisa Gibson and Jean Redgrave, co-chairs of public relations and publicity
- Nancy McGrath, Ann Fleming and Pat Gilmore, co-chairs of the dining room
- Debbie Strum, chair of finance
- Nancy McKenzie, chair of crafts partnered with Sharon Holmes

These people have shared hours and hours of their time and tons of talent.

What is so amazing is that this list of chairs is only the top of our pyramid! Under each of these names are the names of many more people who helped in innumerable ways – parking, running the stair climb, singing, playing piano, selling, buying, cleaning, decorating with Christmas cheer, baking, making sandwiches, cooking chili, serving, tossing tables and chairs, sweeping, clean-up, and on and on! So much goes on behind the scenes!

For the first time, the sanctuary was used for Mistletoe Mart. On display were silent auction items and the knitting tables. This was very successful for Mistletoe Mart as it eased the crush of patrons throughout the building and improved their event experience. The sanctuary looked beautiful; so many experienced this beautiful space who had never seen it before. It was inviting to all to have the solid doors wide open.

---

*Mistletoe Mart - Continued*

The committee has the interesting challenge of holding the Mistletoe Mart during our renovation next year, 2017. We have made some plans and will keep you posted as we know more and as the renovation schedule unfolds. We do not expect to match this year's financial success as our space will be diminished, but we are doing everything we can to maximize our income.

It appears we netted over \$25,000. What a remarkable feat!

*-June Wright, Chairperson*

---

## **ANNUAL REPORT FOR 2016**

### **STEWARDSHIP MINISTRY**

---

*"Stewardship is what I do with everything I have, because it is all a gift from God".*

*"Stewardship is living in gratitude and generosity, as ways to love God with all my heart, soul, mind, and strength and to love my neighbour as myself."*

We are fortunate to be a part of a church family, Port Nelson United Church, who takes seriously these statements above. During 2016 we have shared generously as we talked about all of the blessings in our lives. We looked at good news rather than focusing on negative issues from the world around us. We looked at ways that both spiritual growth and stewardship is interconnected.

In December we had a low key successful financial campaign for our budget of 2017 based on hope and blessings. At the same time we also were on target with our pledges for the Rekindle Campaign. At Port Nelson United Church we both appreciate and are thankful for all of the time and talents persons of all ages share so freely in our church family.

Our committee will be working on a computer programme to make up a data base of people's special gifts and talents.

For 2017 we will be looking at ways to share all of our abundance not only of money but also our special innate God given gifts.

We are entering into an exciting time at Port Nelson as we look at new creative and innovative ways to live into our new situation as we support both the general running of the church and the Rekindle Campaign.

*-Pat Gilmore, Chairperson*

---

## ANNUAL REPORT FOR 2016

### PROPERTY MANAGEMENT MINISTRY

---

Over the past year the Property Management Ministry (PMM) has been faced with a number of interesting and exciting challenges. In addition to the task of maintaining our present building and grounds we had the parallel responsibility of developing and executing a Transition Plan to take us through the renovation period from September 2016 to September 2018.

We were fortunate in 2016 to have minimal maintenance and repairs to our heating system which we hope will continue to function during this winter and onward until eventually being replaced by a new heating system in the new facility.

In June 2016 an unanticipated and unbudgeted problem was identified with the doors and windows on the west end of the sanctuary. Due to their age the frames supporting the doors and windows above were disintegrating and required replacement. We were very fortunate to have Henk Kuiper obtain the services of Aerloc which gave us very favourable pricing of approximately \$26K and completed the project this fall. In completing this repair, the interior incandescent lighting for the two stained glass windows on either side of the sanctuary needed to be removed. It was decided due to the age and associated inefficiencies of these incandescent lights that they be discarded and replaced with new LED lighting. This cost has been generously covered by Margaret McMulkin who along with her late husband, John, donated the original stained glass windows. We all enjoyed and celebrated the new lighting of these windows over the Christmas period this year and thank Margaret for her generous donation.

This fall the fence in the south east corner of the parking lot was replaced at a cost of approximately \$5K due to its age and impact by the snow plowed into this area.

A Transition Team was formed to oversee and manage the impact of the renovations on the day to day activities in the church. A Transition Plan was developed and accepted by the Project Management Team (PMT).

The Transition Team is now overseeing the moving of inside and outside groups out of their storage areas as we begin to take down and remove shelving and cupboards impacted by the renovation and not needed in the new facility. This will be completed by February of 2017.



---

*Property - Continued*

Again this year volunteers from the congregation assisted the PMM in its endeavours. In the fall June Wright and Paul Leece with the assistance of Cathy Greven, Peter Goodman, Stan Harvey & Kim McGrath, moved existing planting material identified as being appropriate for the gardens post renovation to a new bed in the North West corner of the property. This was a job well done. I would also like to express our appreciation for a job well done to those who volunteered throughout the summer to tend the gardens around the church: Donna Duncombe, Paul Leece, Cheryl Moore, Bobbie Mulveney, Lynn Rawson, Susan Redgrave and Sam Weller.

I would like to thank, on behalf of the congregation and myself, the members of the PMM and the Transition Team who have volunteered their time and energy over this past year: Bill Carr, Cathy Greven, Richard Hensen, Henk Kuiper, Paul Leece, Rod McGrath, Cliff Smith, Ray Smith, Brian Snell, John Zinkie and Rick Tucker. I appreciate their patience and guidance as I try to fill the formidable shoes of the former chair of property, Ray Smith. It is a privilege to work with such capable and giving individuals.

*-John Greven, Chairperson*

---

**ANNUAL REPORT FOR 2016**  
**REKINDLE RENOVATION PROJECT REPORT**



History: The Rekindle Renovation Project is the result of over seven years of study to address developing concerns with the current building. These studies included engineering evaluations, several option assessments ranging from new construction to repair, and extensive congregational input. On November 24, 2013, the congregation approved engaging Reinders and Rieder Ltd to develop preliminary drawings including mechanical/structural designs and costs for the addition of new space to the central structure, sanctuary lower level improvements, re-use of much of the central structure, and demolition of the eastern 1953 structure. On November 22, 2015, the congregation approved proceeding with a renovation project estimated to cost \$3.2M based on financial campaign pledges of just under \$2 million and a financing plan for the remainder.

Purpose: The option to demolish part of the current building and repurpose another area was based in part on the cost of repair being higher than the cost of renovation. Also significantly, functionality of the building spaces could be radically improved with the renovation option. For example, the gathering space is currently very confined but will be roughly equivalent in size to the sanctuary space when completed. The entire building will be accessible via a single elevator and will have a range of other accessibility features such as fully accessible washrooms.

---

## *Rekindle – Continued*

All areas will have Air Conditioning and fresh air exchange; these are both not available in the current building. All meeting areas will be suitable for a range of users and functions. Energy efficiencies will be obtained where possible.

Progress: In January, 2016 Council approved the project scope and the organization including the formation of the Project Management Team (PMT), with working teams for Grants, Communication, Fundraising, Pledges, Finance, Donor Recognition and Property Management Ministry as well as an Archivist. There are over 40 members which comprise the whole Rekindle Renovation Team. On March 9 the PMT signed a contract with Reinders and Rieder Ltd Architects. Ten focus group meetings were conducted and inputs were obtained from a number of congregation members on the details of the floor plan, resulting in important improvements.

Geotechnical, parking and neighbourhood noise studies were completed as inputs to Site Plan approval by the City. A transition plan has been developed and is being implemented by the Property Management Ministry to optimize use of available space for users during construction. The Communications Team has managed a web site (<http://rekindlecampaign.com/>), and provided ongoing project updates.

Schedule: There has been some slippage in the original schedule related to getting Site Plan approval from the City of Burlington. The variance hearing is the next step and that is scheduled for February 7, 2017.

Funding: A very successful “Elevator fundraiser” was held from June to November, raising over \$67,000. Approval has been obtained from a major Bank to loan funds that are required beyond those donated, up to \$1 million. Pledges continue to be received and now exceed \$2.2 million.

There has been some cost pressure since an unexpected \$100k storm water management system had to be added as part of the Site Plan approval application. The schedule delay also has an adverse impact on costs that cannot be assessed until we go out for tenders. The Grants Team has been successful in obtaining the first grant for \$20k. They are aggressively pursuing additional grant opportunities.

A brief review of the remaining process:

- variance meeting,
- variances approved
- 20 business days for input i.e. objections, concerns
- site plan approved,
- building permit submitted,
- tendering started concurrently with building permit process,
- building permit received,
- construction contract awarded
- construction work begins (Spring 2017)
- expected completion Spring 2018



---

*Rekindle - Continued*

All of the project progress is the result of a large number of people and teams working innumerable hours behind the scenes. We are grateful for all the support from many talented and dedicated people.

*-Submitted by PMT (June Wright, Pat O'Neill, Stan Harvey)*



---

**ANNUAL REPORT FOR 2016**  
**PORT NELSON MEMBERSHIP ROLL – DECEMBER 31, 2016**

---

**RESIDENT MEMBERS – JANUARY 1, 2016** **695**

Removed From Roll during 2016

a) By transfer	( 0)
b) By death	(16)
c) By request	( 2)

Status change to Non-Resident	( 1)
Total	(19)

RECEIVED DURING 2016:

a) By Profession of Faith	7
b) By Transfer	5
c) By Council	0
Total	12

**RESIDENT MEMBERS – DECEMBER 31, 2016** **688**

**NON-RESIDENT – JANUARY 1, 2016** **7**

Removed by death, Council	(3)
Added	1

**NON-RESIDENT – DECEMBER 31, 2016** **5**

Weddings - 6                  Baptisms - 9                  Funerals - 23

(As recorded in Church Registers)

- Lorraine MacMaster, Roll Clerk



**ANNUAL REPORT FOR 2016**  
IN MEMORIAM

---

Rebecca Lynn Anderson  
David Beare  
Adele Blezard  
Ray Bradshaw  
Ken Campbell  
Kelly Anne Coe  
Thomas Frank Cordner  
Mary (Eileen) Foster  
Gordon Gilmore  
Cliff Goodwin  
Marg Ingram  
James William Jestadt  
Jane Kirkwood

George Leyland  
John "Jack" MacKay  
Ethel Mackenzie  
John Hugh Mackenzie  
Kathleen Edna McLean  
Kathleen Ruth Munro  
Rev. Dr. Jewitt Parr  
Eric Gordon Reed  
Lois Ridge  
Justice John E.C. Robinson  
Patricia Smart  
John Stevens  
Jean Wright



---

## ANNUAL REPORT FOR 2016

### BOARD OF TRUSTEES

---

Over and above administering the funds the Trustees are entrusted with, this past year the Board of Trustees had two primary focuses. Specifically:

#### **Insurance**

It had been a number of years since the last thorough evaluation of Port Nelson United Church's insurance requirements.

With the addition of Steve Halfpenny, a recently retired insurance executive to the Board of Trustees and the pending redevelopment of the Church Property through the Rekindle project, the Trustees believed a re-evaluation of Port Nelson's insurance requirements was in order.

In the spring of last year, with Steve's leadership, we authorized a physical evaluation of PNUC's property assets and potential liability coverage.

As a result of the review we recommended and Council approved an increase in the Property Coverage from \$6,497,430 to \$7,660,504. We also increased the liability coverage from \$5,000,000 to \$10,000,000.

These upgrades to PNUC's insurance coverage will adequately protect the Church from any possible eventuality from an insurance perspective.

I would like to thank Steve Halfpenny for his hard work and leadership during the insurance evaluation process.

#### **Rekindle**

The Trustees were assigned two tasks as part of the Rekindle initiative.

First was with the Church Council's assistance to secure Presbytery's approval of the project. Secondly was to work with the Church Council and the Rekindle Finance Committee to secure a \$ 1 Million construction loan from the TD Bank.

I am pleased to report that we were successful on both fronts and would like to thank Marty Wamsley for his role in these two projects. Both Steve and Marty are members of the Rekindle Finance Committee.

**Your Board of Trustees**

The following individuals are the members of the Port Nelson United Church Board of Trustees:

Ron Gardner, Chairperson	Marty Wamsley, Secretary Treasurer*
Pat Gilmore	Steve Halfpenny
Rick Burgess	Rob Warman
Rev. Dr. Michael Brooks	Ministerial Representative

\*Marty Wamsley is also the Board of Trustees representative on the Church Council.

The Board of Trustee members provide a good mix of spiritual, legal, business and insurance expertise.

Blessings,

*-Ron Gardner, Chairperson*

---

**ANNUAL REPORT FOR 2016**  
ENDOWMENT FUND

---

The annual income from this fund is allocated to local, national or international projects. These projects are approved by the congregation based upon the recommendations of the Endowment Committee and the Church Council.

ENDOWMENT FUND FINANCIAL STATEMENT - 2016

<b>Receipts</b>		<b>Disbursements</b>	
Donations	\$ 2,000.00	Port Nelson United Church -	
Interest Earned	<u>\$ 16,287.61</u>	Pinnacle Group – Christmas Parade Float	\$ 500.00
		Port Nelson United Church -	
		Rekindle Project – Debt Reduction	\$5,000.00
		Port Nelson United Church –	
		Refugee Group	\$5,000.00
		Port Nelson United Church –	
		Food Voucher Program	\$3,000.00
		Port Nelson United Church –	
		Council for Rev. Dr. John Pentland Visit	\$1,500.00
		Tom Thomson Public School –	
		iPads for Literacy Program	\$2,000.00
		Bank Charges	<u>\$ 107.45</u>
<b>Total</b>	<b><u>\$ 18,287.61</u></b>	<b>Total</b>	<b><u>\$17,107.45</u></b>
		Balance, January 1, 2016	\$428,755.57
		Excess of receipts over disbursements	<u>\$ 1,180.16</u>
		<b>Balance, December 31, 2016</b>	<b><u>\$429,935.73</u></b>

Please note, the disbursements listed above were approved at the Congregational Meeting of February 2016. The \$17,000 disbursed represents the interest earned in 2015.

In 2016, donations were made to the Endowment Fund in memory of Raymond and Muriel Rawson and in memory of Beth Weller.

The Endowment Fund Committee has the interest earned from 2016 available for worthwhile projects in the year 2017. We trust, that in time, the interest generated by the Endowment Fund will do much to meet the increasing opportunities facing Port Nelson’s congregation. The Committee requests you consider the Endowment Fund when doing your estate planning.

---

*Endowment Fund - Continued*

Up to December 31, 2016, the capital fund received monies in memory of the following people as a donation to the Fund:

Rev J.E. & Mrs. Ina Anderson	Keith Holder	William (Bill) Newport
Ethel Adams	Ruby Horn	Robert Newton
Virginia Binko	Lionel Horncastle	Dennis Parker
Isobel Brocklehurst	Elsie Hummel	Ross Parker
Don Brown	Jean Isbister	Robert Oikawa
Lloyd Brown	Mildred Jehu	Frances Parsons
Evelyn Bryce	Edith Johnson	William Parsons
Ian & Marion Butzer	Melvin Johnson	Vera Posgate
Kay Campbell	Rev Bev Johnston	Kitty & Jack Ramsay
E. Carmichael	Shirley Johnston	Raymond and Muriel Rawson
Reta Carmichael	Fay Key	Gordon Redgrave
Dorothy Carson	James Keys	May Richardson
Earl B. Carson	Harry Kiefhaber	C. Gordon Robinson
Winnifred Clark	Bea Koleff	Wilf Scholfield
Elizabeth Cole	Lyla Kyer	Rev Don Scoates
Charlotte Cook	Vera Lennie	Ada Scoates
Donald F. Coons	Earl & Janet Lindley	Susan Scrimgeour
John Covert	Ken & Lorna Lloyd	Dan Seagrove
Willa Davidson	David Lofft	Marjorie Shakespeare
Phil & Ruth Davies	Jill Loosley	Stanley Sheldon
Phil Davies	William Loosley	Elinor Shepherd
Nesbitt Dobson	Alice Lugg	H.Lawrence Shepherd
Mary Margaret Edwards	Gladys & Douglas Lyons	Gertrude Smith
Vern Enson	Olive Macaulay	Ted Sopinka
Helen Eishoff	Rachel Anne MacCara	Margaret Stewart
Roy Evans	Helen MacLeod	Joan Marilyn Sutton
Ethel Fanshaw	Dorothy McCaughan	Harold & Frances Tovee
Jane Fisher	Jean McCurdy	Eleanor Vincent
Janet Fraser	Beattie McDonald	Glen Vincent
Gordon Fullerton	Helen McDonald	Kathleen Walden
W.J.C. & Marian Gooch	Thomas McLarty	Alexander (Sandy) Wallace
Mike Gresko	Bruce McMulkin	Balfour Waugh
Alice Halfpenny	John McMulkin	Evelyn Webber
Dick Hall	Jean Millar	Lloyd & Donald Webber
Harold Hall	Richard Millar	Beth Weller
Bill Herbison	Carolyn Milroy	Reta Werner
John Hinckley	Cliff Nelson	William (Bill) Whiskin
Kitchener Hodgins	Alex Nethery	Basil Williams

*-MargaretJane Wallace, Chairperson, Endowment Fund*

**PROJECTS SUPPORTED BY THE ENDOWMENT FUND – 2007 to 2016**

**2016**

Port Nelson United Church	
- Pinnacle Group – Christmas Parade Float	\$ 500.00
Port Nelson United Church	
- Rekindle Project – Debt Reduction	\$5,000.00
Port Nelson United Church	
- Refugee Group	\$5,000.00
Port Nelson United Church	
- Food Voucher Program	\$3,000.00
Port Nelson United Church	
- Council for Rev. Dr. John Pentland Visit	\$1,500.00
Tom Thomson Public School	
- iPads for Literacy Program	\$2,000.00

**2015**

Port Nelson United Church	
- Assistance Fund	\$2,000.00
Port Nelson United Church	
- Property – Vacuum & Air cleaner	\$ 820.00
Port Nelson United Church	
- Worship – Assistive hearing devices	\$3,800.00
Port Nelson United Church	
- Food voucher program	\$3,000.00
Joseph Brant Hospital Foundation	
- Evacusleds	\$1,700.00

**2014**

Port Nelson United Church	
- Reaching Out Ministry	\$ 500.00
Port Nelson United Church – Glee Camp	\$3,000.00
Nelson Youth Centres	\$3,500.00

**2013**

Port Nelson United Church – Carpet Cleaner	\$2,650.00
PNUC Renewable Energy Cooperative Inc.	\$3,900.00
Port Nelson United Church Trustees – Legacy Giving	\$ 400.00
Nelson Youth Centres	\$2,500.00

---

*Endowment Fund - Continued*

**2012**

Port Nelson United Church – Food Vouchers	\$4500.00
Port Nelson United Church – Folding Chair Dollies	\$1100.00
Port Nelson United Church – Renovation Investigation	\$5000.00

**2011**

McMaster Campus Ministries Council	\$2000.00
Developing World Connections – Adaptive Eye Care	\$ 300.00
Nelson Youth Centres	\$3000.00
North South Partnership for Children	\$2000.00

**2010**

Port Nelson United Church – Landscaping Equipment	\$1,300.00
Port Nelson United Church – Governance Facilitator	\$4,000.00
Port Nelson United Church – Engineering Assessment	\$6,000.00
Developing World Connections – Adaptive Eye Care	\$ 700.00

**2009**

Port Nelson United Church – Upgrade of Office PCs	\$1,392.52
Port Nelson United Church – Adult Spirituality	\$2,000.00
Port Nelson United Church – Audio Equipment	\$2,100.00
Port Nelson United Church – Roof Fund	\$6,500.00

**2008**

Port Nelson United Church – Spiritual Growth Ministry	\$1,500.00
Port Nelson United Church - Various Projects	
O'Brien Room – Air Conditioning	\$3,000.00
Pew Bible Shelves	\$2,000.00
Habitat for Humanity – Halton	\$2,000.00
Nelson Youth Centre	\$2,500.00

**2007**

Port Nelson United Church – LCD Projector	\$1,480.86
Port Nelson United Church - Various Projects including	
Design Redesign – O'Brien Room	\$1,000.00
Lloyd Auditorium – Roller Blinds	\$2,000.00
O'Brien Room – Air Conditioning	\$2,000.00
Habitat for Humanity – Halton	\$1,500.00
CODE	\$1,700.00
Joseph Brant Memorial Hospital Foundation	
Dialysis Unit	\$1,000.00

---

**ANNUAL REPORT FOR 2016**  
THE PAUL DAWSON FUND

---

Paul Dawson was a member of Port Nelson United Church for 24 years at the time of his death in 1999. He was an active participant in all church activities, serving as an Elder for most of those years and working on various committees as needed. He exhibited a keen interest in the world around him. Paul believed that education, at each juncture along the continuum of life, to be an essential part of living.

After Paul's death, Susan Posgate (Dawson) proposed and funded the creation of an educational fund that would be used by the Senior Minister, Associate Minister and Staff Associate for the purposes of their continuing education. The monies provided by this fund are intended to enhance, but not replace existing Continuing Education funding which is included in the regular employment packages. Thus the Paul Dawson Fund came to be. Administered by the Trustees, the principal of the fund is invested and the yearly income from the fund is divided amongst the ministerial staff in support of their continuing education events/programs/opportunities. Proposals for the fund monies are prepared by the ministerial team and presented to the Ministry and Personnel Committee for ratification.

The Paul Dawson Fund continues to gratefully accept donations. The fund is instrumental in allowing the staff to nurture their faith by continuing to learn and grow in areas apart from their daily employment. Donations should be made out to Port Nelson United Church and designated to "The Paul Dawson Fund".

The fund currently has assets of \$52,150.00 with interest of approximately \$500 expected to be available for use in 2017.

---

**ANNUAL REPORT FOR 2016**  
PILKEY FUND

---

Interest from the Pilkey Fund is used exclusively for local Outreach Projects. The Reaching Out Ministry recommends the projects to the Trustees for ratification.

As at year end, the total bequest of \$75,382.00 has provided more than \$192,000.00 "for use in the community that Port Nelson serves".

**PILKEY FUND FINANCIAL STATEMENT – 2016**

**Receipts**

Interest      \$ 634.23  
**Total        \$ 634.23**

**Disbursements**

PNUC Refugee Fund      \$3,400.00  
**Total                        \$3,400.00**

Balance, January 1, 2016	\$79,687.47
Excess of disbursements over receipts	( <u>\$ 2,765.77</u> )
<b>Balance, December 31, 2016</b>	<b><u>\$76,921.70</u></b>

**Note: The \$3400.00 disbursed in 2016 includes interest of \$1191.61 earned in 2013, \$1158.14 earned in 2014 and residual amounts from earlier years not previously disbursed.**

**SUMMARY OF COMMUNITY PROJECTS SUPPORTED BY THE PILKEY FUND  
SINCE ITS INCEPTION**

<u>RECIPIENTS</u>	<u>ACCUMULATED AMOUNTS</u>
Inter-Church Council	\$ 35,700
Nelson Youth Centres	\$ 43,500
Halton Women's Place	\$ 6,700
Danielle's Place	\$ 4,300
Radio Reading Service	\$ 2,550
Port Nelson United Church – Watoto Choir Event	\$ 2,100
Port Nelson United Church – Food Voucher Program	\$ 1,500
Children's Assessment Centre	\$ 3,500
Joseph Brant Hospital	\$ 1,450
I.D.E.A. Burlington	\$ 3,500
Burlington Bereavement Council	\$ 1,250
Halton Adolescent Support Services	\$ 5,650
Big Sister Youth Services Hamilton Inc.	\$ 9,500
Burlington East Emergency Food Bank	\$ 3,000
Burlington Counselling & Family Services	\$10,500
Friendship Program	\$ 2,650
Salvation Army Family Services	\$ 1,300
Schizophrenia Society of Ontario (Burlington Chapter)	\$ 4,900
Burlington Association for Community Living	\$ 1,100
The Hub	\$ 3,750
Friends for Success	\$ 2,300
Habitat for Humanity	\$ 8,100
Burlington Youth Wellness	\$ 1,000
Burlington Association for the Intellectually Challenged	\$ 2,800
Camelot Centre Adult Day Program	\$ 2,900
The Carpenter Hospice	\$ 1,200
INCITE – A Single Moms Support Group	\$ 5,400
Port Nelson United Church – Refugee Fund	\$ 3,400
Other Agencies \$1,000 or under each	\$17,366
	<u><b>\$192,866</b></u>

---

**ANNUAL REPORT FOR 2016**  
FACILITIES SUSTAINABILITY FUND

---

This Fund was created in 2011 to provide a means to support the maintenance of the Port Nelson United Church buildings and grounds by way of bequests and planned gifts. There have been no donations made to this Fund since its creation.

---

**ANNUAL REPORT FOR 2016**  
OUTREACH FUND

---

This Fund was created in 2011 to provide a means to support the outreach work of the congregation in our local and worldwide communities by way of bequests and planned gifts. There have been no donations made to this Fund since its creation.

---

**ANNUAL REPORT FOR 2016**  
BUILDING CAPITAL FUND

---

The Building Capital Fund was established in December 2012 for the purpose of providing a means of supporting major capital initiatives of Port Nelson United Church. It was initially funded by two donations received and held as "Designated Funds" until the Building Capital Fund was created. The Fund is open to contributions from anyone by means of gifts or bequests.

BUILDING CAPITAL FUND – FINANCIAL STATEMENT – 2016

<b>Receipts</b>		<b>Disbursements</b>	
Donations	\$450,000.00	Port Nelson United Church	\$100,567.12
Interest	<u>\$ 604.03</u>	Bank Charges	<u>\$ 39.00</u>
<b>Total</b>	<b><u>\$450,604.03</u></b>	<b>Total</b>	<b><u>\$ 100,606.12</u></b>
	Balance, January 1, 2016		\$507,994.88
	Excess of receipts over disbursements		<u>\$349,997.91</u>
	<b>Balance, December 31, 2016</b>		<b><u>\$857,992.79</u></b>

**NOTE:** Balance includes \$857,835.00 in ReKindle Project pledges transferred from Port Nelson United Church for administration by the Trustees until required by the project.

---

## ANNUAL REPORT FOR 2016

### LEGACY CIRCLE

---

A gift by will, known as a bequest, provides the opportunity to create a legacy for Port Nelson United Church, once the needs and those of your loved ones have been met. The **Legacy Circle** has been established to recognize and acknowledge individuals who have confirmed their intention to make a bequest to Port Nelson United Church.

As a member of the Legacy Circle and confirming one's intention to make a planned gift, we can help ensure our church remains vibrant and financially fit for our children and grandchildren.

We gratefully acknowledge the following individuals who have confirmed their intention:

June Wright  
John and Susanne Zinkie  
Anonymous (2)



---

## ANNUAL REPORT FOR 2016

### TREASURER'S REPORT

---

#### **Year ended December 31, 2016**

General offerings were slightly higher than the prior year. Since we are preparing for renovations we did not rent out our facility as much as the prior year so facility usage charges were down from \$20,648 to \$15,143 but we budgeted \$15,000.

Staffing and Property Management costs were well under budget and the prior year so our total expenses were about \$27,000 less than budgeted.

During the summer it was decided to acquire new doors for the West End of the building for a net cost of \$26,401. This was not anticipated so we raised \$7,445 toward the cost of the doors. This was considered a one-time extraordinary expenditure so this was reported below our normal operating expenditures.

We started the year with an accumulated surplus of \$43,319 and budgeted a deficit of \$17,932. Considering we had the unplanned expense of the West End doors we ended the year in fine shape with a deficit for the year of \$22,850 and an accumulated surplus of \$20,469.

#### **Budget for the year ending December 31, 2017**

We expect General offerings will remain about the same as 2016 at approximately \$486,000.

We also expect that Mistletoe Mart will raise perhaps only \$10,000 in 2017 versus \$22,000 in the past. Facility rental charges are expected to be lower at perhaps \$2,000 in 2017 vs. \$15,000 last year.

Operating expense are expected to be slightly higher than prior years.

So if we did nothing we might have a deficit for the next year of about \$56,000. We have determined that we will need to raise about \$50,000 from various methods. The Finance Committee has accepted the responsibility for ensuring this is accomplished over the next year. Creative ideas are already swirling as we celebrate our 65<sup>th</sup> anniversary this coming year. In total we expect to have a deficit for the year of \$6,020 so with our surplus of \$20,469 at the beginning of 2017 we expect to have a surplus of \$14,449 at the end of 2017.

This will be a challenging year as we collectively determine ways to support our programs. Please prayerfully consider how you can help with additional donations of money or donating your time to a fundraising project.

**Thank you:** My job as Treasurer is made easier with the tireless help of Rod McGrath as our leader of the Finance Committee. This year our bookkeeper Theresa Woolley moved away but we were blessed with a seamless transition when Maryann Collins came on board. Maryann is usually in Monday mornings and faithfully pays our bills on a timely basis and records the weekly givings and provides necessary reports on a monthly basis.

***- Stephen D. Jones, CPA, CA - Questions? Please call 905-319-3515 x 21***



Port Nelson United Church QUESTIONS?: please call Steve Jones, CPA, CA Treasurer 905-319-3515 x 21

Statement of Operating Revenue, Expenditures and Surplus  
 Years ended Dec 31, 2014/2015/2016 and Budget for 2016 and 2017  
 FOR ANNUAL GENERAL MEETING FEB 12, 2017

	Actual 2014	Actual 2015	Actual 2016	Budget 2016	Budget 2017	Budget Notes
<b>Revenue</b>						
Offerings	453,925	485,886	486,520	495,600	486,000	budget for 2017 similar to 2016 actual
Observer revenue	80	140	0			
Misc income	5	11	481			
Special fundraising ideas	8,590	2,635	0	0	50,000	special asks and fundraising ideas
Facility use	18,029	20,648	15,143	15,000	2,000	expect large decrease in 2017
Rental of roof to Co-op and cost recovery	2,100	4,200	4,200	4,200	4,200	
Co-op cost recovery		2,367	1,000	2,000	1,000	
Stewardship - Mistletoe Mart	20,721	22,259	22,270	22,000	10,000	reduced 2017 for reno
Fundraising events	18,849	10,961	423	10,000	0	2016 Budget: Hot5Jazz \$2K + other event \$8K
<b>Total Revenue</b>	<b>522,299</b>	<b>549,107</b>	<b>530,037</b>	<b>548,800</b>	<b>553,200</b>	
<b>Expenditures</b>						
M&P staff compensation and related costs	357,808	371,734	377,662	386,716	400,000	
Accrued sabbatical costs		6,000	0	6,000	2,400	
Office expenses	20,539	18,841	18,669	19,000	19,000	
Property management	64,926	60,401	53,401	65,000	50,000	
Reserve for future repairs/renovation		1,000	1,000	1,000	1,000	
United Church Observer	5,178	0	125	0	0	
Other - Audit	3,898	4,054	4,054	4,200	4,200	
Other - Interest and bank charges	2,448	2,661	2,177	2,500	2,000	
Other - computers	4,300	2,498	7,162	5,000	5,000	
Worship Ministry	10,081	9,396	7,963	11,400	11,400	
Spiritual Growth	2,382	3,291	4,320	3,000	3,000	
Teleministry	938	1,037	1,367	1,100	1,200	
Pastoral Care	2,153	2,498	2,384	3,300	3,300	
Stewardship		0	0			
Communications	1,949	2,015	3,773	2,000	2,000	
Council	304	433	494	500	500	
Outreach			0			
M&S Congregation	31,775	34,012	34,056	34,692	34,020	7% of general offerings
Presbytery and other	19,289	19,803	21,324	21,324	20,200	
<b>Total Expenditures</b>	<b>527,968</b>	<b>539,674</b>	<b>539,931</b>	<b>566,732</b>	<b>559,220</b>	
<b>Operating revenue less expenditures</b>	<b>-5,669</b>	<b>9,433</b>	<b>-9,894</b>	<b>-17,932</b>	<b>-6,020</b>	
<b>Other revenue (expenditures)</b>						
Special donations to reduce the deficit	20,000	0	0			
Food voucher program donations	40,919	38,995	33,638	40,000	35,000	
Shopping card program	2,463	2,916	1,936	3,000	3,000	
Food voucher given out	-43,382	-41,911	-35,574	-43,000	-38,000	
Elections Canada/Ontario revenue	46,396	44,399	0			
Water seepage repair West/West End Doors		-33,929	-26,401			
Fundraising for West End Doors		0	7,445			
Glee Camp reimbursement of costs		0	6,000			NEW - part of Glee surplus to operating fund
Use Garden Tour funds for property		1,226	0			\$600 deferred for completion of Peace garden
Funds from Why Christmas for operating		1,423	0			
M & S Special appeals received	11,009	8,422	6,670	10,000	7,000	
M&S Special paid out	-11,009	-8,422	-6,670	-10,000	-7,000	
	66,396	13,119	-12,956	0	0	
<b>Surplus (deficit) for the year</b>	<b>60,727</b>	<b>22,552</b>	<b>-22,850</b>	<b>-17,932</b>	<b>-6,020</b>	
<b>Surplus (Deficit), beginning of year</b>	<b>-39,960</b>	<b>20,767</b>	<b>43,319</b>	<b>43,319</b>	<b>20,469</b>	
<b>Surplus (Deficit), end of year</b>	<b>20,767</b>	<b>43,319</b>	<b>20,469</b>	<b>25,387</b>	<b>14,449</b>	