

HARCOURT

REPORT FROM THE TEAM MINISTERS

Rev. Wendy Brown, Rev. Jim Ball

Dear friends,

Warm greetings as you take time to read and reflect upon the variety of reports, statistics and stories that follow in this 2012 Harcourt annual report. Together they tell a significant piece of the story of our hurts and hopes, our life and work together over the past year.

Once more our staff team, along with the congregation, found itself saying some heartfelt good-byes and some enthusiastic and welcoming hellos. Joanne Lockie, our long-time administrator, made her way into a much-deserved retirement. We miss her greatly, as we do Laurie Macdonald, Joanne's ever-competent job share partner for the last two years. Our farewells to them gave way to greeting Anne Purkis as our new church administrator. Anne from the start has fit right in, with her friendly ways, fresh insight and ability to meet the many needs of a large and diverse congregation. In June we said good-bye to Kyla Riach after two years of leadership with our Child, Youth and Family Ministry, wishing her well as she left to explore new directions in life. In the fall, we welcomed Bev Robinson, who joined us as a church consultant to assist the Christian Formation committee and the congregation in discerning the future shape, scope and staffing of our CYF ministry. We continue to be served so well by Alison MacNeill, our creative Director of Music Ministries, Darko Cikovic, our talented church custodian and our electronics communication wizard, Jerry Daminato. It is a privilege and a joy to work with such a committed and talented team as we all work together with you to discern and unfold the evolving mission that is ours.

We have been heartened by the dedication of our deeply committed and hard-working Church Council and our many committees, task groups and teams this year. Some have struggled faithfully in the face of insufficient membership, while others, such as the Christian Formation Committee, have discovered a new sense of vitality and have been intentional about formulating fresh vision for the coming years. It is our hope that such energy and life will find its way, through the time and talents of many, into other key yet still under resourced committees such as Worship, Stewardship, Justice and Outreach and Pastoral Care. Their full-functioning creativity is critical to our well-being as a vital congregation and to our effective ministry within the Guelph community and beyond.

Over the past year and continuing on into this new one, we have been meeting bi-monthly with our clergy colleagues in the other Guelph United Churches and ministries – Dublin Street, Trinity, Three Willows, Norfolk and Rising Spirit. What began as conversations to get to know

each another and offer one another wisdom and support has grown into a commitment to help foster greater cooperation among the congregations we serve. The first tentative steps toward what is being called UCoG, the United Churches of Guelph, have been taken, in concert with key lay leadership from each pastoral charge, Chalmers Community Services and the transition team from Norfolk, which will be holding its final service on April 28. There is much work to be done and there will be many decisions for us to make together as a congregation as we continue to discern our place and participation in this new venture. We are unsure at this point where this road of exploration will take all of us. All we can say with any degree of certainty is that the old roadmaps no longer serve us well and that the journey forward will take trust, faith and less time spent in our individual silos.

In many different ways as a ministry team, a staff team and as a congregation, we have tried to live and share God's love by promoting justice, extending compassion, caring for creation, celebrating diversity and embracing change as we strive to fulfill our purpose of welcoming and strengthening in community all who would follow the way of Jesus and serve the world. Our core values of risk, respect, responsibility, vulnerability and trust that we confirmed at our last congregational meeting have helped to inspire and guide us as we seek to live and grow in faith. We are grateful to each one of you for sharing your gifts, time and talents in the life and work of our congregation during 2012. We wish to express gratitude to the many people who have come forward and offered themselves to the life of our Child, Youth and Family Ministry during this time of transition. We are grateful, too, for your continuing support of us, individually and as a team, and for your acceptance of both our strengths and growing edges.

Blessings to you all as we continue to serve and to grow as a faithful community of healing and hope.

Wendy and Jim

HARCOURT

REPORT FROM THE CHAIR OF COUNCIL

Richard Barham

Strictly speaking, our new Council structure is no longer *new*, even though it is certainly still in a settling and developing phase. Once the committee budget allocations are settled annually, the decision-making and implementation of annual operational plans is a great deal more nimble than it had been under the previous structure. And a further benefit is that most of the operational decisions are made by those (the committee members) who are closest to the relevant experience and knowledge base. It is this very asset of pushing responsibilities down to where the action is that, however, also generates a distinct challenge: a challenge in ensuring adequate **Communication**. There are relatively few committee decisions which have implications for that committee only. Most have implications, of some degree or another, to one or more further committees. In the end, all decisions have some sort of impact on the congregation at large. We have some devices (Umbrella Councillors, the sharing of all committee minutes) which are designed to facilitate committee-to-committee communication, but getting the essential word out to the broader congregation, especially from some of the important committee operations, is yet, I believe, a work in modest progress.

As you will know, over the 2011 and 2012 years, the two top priorities for Council have been: 1. Supporting and carrying forward the Children, Youth and Family Ministry; and 2. Exploring and engaging in Stewardship as a spiritual practice by the congregation. With respect to the first, a major step was taken in September in engaging, for a limited term, Bev Robinson - a widely experienced consultant in that field. At this point Bev has worked quite intensively with the Christian Formation Committee. No doubt you will hear more about her contributions through that committee's Report. Right now, however, I want to express our thanks for Kyla Riach's expertise and contributions to the CY&F Ministry through to our mid-year, and then subsequently, to an intensely engaged working team drawn together from the congregation and led by Merrill Pierce. I will comment on the 2nd of those two congregational priorities in my report from the Stewardship Committee.

Of the many, many issues which Council addressed over the year, it is quite difficult to choose reference to those very few that our space here permits, but I will identify four. Right now, as I write, a Council ad hoc committee is reviewing the manner in which our Congregational Meetings are conducted, together with the organization of our Council "year". Very possibly even as you read this report, we might be implementing some improvements, I would hope, to the format and conduct of our congregational meetings.

A second issue addressed by Council this year, was coming to grips with the substance and

implications of UCC's General Council – Remit #6. This Remit required decisions by Pastoral Charges (congregations represented by their Councils) and Presbyteries right across the country, and proposed the distinctly rare step of amending the Doctrine section of the UCC's *Basis of Union*. Specifically, General Council proposed the inclusion of: a) the **Statement of Faith** (1940), b) *A New Creed* 1968), and c) *A Song of Faith* (2006). Harcourt Council voted unanimously in favour of the inclusion of each of the above. Given that the necessary absolute majority of pastoral charges and presbyteries across the country voted in favour of adoption of the Remit, General Council has subsequently implemented the proposed amendment to our statement of the *Basis of Union*. This likely sounds a bit rare and esoteric but, we discovered, has very substantial and quite concrete significance.

A third issue from Council reflects Harcourt's widely demonstrated commitment to and respect for God's earth or, as the *New Creed* urges us: *to live with respect in creation*. On this occasion, the further ecological step has been to become collaborators in the *Guelph Community Orchard Project*. This initiative has been led within Harcourt by Jill Gill and was publicly announced this last fall by a very successful community education and celebration day.

And a fourth issue, which has especially exciting potential, is the imminent establishment of a formal collaboration (not a merging) among the four United Churches of Canada in Guelph - UCoG, the United Churches of Guelph. As I draft this report, the four Guelph congregations, Dublin, Harcourt, Three Willows and Trinity have already expressed their commitment to this collaboration, to Presbytery, and are close to setting up the necessary planning group. Financial resources to support this development are being provided through a legacy from Norfolk United.

Thanks are extended to all in the pews, as also to those confined to their homes, for the myriad ways in which you contribute to the life and strength of this nurturing congregation. Special thanks are extended to the staff: those who "moved on" in the course of the year – Joanne, Kyla, and Laurie, and certainly no less to those who are with us now- Alison, Anne, Darko, Jerry, Jim, and Wendy. We are generously enriched by your commitment, as we are also truly blessed by God.

STANDING COMMITTEES OF COUNCIL

CHRISTIAN FORMATION UMBRELLA GROUP

CHRISTIAN FORMATION COMMITTEE

Submitted by Andre Auger

- 1. Vision and Mission:** Early in Spring 2012, the Christian Formation Committee developed a brief Vision and a Mission statement that would then serve as beacon for the rest of the work to be done.
- 2. Three “pillars” and a three-year strategic outcomes document:** Along with the Vision and Mission, the Committee developed a clearer view of its mandate. Christian formation is not only for children and youth; it’s also for families and it’s also for adults. Out of this developed a sense that the Committee is called to support three thrusts: the first is aimed at children, youth and young families, the second at adults committed to intentional faith development, and the third is to support, at a theological and scriptural level, the work done by various groups around environmental initiatives.
- 3. Article in the Harcourt Herald:** As a result of the work of the Committee, an article was prepared for the Harcourt Herald, outlining the future work of the Christian Formation Committee at Harcourt.
- 4. Resignation of Kyla Riach:** In May, Harcourt’s Children, Youth and Family minister resigned to pursue an alternative career. Fortunately, she had been part of the planning work described above, and the Committee felt encouraged to pursue a systematic approach to Christian formation at Harcourt. An interim team was appointed to assume the day-to-day responsibilities of CYF under the existing model, until such time as the Committee had its new vision in place.
- 5. Appointment of Bev Robinson as Consultant:** At the recommendation of the ministers, a consultant was hired to support the work of the Christian Formation Committee as well as the process of bringing the Committee’s eventual plan into conversation with the congregation.
- 6. Consultation with CYF ministers:** The Committee had an opportunity to interview three successful CYF ministers about their vision, mission and activity in their respective congregations. The most significant learning, among many, was that there were three essential tasks: vision-casting, vision-keeping, and vision-doing. We needed to be clear on who was doing what and to stick with it.
- 7. Expansion of the Christian Formation Committee:** At this point, Merrill Pierce, Chair of CF, and also coordinator of the CYF “interim team” suggested that this dual role was too demanding and Andre Auger agreed to assume the role of Chair in the interim, until the next

election. The Committee itself was expanded by four new members, in order to bring those involved in the current vision-doing into the vision-casting process, and in order to bring some fresh perspectives to what was a very small group.

8. Development of strategy and timeline for a new vision of Christian Formation at

Harcourt. At the moment, the Committee is developing a timeline for its work until early Spring so that the broader conversation can start to occur throughout the congregation on what we really want to tell our children and our children's children about our faith. This will include a strategy for interim staffing arrangements to allow adequate time for the congregation to reflect on this vision.

9. Youth Spirituality subgroup: As part of the first "pillar," a small group was set up in late Spring to think about ways to introduce young people to spiritual practices. Coming out of those early meetings, Kerry Wilson developed the idea of a collaborative venture with other United Churches in the area to offer a version of *Les Miserables* in May 2013. Of significance is that this project includes an intentional spiritual component, and Harcourt Spiritual Companions will be offering meditation times on various themes arising from the play. To date, over 40 children and youth from a wide range of UCC churches in the area are involved.

10. Adult Christian Formation: This is the second of the three "pillars" of Christian formation at Harcourt. A series of focus groups asking the question: how might Harcourt support members who are taking their faith development seriously? A further instalment in the "Picture on the Puzzle Box" series, this one focussing on exploring moments of captivity, exodus, and desert experience in our lives. Two members of ACF attended the UCC Conference "More Than Franchises," as part of a UCC Learning Circle. This Learning Circle has been meeting, and has identified one opportunity it wishes to pursue with respect to worship. A Women's Retreat was held again this year at St Brigid's and was a time for participants to "go deeper" in their faith, as well as for connecting with other women.

11. The "Great Work": This is the third of the three "pillars." It remains at a very early stage of development, but a small group will be meeting early in the new year to discuss how it might come alongside current environmental efforts at Harcourt in light of Christian reflection on God's Creation.

Children, Youth and Family Programs

Submitted by Merrill Pierce

Children's Church

With the resignation of Kyla Riach in the spring, three volunteers agreed to provide a program for the children and youth on Sunday mornings. As usual, the nursery is staffed each Sunday for infants to age two. Current nursery staff are Brianne Collecchio and Laura Lane. There has been an increase in attendance at Children's Church during the fall.

The 3-5 year-old program is coordinated by Heather Thompson and a team of volunteers, and meet each Sunday in the pre-school room. They have enjoyed music, drama, stories, crafts and presented a play about Noah's Ark to the other children and families.

The grade 1-5 program is coordinated by Mary Jimenez and carried out by volunteers. They meet in the Friendship Room and use the Seasons of the Spirit curriculum each week, which follows the lectionary. They also enjoy music, crafts and games.

The youth program is coordinated by Merrill Pierce and led by volunteers as well. They meet in Room 202/203 each Sunday. The program is also based on the Seasons of the Spirit curriculum, although the discussions take new directions frequently.

Youth Programs

There was a confirmation group, consisting of youth and mentors during the winter and spring, which culminated in the confirmation of four youth in May.

Super G, our group for youth in grades 5 and up, meet on the 1st, 2nd and 4th Friday of each month from 7-9. This varies depending on holidays. A calendar of events is provided. The attendance varies from 12- 20 youth each week. With the resignation of Kyla Raich in the spring, the format and leadership of the group changed. Suzanne Webster and Lisette Vanderkamp offer leadership with help from Merrill Pierce. The youth have enjoyed games, a visit to the Corn Maze, a sleepover and two parties. They also helped serve at the turkey dinner. We look forward to activities like tobogganing, skating, a murder mystery dinner, a retreat and an Amazing Race in the new year. All youth, grade five and up are welcome with their friends.

Family Ministry

With the resignation of Kyla Riach last spring, there is no longer an NJAWS service each month. However, the team coordinating the children and youth programs organized a couple of events in the fall for families. At the end of October, the children, youth and families gathered at 10:30 a.m. for some singing, and the presentation of a play by the 3-5 year-olds. The children then went to the gym to participate in games and activities while the parents had a meeting in the Friendship Room to discuss their needs and wishes. Then a lunch was enjoyed by all. At the end of November, an Advent Family event was planned. Families gathered early on a Friday evening to share a meal, make an Advent Candle wreath, or a wreath for their doors, or just visit with other families. The children enjoyed various games and activities. As well, Mary Jimenez and Alison MacNeill, with help from Bonnie McDougall organized an all-ages Christmas pageant called *Peace is Here Today*, written by Linnea Good and Bari Castle. It was presented on December 23 during the service, and once again during the Christmas Eve Family service. It was enjoyed by all.

Morning Mindstretch

Submitted by Jean Jackson

Mindstretch met throughout 2012, on Thursday mornings, in the Friendship Room. Coffee and tea are ready by 7:45 a.m., and at 8:00 we enter a time of respectful listening, as each person responds to the questions of the week.

The books studied in 2012 were *Healing the Heart of Democracy*, by Parker Palmer; *The Universe is a Green Dragon*, by Brian Swimme; and *War of the Worldviews*, by Deepak Chopra and Leonard Mlodinow.

The group donated \$285 to the Chalmers Community Services Centre during the year.

Everyone is welcome.

Sacred Circle Dance

Submitted by Cynthia Moseley

We offer an ongoing opportunity to circle dance at Harcourt on the first Saturday of the month, September through June, 10.00a.m. to noon.

The circle is open to anyone and the dances are taught as if for the first time each time the circle meets. There is no pressure to attend every month and no previous dance experience is necessary.

We usually have approximately 15 or so people in attendance and we do ask for a small donation to cover the facilitators' fee if possible, but no membership is required.

Please feel free to join us – a warm welcome awaits you.

If you would like to have more information please call Cynthia Moseley at 763-9644.

Library

Submitted by Marta Coutts

The library is available as a resource centre for Sunday School and members of the church seeking inspirational or reflective reading materials.

We received two donations this year, a newer computer and a computer desk. The computer is faster and more reliable. The computer desk is wheelchair accessible. Our library catalogue is available online to anyone who has a home computer:

<<http://librarything.com/home/HarcourtUnited>>

Over the last year 200 books were signed out, 39 new books were bought and 23 books were accepted as donations.

Our budget was \$750 and our expenditures this year were \$662.65. This total includes new books, office supplies, CLAO membership and subscriptions to *Chirp*, *Chickadee* and *Owl*

magazines.

Members of the library committee are Mary Lou Funston, Barb Shaw, Janet Webster, and Marta Coutts. We meet every month. Matt Cimino enters the new books into our Website.

3rd Guelph Guides, Kortright District

Submitted by Regan Avis

The 3rd Guelph Guides meets on Wednesday evenings in the Friendship Room. We have 17 girls (aged 9-11), 4 leaders, and 2 Junior Leaders in our group. At our meetings we do activities and crafts, play games and learn many useful and interesting skills. Each meeting has a different theme and activities.

This year we held our third annual bottle drive in the neighbourhood and raised \$220 for international aid. As a group we visited Home Depot to learn how to safely use tools and visited the new RBC branch to learn about saving money. With help from Emergency Management Ontario we learned how to prepare and what to do if there is a disaster. We had a great time at our Bike Rodeo in the parking lot.

We started 2012 with a Dr. Seuss Themed indoor winter camp in Clifford. In the spring we camped in tents at a camp near Caledon and to start the new school year we participated in an exciting sleepover at Country Heritage Park in Milton.

We are very grateful to the Harcourt Memorial United Church community for all of your support. It was wonderful to see the tulips bulbs we have planted for the last few years blooming around the church in support of cancer research. Please look for the tulips again this spring.

We invite any girls in grade 4-6 to visit or join us throughout the year. There are opportunities in Guiding for girls and women of all ages to join and volunteer. For more information you can visit www.girlguides.ca or call 1-800-565-8111.

3rd Harcourt Scouting Groups

Submitted by Rita Borho, Group Commissioner, 3rd Guelph Scouting

For Scouting Year September 1, 2011 to August 31, 2012

The Scouting program, sponsored by Harcourt Memorial United Church, is comprised of Beaver Scouts, Cub Scouts and Scouts. It operates under the Bylaws, Policies and Procedures of Scouts Canada. A Group Commissioner, Rita Borho, Section Leaders (for Beavers, Cubs and Scouts), and other members of our Group Committee help to deliver the Scouting Program.

Mission:

The mission of Scouting is to contribute to the education of young people, through a value system based on the Scout Promise and Law: To help build a better world where people are self-fulfilled as individuals and play a constructive role in society.

Principles:

Scouting is based on three broad principles which represent its fundamental beliefs:

Duty to God

Duty to Others

Duty to Self

Scouts Canada's programs use Program Standards to deliver fun and challenging indoor and outdoor programs to youth of all ages. The standards ensure that all youth receive quality Scouting programs, as well as many opportunities to develop themselves in each Scouting section.

Our 2012-2013 Scouting population, composed of 15 Beavers (ages 5-7), 13 Cubs (ages 8-10), and 15 Scouts (ages 11-14), enjoyed the use of facilities at Harcourt Church. We were supported by Leaders for each section. The Leaders assembled a very active program for the youth. Parents are also involved with program planning and attendance/assistance with camps and weekly activities.

Examples of Section Activities include:

Camping trips and hikes

Building projects such as equipment boxes, buggies, bird feeder, rain gauge

Visiting attractions such as Black Creek Pioneer Village, Toronto Zoo

Community activities such as Christmas caroling for seniors and Church dinner service

Skill building such as basic first aid, safety at home and camps, orienteering and GPS

Fun activities such as tobogganing, bowling, hallowe'en parties

Preparation for sending 8 Scouts and 2 Leaders to Canadian Jamboree 2013 in July.

Group Committee:

This committee meets once a month and is comprised of our Group Commissioner, Section Leaders, other volunteers and a representative from Harcourt's Christian Formation Committee.

The Group Committee is responsible for assisting the Group Commissioner in support of the programs. It has been active in organizing and doing fundraisers such as Apple Days, Popcorn sales and a Car Show breakfast. The funds raised in this way directly support youth activities, camps, achievement awards and program support documentation. The Group also held a recruitment drive at Stone Road Mall on Labour Day weekend that encouraged new youth to join the program.

Membership has increased by 15% from last year.

Linkage activities promoting membership retention include:

Annual Scout Week banquet

Silver Arrow Camp – Scouting skills taught by Scouts to 3rd year Cubs

Year-end all section camp – this year to African Lion Safari.

The Group Committee welcomes help from parents of youth or Harcourt members as Registrar, Secretary, Treasurer and support with fundraising. Section Leaders are usually parents with youth in the program, but others with interest in the Scout program are also welcome. Resource persons can assist in any one of the 3 sections at Harcourt and are not required to register as a full-time leader. Please do not hesitate to contact us if any of your members may be interested in taking part.

Tai Chi Chuan

Submitted by Helen Esch

Wednesday afternoon at 1:30 p.m. we meet for gentle exercise and fellowship in the Friendship Room. We are studying the Yang Set of Tai chi from Dr. Zaiwen Shen, instructed by Helen Esch. Everyone, regardless of fitness level is welcome. Overtime you will see improvements in your balance, strength and co-ordination all done in a loving and supportive environment.

SPIRITUAL LIFE COMMITTEE

Submitted by Andre Auger

1. **“Awakening” series:** The Spiritual Life Committee has continued, for the third year, the “Awakening” series every third Sunday of the month. This involves identifying people prepared to share their story, interviewing them for a Harcourt Herald article, writing the article, and facilitating a Listening Circle after the two services. With an accumulation of three years of testimony, the Committee is considering publishing all the articles in booklet form.
2. **The Listening Circle:** This is an open group which meets after the 9:00 a.m. service to share how the service has touched each person. The group varies in size, but is typically 10-12. For participants, this Circle has become the way in which the service is brought to closure. The sharing is deep and personal. The Listening Circle idea has not been successful after the 10:30 a.m. service.
3. **Ignatian Exercises:** Once again, the Covenanted Spiritual Companions are offering the 40-week Ignatian Spiritual Exercises to members of Harcourt. Currently 9 people are taking part.
4. **Louis M. Savary visit:** In May, three local organizations sponsored the visit of Louis M. Savary, a noted spiritual director, and author of a revised set of Ignatian Exercises focussed on an evolutionary perspective. He and his wife gave a public lecture on Friday evening and a day-long workshop on the Saturday. The Spiritual Life Committee was one of the three organizations involved, and shared in the organization and the costs.
5. **Retreat on “Three Colours of Spirituality”:** As a result of the UCC Conference, “More Than Franchises,” in Toronto last June, the Committee organized a retreat to study an approach

to the congregational spirituality known as “The Three Colours of Spirituality,” developed by the Natural Church Development group. The Committee found the experience useful, and may be considering wider use within the congregation in the future.

6. Values Implementation Team (VIT) support: The Committee invited the VIT committee to share its vision, and is currently developing ways to help the congregation reflect in a supportive, non-threatening way on the values and their implications for congregational life.

7. Retreat on “worship that feeds our souls”: As a result of a question from our ministers, the Committee held a retreat to share its deepest desires around worship that fed the souls of its members. The Committee plans to reflect on the fruit of this retreat in the months to come and to see what might emerge as a viable course of action.

8. Oversight of Covenanted Spiritual Companions: As part of its oversight responsibilities, the Spiritual Life Committee conducted a formal review of the ministry of each Covenanted Spiritual Companion, following guidelines developed by a member of the Committee.

9. New Spiritual Companions: With the retirement of one and the ill-health of another current Covenanted Spiritual Companion, the Committee launched a process to identify Harcourt members who are trained and feel called to the ministry of spiritual companionship. Two such people have been identified and interviewed, and their names have been brought forward to Council for approval. A covenanting service will be held in the coming year.

Women’s Spirituality Group

Submitted by Ann Middleton

This group met fewer times than in previous years although we did have a meeting with Jean Stairs, a professor at Queen’s University School of Theology, who is writing a book about women’s spirituality groups. During the year we met several times in the chapel with members of the group leading, and once for a winter solstice celebration at the home of a member.

WORSHIP COMMITTEE

Submitted by Sharon Dills

The Worship Committee saw a significant change in its volunteer roster from June to September 2012. The Committee said farewell to Rosalind Slater, Heather Thompson, Cynthia Moseley and Laurie McDonald. Recruiting for new members began in June 2012 with Gay Slinger, Roeland Hartmans, Karyn Davies and Marilyn Wagner joining the Committee along with Sharon Dills who remained as Chair. The Committee continues to operate with low numbers with recruitment still ongoing. The committee also struggles to fill some critical roles previously held by former members including ushering coordinators. Rodger and Jane Peaire filled the role of Communion Coordinator. The Worship Committee decided to try communion by intinction for a period of one year and evaluate. An article was drafted for June/12 Herald, explaining this

decision.

Along with the traditional roles of the committee, there were also some highlights this year. The Old Time Service occurring on March 4 coincided with Harcourt's anniversary, and was led by John Buttars.

A VIT presentation was made on March 13 by Visioning team members Tammy teWinkel and Steve Pierce. Members of Christian Formation were invited to attend. These values have subsequently been added at the conclusion of each meeting.

The Waterloo Presbytery Pulpit exchange occurred on April 29. Jim and Wendy also attended the Hamilton Conference June 3.

The Worship Committee was pleased to welcome Teyvyn East to Harcourt on September 9 for her Cedars of Lebanon presentation.

One of the Worship Committee's primary focuses was to increase its efforts in hospitality including defining hospitality, best practices and what committees have done so far. A joint potluck meeting of CF, Fellowship and Worship occurred in June to discuss this goal. Topics included: hospitality-welcome table, greeting/ushering, involvement of families and new members and how to keep the momentum going. Ideas and suggestions incorporated making the gym a more appealing place, greeting visitors and welcoming new visitors with an introductory package/folder. A welcome book and new welcome banner were ordered. The folder was created in partnership with the Fellowship Committee.

The Worship Committee continues to create a Worship handbook for reference and orientation of new committee members. This will be a working document, subject to change as new ideas and protocols are established.

The Worship Committee continues to meet every second Tuesday of the month from 7-9 p.m. in the Friendship Room. Meetings occur from January to June and commence in September until December.

Music Ministry

Submitted by Alison MacNeill

The Choir has continued its ministry of music, helping lead worship Sunday by Sunday, including during much of the summer. Special services in the early part of the year included the "Old Time" anniversary service; the Affirming service (with guests, the Rainbow Chorus); Good Friday and Easter services. Later in the year, the choir sang at the Guelph Concert Band (GCB) Christmas concert, and presented special music on Christmas Eve. As well, throughout the year,

the choir sang for a number of weddings and funerals.

The Handbell Choir played at several services through the year, and added their festive sound at Christmas. They also were invited again to play carols for the GCB concert, a fun event, and our participation is always appreciated.

New this year is the Flute Choir, which has already played for a couple of church services, as well as the turkey dinner.

In the fall, a coffee house was presented, in honour of Joanne Lockie's retirement, with lots of great musical entertainment, and an enthusiastic audience.

Music in the church school and at the beginning of services has been regularly planned (in consultation with Alison) and provided by leaders Mary Jimenez and Heather Thompson. Thanks also to Jane Tweeddale for her assistance.

A pageant (or musical play) was presented on the last Sunday of Advent, as well as on Christmas Eve, and was a great success. Many youth and families were represented in this production, both on stage and off, and showed yet again, the depth of talent and generosity of spirit in this congregation!

Chancel Guild

Submitted by Ann Middleton, Chair

The Chancel Guild continues to work to make the church beautiful through the seasons. This includes decorations for Christmas, Easter and Thanksgiving, and the purchase and placement of hangings on the crosses in church and chapel appropriate to the church seasons. We try to provide flowers throughout the year that do not provoke allergies in any members of the congregation. Committee members are Marg Bates, Marta Coutts, Maxine Crispin, Norma Fear, Ann Middleton, Anne Piper, Marty Ragetlie and Janet Webster.

CONGREGATIONAL LIFE UMBRELLA GROUP

FELLOWSHIP COMMITTEE

Submitted by John Phelps, Chair

The current members of the Fellowship Committee are Donna and Murray Brox, Susan and Grant Chenoweth, Marilyn and Steve Fraser, Ross and Mary Ann McKenzie and John Phelps.

The Fellowship Committee has an assigned responsibility for:

- The Name Tag program
- Scheduling Sunday Greeters for the 10:30 service each week
- Arranging for the Hosts every week for Coffee Time following the 10:30 service
- Hot Cross Buns during coffee time on Easter Sunday
- Coordinating the Annual Turkey Dinner
- Fellowship Welcoming Socials [2 events per year]
- Potluck / Games Night
- Guess Who's Coming To Lunch – GWCTL

There were a number of successfully organized events in 2012 including the annual Turkey Dinner, Saturday night Potluck / Games Night, [3 events], GWCTL [2 gatherings] and a Welcoming social for those folks who had recently begun attending Harcourt. These events would not have been possible or as successful without congregational participation, both as attendees and as volunteers helping in the organizing. Whether it was cooking a turkey, stepping forward to make coffee on Sundays, taking the time to act as Greeters each week, or just being there to help clean up, we sincerely thank you.

The Harcourt Independents

Submitted by Kay Speed

Our group, formed before I moved to Guelph in 2006, was originally intended as a family-like social group for single adults who missed having a family to join for Sunday and holiday meals. There was great demand for the group, and we often had a dozen or more people joining us for Sunday lunch or holiday meals.

When I first became involved with the group, I was among the youngest members at 53. As I have aged, so has the rest of the group. Several members have died and some have moved into retirement homes and join us for Sunday lunch less often.

In the fall of 2011, I began a demanding six month course in digital media, so I transferred responsibility for coordinating the group to Catherine Stephenson. She experienced increasing declining interest in the group and informed me that she intended to disband the group. I tried to dissuade her, but several other members of the group also felt its time was over. I disagree, but I

would suggest we reconfigure the group to draw more regulars into the group.

We have always had several couples who joined us for lunch even though we were officially a group for singles. The couples always enriched our group and made it more interesting. We have also often invited younger people to join our group. To me, the group is most attractive when it is:

- Casual and not overly organized,
- Tries to find a variety of low-cost places to eat lunch, so that money isn't a barrier to anyone's participation, and
- Is open to all, regardless of age, marital status, or any other criteria.

When I talked with my friend Joan Barham about the disappearing "Harcourt Independents," she suggested that we might want to rename the group the "Harcourt Lunch Bunch" or some other inclusive name and formally invite any and all to join us for lunch. I hope the Council will consider this. There will always be those of us who would prefer to enjoy a casual lunch with others after attending church on Sunday. I am almost always up for a casual bite to eat after church. Let me know if you would like to join me, Kay Speed, kay.speed@sympatico.ca

Caroline Harcourt Women's Fellowship

Submitted by Ruth Tatham

2011 saw the "Margaret Rose" UCW unit disband; most of its members found a new spot in the existing "Caroline Harcourt Women's Fellowship", and the amalgamation has been good for us all.

The C.H.W.F. meets in the Friendship Room at noon on the second Monday of the month.

Attendance is usually 30-40 women; we eat our brown bag lunches together and tea and cookies provided by the members. "Member" means only that you have attended more than once, and want to be phoned ahead of each meeting.

There are no big money-making events, but this year we did contribute to the Ontario Christian Gleaners, to the 50th Anniversary of the general U.C.W and to help Allison MacDonald pay for her upcoming Two Countries One World (TCOW) 'work and learn' experience in Central America. One more outreach was our assembly and gift of eight personal bags and Christmas gifts to Women in Crisis. As usual, a large number of wrapped Christmas gifts were sent to the residents of the Wyndham Houses.

Several of our speakers donated their (token) Honorarium to the Harcourt 'Mission and Service' fund. Once more, June saw our Silent Auction and Pot Luck lunch.

All meetings centre around a brief devotional. Our programs are widely varied: eg. One congregational member described his childhood spent in a Japanese concentration camp; another recounted his youth in a Nazi-controlled country; one stretched our emphasis on ecology; we learned how service dogs are trained to help many forms of human limitation; we had a lesson in how to downsize as we mature and learn how to "do more with less". Our Christmas meeting

was an armchair trip through the present day Holy Land with two members of Harcourt. There is a vast wealth of knowledge and experience in our congregation...one of the reasons newcomers enjoy being part of the C.H.W.F. All women are always welcome.

Men's Breakfast Group

Submitted by Ross McKenzie

Chair: Bill Higgins (September 2011 - June 2012)

Ross McKenzie (September 2012 - June 2013)

Kitchen Coordinator: Henk Dykman

Treasurer: Richard Gedye

The Men's Breakfast Group meets every third Wednesday at 7:15 a.m., for fine food, fellowship, and stimulating speakers. The group met 13 times during 2012.

A cook and helpers, who volunteer, are organized into teams of three or four for breakfast preparation. Everyone is encouraged to participate in the kitchen cleanup at the end of the meeting.

Speakers are sourced from within the group, the congregation, and from outside Harcourt, so that a wide range of topics are addressed. The atmosphere is relaxed and informal and there is plenty of opportunity for fellowship with both old and new friends.

Everyone contributes \$4 and during 2012 the group gave \$86 to the Palestinian refugee family on their arrival in Canada, \$300 to Harcourt participation in Two Countries One World (TCOW) mission trip and approximately \$1,350 to Chalmers Community Services Centre.

Our breakfasts are open to all men who would like to join us.

Zehrs Tape Program

Submitted by Ruth Kaufman

Zehrs store has forwarded \$600 to Chalmer's Community Services Centre Food Shelf from tapes collected from the Harcourt congregation. Thank you to all who contributed.

PASTORAL CARE COMMITTEE

Submitted by Esther Devolin, Chair

The Pastoral Care Visitor Teams are dedicated people who are visiting people of the Harcourt Community whose activity level is limited for various health reasons and are unable to participate in church functions as they have in the past. We have 17 visitors who currently visit 17 people. Over the year we have lost a few people through death and added more people as their needs dictate. In 2012, 140 friendly visits were made by our faithful visitors. Numerous

phone calls were also made to arrange visits and/or make contact with people who had short-term needs and appreciated being called on behalf of Harcourt Church. We recognize that many unofficial visits to Harcourt people take place outside of this program and we acknowledge that as we all care for one another in partnership with Wendy and Jim, we are all contributing to the pastoral care needs of the Harcourt community. The visiting program is the main focus for the committee at present, as we only have four members, Don Johns, Esther Devolin, and our two ministers. The concept to expand our visiting program includes visiting parents with new babies, as well as working with youth who are experiencing difficult teen years. However, due to lack of committee resource members, these programs will be on hold until our membership expands. If you are reading this report and have an interest in joining our committee to help develop either of these concepts, please contact Esther (ekdevolin@sympatico.ca, 519-836-7675).

Other responsibilities that fall under our umbrella include checking and maintaining the automated external defibrillator (AED) and providing hosts for funerals held at Harcourt Church. Several women have volunteered to act as hosts and this arrangement is working well. Thanks ladies. Stephen Pierce, former Chair of our committee, continues to co-ordinate the hosts, with Esther as back-up. Thanks Steve. Thank you to Janet Gostonyi who sent out 181 cards in 2012, expressing friendship and caring on behalf of the Harcourt congregation.

Jim and Wendy are working on a job description for wedding co-ordination and our committee expects to roll out that program in 2013.

A huge thank you to our visitors for diligence in visiting and providing visitor logs to maintain our statistics of your dedicated time and effort.

The Collective Kitchen

Submitted by Heather Bailey

The 2012 Harcourt Collective Kitchen is made up of 7 regular members.

Our families have grown up and many of us have fewer children living at home than when we first started, but as young adults return home for periods of time between their education and obtaining employment, our numbers may be on the increase again!

We cook one Friday each month, from September to June, preparing a variety of meals both for ourselves and to support individuals or families in the community.

Harcourt's kitchen is a nice facility for our cooking and the monthly sessions are also an excellent community-building experience for the members. If you know of someone who could benefit from a meal, please let someone in the church office know.

Prayer Shawl Ministry

Submitted by Leslie Hyde

The prayer shawl group continues to meet on Monday afternoon from 1:30 until 3:00 p.m. There are approximately a dozen women who come as they are able and a few people who continue to knit prayer shawls and baby blankets for baptisms who are unable to come on Mondays. We continue to deliver prayer shawls to people in the congregation and beyond who are dealing with illness or grief or going through a difficult point in their life no matter what the reason. Our prayer shawls have gone as far as Nova Scotia. We continue to have a blue request form in the pews for people to fill out if they have a request for a shawl. Anyone is able to pick up a shawl to deliver by calling Leslie Hyde at 519-823-2654 to arrange a time to pick up a shawl. The group would also welcome new knitters at any time. This past fall the knitters met Jim and Wendy at the MacDonald art gallery to see an exhibit of art that had been knit.

OPERATIONAL LIFE UMBRELLA GROUP

ACCESSIBILITY TEAM

Submitted by Joan Barham

Number of participants: 5

Meetings: Monthly or at the call of the Chair

The development of information with respect to accessibility issues, for the Harcourt Site Review, has been an important focus. Careful documentation of accessibility needs for each physical space at Harcourt was noted.

Ongoing training for Customer Service, as required by the Ontario Government, has continued. This year Dublin, Trinity and Three Willows United Church members, who needed to take this training, were invited to join in our training workshop. While the response was small, we will continue with this shared approach to training.

Allergies of different kinds can make accessibility to Harcourt difficult. Work is in progress to raise awareness and provide information on an ongoing basis. .

Accessibility sent a proposal to the Enabling Accessibility Fund (Federal funding) for financial support to provide an accessible west entrance, new projectors and assistive devices in the Sanctuary, an accessible public phone and an intercom system. While the proposal was received, there is yet to be a response as to whether we will receive any funding.

As directed by Council, following the Site Review Report, we look forward to working with Property to form a multi-year plan to address accessibility and other needs in the built environment at Harcourt.

COMMUNICATIONS TEAM

Submitted by Joan Barham

Number of participants: 6

Meetings: Monthly

This year began with the collation of the results of the Communication Surveys and the presentation of a report to Council.

Where improvements in communication were identified the relevant materials from the report were provided to Council, Committees, Ministers and Staff for action. A quality assurance check, as to progress made in addressing the identified communication improvement issues, was scheduled.

A “summit” was held with respect to questions raised through the communication surveys, more especially addressing questions from the congregational survey.

While there is much to be done in developing Communication Policy, the first steps were taken when guidelines for the E-Letter were drafted and provided to Staff.

In April, adjustments in the organization of the committees at Harcourt resulted in Communication becoming responsible for the Herald and for communication through the Harcourt website. This latter responsibility will always be a work in progress as websites change continuously in response to an ever changing community.

In the Fall there was a change in the editorship of the Herald. Gillian Joseph has developed a vision, goals, policies, procedures and applied Best Practices to the changes that she has made to make the Herald easier to read. These changes have been very well received. Gillian provided a quote by Scott Vaughan which asks “How much are we investing, through communication, to strengthen relationships with each family? How does that compare to the world’s investment to keep families away from us?” This committee has found this a quote to take seriously.

There is a great deal to do in encouraging communication among the many groups in Harcourt. The change in governance structure places responsibility on the groups themselves for letting the Harcourt community know of their activities. We thank all (Council, Committees, Groups) who are now writing to share with the congregation, their contributions to the life of Harcourt family.

The Communication Committee is not yet two years old. There is much to do with respect to both internal and external communication. It is exciting and rewarding as we recognize that building a vital Harcourt community through strengthening our relationships will depend in real measure on our ability to communicate with each other!

ELECTRONIC INFRASTRUCTURE TEAM (EIT)

Submitted by Ken Carey on behalf of the EIT

The committee, which started the year as the Electronic Communications Team and ended it as the Electronic Infrastructure Team, has had a busy year. The computer network was largely completed (at least the current phase), with some tweaks and improvements, and there have been various upgrades and additions to the Audiovisual system (for example the new AV cart). Jerry Daminato has added a lot to the committee, and we are learning to rely on his training and experience.

The restructuring of the committee removed our responsibility for the website and other communications content, and left us to concentrate on electronic infrastructure (hardware, software, and support).

We have a number of ongoing challenges, including developing an inventory of infrastructure (computer hardware and software, AV equipment), as well as policies for upgrading and replacement. We also are continuing to work on policies with regard to technical support and training of staff and volunteers, as well as network administration. We also work to support the program of volunteer recruitment and training for volunteers for AV operation in worship and other events.

Our committee has lost some valuable members during the year. John Ogilvie was working on website maintenance and left with the restructuring. Daniel Welch is away to university, and our chair, Richard Crispin, has moved away from Guelph as of 2013 and will not be able to continue on the committee. We welcome staff representatives, Jerry Daminato and Anne Purkis, as well as Kay Speed.

Our reliance on electronic systems for many of the things we do at Harcourt is, if anything, increasing apace, and we would be happy to welcome any new members to our committee to help us in the coming year.

PROPERTY COMMITTEE

Submitted by Dave Hume

During 2012, the Property Committee has continued the repair and maintenance of the buildings and grounds at Harcourt. The solar array, installed last year, is performing well. In fact we are on track to possibly exceed the originally estimated annual production target. The Butler Roof on the gymnasium was touched up in May. The interior walls of the gymnasium have been repainted and the doors on the main entrance to the gymnasium have new closers.

The Property Committee has acted on some of the Narthex Subcommittee's ideas for making the area more welcoming. Bulletin boards, tables, pictures and chairs have been rearranged to add a greater level of comfort to the area. In conjunction with the Accessibility Committee, Property has improved the signage throughout the church. A survey of both members of the congregation

and outside users indicates that the highest priority for improvements is a washroom on the main floor. An application for a grant has been submitted to help with the potential costs. Minor renovations were completed in the 'Royal City Pre-School' area of the church. A number of older electric heaters were upgraded. This improves the safety for the toddlers using this area and will improve the efficiency of the electrical usage. New doors were installed on the equipment shed too.

Appreciation is extended to the members of the Guelph Community Garden Project and their volunteers for an incredible job of producing large amounts of vegetables in the church garden. Most of the produce went to the Chalmers Community Services Centre. Jill Gill and Lisa Mactaggart also helped establish a Community Orchard project that resulted in the planting of a number of species of fruit- and nut-bearing trees and shrubs. Replacement trees were planted to replace some of the old maples across the back of the property. Both spring and fall cleanups of the outside grounds were completed. We thank all those volunteers who came to help out. Members of the Property Committee during the year have included Cisca Vanderkamp, Brian Wolf, Michael Hofer, Ben Fear, Ted Sefton, Steve Dyck, Sarah Lowe, Walter Johnson, Dave Hume and Jack Buykes. Gratitude is extended to Darko for giving Harcourt its sparkle and gleam.

HARCOURT SITE REVIEW TEAM

Submitted by Lisa Mactaggart

As the needs of people at Harcourt and in the surrounding community have changed, the Site Review Team was struck to undertake a comprehensive review of how welcoming our site is. In addition, we have looked beyond our current physical space and asked "what else should we consider to continue to be welcoming to our broader community?" The Site Review Team was made up of representatives from the congregation and the community at large including Lisa Mactaggart, Michael Hofer, David Elrick, Lawrie Jones, Joan Barham and Unto Kihlanki, a local architect. The team met a number of times through the fall of 2011 and first half of 2012. The team completed a series of surveys, a congregational workshop and ultimately a final report of their activity

The intent of this report is to provide both the Accessibility Committee and the Property Committee with an understanding of ways in which we at Harcourt are not as welcoming as we would wish to be and some suggestions as to how we could improve. There may be other ways to achieve our intent to be accessible and welcoming. As always, the implementation of needed responses will be contingent on other factors such as finances, time, expertise etc. which is always within the framework of the stewardship of the Harcourt congregation.

The final report was received by Council on September 19. Council asked that this report be made available to all. Copies of the report were made available on the credenza for reading at

Harcourt, through the office by request, or available for reading on or downloading from the church website.

A big thank you to all who responded to the Site Review surveys and who participated in workshops. Your help will indeed better enable Harcourt to respond to change.

OUTREACH UMBRELLA GROUP

JUSTICE AND OUTREACH COMMITTEE

Submitted by Hugh Whiteley

Membership

The committee started the year with a membership of Stephen Norton(Chair), Wendy Brown (staff liaison), Norma Fear (Uganda Project), Lucy Mutharia, Earla Vickers and Hugh Whiteley. Stephen was also the Church Council liaison. In June, Stephen Norton moved to Owen Sound and resigned from both positions. In the fall Norma Fear accepted the role of Church Council liaison. At the end of the year Lucy Mutharia and Earla Vickers also resigned but remain on the contact list for special assignments. Michelle Fitt joined the committee at the end of the year.

Activities

The committee kept the congregation informed of Harcourt's financial support of the United Church's Mission and Service Fund, the University of Guelph Chaplaincy (joint United Church and Anglican); the Welcome In; and Chalmers Community Services Centre through announcements and items in the Harcourt Herald. The congregation also supports the Welcome In and CCSC through volunteers from the congregation who work at these centres, through contributions of food and clothing, and through contributions to their work from Harcourt-related groups such as Men's Breakfast and Mindstretch.

Harcourt continues to host a Saturday Night Supper at Royal City Church (Quebec Street) for the homeless and/or hungry in Guelph about once per quarter in rotation with other Guelph congregations. Jill Gill co-ordinates the supplies of food needed and volunteers who staff the distribution. Each Saturday Night Supper is always warmly appreciated by the clients who benefit from both the food and the demonstration of concern.

A subcommittee of J&O supervises the Uganda Project. There is a separate report in the Harcourt Annual Report for the work in Uganda we support. A refugee support subcommittee provided supervision and support for the refugee family throughout the year as reported in a separate report. The following is a list of activities specific to 2012.

Lenten and Advent Appeals

The Lenten appeal raised \$1,553 and was devoted to supplementing the Refugee Support Fund; the Advent Appeal raised \$1,430 and was directed to Habitat for Development Guelph/Wellington.

Community Garden

With support of the J&O eager and diligent volunteers had a second successful year. The garden was a great success and over 500 kg of vegetables were harvested and provided to the CCSC. The garden group also supported the Guelph Community Orchard Project and several orchards trees now adorn the Harcourt property.

UGANDA PROJECT

Submitted by Ben and Norma Fear

Once again we travelled to Uganda for the month of February and spent our time there in Mbale interviewing present and former students, meeting with our Norben Student Sponsorship Committee members, getting acquainted again with other volunteers from other countries who stay at the Sunrise Inn where we stay. We were pleased to be accompanied again by Bruce and Loraine Macpherson as well as Earlla Vickers and Sharleen Cornedlius who used their counseling skills and musical talents with several groups and were good company in the off hours when we were not busy with students.

We had a total of 20 students on our list for full sponsorship, two more than expected because, as usually happens, two former students proved to us that they deserved to be reinstated. In addition we paid some expenses for 4 students who had received certificates under our sponsorship and are now working while upgrading to Diploma level - 3 are primary school teachers and one is obtaining her Diploma as a Lab Technician. Six students in all completed their Diploma Courses during 2012, graduating in Tourism, Electrical Engineering, Child Study, Population Studies (Statistics) and Business. In addition, one of the primary teachers completed her courses to obtain a Diploma which will qualify her to become a headmistress in a Primary School or work in Administration.

Twenty-one of our former students are now employed and one, who received his BA degree 4 years ago, is currently in Norway having received a Scholarship to do his Masters' Degree at a University there. The other graduates are eagerly seeking employment but have to wait to get their transcripts before they will be accepted for employment. Universities and colleges are slow in providing transcripts for students.

With high inflation in early 2012, fees and other expenses for the year rose an inordinate amount. We are extremely thankful for the donations we received from church members, our neighbours in the VBA, our family, other friends and some we do not know who heard about our project and donated money because they know that every cent of their money will go to educate students. In addition we are very grateful that our "Get Rid of Your Pennies" request resulted in over \$600.00 worth of coins, mainly pennies, but various other coins including euros and other foreign coins being contributed before the end of December. We will continue to

collect the coins as well as donations in 2013. Thank you again for your support.

Red Lake Community – The Mitten Tree

Submitted by Joan Bowland and Joan Johnston

Mittens 110 pairs, Hats 42, Gloves 1 pair, Scarves 18, Sweaters in various sizes 18, Lap Blankets 2, Quilts 7, Slippers 1 pair, Teddy Bear 1.

These items were shipped to the Red Lake Community on December 3rd to be included in their Christmas Hampers. Thank you to all who so generously contributed to this project, and to Jan and Bob Hall for their donation of \$73.44 to cover the shipping. We know that everything we send is appreciated.

Blessings to all of you.

Harcourt Community Garden

Respectfully Submitted by Jill Gill

2012 was the second season of cultivation for the Harcourt Community Garden which is located on the west side of the parking lot. We had a roster of 20 dedicated volunteers who planted, watered, weeded and harvested from May until October. The total amount of produce delivered to Chalmers Community Services Centre this year was 409 kg. (almost 900 lbs.). This was an increase of 50% over the 2011 harvest. CCSC was thrilled to receive this, as nutritious fresh food is an important addition to the food choices which guests can make. A significant factor in the increased yield this year was the installation of an irrigation system which offset the very dry conditions in July and allowed us to water as efficiently as possible.

This year we took part in a study being done by Michael CoDyre, a Masters student in Geography at U of Guelph, under Evan Fraser (author of *Empires of Food*). Mike was researching to find out how much food was being produced in private gardens in Guelph. In his blog (which can be read at <http://feedingninebillion.com/how-could-urban-agriculture-contribute-greater-food-security>) he writes “Other community groups are helping to alleviate the hunger in local communities. Harcourt Memorial United Church in Guelph is involved in two important initiatives seeking to aid those who are hungry in Guelph. The first is a gardening project located on church property that gives 100% of the food grown to a local food pantry. Additionally, Harcourt is also one of the sites for a new public orchard which will start yielding fruit within a few years, available for anyone to harvest.”

We prepared a new bed outside the preschool windows in the spring and planted rhubarb, currants and several varieties of perennial herbs in the fall. We look forward to expanding our offering to CCSC to include those items in 2013.

Next year we will be practicing some crop rotation in order to make sure the garden remains as healthy as possible. We are planning, with the Property Committee, to build a composting system in the north-west corner of the property. This will be a natural extension of Harcourt’s

‘greening’ efforts and help to make more responsible use of the church’s garden refuse, leaves and grass clippings.

The garden group has its own budget and we expect to remain self-sustaining financially for the future. If funds are needed we will raise them.

Thank you to all the volunteers who have maintained the garden so faithfully through this past year and thanks also to the wider church community for their ongoing support for this valuable outreach project.

The Guelph Community Orchard Project (GCOP)

Respectfully Submitted by Jill Gill

After receiving grant approval from TreeCanada to begin a fruit and nut tree orchard project in Guelph at two sites – Harcourt Memorial United Church and the Guelph Community Christian School, the planning group held a design charette at Harcourt on April 16. GCOP received endorsements and sponsorship from Council, Justice and Outreach and Adult Christian Formation; drew up a Management Agreement between GCOP and Harcourt UC in cooperation with the Property Committee; and, in July, began preparing the areas to be planted, using approved permaculture practices.

The Guelph Community Orchard Project hosted its inaugural planting day and community barbeque event at Harcourt on September 15. More than a hundred folks from Harcourt and the wider Guelph community took part in planting the Hazelnuts, Plum trees, and Saskatoon/serviceberries; participating in the ‘Fruit and Nut Tree for Beginners’ Workshop; going on ‘discovery walks’ linking the two GCOP sites at Harcourt and the Guelph Community Christian School as well as enjoying the community barbeque with entertainment from local musicians. Mayor Farbridge spoke, as did the reps from TreeCanada and Taste of Nature, the funding organisations; Bethany Klapwyk from the Orchard planning group and Jim Ball also spoke.

The final two trees (Asian Pears) were planted on the Harcourt property on November 2, once they had gone into dormancy for the season. This was to maximize the successful transplanting of this species.

As part of GCOP’s mandate to increase fruit and nut tree awareness, we have purchased three informative and visually pleasing books which have been placed in the Harcourt library, to be enjoyed by all. The titles are *The Holistic Orchard: Tree Fruits and Berries the Biological Way* by Michael Phillips, *Gaia’s Garden: A Guide to Home-Scale Permaculture* by Toby Hemenway and *Community Orchards Handbook* by Angela King and Sue Clifford. We also funded an educational program called Focus on Nature on November 6 at the Guelph Community Christian School. This full-day workshop focussed on teaching students creative and technical skills in photography, and engaged them in hands-on outdoor learning activities.

Although this is not a Harcourt-initiated project, it fits well with the church's 'greening' and environmental focus. We are helping Guelph to become a more sustainable community and at the same time furthering our aim 'to live with respect in creation'.

We can all look forward to experiencing beautiful and fragrant blossom on the trees next spring.

LGBTQA TEAM

Participants: Pamela Girardi (Chair), Colleen Barrett, Kim Kennedy, Laura New, Kay Speed, Pat Harland, Carys Camani

Meeting Time: Monthly

The LGBTQA (Lesbian, Gay, Bisexual, Transgendered/Transexual, Queer and Allied) Committee focused on improving the visibility of Harcourt as an Affirming congregation, outreach to the LGBTQ community in Guelph, and networking with regional and national Affirming churches. Work includes:

- Participating in Affirming Sunday and other worship services
- Holding a 12th Night Celebration
- Networking with Guelph LGBTQ organizations and supporting events and fundraisers
- Participating in a committee of Affirming Churches in the region
- Membership to Affirm United

MINISTERS' SOIREE FOR YOUNG ADULTS

Submitted by Joan Barham

Number of participants: 36 individuals throughout the year.

Meetings: Monthly, first Tuesday at 6:00 p.m.

Number of young adults attending per month 7 – 12

Ministers attending: Wendy Brown, Jim Ball

The young adults have dinner with our Ministers, share in telling stories, discuss issues, laugh a lot, relax and provide support for each other.

SOUTH GUELPH TEAM

Submitted by Joan Barham

Number of participants: 5

Meetings: At the call of the Chair.

This team has not been meeting this year. We are patiently waiting for clarity on three fronts, as we need to pace and integrate any potential action with such information.

First, is understanding the direction which the development of the Rising Spirit Ministry of the

Rev. John Lawson in the South Guelph area is taking. Second, is the idea that potential development in outreach in the South of Guelph might be shared by the four United Churches of Guelph. Discussion concerning the development of closer relationships among the United Churches of Canada in Guelph has begun. Third, is the need to consult with Council and the congregation, in light of the above developments, as we discern how the Spirit calls Harcourt to respond to outreach in the South of Guelph.

We trust that next year there will be greater clarity.

ECUMENICAL CAMPUS MINISTRY COMMUNITY SUPPORT TEAM (ECM CST)

Submitted by Joan Barham

Numbers of Participants: 5

Meetings: E-mail/phone coordination of a Harcourt response for support requested of churches supporting the Ecumenical Campus Ministry Chaplaincy.

Harcourt continues to give financial support to the work of Marty Molengraaf as the half-time Ecumenical Campus Ministry (ECM) Chaplain. Marty is also a half-time minister at Duffs Presbyterian church.

The Ubuntu newsletter, which tells us of the life and work of the ECM, has been distributed this year at Harcourt and is available through the Harcourt and University of Guelph web sites.

Many thanks to the Harcourt team, who shared with the Duff's Presbyterian Church team, the provision of lunches to a student group who met with Marty weekly through the winter semester.

While requests were not made of Harcourt this Fall, there are plans which will develop further in the new year.

Many thanks go to those in the congregation who have provided hospitality in their home to an international University student and who continued to do so. A long time university staff coordinator for international students described such hospitality as the most meaningful work that he has seen done by a church. This committee is pleased to assist you in providing hospitality whereby you have a student visit two or three times a year.

We look forward to developing, along with other churches, the possibility of enhanced community response to our ECM at the University of Guelph.

HARCOURT QUILTING GROUP

Respectfully Submitted by Jill Gill

The Harcourt Quilting Group continues to meet on the third Monday of each month (September – June) from 9:30 a.m. – 1 p.m. and we actively encourage new membership. We sew quilts by

machine to be donated to various charitable organisations. Only basic machine sewing skills and a sewing machine are required and experienced quilters are on hand to guide and encourage. We piece together the quilt tops and Cynthia Gedye quilts them for us on her dedicated quilting machine. Cynthia's assistance in this regard is extremely valued and appreciated by the group.

This year we completed seven quilts of various sizes to send to Red Lake with the other Mitten Tree items. Two quilts were submitted to the Holly's Heart event as 'silent auction' fundraising items.

In November we all participated in a 'Shop Hop', visiting several quilt stores in the Guelph/Stratford/Waterloo area and gathered at a local restaurant to share a Christmas lunch following our December meeting.

Members include: Julia Carslake, Jill Gill, Ruth Ann Higgins, Carol Jones, Anne Parsons

STEWARDSHIP UMBRELLA GROUP

STEWARDSHIP COMMITTEE

Submitted by Richard Barham – Acting Chair

Members: *First half of the year* – Don Macaulay (Chair), Susan Cullis, Julie Henshaw, Ruth Kaufman, Ken Murray. *Second half of the year* – Richard Barham (Interim/Acting Chair), Peter Eikelboom, Julie Henshaw, Ken Murray.

*“Like good stewards of the manifold grace of God, serve one another
with whatever gift each of you have received” (1 Peter. 4:10)*

One of our two congregational priorities of this and the previous year has been: *Exploring and engaging in Stewardship as a spiritual practice by the congregation*. This priority has certainly been a directive in the planning and work of the Stewardship Committee over these last two years. No less, it has also been explicitly embraced in our Sunday services, most visibly perhaps, over the period of Lent. Indeed through this last (2012) Lenten period, the ministers worked closely with the Stewardship committee in selecting themes and a focus which drew us into deeper recognition of the widely pervasive aspects of true Christian stewardship.

For convenience, *Stewardship* is often identified as our spiritually led use of the three “T’s” – Time, Talents and Treasure. This being the case, so much of our stewardship action (time and talents) is expressed at the wider committee and congregational levels, both in our practices of *ecological respect and conservancy* (solar panels, community garden, community orchard, among many other such actions and choices,) and also in our practices of *outreach* (Uganda Project, refugee support, Chalmers Community Services Centre, among many more such expressions). These projects and activities are not, of course, the work of our Stewardship Committee, but they certainly are important expressions of our collective, *congregational*

stewardship, and should be lifted up as such.

If we turn to the third “T” of Stewardship, our “Treasure”, then our Fundraising budget line, commonly referred to as our *faith* line, was set for this year’s budget at \$59, 243. As I write, the General Ledger Report for the year (through to December 31) stands at \$14, 357, a rather mighty shortfall. The funds raised for the current year included: FundScrip \$1,203, Garage Sale \$2,952, Greetings Cards \$85, Wreaths \$659, Solar Energy \$9,393, and a specific donation of \$65. Many thanks to Julie Henshaw, Janet and Frank Webster (and “helpers”) Jennifer Cameron, Judi Morris, Property’s *Green Team* and a donor (anon) for their helpful efforts. The much larger element of our *treasure* is represented in the budget as “undesignated offerings”. As of the end of November (the latest available numbers), contributions of \$361, 965 shows against an *end-of-year* budget target of \$432,000. Note that at the time of drafting this report, the final budget figures are not yet available. Nevertheless, it is clear that we have fallen well short of ***closing the gap***.

Perhaps the key concern for Council at this point is its failure to fill the Chairmanship, and at least four further positions, in this critically important committee. This leaves the person-power to exercise leadership and action in congregational stewardship quite seriously handicapped. Thankfully, however, the first two “T”s of Harcourt’s expressions of faithful Stewardship show themselves as being vital and creative. We *will* find our way to bring the third “T” into the advancement of God’s work, too.

FINANCE COMMITTEE

Respectfully submitted, Kent Hoeg, Chair

If one were to come to a monthly Finance Committee meeting you would see but three individuals. Leo Madeiros, Brian Magee and myself. These three individuals meet each month to discuss the financial well-being of the church and I thank Leo and Brian for such dedication and valued contribution. No doubt, we could use one or two more individuals who would add further insight and input into the financial life of Harcourt (shameless plug to you the reader). There are also so many others who contribute to the work of the Finance Committee. These are the unsung heroes who provide many hours of support. Heather Hoeg is our Envelope Secretary who keeps track of all of your generous donations and ensures envelopes, statements and receipts are delivered. We have many counters who record Sunday donations - all coordinated by Marilyn Sears. Thank you! There’s also Dave Hume who has once again taken on the responsibilities as our auditor of the financial statements. Ken McDougall is our Assistant Treasurer who week in and week out performs payroll and other duties. An extra mention goes to Brian Magee, our treasurer. He records all financial transactions, pays bills, and produces our financial reports – an unsung hero indeed.

Thank you to each and every one of you who help out the Finance Committee.

Like so many churches, Harcourt has seen the erosion of our financial position. We have suffered a deficit position (expenses exceeding our income) in each of the last 4 years. In 2009 we ran a deficit of \$11,254. In 2010 it was \$32,289. In 2011 it was \$9,143. For 2012, we ran a deficit of \$9,715. We have very little capacity in 2013 to run a deficit. The well is running dry!

The 2013 budget set before Harcourt is derived from congregational vision and priorities (through processes such as JNAC, VIT and more). Once passed, it sets forth permission for our various committees to execute on these priorities and our congregational commitment to raise the income required.

Once we agree to a budget, we must stay committed to reaching our goals. Each and every one of us must be part of this. Reflect on how Harcourt supports your values and determine what gifts of time and money you can provide. Harcourt is our church and together our vision is realized.

BOARD OF TRUSTEES

Submitted by Brian Magee, Chair of Trustees

The Trustees thank Cynthia Moseley for her contribution to the committee over the past seven years and most recently as past Chair. We welcome Marilyn Crow as a new member to the Trustees. We recognize the contributions of Murray Woods as Treasurer of the Trustees for his managing of invested funds, Roy Pullman for ensuring adequate liability and property insurance and Walter Johnson for liaison with the Property Committee.

The Trustees held regular meetings on May 20 and October 23. The main topic of discussion concerned the Legacy Fund and the seven Reserve Funds. A decision was made to review the Funds to determine whether valid policies existed and to examine the relevance of each Fund. Subsequently a third meeting was held November 28 with representatives from Council and the Ministerial staff to continue the discussion and begin the process.

FINANCIAL REPORT – BOARD OF TRUSTEES AS AT DECEMBER 31, 2012

Submitted by Murray Woods, Treasurer of Trustees

		Dec. 31, 2011	Dec. 31, 2012
Legacy Fund	Principal Amount of Contributions	\$ 93,967.72	\$ 93,967.72
	Accumulated Investment Return	<u>\$ 7,124.67</u>	<u>\$ 12,556.08</u>
	Total Legacy Fund	\$101,092.39	\$106,523.80
Memorial Fund	Victoria/F.M. Woods Memorial Fund	\$ 10,000.00	\$ 10,000.00
Total Trustee Funds		\$111,092.39	\$116,523.80

OTHER CHURCH TEAMS & COMMITTEES

MEMORIALS COMMITTEE

Anne Piper, Secretary, Memorials Fund

Memorial donations were given to Harcourt Church in memory and celebration of 12 individuals during 2012.

These memorial donations were distributed as requested:

Memorials Fund \$905

Music Fund \$2625

Caroline Harcourt Women's Fellowship Group \$1500

Harcourt Operating Fund \$250

Total: \$5280

MINISTRY & PERSONNEL COMMITTEE

Submitted by Faye Lund

Ministry & Personnel Committee, accountable to Council, oversees relationships within Harcourt, particularly the roles and functions of our paid leaders and employees. Harcourt is very fortunate to have a highly skilled and caring team of ministry personnel and staff members.

During the year, we held regular monthly meetings and met several additional times while we explored appropriate office staffing, and conducted annual staff evaluations. We hosted our annual staff lunch in October. We provided representation on Council.

In June, Harcourt said a formal goodbye to Kyla Riach who decided to leave her position as Child, Youth and Families Minister. A deconvanting service was held along with an after church social gathering. We wished Kyla all the best as she moves into a new career closer to her home and family. Subsequently, Council established a committee to begin to address Harcourt's staffing requirements. In addition, Bev Robinson was retained as a consultant to assist in this process. Ministry & Personnel representatives will continue to be involved as this process continues.

In April, Joanne Lockie announced her retirement as Church Administrator effective the end of August. Joanne initiated a job-share arrangement with Laurie McDonald in 2009. Common workplace practice is that such an arrangement ceases when the employee who initiates the job-share request leaves the position. Laurie, who was a conscientious, efficient and welcoming staff team member, resigned from her part time role effective the end of July. With the pending vacancy in the office, we continued discussions based on the Administrative Review Team's work in 2010 and evaluated current needs for office support. Council received an amended job description for this role and approved a 30 hour a week one year contract position.

In September we welcomed Anne Purkis to this position and thanked Joanne for her sixteen years of outstanding service to our Church. The congregation expressed our appreciation at a Saturday evening Coffee House, a presentation during Sunday worship and a Church social.

Ministry & Personnel began discussions with Reverend Jim Ball in regard to the goals for his September – November 2013 sabbatical. Implications including the need for coverage and the necessity of organizing a Sabbatical Co-ordinating Committee were discussed and forwarded to Council.

In addition we reviewed various administrative matters, including a Voluntary Associate Minister approval process.

Although each employee is involved in a performance review process every year, we are working toward a performance appraisal process that focuses on gathering more in-depth congregational feedback once every three years. With that in mind, we requested feedback through a written request in the bulletin on several Sundays. For our probationary employee, we developed a form to solicit information on specific topics. This proved to be very helpful to assess her progress. These ongoing improvements are helpful in our staff evaluation process.

In July we were pleased to welcome Sandra Welch as a new member of our committee.

Committee Members: Faye Lund, Dave Mowat, Sandra Welch, Lorraine Holding (Chair)

WREATH & COOKIE SALE

Submitted by Judi Morris

Not an official committee, however, a lot of people contributed to this event.

I lost track of the people that came and made wreaths – (will try to do better in 2013).

Had 15 wreaths for sale and around the same number of arrangements.

The congregation responded with donating cookies as well.

It took 2 Sundays to sell the wreaths, but all found a home. The congregation seemed to enjoy the little sale which netted:

Income

Wreaths & Cookies - December 2	\$ 604.00
<i>(Wreaths \$504.00 Cookies \$100.00)</i>	
Wreaths - December 9	65.00
Donation in honour of the sale	25.00
Additional \$ put into church	<u>70.00</u>
Total Income	764.00
Expenses wreath frames	<u>65.00</u>
Net Income	<u>\$ 699.00</u>

Two people said they were going to put \$20.00 more on the offering plate the next Sunday

because they were that happy with their purchases and felt them to be worth more money. We are forming a committee with plans of turning it into a Christmas Sale next year open to the public – two possible days of wreath & arrangement classes. We hope to sell crafts, baked goods, wreaths, arrangements, bundled greens, and gifts – the ones we all received for Christmas and cannot use, and nearly new items.

We will need help and support and in the end it should be great fun and socialization for members and hopefully \$ into Harcourt's bank.

With many thanks to Janet & Frank Webster, & Joan Barham, my right and left handed people, and to Don MacAuley, Anne Middleton, Heather & Kent Hoeg, and all participants who tediously worked making wreaths, arrangements and cookies....it WAS fun!

CHURCH STATISTICS

WEDDINGS: (8)

January 21 Amy Chapman and Nicholas Romanow
February 20 Maria Casale and Douglas McLaghlan
June 22 Leigh-Ann Pahapill and Dariusz Osostowicz
July 14 Michelle Willms & Karl Weinstein
September 8 Emily Davies & Ryan Robinson
September 22 Laura Ferguson & Crystal Chilvers
October 13 Richard Martin & Sandra Beauregard
October 20 Sheena Sanfilippo & Nick Rolfe

BAPTISMS: (10)

Katelyn Jean Ashman
Cole Mason Cameron
Landon Stirling Bruce Gibson
Gavin James Gabriel McDonell
Sebastian Angus McDonell
Aileigh Jane Adams-Conroy
Storey Bee Cardow Andrews
Rachael Natalie Anne Orphanos
Kyra Elizabeth Ferguson
Madison Adelle Ferguson

FUNERALS/MEMORIAL SERVICES: (9)

February 20, 2012: Eleanor Faye Wilson
May 19, 2012: Floyd Earl Brewin Roadhouse
July 14, 2012: Murdo MacKinnon
August 11, 2012: Henricus M. (Harry) Ragetlie
August 28, 2012: Evelyn Elmslie
September 5, 2012: Marion Elizabeth (Betty) Fuller
October 20, 2012: Margaret Ann Hanley
November 29, 2012: Betty-Joan (BJ) Hardy
December 15, 2012: Elsie Portia Miller

PEOPLE JOINING HARCOURT BY PROFESSION OF FAITH: (4)

Teresa Cimino
Matthew Cimino
Alexa Jacob
Sarah Welch

PEOPLE JOINING HARCOURT BY TRANSFER OF MEMBERSHIP: (2)

Anne Parsons
Gary Parsons

REMOVED FROM ROLL BY TRANSFER TO OTHER CONGREGATIONS: (5)

Stephen Norton
John Riach
Kyla Riach
Bill Watson
Evelyn Watson

REMOVED FROM ROLL BY DEATH: (6)

Evelyn Elmslie
Marion Elizabeth (Betty) Fuller
Murdo MacKinnon
Elsie Portia Miller
Floyd Earl Brewin Roadhouse
Henricus M. (Harry) Ragetlie
Eleanor Faye Wilson

<i>TOTAL MEMBERSHIP DECEMBER 31, 2011</i>	<i>584 (571 + 13 NON-RESIDENT)</i>
Members received by Profession of Faith	4
Members received by Transfer of Membership	2
Members removed by Death	6
Members removed by Transfer	5
Members removed by Action of Church Council	0
<i>TOTAL MEMBERSHIP DECEMBER 31, 2012</i>	<i>579(571 + 16 NON-RESIDENT)</i>

HARCOURT

COUNCIL, STANDING COMMITTEES, TEAMS, STAFF 2012- 2013

COUNCIL

Chair	Richard Barham
Vice- Chair	Kathy Magee
Secretary	Janet Webster
Presbytery	Lindsay Lennox (Council Liaison)
Ministry & Personnel	Faye Lund
Vision Implementation	Tammy teWinkel

UMBRELLA COUNCILLORS

Christian Formation	Dineke Dykman
Congregational Life	Marilyn Sears
Operational Life	Mark Sears
Outreach	Norma Fear
Stewardship	Kent Hoeg

MINISTERIAL TEAM

Rev. Jim Ball
Rev. Wendy Brown
Alison MacNeill, Director of Music Ministry

STANDING COMMITTEES & SUB-TEAMS OF COUNCIL

CHRISTIAN FORMATION - DINEKE DYKMAN

CHRISTIAN FORMATION

Merrill Pierce, Chair (to December 2012)
Andre Auger, Chair (beginning January, 2013)
Andrew Cameron
Gerry Hyde, Scouting Liaison
Heather Thompson
Jim Ball, Staff Liason

Library

Marta Coutts, Chair
Matthew Cimino
Mary-Lou Funston

Barbara Shaw
Janet Webster

Adult Christian Formation

Andre Auger
Bill Lord
Sandy Middleton
Jim Ball
Wendy Brown

SPIRITUAL LIFE

Virginia Robinson, Chair
Julie Ashley
Stephen Dyck
Vera Dyck
Peter Jackson
Bill Lord

Spiritual Companions

Andre Auger
Marion Auger
Diane Clark
Ellice Oliver
Kerry Wilson

WORSHIP

Sharon Dills, Chair
Karyn Davies
Roeland Hartmans
Gay Slinger
Marilyn Wagner
Jim Ball
Wendy Brown

Chancel

Anne Middleton, team contact
Marg Bates
Marta Coutts
Maxine Crispin
Norma Fear
Anne Piper
Marty Ragetlie

Janet Webster

Communion

Jane Peaire

Rodger Peaire

CONGREGATIONAL LIFE – MARILYN SEARS

FELLOWSHIP

John Phelps, Acting Chair

Donna Brox

Murray Brox

Grant Chenoweth

Susan Chenoweth

Marilyn Fraser

Steve Fraser, Secretary

Mary Ann McKenzie

Ross McKenzie

PASTORAL CARE

Esther Devolin

Don Johns

Jim Ball

Wendy Brown

OPERATIONAL LIFE – MARK SEARS

ACCESSIBILITY

Joan Barham, Chair

Jennifer Cameron

Jean Hartmans

Lindsay Lennox

Jane McNamee

COMMUNICATIONS

Joan Barham, Chair

Lisa Browning

Gillian Joseph

Lorna Rourke

Nancy Ryan

The Herald Newsletter

Gillian Joseph – Editor
Joanne Lockie/Anne Purkis/Jerry Daminato – printing, mailing

Web

Joan Barham
Jeremy Hodge, Designer support
John Ogilvie
Kay Speed

ELECTRONIC COMMUNICATION

Richard Crispin, Chair(to Dec 31, 2012)
Ken Carey
John Phelps
Petr Vales
Jerry Daminato, Staff Liaison

PROPERTY

Ted Sefton (to August 2012)
Jack Buykes
Steve Dyck
Ben Fear
Michael Hofer
Dave Hume
Walter Johnson
Sarah Lowe
Cisca Vanderkamp
Brian Wolf

Gardening:

Tom Bates
Sandy Middleton
Helen Mowat
Mark Sears

HARCOURT SITE-DEVELOPMENT/REVIEW TEAM

Step I

Joan Barham
Norris Hoag
Lorraine Holding

Step II

Lisa Mactaggart, Chair
David Elrick
Michael Hofer
Lawrie Jones
Unto Kihlanki

OUTREACH – NORMA FEAR

JUSTICE AND OUTREACH

Hugh Whiteley, Acting Chair
Ilona Dobos, Refugee Liaison
Norma Fear, Uganda Project Liaison
Michele Fitt
Lucy Mutharia
Earla Vickers
Wendy Brown

LGBTQA Team

Pamela Girardi, Chair
Colleen Barrett
Carys Camani
Pat Harland
Kim Kennedy
Laura New
Kay Speed

STEWARDSHIP – KENT HOEG

STEWARDSHIP

Richard Barham (Acting Chair)
Peter Eikelboom
Julie Henshaw
Ken Murray
Jim Ball

FINANCE

Kent Hoeg, Chair
Heather Hoeg, Envelope Secretary
Brian Magee, Treasurer
Ken McDougall, Assistant Treasurer
Leo Medieros

TRUSTEES

Brian Magee, Chair
Walter Johnson, Property Committee Liason
Jean Julian

Marilynn Crow
Marilyn Murray
Roy Pullman, Insurance
Murray Woods, Treasurer of Trustees

FURTHER STANDING COMMITTEES & TEAMS

Not associated with Council Umbrella Councillors

AUDITORS FOR 2011-12

Dave Hume

MEMORIALS TEAM

Dave Hume, Chair
Jack Buykes, Property Rep.
Anne Piper

MINISTRY & PERSONNEL

Lorraine Holding, Chair
Faye Lund, Umbrella Councillor
Dave Mowat
Sandra Welch

VISION IMPLEMENTATION

Tammy teWinkel, Chair
Kathy Magee
Steve Pierce
Jim Ball, Wendy Brown, Team Ministers

PRESBYTERY REPRESENTATIVES

Lay Reps:

Lindsay Lennox, Council Liaison
Betty Tudor

Ministry Reps:

Jim Ball, Wendy Brown

WATERLOO PRESBYTERY EXTENSION COUNCIL

Brian Clark

STAFF

Darko Cikovic, Custodian
Jerry Daminato, Electronic Communications Co-ordinator
Anne Purkis, Church Administrator

HARCOURT

HARCOURT MEMORIAL UNITED CHURCH

ANNUAL CONGREGATIONAL MEETING

Sunday, June 10, 2012

Minutes

Present (73): Jim Ball, Wendy Brown, Kyla Riach, Maxine Crispin, Steve Dyck, Bernhard Vanderkamp, Ross McKenzie, Mary Ann McKenzie, Cynthia Moseley, Joan Bowland, Margaret Bates, Joy Smillie, Malcolm Coutts, Margaret Alexander, Lorraine Holding, Dineke Dykman, Vera Dyck, , Roz Stevenson, Charlie Whittaker, Richard Barham, Janet Webster, Kent Hoeg, Heather Hoeg, Brian Magee, Kathy Magee, Tim Brown, Bill Lord, Sandy Middleton, Don Macaulay, Susan Cullis, Marion Conn, Doris Singleton, Marilyn Whiteley, Hugh Whiteley, Jon Welch, Sandra Welch, Jill Gill, Peter Gill, Tammy teWinkel, Richard Crispin, Dale Lockie, Heather Thompson, Brian Thompson, , Kathryn (Kay) Speed, Daniel Welch, Patricia Kandel, Ann Estill, M. Ruth Tatham, Anne Piper, Esther Devolin, Faye Lund, Hugh Rose, Marilyn Rose, Jean Hume, Dave Hume, Marilyn Wagner, Tony Wagner, Peggy Willoughby, Ross Willoughby, Bill Higgins, Marty Ragetlie, Harry Ragetlie, Marilyn M. Crow, Ben Fear, Norma fear, Mark Sears, Jean Hartmans, Roeland Hartmans, Terry McDonald, Laura Mc Donald, Stephen Pierce, Merrill Pierce, Maxine Lipinski

1. **Constitution of the Court by Presbytery's Representatives**

Jim Ball welcomed everyone and called the meeting to order. He explained that due notice had been given for the Congregational Meeting and that we could now constitute the court.

2. **Opening remarks: *Holy Manners* and silent discernment**

Wendy Brown led us in a reflection of the “Holy Manners” and Prayerful Discernment Questions as displayed on the screens and asked all present to follow them during the meeting. She suggested that we apply them before voting on motions.

3. **Gathering Prayer**

Norma Fear led the congregation in an opening prayer.

4. **Appointment of Chair and Recording Secretary for the meeting**

MOTION: That Janet Webster be the Recording Secretary and Richard Barham be the Chair of this meeting. Sandy Middleton/Kent Hoeg Carried

5. **Speaking and Voting Privileges**

MOTION: That speaking and voting privileges be extended to all present.
Kathy Magee/Dineke Dykman Carried

6. **Approval of the Agenda**

MOTION: That the agenda be approved as printed and projected.
Susan Cullis/Bernhard Vanderkamp Carried

7. **Approval of the Minutes of the 12 February, 2012 Congregational Meeting**

MOTION: That the minutes of the Congregational Meeting of Sunday, February 12, 2012 as printed and distributed be approved.

Kent Hoeg/ Don Macaulay Carried

8. **Report on the “New “ Governance Model:**

Richard thanked all the major contributors to this new model. Sections I to IV of the “new” Harcourt Handbook was distributed with the agenda.

MOTION: That the New Governance Model be implemented.

Kent Hoeg/ Jill Gill Carried with 1 vote against the motion

9. **Report from the Vision Implementation Team:**

Tammy reviewed the process as outlined in Document B.

MOTION: That the Vision, Mission and Values Statements as proposed by the Vision Implementation Team be approved by the Congregation as guiding principles for Harcourt United Church.

KaySpeed/ Jill Gill For: 57 Against: 10 Abstentions: 6 Carried

In discussion, people articulated their concerns and or support of some language, whether the result reflected a “grassroots” as opposed to “top down” process. The history and initial goals of this project were outlined as well as the results of “testing” the guidelines within various committees of the Congregation. Concern was expressed about how the guidelines will be

Harcourt Memorial United Church, with two signatures required.

Roz Stevenson/Steve Dyck

Carried

11. Other Business:

Wendy noted that consistency is necessary on the Committee Membership List as to inclusion of Staff names on the various committees.

There are several opportunities for more individuals to share their talents on those committees where there are vacancies.

Concerns were expressed with respect to turning around the financial shortfall. Anyone can bring their ideas to Finance or Stewardship Committee where their input is always welcome.

Congregation members were also reminded that anyone is welcome to attend the regular Council meetings.

12. Closing and Thanks:

Richard Barham thanked Ministers and staff for their varied and valued, thoughtful contributions to ministry and our congregational life.

Kyla ended by leading the congregation in prayer.

Motion: To adjourn the June Congregational Meeting.

Don Macaulay/Richard Crispin Carried

HARCOURT MEMORIAL UNITED CHURCH

GENERAL FUND - Statement of Receipts 2012

<u>INCOME</u>	2012	2011
<u>Congregational Offering</u>		
Envelope	190,391	197,879
PAR	214,560	216,530
Initial Offering	301	281
Observer	600	545
Sunday School	60	80
Loose	<u>4,750</u>	<u>4,809</u>
Sub-Total	<u>410,663</u>	<u>420,124</u>
<u>Other Income</u>		
Rent	32,668	32,302
Fundraising & Other Income	14,558	24,119
Trustee Interest	720	0
Office Income	4,134	2,737
Recoverables & Misc. Income	<u>2,840</u>	<u>458</u>
Sub-Total	<u>54,920</u>	<u>59,616</u>
Total Operating Income	<u>465,583</u>	<u>479,740</u>
Solar Project Donations	<u>0</u>	<u>45,078</u>
<u>Outreach Income</u>		
Mission & Service-Congregation	95,526	97,900
Mission & Service-UCW	0	1,133
Disaster Relief Appeals	0	670
Lenten Appeal	1,553	1,940
Advent Appeal	1,430	1,655
Uganda Project	<u>59,370</u>	<u>50,613</u>
Total Offering for Outreach	<u>157,879</u>	<u>153,911</u>
Total Operating, Solar Project & Outreach Income	<u>623,462</u>	<u>678,729</u>

**HARCOURT MEMORIAL UNITED CHURCH
GENERAL FUND - Statement of Expenditures 2012**

<u>EXPENDITURES</u>	2012	2012 Budget	2011
Operating Expenditures			
Worship	6,848	6,690	5,609
Christian Formation	4,184	5,500	1,582
Spiritual Life	0	750	0
Fellowship	4,564	4,189	4,468 ⁽¹⁾
Communication	0	400	n/a
Pastoral Care	350	550	103
Justice and Outreach	4,000	4,150	6,833
Outreach Teams	1,900	2,850	n/a
Property	35,735	55,600	41,285
Electronic Communication	6,668	6,000	6,796
Finance	28,351	28,731	28,966
Stewardship	496	500	733
Personnel	382,118	408,908	391,354
Events Organized by Ministers	0	500	536
Books for Resale	84	125	120
Ministers' Discretionary	0	500	500
Total Operating Expenditures	<u>475,298</u>	<u>525,943</u>	<u>488,883</u>
Operating Surplus	<u>-9,715</u>		<u>-9,143</u>
Solar Project Expenditures	<u>0</u>		<u>74,599</u>
Outreach Expenditures			
Mission & Service-Congregation	95,526		97,900
Mission & Service-UCW	0		1,133
Disaster Relief Appeals	0		670
Lenten Appeal	1,553 ⁽²⁾		1,940
Advent Appeal	1,430 ⁽³⁾		1,655
Uganda Project	57,818		57,663
Total Outreach Expenditures	<u>156,327</u>		<u>160,961</u>
Total Operating, Solar Project & Outreach Income	<u>631,625</u>		<u>724,443</u>

⁽¹⁾ Combined Fellowship & Communication

⁽²⁾ Funds transferred to Refugee Reserve Fund

⁽³⁾ Funds donated to Habitat for Humanity

**HARCOURT MEMORIAL UNITED CHURCH
BALANCE SHEET DEC. 31, 2012**

	2012	2011
ASSETS		
Current Operating Account	31,701	19,338
Savings GIC	39,190	50,630
Reserve Funds GIC	107,798	121,075
Trustees' Account	116,524	111,092
Accounts Receivable	2,363	3,254
Prepaid Expenses	<u>5,075</u>	<u>5,305</u>
TOTAL ASSETS	<u><u>302,650</u></u>	<u><u>310,695</u></u>
LIABILITIES		
Uganda Project	4,484	2,933
Refugee Reserve Funds	7,023	0
Ignatian Exercise	1,375	0
Men's Breakfast	98	1,070
Saturday Night Supper Funds	2,421	2,282
Christmas Dinner Retained Revenue	2,023	1,377
Kitchen Cupboard	480	480
Solar Array Project Funds	20,469	20,469
Project Funds Payable	<u>9,506</u>	<u>10,160</u>
TOTAL LIABILITIES	<u><u>47,879</u></u>	<u><u>38,772</u></u>
EQUITY		
Reserve Funds	108,894	121,706
Trustees' Account	116,524	111,092
Beginning Operating Surplus	39,068	48,211
Current Operating Surplus	<u>-9,715</u>	<u>-9,143</u>
Accumulated Operating Surplus	<u>29,353</u>	<u>39,068</u>
TOTAL EQUITY	<u><u>254,770</u></u>	<u><u>271,867</u></u>
LIABILITIES AND EQUITY	<u><u>302,650</u></u>	<u><u>310,638</u></u>

Harcourt Memorial Untied Church

Proposed Operating Budget 2013

		<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Actual</u>	<u>2012</u> <u>Budget</u>	<u>2013</u> <u>Budget</u>
<u>REVENUE</u>						
1	Congregational Offerings	406,073	419,298	409,762	432,000	445,000
	<u>Other revenue</u>					
2	Rent	31,680	32,302	32,668	30,000	33,000
3	Transfer from Trustees	290	0	720	500	360
4	Observer + Initial offering	1,109	826	901	1,000	875
5	Recoverables & Miscellaneous	11,076	3,195	7,175	3,200	3,500
6	Fundraising and Other Sustainable Revenue	7,043	24,119	14,358	59,243	35,093
7	Total Revenue	<u>457,271</u>	<u>479,740</u>	<u>465,583</u>	<u>525,943</u>	<u>517,828</u>
<u>EXPENDITURES</u>						
<u>CHRISTIAN FORMATION CLUSTER</u>						
<u>WORSHIP</u>						
8	Music: scores, books, supplies	1,505	1,213	1,763	1,500	1,200
9	Chancel Flowers, decorations	543	0	163	150	300
10	Instrument Maintenance & Repair	390	780	1,211	1,215	1,000
11	Baptisms (4x/yr)	0	0	55	100	100
12	Honorarium (guest preachers 6x/yr)	0	750	1,000	1,500	1,500
13	Canadian Copyright Licence	0	533	529	520	605
14	Gifts, Books, brochures	0	97	87	150	150
15	Worship Service supplies (& Spec. Worship)	800	2,185	1,908	1,255	1,200
16	Miscellaneous	904	50	133	300	300
17	Worship subtotal	<u>4,142</u>	<u>5,609</u>	<u>6,848</u>	<u>6,690</u>	<u>6,355</u>
<u>CHRISTIAN FORMATION</u>						
18	Program Support: Children	1,592	260	764	750	1,000
19	PS: Youth Support	527	312	663	750	750
20	PS: Adult Support	0	132	1,510	750	750
21	Retreats: Youth	0	0	0	1,000	1,000
22	Retreats: Other (TCOW)	1,705	330	500	1,000	1,000
23	Adult Christian Development	326	0	0	0	500
24	Harcourt Library	1,049	548	697	750	750
25	Leadership Training & Resources	83	0	49	500	500
26	Christian Formation subtotal	<u>5,282</u>	<u>1,582</u>	<u>4,184</u>	<u>5,500</u>	<u>6,250</u>
<u>SPIRITUAL LIFE</u>						
27	Events, workshops, advertising	0	0	0	500	250
28	Training, special costs, materials	102	0	0	250	500
29	Learning Circle	320	0	0	0	0
30	Spiritual Life subtotal	<u>422</u>	<u>0</u>	<u>0</u>	<u>750</u>	<u>750</u>
31	Christian Formation Cluster subtotal	<u>9,846</u>	<u>7,191</u>	<u>11,032</u>	<u>12,940</u>	<u>13,355</u>
	% of overall budget	2.0%	1.5%	2.3%	2.5%	2.6%

Harcourt Memorial Untied Church

Proposed Operating Budget 2013

	2010 Actual	2011 Actual	2012 Actual	2012 Budget	2013 Budget
<u>CONGREGATIONAL LIFE CLUSTER</u>					
<i>FELLOWSHIP</i>					
32	Observer	3,627	3,327	3,101	3,327
33	Advertising	493	539	534	362
34	Photo Directory	0	86	0	0
35	Special Events	41	134	315	0
36	Miscellaneous	29	0	114	0
37	Minister's Soiree	0	0	500	500
38	Fellowship subtotal	4,190	4,087	4,564	4,189
<i>COMMUNICATIONS</i>					
39	Marketing Team	0	382	0	400
40	Communications subtotal	0	382	0	400
<i>PASTORAL CARE</i>					
41	Speakers and Events	10	0	0	0
42	Police Checks	0	0	0	50
43	Train & Support Volunteers	417	103	350	500
44	Pastoral Care subtotal	427	103	350	550
45	Congregational Life Cluster subtotal	4,617	4,571	4,914	5,139
	% of overall budget	0.9%	0.9%	1.0%	1.0%
<u>OUTREACH CLUSTER</u>					
<i>JUSTICE & OUTREACH</i>					
46	Welcome In	2,000	2,000	2,000	2,000
47	Event Expenses	0	0	0	0
48	Chalmers Food Shelf	2,000	2,000	2,000	2,000
49	Special Needs	0	0	0	0
50	Misc. Outreach Requests	450	200	0	150
51	Justice & Outreach Total	4,450	4,200	4,000	4,150
<i>OUTREACH TEAMS</i>					
52	South Guelph Team	0	0	0	0
53	Ecumenical Campus Ministry (University Team)	0	150	0	250
		2010 Actual	2011 Actual	2012 Actual	2012 Budget
54	University Chaplaincy - from J&O to ECM	1,800	1,800	1,800	1,800
55	LGBTQA	0	683	100	800
56	Outreach Teams subtotal	1,800	2,633	1,900	2,850
57	Outreach Cluster Subtotal	6,250	6,833	5,900	7,000
	% of overall budget	1.3%	1.4%	1.2%	1.3%

Harcourt Memorial Untied Church

Proposed Operating Budget 2013

	2010 Actual	2011 Actual	2012 Actual	2012 Budget	2013 Budget
<u>OPERATIONAL LIFE CLUSTER</u>					
<i>PROPERTY</i>					
Utilities	13,860	13,126	12,100	15,000	15,000
Heating Fuel	4,564	6,890	4,562	10,000	10,000
Repairs	19,309	8,980	7,647	14,500	7,800
Cleaning Supplies	2,190	1,899	1,823	2,300	2,300
Insurance/ Fire Protection/Appraisal	6,547	4,195	4,530	5,300	4,500
Lift Maintenance	1,296	1,096	1,531	1,500	2,000
Snow Removal	1,876	2,464	1,611	3,000	3,000
Furniture/Equipment	1,895	1,433	341	3,000	3,000
Garden Maintenance and Development	3,479	643	675	500	500
Miscellaneous	797	560	915	500	1,000
Property subtotal	55,814	41,285	35,735	55,600	49,100
<i>ELECTRONIC COMMUNICATIONS TEAM</i>					
Sound system, training, honoraria	0	0	25	500	0
Sound system technicians	125	80	900	100	100
AV Equipment and Maintenance	2,525	411	2,260	2,000	500
Software/Internet/Video licence	2,134	6,194	1,052	1,700	3,190
Computer Hardware	1,519	36	2,318	1,000	1,300
Computer Service	1,285	75	113	700	700
Electronic Communication Team subtotal	7,588	6,796	6,668	6,000	5,790
Operational Life Cluster subtotal	63,402	48,081	42,403	61,600	54,890
% of overall budget	13.0%	9.8%	8.9%	11.7%	10.6%
<u>STEWARDSHIP CLUSTER</u>					
<i>FINANCE COMMITTEE</i>					
Bank Charges/Brokerage Fees	1,346	1,605	1,559	1,600	1,600
HST Non-Refund Expense	2,564	2,862	2,433	2,800	2,800
Offering Envelopes	446	388	443	400	450
Office Supplies	4,161	2,427	2,161	2,600	2,500
	2010	2011	2012	2012	2013
	Actual	Actual	Actual	Budget	Budget
Postage	903	575	907	600	900
Machine Rental/Service	4,037	3,406	3,916	3,500	3,500
Presbytery Assessment	17,322	17,553	16,931	16,931	17,995
Miscellaneous	108	150	0	300	0
Finance subtotal	30,886	28,966	28,351	28,731	29,745
<i>STEWARDSHIP COMMITTEE</i>					
Stewardship Campaign	0	733	496	500	500
Stewardship subtotal	0	733	496	500	500
Stewardship Cluster Subtotal	30,886	29,698	28,846	29,231	30,245
% of overall budget	6.3%	6.1%	6.1%	5.6%	5.8%

Harcourt Memorial Untied Church

Proposed Operating Budget 2013

	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>	
<u>MINISTRY AND PERSONNEL CLUSTER</u>						
<i>PERSONNEL</i>						
89	Wages (6 + Nursery)	240,020	247,293	248,445	255,303	235,523
90	Housing (2)	47,048	62,290	54,765	63,411	47,455
91	Employee Benefits (6 + Nursery)	54,465	59,852	56,564	64,039	64,828
92	Ministers' Travel (2)	5,964	2,882	3,465	3,600	3,000
93	Development Ministers (2)	3,030	3,870	3,922	3,956	3,000
94	Development Music	400	140	0	500	500
95	Development Admin	170	0	0	300	300
96	Development Staff Team	0	0	337	500	500
97	Staff Replacement & Overtime	3,502	2,705	2,037	3,500	3,500
98	Additional Travel	1,675	882	0	200	200
99	Night Lockup	5,711	6,312	8,059	8,769	9,000
100	Extra Maintenance	3,565	3,298	2,944	3,000	3,000
101	Ministers' Telephone (2)	1,496	1,829	1,580	1,830	1,330
102	Moving Expenses	5,396	0	0	0	0
	CY&F Ministry Contingency **					16,000
	Sabbatical Coverage ***					18,000
103	Personnel subtotal	372,443	391,354	382,118	408,908	406,136
104	Ministry and Personnel Cluster subtotal	372,443	391,354	382,118	408,908	406,136
	% of overall budget	76.1%	80.1%	80.4%	77.7%	78.4%
<u>NON COMMITTEE BUDGETS</u>						
105	Books for resale	155	120	84	125	125
106	Events organized by Ministers	225	536	0	500	500
107	Ministers' Discretionary	1,250	500	0	500	500
108	Joint Search Committee	486	0	0	0	0
		<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
109	Non Committee subtotal	2,116	1,155	84	1,125	1,125
	% of overall budget	0.4%	0.2%	0.0%	0.2%	0.2%
110	Grand Total All Expenditures	489,561	488,883	475,298	525,943	517,828
	% of overall budget	100.0%	100.0%	100.0%	100.0%	100.0%
111	Surplus/(Deficit)	(32,290)	(9,143)	(9,715)	0	0