

HARCOURT

Table of Contents

Report from the Team Ministers	3
Report from the Chair of Council	4
Report from the Guelph United Ministries (GUM)	6
Standing Committees of Council	9
<i>Christian Life Umbrella Group</i>	9
Christian Formation Committee	9
Spiritual Life Committee	12
Worship Committee	14
<i>Congregational Life Umbrella Group</i>	16
Fellowship Committee	16
Pastoral Care Committee	17
<i>Operational Life Umbrella Group</i>	19
Accessibility Team	19
Communications Team	19
Electronic Infrastructure Team (EIT)	20
Property Committee	20
<i>Outreach Umbrella Group</i>	21
Justice and Outreach Committee	21
Lgbtqa Team	24
Ministers' Soiree for young Adults	25
Ecumenical Campus Ministry Community Support Team (ECMCS)	25
Light Shine Singers Report	26
<i>Stewardship Umbrella Group</i>	26
Stewardship Committee	26
Finance Committee	27
Board of Trustees	28
Financial Report – Board of Trustees as at December 31, 2013	28
Other Church Teams & Committees	29
Memorials Committee	29
Ministry & Personnel Committee	29
Church statistics	31
Council, Standing Committees, Teams, Staff 2013-2014	33
COUNCIL	33

Umbrella Councillors	33
Ministerial Team.....	33
<i>STANDING COMMITTEES & SUB-TEAMS OF COUNCIL.....</i>	<i>33</i>
CHRISTIAN LIFE	33
CONGREGATIONAL LIFE.....	35
OPERATIONAL LIFE	36
OUTREACH	37
STEWARDSHIP.....	37
<i>FURTHER STANDING COMMITTEES & TEAMS.....</i>	<i>38</i>
Annual Congregational Meeting	40
Financial Reports	43
<i>Proposed Operating Budget 2014.....</i>	<i>47</i>

HARCOURT

REPORT FROM THE TEAM MINISTERS

Dear Friends,

Each year seems to have a momentum of its own, carrying us along swiftly from beginning to end. Each year is shaped by particular purposes, struggles and celebrations. During the course of 2013, some of you have celebrated fresh starts – a new relationship, a birth, an unexpected blessing. Among us there have been graduations and the gift of new jobs, expanded horizons and exciting opportunities. Some of you suffered significant losses; some of you have struggled with health concerns. For some, relationships have been strained beyond repair, others mended. While our personal lives have been on a constant continuum of change, learning and growth, so has our common life here in the church.

The congregation's adoption of the Christian Formation Committee's faithful and visionary working document, *A Call to Discipleship*, was a significant step on our journey. In many ways, this both holds the potential to change who we are and affirms what we already are. We have committed ourselves to being an intentional community of learning, service and growth, one where the nurture of and leadership potential in each person, from the youngest among us to our elders, from individuals to family units, is honoured and developed. Our church, like the wider United Church and all faith communities, finds itself in a time of significant transition and we have affirmed that the model that *A Call to Discipleship* represents our best intentions and the best way forward.

Our life together this past year has been a sign of that. Many people have offered their gifts in the leading of our Sunday morning and mid-week Child, Youth and Family ministry. Many offered their gifts in creating and leading worship throughout the fall sabbatical season. Thank you all. Many others took part in small groups, with leaders and participants taking a leap of faith to explore something new. Many have served through our council and committee life. Many have taken on a one-time, but important task. Many have offered a warm welcome or a helping hand. Many have prayed for our life together and for the life of the world. Thank you all, too. Many of you caught the vision and promise of Guelph United Ministries and the importance of partnering more deeply with others. There has been stretch and growth, celebration and struggle in all of this. And we are grateful. Grateful for the signs of life among us and for the on-going privilege to serve and work with you.

As we continue to discover new and exciting paths for ministry and for living out our call to discipleship, may we continue to be strengthened, comforted, encouraged and equipped by one another and by the life of the Spirit. Blessings to you all as we journey on and live out our vision
“to be an authentic community of spiritual growth and service.”

In peace, *Wendy* and *Jim*

Rev. Wendy Brown, Rev. Jim Ball

HARCOURT

REPORT FROM THE CHAIR OF COUNCIL

The past year has been one of vision, hope, creativity, and on-going transition at Harcourt. The committees have been inspiring in their activity, commitment and accomplishments, as is evident in their submissions contained in this Annual Report. Council is privileged to work with them to achieve the goals and values that we, as a congregation, have identified as priorities for living out God's word.

One important change was the format for our Congregational meetings. Despite the challenges of time and space, the enhanced opportunity for conversation with one another individually and as a group, proved to be productive and community-building. Several **themes** emerged from the table group discussions at our meetings in February and June. Aspects of Harcourt that we identified as **contributing to our vision and values** included engagement with the wider community in a variety of outreach projects and programs, availability of small group activities, pastoral care, Sunday worship, music, being an affirming congregation, and the opportunity to be involved in a variety of spiritual practices. Ideas to **address our financial needs** included the importance of clear, effective and respectful communication about our financial needs and status, seeing money as part of a broader Stewardship perspective, and increased awareness of why we give to Harcourt and the work that our donations accomplish. The **Call to Discipleship** report prompted comments about the opportunity for spiritual growth, the difference between relationship group and task groups and the importance of both, and the opportunity to develop an increased sense of community and connection. **Future challenges** that were identified included concern with the challenges of recruitment, effective use of ministerial staff's time and expertise, sustaining the momentum and potential of the shift to a Discipleship philosophy. Many of the suggestions from the table groups at our two congregational meetings in 2013 have been put into action. For example:

- Use of social media (website, Facebook twitter)
- On-line communication
- Use of lay leadership, including and beyond Jim's sabbatical
- Increased focus on engaging young families with creative options for timing and types of worship
- Shared projects and resources with Guelph United ministries
- Focus on life-long learning opportunities
- Revised structure of Reserve Funds

Significant focus for Council has been on addressing the two areas, **Stewardship**, and **Child, Youth and Family Ministry (CYF)**, that the congregation identified as priorities. Working with the Christian Formation Committee, the Call to Discipleship document, the Ad Hoc Task Group and our consultant Bev Robinson, Council has been intentional in our support and vision for this new and exciting perspective for CFY. I would particularly like to thank Bill Lord and the Ad Hoc Task group, and Andre Auger and his wonderful Christian Formation Committee members. Information meetings with the congregation, workshops, communication through the Herald, bulletin and Sunday announcements, and untold hours of work from so many dedicated Harcourt folk are bringing this new way of "being Harcourt" to life. Just read the reports from these committees to witness the momentum, dedication, hope and creativity alive and at work there.

Change is challenging. We go through the cycle at different paces and with different needs, longings and hopes. The Call to Discipleship has provided an important and encompassing philosophy regarding how we in the

Harcourt community live out our calling as Disciples. The workshop in November, attended by over 30 committee and Council members, was an amazing example of intersecting goals, responsibilities, challenges, interests and values - and the importance of talking to each other! The Discipleship model speaks to our recognition of the importance of Stewardship, in all its facets – relational, environmental, spiritual and financial. Council continues to address the very real challenges being experienced by churches everywhere. Life at Harcourt provides the opportunity and responsibility for all of us to be intentional, good stewards.

Council is in the final stages of formalizing several policies. I would like thank Esther Devolin, Laura Hofer, Lorraine Holding, Tammy teWinkel for their excellent work on the Volunteer Screening Policy. The policy aligns with our core values, discipleship philosophy, United Church of Canada guidelines, and meets legal and ethical requirements. As well, we now have clear, equitable and easily understood guidelines regarding reduced-rate or no-charge room and space rental agreements. Providing reasonably priced space for our community partners is an important part of our Outreach and presence in our community. We so appreciate Richard Barham, Mark and Marilyn Sears for their insight, sensitivity and expertise in developing this document.

The Guelph United Ministries initiative has grown and developed over the past year. The joint worship service on December 1st was a wonderful highlight, and there are plans for more opportunities to worship together. We have joined our sister ministries in shared meetings of Justice and Outreach committees, Trustees, and website coordination teams, and in the advertising of our Christmas worship services. As our New Creed says, “We are not alone. We live in God’s world”. Participation in Guelph United Ministries allows us to experience the spiritual and practical beauty of working together in God’s world.

I would like to express a very special thank you to Wendy, the Sabbatical Planning Team, and to all those who took on roles of lay leadership during Jim’s sabbatical. Recognizing and supporting ministerial sabbaticals is a sign of health, commitment and growth in our congregation. It allowed for a time of learning and renewal for Jim, and an opportunity for Harcourt to exercise our responsibilities and talents in new and interesting ways.

It is such a privilege to work with the amazing Harcourt staff. Thank you Wendy, Jim, Alison, Anne, Jerry and Darko, for your guidance, expertise, patience, dedication, and sense of fun. Council is most grateful to all those who work so diligently on the behalf of our Harcourt family. I am in awe of the energy, knowledge and capability of all of you who make up the Harcourt community. You contribute to our life and work in so many ways, whether it is “hands on”, from a distance, through prayer, or a simple awareness of what Harcourt means to you and to others. It is an honour to be Chair of your Council.

May 2014 be a year of love, hope, peace and joy for you, for Harcourt and for our world.

Yours in God’s grace,

Kathy Magee

REPORT FROM THE GUELPH UNITED MINISTRIES (GUM)

Guelph United Ministries Budget in So Many Words...

Guelph United Ministries was born out of the dreams of the United Churches of Guelph and two outreach ministries, Chalmers Community Services Centre and Rising Spirit, to foster a new way of being and working together. Its vision is to increase our cooperation and raise the profile of the United Church of Canada in Guelph out of the call to be faithful to God's dream to serve and love others in the city of Guelph. Our guiding principles are, **"Working together, in faith and in action."**

In our first year of this new partnership, we have worked on ways to express this new cooperation. We have undertaken a joint service of worship with 900 in attendance. We have blessed a youth drama production and spiritual growth endeavour based on *Les Miserables* with over 60 youth involved. We have put some structure to our partnership by creating dialogue, building relationships, developing ways to communicate with others through a website, a logo and a communications strategy. We have also undertaken some joint marketing of Christmas services in addition to announcing the joint worship event.

The following financial statements capture these initiatives.

Working Together: Our starting place

\$274,222

These funds are the pooled resources from the sale of the Norfolk church, churches sharing monies, a collection and bank interest. This serves as our common commitment to carrying out the vision of working together.

With funds from:

Norfolk United Sale	\$250,000
Shared resources from the four churches	20,000
Shared resources from Dec. 1 service	2,754
Shared resources from the investment	1,472

In Faith:

21,397

We are committed to building up the faith of the Guelph community by ways of introducing them to the Christian community through worship, the arts, spiritual nurturing, invitation. We are very interested in new ways of doing this especially with those in the under 40 generations.

Les Mis Drama and Study	5,829
Joint Worship service	5,197
Christmas services promotion	1,200
Website	5,174

In Action:

6,018

We are committed to sharing the Gospel through actions and care. These actions involve helping us working with others in the city to lessen poverty and expose our youth to the needs of the world. We also hope to put a face on the United church in Guelph.

Bridges Out of Poverty	1,500
Chalmers CSC	918
Two Countries One World	918
Mission and Service Fund	918

Logo and Promotional Materials	5,939
Misc.	79

For Working Together in 2014, we start at **\$ 246,553**

GUELPH UNITED MINISTRIES
(operating through Norfolk Street United Church Trust)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

ASSETS ON HAND AT DECEMBER 31, 2013

Operating bank account	\$20,217	
Savings bank account	76,325	
HST recoverable	1,211	
Investments	150,000	
Less accounts payable	-1,200	<u>\$246,553</u>

HELD IN SUPPORT OF THE FOLLOWING FUNDS
CAPITAL FUND

Transferred from Norfolk Street United Church	\$250,000	
Transferred to Operating Fund	<u>50,000</u>	
Balance, December 31, 2013		<u><u>\$200,000</u></u>

OPERATING FUND

Cash input

Transferred from Capital Fund	\$50,000	
Contributed by member ministries	20,000	
Cash collection from Joint service	2,754	
Investment income	<u>1,472</u>	<u>74,226</u>

Expenditures

Annual

Administration	79	
Christmas advertising	1,200	
Joint service	<u>5,197</u>	<u>6,476</u>

Project support

Bridges out of poverty	1,500	
Les Miserables performance	5,829	
Distributions from joint service cash collection		
Chalmers Community Services	919	
Two Countries One World	918	
United Church of Canada Mission & Service	<u>918</u>	<u>10,084</u>

Start up costs

Logo and promotional materials	5,939	
Web site	<u>5,174</u>	<u>11,113</u>

Total expenditures 27,673

Balance, December 31, 2013 \$46,553

Total of both funds, December 31, 2013
(equals net assets on hand at that date)

\$246,553

PREPARED WITHOUT AUDIT FROM THE RECORDS OF THE ORGANIZATION

GUELPH UNITED MINISTRIES FUNDING CRITERIA - 2013

How did we get started?

When Norfolk Street United Church sold its building in 2012, a portion of the sales proceeds were set aside in a fund for use by all of the United Church Ministries in the city of Guelph.

After considerable discussions and weighing alternatives, we settled on the name Guelph United Ministries, as representative of the purposes, considering that two of the "ministries" were not churches, per se, but rather Christian initiatives - Rising Spirit and Chalmers Community Services.

The main purposes of the organization are twofold:

- 1 to enhance and encourage co-operation between the various ministries of the United Church of Canada within the city of Guelph.
- 2 to increase the profile of the United Church of Canada in Guelph.

What's happening now?

The Managing Circle of this group has been meeting since Spring, 2013, and now have settled on a promotional initiative, website, twitter account and, most importantly, organized a joint United Church service to celebrate the beginning of Advent, 2013.

Many more projects are "on the burner" and you can expect to see announcements during the 2014 year.

Now it's up to you!

It's up to you because funding is now available for worthy projects from your congregation or from combinations of congregations and ministries. The grants group will consider applications from your group, beginning immediately to fund or assist with funding of new or renewed projects that fit the criteria and contribute towards the main purposes.

The criteria for funding and the mechanics of the process were finalized at the last meeting, and will soon be available on our website - guelphunited.ca. If you have had something in mind, but your congregation could not come up with the funding, this may be your chance. See the website to see how this works and get the application form. Who knows? Your project may qualify and you will have a chance to see it to fruition!

HARCOURT

STANDING COMMITTEES OF COUNCIL

CHRISTIAN LIFE UMBRELLA GROUP

CHRISTIAN FORMATION COMMITTEE

Submitted by Andre Auger, Chair

In late spring, the Christian Formation Committee completed its major visioning and strategic planning document, “A Call to Discipleship,” suggesting that Christian formation is a congregational responsibility involving us all, and cannot be contracted out to professional staff.

The new **Children's Church** curriculum, SPARK, is up and running and it seems to be working well. Attendance varies, as is always the case, but we have 19 families on our mailing list. We have had little difficulty in finding people to teach.

The **Harcourt Youth Group** has resumed, with over twenty younger teens showing up, most from the neighbourhood. The program consists mainly of games in a safe and respectful environment. Parents of the children who attend are helping out by providing snacks.

A recent confirmand, Teresa Cimino, has been accepted as a “**leader-in-training**.” She is serving as a SPARK teacher, and helping out with the Youth Group. She also attended a week-end workshop on Christian formation as part of the United Church's Neos program for youth leaders.

The **mid-week parents' support program** started off with an evening with Linnea Good, and will continue with a monthly informal get-together. Theresa McMillan has assumed a leadership role in getting this key program off the ground. We are also producing a series of almost weekly handouts for parents to help them use the Liturgical Year as a teaching tool for the Christian formation of their children.

The **adult Christian formation** endeavours are off to a good start. Ten Harcourters are involved in an “Intentional Faith Formation” journey, led by Bill Lord. The group is exploring deep faith questions that the group has proposed. Dave Mowat offered Eating for Health and the Environment. Several couples perfected their Ballroom Dancing skills with Helen and Dave Mowat.

The **Christian Formation Committee** itself has considerable work: besides providing support and guidance to all the above activities, the committee is working with other groups within Harcourt to comply with requirements of due diligence and duty of care. “A Call to Discipleship” provided strategic outcomes for each area of responsibility. The committee is working hard to ensure that we are able to achieve the spirit of these outcomes. We have created a sub-group consisting of the leaders of each of the program endeavours for children, youth and families. This group meets to coordinate its efforts and to ensure the various thrusts have adequate support.

Christian formation is a community effort. If any of you feel called to contribute in any way, please get in touch with me!

Morning Mindstretch

Submitted by Jean Jackson

Mindstretch met throughout 2013, 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 2013 were *Rediscovering Values*, by Jim Wallis, *On This Journey We Call Our Life*, by James Hollis, *The Advance of Love*, by Bruce Sanguin, *Etty Hillesum; A Life Transformed*, by Patrick Woodhouse, and we began *When Spiritual but not Religious is not Enough*, by Lillian Daniel.

The group donated \$805 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 second 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 Committee

Submitted by Marta Coutts

Members: Mary Lou Funston, Barb Shaw, Janet Webster, Joy Smillie and Marta Coutts.

We meet every month. Matt Cimino enters the new books into our Website. The library is available as a resource centre for Sunday School and members of the church seeking inspirational or reflective reading materials. A computer is available for anyone who wants to do a search. Instructions for using the computer are posted.

Brenda Kelly donated a new computer desk which is wheelchair accessible. Brenda served for many years as chair of the library committee. With the help of her husband George she initiated many improvements. The Caroline Harcourt ladies group wanted to recognize this contribution with a donation of \$200 in their honour. This money has been used to purchase a chair.

Over the past year, 20 new books were bought and 19 books were accepted as donations. More than 200 books were signed out by library users.

Our budget was \$750 and our expenditures this year were \$227.00. This total includes new books, office supplies, and CLAO membership.

3rd Guelph Guides, Kortright District

Submitted by Regan Avis

The 3rd Guelph Guides meets on Wednesday evenings in the Friendship Room. We have 22 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 fourth annual bottle drive in neighbourhood and raised over \$300 for international aid. As a group we visited the Waterloo airport to learn how to fly and visited the Guelph Curling Club to try a new sport. We met a guide dog and learned how she was trained and how to interact with guide dogs and the people

they are helping. We had a great time making pysanka (Ukrainian Easter Eggs). We explored our own impacts on the environment by mapping where food comes from and pledging to use reusable shopping bags and water bottles whenever possible.

We started 2013 with an International Cruise themed indoor winter camp in Guelph. In the spring we camped in tents at a camp near Milton and to start the new school year we participated in an exciting heritage home skills sleepover in the Friendship Room where we made very tasty jam.

We are very grateful to the Harcourt Memorial United Church community for all of your support. It was wonderful to be able to help with this year's Christmas dinner.

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, 2012 to August 31, 2013

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 2013-2014 Scouting population, composed of 10 Beavers (ages 5-7), 12 Cubs (ages 8-10), and 9 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 buggies, bird feeder, rain gauge

Visiting attractions such as John McCrae House, 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, survival in the outdoors, what to do if lost, building an emergency shelter, cooking outdoors, Canada and the World, exploring cultural heritage, what it means to be Canadian, Rights and Freedoms and Canada in Space

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

Sent 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. 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 decreased slightly 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 the Tobermory area

Summer's end Fishing Camp – all sections – Rockwood Conversation Area

Tim Horton's bus trip to MacGregor Point

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 Tammy teWinkle, Chair

Highlights of 2013

In addition to the annual governance practices with our Spiritual Companions, a highlight was to help specifically support the Les Mis production through the direction and guidance of one of the Companions.

Participation of the Spiritual Companions in the "going deeper" spiritual exercises used during the Les Mis discussion groups bringing those stories to the wider congregation.

Participated in "A Call to Discipleship" workshop on Nov. 2, 2013,

Continued the Awakening Series and the Sacred Listening Circles during and following the Worship services.

Primary Objectives of the Spiritual Life Committee

The role of a Spiritual Companion is to provide one-on-one spiritual direction as well as offer group experiences in meditation practices. The Spiritual Life committee provides a home, a forum, and an accountability mechanism for Harcourt's Spiritual Companions.

To provide a range of opportunities for Harcourt members, and others, to learn about and develop practices for deepening their spiritual lives.

Work closely with other committees Christian Formation to promote integrated opportunities for Christian growth and design the worship experience to help meet the needs of children and youth (e.g., Christian Formation and Worship).

Plans for 2014

Develop a policy and standard practice to govern the relationship between Harcourt and its Covenanted Spiritual Companions,

Invite speakers as a form of continuing education for Companions, Committee, congregation,

Develop 2 retreats during 2014,

Ignatian Exercises in the fall of 2014,

Publication of Spiritual Life Brochure,

Create awareness regarding a website on Spiritual Practices developed by Andre Auge,

Course guides for prayer guidance,

New books for library,

Plan an event with Worship & CYF,

Publication of Awakening Series messages,

Continuing the Sacred Listening Circles following the 9 am service and looking at need/desire for Awakening series.

Women's Spirituality Group

Submitted by Lorna Rourke, Co-ordinator

The Women's Spirituality Group generally meets once a month on Monday evenings from 7 to 9 p.m. from September to May or June. The purpose of our group is to provide a safe and supportive space for women to reflect on our lives and spirituality. Members take turns leading the meetings.

Over the past year, the group has participated in a variety of activities, including a discussion about a CBC Tapestry documentary called "Crazy Busy"; a Winter Solstice evening of reflecting on the past year and looking forward to 2014; providing support for and praying with a member of the group who has been ill; the Linnea Good 'Supper, Story and Song' event at Harcourt in October 2013; a 'Soul Collage' workshop; and an exploration of Lectio Divina meditation. The average number of attendees is 8 to 10. All women are welcome to attend our meetings.

WORSHIP COMMITTEE

Submitted by Gay Slinger

Chairs: January to June – Sharon Dills

September to December – Gay Slinger

Members: Roeland Hartmans, Karyn Davies, Marilyn Wagner, Gay Slinger, Sharon Dills (until September 2013)

Though small in number, the Worship Committee continued its work throughout 2013 with enthusiastic diligence. In particular, we are sincerely grateful for the very capable ongoing assistance of Jean Hartmans, our Ushering Co-ordinator, and our Communion Co-ordinators, Rodger and Jane Peaire, Sandy Phair and Barb Forestell. Many thanks too to all our ushers – we couldn't manage without you!

We continued the practice of service of communion only by Intinction throughout 2013 and plan to maintain this going forward. We are pleased to have a new Christ Candle and holder now in use and, thanks to the support of Council and the Property Committee, to have the old organ removed from the coat room. Any future discussion about a new organ will be at the direction of Council.

On March 28th, we were very fortunate to enjoy the performance of the David Earle Dance Theatre as part of our Maundy Thursday service. The annual Pulpit Exchange occurred on April 21st with Harcourt welcoming Rev. Lynne Bandy and Rev. Kate Gregory to our Sunday worship. When our ministers attended Hamilton Conference in late May, lay leaders organized by Alison MacNeill planned and led the worship services on May 26th – a wonderful taste of what was yet to come!

Many thanks to the Sabbatical Co-ordinating Team in planning for and organizing Jim's Fall Sabbatical period so well. It was wonderful to see the strong lay leadership that was shown throughout – something which we hope to see continued in furtherance of our past congregational vision documents. In particular, our committee is grateful to all who participated in the Labour Sunday service planned and led by the Worship Committee and the November 3rd service, "Remembering the Saints", which was planned and led by our Choir. During the fall, we also enjoyed the inspiring and thought-provoking messages of guest speakers, Rev. Michael Blair from the UCC National Office and story-teller Sya Van Geest.

On December 1st, the first Sunday of Advent, Harcourt participated in what will hopefully be the first of more joint services of all United Churches in Guelph as planned by Guelph United Ministries (GUM). Other United Churches from outside Guelph also attended the E. L. Fox Auditorium at John F. Ross CVI for an uplifting morning of music, fellowship and a fabulous message from our Moderator, Rev. Gary Paterson.

Members of our Committee participated in the November 2nd workshop organized by Council to explore the impact of A Call to Discipleship regarding the future of Harcourt. Arising from that experience, we hope to explore ways to make worship at Harcourt both attractive and meaningful for our community at large - working with other committees, Council and, of course, our ministerial staff in that journey. The words of our Moderator on December 1st may inspire us to "kick up some dust" and see what new possibilities may exist.

Music Ministry

Submitted by Alison MacNeill, Director of Music Ministry

The Choir participated in several outreach events this past year. One was a weekend long African music event, with Dublin Street United and some local musicians. It culminated in an energy filled concert with lots of

African songs, and movement (and resulting in our first YouTube appearance!) In the fall, we joined up with Melville, Belwood/Metz and Elora United church choirs for a concert with Linnea Good, held in Fergus.

We prepared music with the Dublin, Trinity, and 3 Willows choirs for the December 1 service held with all the United Churches (collectively known as Guelph United Ministries) at John F Ross CVI.

The Handbell Choir added their special festive sound at many times of the year, but particularly at Christmas - although this year, due to the ice storm, we had to miss our final appearance.

The Flute choir has been enjoying weekly meetings and played for the Christmas pre-dinner show, reappearing downstairs outside the gym to entertain ticket-holders while in line. Thanks to Kay Speed for her persuasive and gentle leadership.

The sanctuary band with guitars, and occasional flutes and drums continues to help lead worship weekly. Others are welcome to join us!

As always, I am hoping to encourage music and other arts among families and youth. Thanks to Mary Jimenez for her generous support and creative ideas.

In the fall, we enjoyed a special evening event with Linnea Good, designed for families and children. It was well attended, and included a meal and a really lovely interactive music program.

Our "second annual" pageant, *Count on It!* was presented on Christmas Eve - the Dec 22 performance being cancelled due to the storm. People of all ages joined in, from age 4 to...somewhat older. We worked very hard to invite as many youth and families as possible to join in, and hope this will become something that can reach into the community, and that families look forward to it and can include it in their holiday plans. Thanks particularly to Bonnie McDougall for her joyful and capable direction, and Mark Sears for being stage manager/handyman, as well as all the others who dedicated their time and energy.

I am always looking for those who have talents in music, visual arts, or drama, and wish to share them.

Chancel Guild

Submitted by Ann Middleton, Chair

The Chancel Guild is responsible for flowers in the sanctuary each Sunday and decorations for Easter, Thanksgiving and Christmas.

Due to allergies, we now try to use only hypoallergenic plants. At Easter for the past three years we have used hydrangeas as the focal point of the decorations to good effect as they are showy and have no scent. At Thanksgiving, we have decorated with colourful fabric, leaves, corn stalks and products of the harvest. At Christmas we now use artificial greens in the sanctuary and have phased out the poinsettias that were a feature of Christmas at Harcourt for many years.

At festive seasons and other times during the year, members of the congregation are invited to remember loved ones with flowering plants that do not have a scent. These include commercial roses, azaleas, orchids and cyclamens. Members of the committee are always available to purchase the flowers or plants if needed.

Each Sunday during the summer, volunteers are scheduled to bring flowers such as gladioli and snapdragons which are scent free, often from their gardens or the market.

Second Breath

Submitted by Paul Reeve

A small Harcourt group lead by Vera Dyck began meeting in late spring to talk about how the energy from the successful Awakening Series could be carried to other people. With the support of Rev. Wendy a number of people attended meetings over the coming months. Vera Dyck, Earlla Vickers and Paul Reeve are leading the groups set to begin in 2014.

In a post-modern world where for growing numbers of people dogma is suspect, religion seems irrelevant, and variety of experiences trumps creed and doctrine, what remains is story. My story. Your story. The challenges we face in relationships, with our health, our mental health, our struggles to believe, to find safety and to hope. Our stories of how these challenges intersect with Something Bigger that we call God or Spirit. Our stories of being changed, healed, connected, opened, and empowered to serve, by this Something Bigger. Our stories share how the breath of Spirit gives us second chances. Second Breath.

In the Awakening series we have heard 3 minute vignettes, little slices of church members' stories, during church services. In Second Breath, we spend two hours hearing and telling pieces of our stories, and responding to each other. We advertised widely, inviting the community of Guelph to join us in the sharing of stories. Second Breath is an open group that you can attend once, several times, or regularly. People are welcome to come and just listen, or to speak. Experienced group facilitators will lead. We meet the first Monday of the month in the chapel at 7 p.m. from January to June 2014.

CONGREGATIONAL LIFE UMBRELLA GROUP

FELLOWSHIP COMMITTEE

Submitted by John Phelps, Acting Chair

Members: Marilyn and Steve Fraser, Donna and Murray Brox, Susan and Grant Chenoweth

[We are seeking new members to committee and a new Chair]

During 2013, the Fellowship Committee added a new event for Harcourt and that was an "after church" lunch held during our normal coffee/tea social hour. The first event was a Chili lunch in May and a Sausage on a bun lunch in October. Both events were well attended with similar lunches being planned for 2014. It's hoped that other committees will decide to organize this lunch time event as well. Other 2013 events included the annual Turkey Dinner, Saturday Night Potluck / Games night and a Welcoming Social for those folks who recently began attending Harcourt. As always, the success of any event is dependent on those folks beyond the committee that volunteer to assist in preparation and clean-up of events. Whether it's being a Coffee host on Sundays or being available to act as Greeters, we sincerely thank you.

Caroline Harcourt Women's Fellowship

Submitted by Ruth Tatham

The C.H.W.F. meets in the Friendship Room at noon on the second Monday of the month except during July and August. In October, the group meets the Monday after Thanksgiving. The group is led by Jean Hume and many other members.

Attendance is usually 30-35 women. The "friendship" is enjoyed over our brown bag lunches, topped off with cookies and tea supplied in turn by our members.

Membership consists of attending two meetings, and wishing to be phoned (there are 5 phoning committees) during the week prior to each meeting.

Various programs are provided on themes such as social, community and foreign outreach, environment, health, Christian fellowship, and Bible study. (A three-part study on "Women of the Bible" is in progress). A devotional led by one of the members is part of every meeting. We have guest speakers several times a year. Our goodwill offerings go almost entirely to outreach and current congregational needs.

All women are always welcome. We attempt to keep in touch with former members who have moved away or entered living care facilities.

Our Aim to foster Christian fellowship through eating, socializing, worshipping and learning together, and through sharing our gifts with others.

Men's Breakfast Group

Submitted by Ross McKenzie, Chair, January 2013 - June 2013

Publicity Coordinator: Ross McKenzie (September 2013 - June 2014)

Treasurer: Richard Gedye

The Men's Breakfast Group meets every third Wednesday at 7:30am for fine food, fellowship, and stimulating discussions and speakers. The group met 13 times during 2013 with an average attendance of 23.

Our meeting format changed in September 2013. A meeting leader, a cook and helpers volunteer for each meeting. The leader is responsible for organizing the meeting content and the cook and helpers are responsible for the breakfast preparation. Everyone is encouraged to participate in the kitchen cleanup at the end of the meeting.

The meeting leader may plan a discussion or source a speaker from within the group, the congregation, or 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 contributed \$4.00 each meeting (increased to \$5.00 as of January 2014). During 2013 the group gave \$267 to Chalmers Community Services Centre and \$100 to the Harcourt Quilters Group.

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

PASTORAL CARE COMMITTEE

Submitted by Esther Devolin, Chair

2013 has been a very fulfilling year for the Pastoral Care Committee. Our Pastoral Care Visitors have continued to be a dedicated group of people who have responded to the call to visit those who are unable to attend church activities regularly but want to stay connected to the Harcourt family. Currently, we have 13 visitors visiting 14 people. In 2013, 4 visitors decided to step away from our visiting program but 2 others have stepped forward and are waiting to complete the full screening as per our new Harcourt volunteer screening process that is currently taking shape. Unfortunately, in 2013 we lost 5 Harcourt members who were visited regularly.

114 visits have been logged plus many phone calls to set up visits or enquire if someone would like a visit. We also visited a few people on a short-time basis while they were house-bound due to illness.

92 cards were sent out by Joanne Lockie. Thank you to Joanne for taking over this role from Janet Gostonyi, who maintained this pastoral care piece at Harcourt for many years.

Our committee held 2 support gatherings for our visitors during the year. Robin Smart, Public Education Co-ordinator for the Guelph-Wellington Alzheimer Society, facilitated a very successful afternoon in May; and in November we hosted a 2nd support gathering to brainstorm and discuss new ways to live out the mission of our committee and our visiting program. Our visitors are so willing to give of themselves and we thank them immensely for their help to make our visiting program successful.

We welcomed Malcolm Coutts to our small committee in September. Other members are Don Johns, Esther Devolin & our 2 ministers. We welcome anyone who is interested in joining the Pastoral Care Committee to enable us to initiate other program plans that have been discussed. Contact Esther at ekdevolin@sympatico.ca or 519-836-7675.

Steve Pierce continues to co-ordinate volunteer hosts for funerals held at Harcourt. This is another dedicated group of people who are in the background helping to make Harcourt activities run smoothly. Thank you to all of them.

Our committee continues to check and maintain the automated external defibrillator (AED) and we are hopeful that signage to indicate where it is located next to the Lucy Booth will be installed soon.

Again, a huge thank you to all who have helped to promote our committee mission statement: **to encourage, equip and co-ordinate, together with staff, the people of the Harcourt community in living out of their pastoral lives.**

The Collective Kitchen

Submitted by Heather Bailey

The Harcourt Collective Kitchen is made up of 7 regular members. We cook one Friday a month, from September to June, preparing meals both for ourselves and to support individuals or families in the community. Our families have grown up; many of us have fewer children living at home full time, but our young adults seem to return home for holidays or periods of time between their education and employment and our meals are always enjoyed!

Harcourt's kitchen, with the new ovens, plentiful counter space and large cooking "vessels", is an ideal facility for our cooking and the monthly sessions are also an excellent community-building experience for our 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 Mondays from 1:30 to 3:00 p.m.

The size of the group varies from week to week with four to ten people. Others continue to knit shawls at home. Anyone is welcome to join us or knit on their own.

We encourage anyone to deliver a prayer shawl to anyone in the community they feel would benefit from receiving one. If someone requires a prayer shawl, they can fill out a request form found in the pews, or contact Joan Bowland or Leslie Hyde.

In 2013, we delivered 32 shawls to people, one as far away as Nova Scotia. In addition, we gave 19 baptismal shawls to babies being baptized.

OPERATIONAL LIFE UMBRELLA GROUP

ACCESSIBILITY TEAM

Submitted by Joan Barham

Members: Jane McNamee, Jean Hartmans, Lindsay Lennox

Each year Accessibility is responsible for asking people using Harcourt, the congregation and the staff to engage in taking Customer Service Training, if they have not done so, as required by the Government of Ontario. We also respond to any feedback that is placed in the Feedback Box that is on the table in the Greeting Area.

We have in process an Evacuation Plan for Harcourt, a plan to develop for the Harcourt Site Review report, and procedures for the use of the Lift. For all of these activities we share the responsibility with Property.

Allergy signs were placed throughout the church in accordance with Allergy Guidelines which were developed.

Proposals to seek money for accessibility issues are developed when such an opportunity is available.

COMMUNICATIONS TEAM

Submitted by Joan Barham

Members: Nancy Ryan, Ken Russell, Gillian Joseph, Lorna Rourke

In March, communication hosted a Pavlova Party to enable committees to both better understand each other's work and ways in which they might better work together.

We thank those members of the congregation who responded to a survey on whether communication was improving – or not! We passed on your information to Council and Committees.

We review monthly, with our editor Gill Joseph, any questions relating to the Herald and changes that need to be made or concerns that need monitoring.

A Bulletin Board Team (Lynn Crowe and Martha Coutts) has capably provided seasonal information for Bulletin Boards and Nancy Ryan arranged for Bulletin Board to be moved by Property to the lower hallway where the public flow through all week long.

With the demise of the Electronic Technical Team, Communication is now responsible for the Harcourt website. We understand the critical nature of modern electronic communication, especially if we are going to outreach to children, youth and families and connect with communities both near and far. Our website is not in compliance with new Accessibility regulation from the Government of Ontario. Website Requirements for Harcourt have been prepared and a call to web designers will be made.

We thank Alice Carey who offered to anchor the Harcourt Facebook, and Ken Russell who became our Web Maintenance person and Twitter anchor.

Communication has just started to engage in the many aspects that concern external communication. Developing Guidelines for all groups who wish to advertise their events or reach out into the community is one important project we have begun to work on.

Communication touches every aspect of Harcourt life. We appreciate the efforts that everyone makes to connect with others in our Harcourt Family.

ELECTRONIC INFRASTRUCTURE TEAM (EIT)

Submitted by Joan Barham

Sub-committee of Communications Team

Members: Mark Sears, Joan Barham, Ken Carey, Jerry Daminato

Consulting: Peter Vales

This team was formerly the Electronic Technical Team. The Team was not operational for most of the year due to people moving away and life changes. We thank Richard Crispin for all the work that he did to improve the Harcourt infrastructure in this area

The current team has been focusing on a plan for all computers at Harcourt. to ensure that our staff have appropriate computers for the work that they do. General good office practices for electronic office equipment to support staff operational efficiency and effectiveness, is also being considered.

PROPERTY COMMITTEE

Submitted by Dave Hume

Members: Ciska Vanderkamp, Michael Hofer, Ben Fear, Steve Dyck, Sarah Lowe, Walter Johnson, Jack Buykes, Frank Webster and Dave Hume.

During 2013 the Property Committee has continued the repair and maintenance of the building and grounds at Harcourt. The solar array, installed 2 years ago, is performing reasonably well but there was a period in the summer when it was not producing at full capacity. The monitoring of the solar array performance was not good enough and Steve Dyck, who is in the solar business, has kindly offered to take over the monitoring of performance as a contribution.

The pumps that run the radiant heating system in the floor of the sanctuary were all refurbished before the heat was turned on in the fall. New doors were installed on the cupboards in the gymnasium and all those cupboards were repainted, thanks to Darko and Walter Johnson. New carpet was installed in the Chapel, blinds were installed or repaired in the Preschool and Chapel and new windows in the doors were installed in some offices. Walter also relocated many of the bulletin boards within the church. Extra soundproofing and weather stripping were installed in the gymnasium. The cedar hedge along the pathway at the rear of the church was trimmed, pea gravel was spread on the pathway, tree limbs broken in the ice storm were cut up and removed and the ice and snow were removed from the cedar hedge on the west side of the property.

The rental rates, responsibilities and insurance requirements were reviewed and updated, mainly thanks to Sarah Lowe. Partly as a result, rental income has risen by about 15% over 2012. There were several bees to maintain gardens and outside surroundings and to clean windows. Sarah Lowe hosted two summer evening sessions for weeding and trimming, which concluded over wine and cheese or other goodies and participation increased tremendously! We thank all the volunteers who helped with the outside work. In the fall, most of the leaves were mulched into the grass rather than raking them to the curb. That process was considered a success worth repeating. Special thanks go to Ben Fear for his submissions on behalf of the Property Committee in the Harcourt Herald and in the Sunday bulletins.

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 McTaggart also helped expand the Community Orchard project that resulted in the planting of a number of species of fruit- and nut-bearing trees and shrubs.

Gratitude is extended to Darko for keeping the Harcourt Building sparkling clean and for most of the maintenance.

OUTREACH UMBRELLA GROUP

JUSTICE AND OUTREACH COMMITTEE

Submitted by Hugh Whiteley

Members: The committee was inactive in 2013. Hugh Whiteley acted as interim Chair to look after approval of expenditures from the Justice and Outreach budget. Wendy Brown remains as staff liaison, with Norma Fear responsible for the Uganda Project. Lucy Mutharia was away for 2013 and expects to rejoin the committee in 2014, Earla Vickers resigned from the committee but has agreed to remain on the contact list for special assignments. Michelle Fitt joined the committee at the end of 2012.

Activities

The committee's budget includes support for the University of Guelph Chaplaincy; the Welcome In; and Chalmers Community Services Centre. The congregation also supports the Welcome In and CCSC through volunteers from the congregation who help staff 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 the 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 Palestinian refugee family throughout the year as reported in a separate report. Harcourt support ended late in the year and the family expressed great appreciation to Harcourt for all the help and encouragement provided by the support committee during their first year in Canada after arrival from Syria.

The following is a list of activities specific to 2013

Lenten and Advent Appeals

The Lenten appeal raised \$1,545 and was devoted to the Bracelets of Hope campaign to combat AIDS in Lesotho; the Advent Appeal raised \$585 and was directed to Nations Uniting Sharing Centre (an initiative of the three First Nations United Churches in the Six Nations and New Credit territories to promote right relations with all peoples of the Grand River Valley).

Community Garden

The Community Garden project, through the work of eager and diligent volunteers, had a third successful year. A large quantity of vegetables were harvested and provided to the CSCC. The trees planted in the Guelph Community Orchard Project continue to thrive.

Guelph United Ministries Outreach and Justice Coordination

Representatives from the Outreach and Justice Committees of Harcourt, Dublin, Three Willows and Trinity met three times during 2013 to share experiences, report activities, and discuss possible joint programs and activities. Several possible prospects for future co-ordination have been discussed.

Uganda Project

Submitted by Ben and Norma Fear

In 2013, 15 students received funding for the year including 2 students who are siblings of former students who we agreed to help for 2 years to complete their secondary school courses. In addition 8 former students were helped with funds for graduation, help in finding employment and extra courses for which they qualified because of their good performance in their regular courses.

Two students completed their Diploma courses in 2013, one in architectural engineering, one in Health Sciences. In 2014, 3 students will receive their BA degrees, one each in Law, Business and Information Technology. Five students will complete their Diploma courses, two in Auto Repair, 1 each in Business, Primary Teaching and Nursing. We regret we will not be able to attend the graduation of any of these students because they will not be held until 2015.

Our students continue to do well in their courses, but finding employment often takes time.

We use our own money from our Administration Account to give them a graduation gift to help them pay for transportation and accommodation while they look for employment, but in 2013 some students needed more assistance, so some money for them was taken from the Student Fund. Sometimes we have found it necessary to pay for medication for former students also because their wages do not cover such expenses.

One student completed her secondary school courses, another her certificate in Child Study qualifying them to start new courses for which we will provide funds in 2014, but we have been assured they will receive funding privately through Canadian sponsors to continue their courses.

As we look forward to one more year of our project, we feel very grateful for the assistance provided by Harcourt United Church. Donations of money, school supplies and clothing from many members and the cooperation of the two treasurers, first Bill Stammers and currently Brian Magee have been much appreciated. We regret the necessity of terminating this project, but are very thankful that the students will take over as a way of showing their appreciation for what they have received.

Refugee Support Committee Report

Submitted by Diane Clark

Harcourt United Church has completed the latest sponsorship project that lasted January 30, 2012 to February 28, 2013. We sponsored Saher Al-Neis, his wife Wala Qtaish and daughter Lojien. They are Iraqi Palestinians who have lived in a refugee camp in Syria the last 6 years of their lives. They arrived January 30, 2012, and Lorraine and Henk Dykman offered them temporary accommodation. They were the perfect host - very understanding of the difficult situation these young people were in. Not only culture shock, but the shock of having left the company and support of a caring extended family. Because there was pressure to close the refugee camps in Syria, Saher and Wala's family is spread around the world: Sweden, Canada, U.S., Australia! A laptop and Skype™ help keep the family in touch and

connected. There is a cousin and family in St. Catharines, a brother and family in Indianapolis, two close friends from refugee camp years in Kitchener.

The Al-Neis live in a 2 bedroom apartment on Willow Rd. It is nicely furnished and supplied by all the necessities, thanks to all of you at Harcourt. Since their arrival, the family has grown - a second daughter was born early in March. Saher's part time job with Guelph Solar Mechanical Inc. didn't work out. He decided to get a truck driver licence and asked Harcourt United Church if we could help him cover the course fees. The Council voted to use the remaining funds in the Refugee Fund for this purpose, and Saher has a valid Canadian licence now. We hope that he will be able to find a job with it.

Many thanks to all the support you have provided! The members of the Refugee Committee have been very busy during the sponsorship period and they deserve a really big thank you! Thank you for the many hours of your time and patience! The Refugee Committee members were: Ilona Dobos (chair), Earlla Vickers, Dianne Clarke, Peter Dobos, Michael Duden, Norma Fear and Wendy Brown (staff liaison). Also, many thanks to Lorraine and Henk Dykman and all the other volunteers that helped with transportation and translation.

Red Lake Community - The Mitten Tree

Submitted by Joan Bowland and Joan Johnston

Mittens 73 pairs, Hats 68, Socks 5 pairs, Scarves 20, Neck Warmers 5, Sweaters 14, Blankets 4, Quilts 7, Dolls 6, Dishcloths 2, Dress, hat and booties for a baby 1.

We shipped all the items to the Red Lake Community on December 2 to be included in their Christmas Hampers. Thank you to all who helped with this project, and to Jan and Bob Hall who again covered the shipping cost of \$69.66.

We have been involved with this project for 40 years or more. Our first contact was with Winnifred McDougall, the Public Health Nurse, Doris Singleton's sister-in-law, who retired quite a few years ago. Since then we have had contact with many wonderful, dedicated people.

Blessings to each of you.

Harcourt Community Garden

Respectfully Submitted by Jill Gill

2013 was the third year of Harcourt's community garden and was another successful growing season.

All produce from the garden is donated to Chalmers Community Serves Centre for which CCSC is tremendously grateful as it supplements the important vegetable offerings Chalmers is able to give its guests.

We undertook several new initiatives this past year which will greatly enhance the garden and its harvest in years to come.

First of all, we took over an overgrown corner of the garden outside the windows of the Royal City nursery and converted it into a plot for varieties of berries, rhubarb and herbs. We will begin to harvest these in 2014.

In the fall we built and installed a three-part compost system which will be used to take church yard waste, especially leaves, flowers and remains from the vegetable garden as well as compostable materials from the kitchen e.g. tea bags, coffee grounds, vegetable and fruit peel.

Also in the fall we installed a 'hoop house' over one of the raised beds in order to give a lot of green tomatoes an opportunity to ripen on the vine. Money permitting, we plan to add at least one more hoop house in 2014.

Our yield for the year was 268 kg (590 lbs) which was less than 2012 due to an intentional policy of crop rotation which meant that we planted far less cucumbers and a smaller number of tomatoes. We did however pick far more lettuce because we planted seeds earlier and more frequently during the growing season.

Finally, the success of the communal garden is completely due to the hard work and dedication of the volunteers who share the workload of preparation, planting, weeding and picking over the many months of our growing season – thank you to all of them.

Thanks also to the Harcourt congregation for its support and interest in this important environmental and outreach project.

LGBTQA TEAM

Submitted by Julie Glass-Ashley

Members: Stan Bunston, A.J. Ashley, Kay Speed, Julie Glass-Ashley

It has been an exciting year, with the re-launching of this committee through a series of meetings organized by Richard and Joan Barham. At that time, Julie Glass-Ashley was appointed as Chair, and shortly thereafter, the Affirming Service was held in May on Family Day and was well received. A contract was arranged allowing the Rainbow Chorus an affordable arrangement to utilize our church for their practices and performances, and we are thrilled to have them back more visibly at Harcourt. As well, the first Guelph and surrounding area Gay-Straight Alliance (GSA) Conference was held at Harcourt where the Rainbow Chorus performed to a large number of Public and High School students. The students were so enthusiastic about Rainbow's performance, they were given a standing ovation and requested to sing an encore song. As well, Out on the Shelf utilized our facilities for a fundraising garage sale.

In the summer, Stan Bunston attended the Affirm United Conference in North Bay where he participated in workshops and heard Gary Paterson, the Moderator speak, as well as made new connections with other United Church members. The fall saw the resigning of two members due to other commitments and subsequently, the addition of one member to the Committee.

The LGBTQA Committee is endeavouring to raise the awareness of our affirming status to our congregation while seeking to assist LGBTQ groups in and around Guelph. It is going to be an exciting upcoming year with two members actively sitting on the Guelph Pride Planning Committee, and another member liaising with and member of the Rainbow Chorus. In early March, a potluck will be held at Harcourt for the Greater LGBTQ Community, in efforts to bring a large number of small groups together. The GSA conference will be returning to Harcourt. We will be co-sponsoring a family art event that is going to be held at Harcourt during Pride Week and our committee is co-ordinating a downtown event for Pride week as well. It has been a huge blessing to be able to share our faith in the Community and build bridges with the LGBTQ community.

MINISTERS' SOIREE FOR YOUNG ADULTS

Submitted by Joan Barham

Rev Jim Ball; Rev Wendy Brown

Administrators/Hosts: Joan Barham, Richard Barham

Average number of Young Adults: 7 - 9

Meetings are held each month throughout the year. This year some of the original participants in the group have left the group and moved on in their lives. The nature of the group is now that most of those attending are not regular members of Harcourt but they are linked in some way to Harcourt.

For the first time this last January 2014, there were 5 men and no women present. So the nature of who attends this group does change from month to month. We even have a baby with her parents at some meetings.

The young adults have dinner with our Minister(s), share their stories, discuss issues, laugh a lot, relax and provide support for each other.

ECUMENICAL CAMPUS MINISTRY COMMUNITY SUPPORT TEAM (ECMCS)

Submitted by Joan Barham, Harcourt Point person

Assisted by: Earlla Vickers, Lynn Crowe, Norma Fear, Jean Hume, Laura Hofer

One to two persons assist with each Food Ministry support each month.

Two families participated in hosting 5 International Students for Thanksgiving Dinner

The founding churches of the Ecumenical Campus Ministry on the University of Guelph Campus were United, Presbyterian and Anglican.

This Fall there has been a request that more churches from the denominations to join in supporting the ECM, through community support, financial support, or both – as Harcourt does.

On a Tuesday, once a month, Joan Barham arranges for members of Harcourt to provide soup/muffins/fruit or vegetable platter to take to Raithby House on the University of Guelph Campus. This food supports the Rev Marty Molengraaf as he meets with hungry students over morning and lunch study groups.

We join in this alongside Crieff Presbyterian, Knox Presbyterian, and Mount Carmel Zion United Church.

Harcourt has also responded to requests from Marty Molengraaf to include International Students in our family gatherings for Thanksgiving and Christmas dinners. The students report back on how meaningful this has been for them.

Many thanks to all who have supported this neighbourhood outreach. Harcourt Quilting Group

Harcourt Quilting Group

Respectfully Submitted by Jill Gill

2013 was a busy year for the group. We worked during January and February on baby items for the Al Neiss Family baby shower – including some items mailed to us from one of our members who was away in Arizona. In the spring we began working on quilts that were eventually sent to Red Lake. For our May session we spent a wonderful day at the home of one of the quilters, instead of working at the church. The weather was warm and sunny and we enjoyed a delicious lunch out on the deck. By June, some quilts had been pieced and sent to Cynthia Geddy to be quilted on her machine. Her assistance has been invaluable in getting our quilts ready for binding. When we met again in the fall, we focussed on finishing our outstanding projects which included

eight quilts that were sent to Red Lake along with the other offerings from the Mitten Tree Project. The group participated in a workshop to create Christmas Stockings for the 'All Things Christmas Sale' at the end of November.

The group will be meeting on the fourth Monday each month from 9:30 am to 1 pm. We continue to make quilts to be donated to various charitable organisations.

LIGHT SHINE SINGERS REPORT

Submitted by Nancy Wilhelm, our leader, and Leone Sutor

The Light Shine Singers is a group of ladies from all denominations who love to sing and share their music. Between 20 and 25 ladies practice every Wednesday morning in the Friendship Room preparing music to entertain at Retirement and Nursing Homes and other groups as well. We visited eight between September and May. This is done free gratis.

We were asked to participate and sing at one of our dear member's funeral in November at St. James Anglican Church. She was our flutist and will be dearly missed. \$100 is given to the church to tune the piano.

New members are welcome.

STEWARDSHIP UMBRELLA GROUP

STEWARDSHIP COMMITTEE

Submitted by Roz Stevenson, Chair

Chair(s): Roz Stevenson (*from June 2013*); Richard Barham (*Interim/ Acting Chair January – June 2013*)

Members: *First half of the year* – Richard Barham (Interim/Acting Chair), Peter Eikelboom, Julie Henshaw, Ken Murray.

Second half of the year – Roz Stevenson (Chair) Julie Henshaw, Peter Jackson, Ken Murray. Going forward into 2014, Ian Miller is a welcome addition to the committee.

"Exploring and engaging in Stewardship as a spiritual practice" was designated as a priority direction for Harcourt, at the February 2013 Congregational Meeting. Our use of "Time, Talent and Treasure" is a significant aspect of Discipleship as well as a practical and substantive matter of providing the resources needed for what we are called to do as a congregation, in the community and in the world. Recent declining revenues and increasing expenses create considerable anxiety at Harcourt, but also for many other church congregations and other service, education and charitable institutions. In October, Council requested that the Stewardship committee initiate contact with United Church of Canada resource personnel who could provide guidance and expertise on meeting Harcourt's financial and stewardship challenges. Early in January 2014, members of Council, Stewardship, Finance, Trustees, and other Committee chairs met with Lisa Di Veto, the Hamilton Conference Financial Development Officer, for what was an energetic and stimulating look at the broad scope of stewardship and the many opportunities that are possible for Harcourt. You will be hearing more!

While we worry a lot about resources and balance sheets, we should be very clear that many, many people in Harcourt are giving generously and gladly of their time, talents and treasures. Expressions of faithful stewardship at Harcourt is expressed in weekly/ monthly donations to this congregation and to the United Church Mission and Service fund, by time and energy spent to organize fund-raising (and fun-raising) activities, by work to maintain the building and gardens, contributions to worship, pastoral care and learning, and outreach to local community groups, and in the wider world. For all those expressions of our faith – THANK YOU!

Wreath & Cookie Sale

Submitted by Judi Morris and Janet Webster

“Go Big or Go Home” was the challenge issued to Harcourt in the fall of 2013. For the past six years, small groups met in late to November to create fresh wreaths and arrangements from local greenery. These were then offered for sale to Harcourt members on the first Sunday of Advent. In September of 2013, Judi Morris invited a core group to plan an expanded version that would reach into the community and raise much needed funds. These people met throughout the fall and envisioned an event with not only greens but baking, crafts, nearly new gifts, musical entertainment, and story-telling, refreshments and more. More than fifty people heard the call and took the sale to a whole new level by contributing time, talent, energy to design advertising, deliver flyers, create decorations, greet visitors, bake, sell etc. etc. (and clean-up!).

Their efforts resulted in sales of approximately \$5000, with over \$4500 added to Harcourt’s coffers. But much, much more than the very welcome dollars, this event built bridges, welcomed the community and raised our profile as well as morale.

After the sale, the core group analyzed its strengths and weaknesses with an eye to repeating the event in 2014.

FINANCE COMMITTEE

Respectfully submitted, Kent Hoeg, Chair

Before getting to the important matters of our financial situation, I must first and foremost thank those involved with the Finance Committee. Leo Madeiros, Brian Magee and I meet most months to discuss the financial well-being of the church – thank you Leo and Brian for such dedication and valued contribution. We also rely on the contribution of many others – each 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 performs payroll and other duties. Although already mentioned, Brian Magee, our treasurer, deserves special praise. He tirelessly records all financial transactions, pays bills, and produces our financial reports and provides much guidance – thank you Brian!

There is no gentle way to provide our financial update. We ended 2013 with a deficit of \$13,746 (not including the Norfolk gift). Since 2009 we have run a deficit every year accumulating to over \$75,000. Indeed we would not have had adequate cash to pay our bills if it had not been for the \$45,000 in funds received from Norfolk!

There should be no elephant in the room. We need to discuss this as a congregation. Why is income declining year over year? Clearly one reason is declining memberships. However, we must also ask ourselves - do our personal finances not allow us to increase our givings? How satisfied are we with the work of the church? Can we find ways to contribute even more than we do today?

In 2014, Council will be committed to various short and long term strategies to address our situation; however we cannot do this without open and honest dialogue. Each and every one of you is a vital and valued member of Harcourt. Speak up!

BOARD OF TRUSTEES

Submitted by Brian Magee, Chair of Trustees

The Trustees and the Chair of Finance continued to develop a policy document for managing and reducing the number of Reserve Funds. The document also incorporates the Legacy Fund and other holdings into four new funds referred to as Pillars. The document will be presented at the February 2014 annual general meeting for congregational approval. A financial management team was established to advise on investment strategies for non-operational funds held by the Trustees and the Finance Committee.

The Trustees met via e-mail for progress and update reports in May and face to face on September 30.

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, Walter Johnson for liaison with the Property Committee, and for Marilyn Murray's key role in the following. At the request of the Memorials Committee, In Memoriam cards with self-addressed envelopes were created to assist those wishing to make a donation to Harcourt, in memory of a loved one. The design is similar to those used by other local churches and funeral homes. The card features a cover photograph of the church taken by Terry McDonald.

FINANCIAL REPORT – BOARD OF TRUSTEES AS AT DECEMBER 31, 2013

Submitted by Murray Woods, Treasurer of Trustees

		Dec. 31, 2012	Dec. 31, 2013
Legacy Fund	Principal Amount of Contributions	\$ 93,967.72	\$ 93,967.72
	Accumulated Investment Return	<u>\$ 13,219.93</u>	<u>\$ 26,062.62</u>
	Total Legacy Fund	\$ 107,187.65	\$ 120,030.34
Memorial Fund	Victoria/F.M. Woods Memorial Fund	\$ 10,000.00	\$ 10,000.00
	Total Trustee Funds	\$ 117,187.68	\$ 130,030.34

OTHER CHURCH TEAMS & COMMITTEES

MEMORIALS COMMITTEE

Submitted by Anne Piper, Secretary, Memorials Fund

A total of \$1,455.00 Memorial donations, in memory of 6 family members / friends, were made to Harcourt Memorial United Church over the past year.

These memorial donations were distributed as requested:

Memorials Fund \$805

Sunday School \$500

Music Fund \$100

Mission & Service \$50

Total: \$1,455

The names of those remembered and honoured are entered into Harcourt's Memorial Book, along with the names of their donors. The Memorial Book is always available for viewing on a special stand in the Greeting area.

As of December 2013 we now have new memorial donation cards. These cards will always be available from the Church office. Watch for more information about these cards in the Harcourt Herald. Thank you to Marilyn Murray for all her work in getting these cards printed.

MINISTRY & PERSONNEL COMMITTEE

Submitted by Faye Lund

Chairs Lorraine Holding / Faye Lund

Members Lorraine Holding, Faye Lund, Dave Mowat, Sandra Welch

Ministry & Personnel Committee (M&P), accountable to Council, oversees relationships within Harcourt, particularly the roles and functions of our paid leaders and employees. Harcourt continues to be 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 conducted annual staff evaluations. Recruitment of an additional member to M&P is a priority.

M&P continued conversations with Rev. Jim Ball in regard to the goals for his September – November sabbatical.

We formed an ad hoc Sabbatical Coordinating Team to work with Rev. Wendy Brown to develop a coverage plan. That team included committee representatives from M&P (Lorraine Holding, Sandra Welch), Worship (Sharon Dills, Gay Slinger), Pastoral Care (Esther Devolin), Christian Formation and Spiritual Life (Andre Auger), and Bill Lord (Voluntary Associate Minister). To assist with worship planning and services, the Team recruited approximately twenty-five lay liturgy leaders and speakers from the congregation and two guest preachers. We thank Alison for her weekly contributions to planning worship as Director of Music Ministries. We especially thank Wendy who fulfilled her leadership role with excellence as she coordinated all the participants in addition to her other duties. Rev. Elizabeth Eberhart-Moffat and Rev. Peter Moffat accepted a short contract to provide a Ministry of Companionship and Presence which included back-up pastoral care support, and worship leadership on two Sundays. Voluntary Associate Ministers Bill Lord and Diane Clark also

provided support. A short contract with Bev Robinson was extended to support Christian Formation Committee's work on "A Call to Discipleship". An evaluation of the sabbatical coverage plan is next.

M&P collaborated with the Communications Committee to apply for a Summer Student grant from the federal government. After the grant was approved, Anne Purkis worked with Sandra Welch and Joan Barham to hire a student. The feedback with this process was so positive that it was agreed that an application would be made again for the summer of 2014.

M&P spent considerable time this year reworking and drafting new personnel policies. This will continue to be a priority for 2014.

We reviewed the time allocation for the position of Church Administrator, with a recommendation to Council to change Anne Purkis' status from annual renewal to a continuing contract, effective August 2014. We recommended that Anne continue as a 30-hour/week employee, although we acknowledged that the position usually requires 35 hours. Anne could benefit from volunteer support.

HARCOURT

CHURCH STATISTICS

WEDDINGS: 5

August 10 Megan Monsma and Tara Waddell

August 24 Sara Wigmore and Alex Taccone

August 24 Sarah Magee and Bryan Burtch

September 14 Shannon Hyde and Matthew Thomson

December 13 Nancy Forbeck and Duane Wilson

BAPTISMS: 12

Jamieson Peter Li

Emily Grace Hodge

Sage Solawyn Girardi-Barrett

Malcolm Hanson Ferris

Dean Andrew Romanow

Isabel Margaret Collecchio

Maximus David Arthur Melnick

Joshua William Purych

Benjamin Aaron James Seager

Aubrey Ann Margaret Hewson

Ariya Jean Griffith Lal

Ava Sophia Cznenki

FUNERALS/MEMORIAL SERVICES: 9

March 9, 2013: Alice Elizabeth (Bette) Daminato

May 7, 2013: Adam Sullivan

May 24, 2013: Marjorie Eva Brooks

July 18, 2013: Doris Louise Beer

August 7, 2013: Donald McArthur (a Reception only was held)

August 26, 2013: David Emerson Elrick

September 20, 2013: Linda Susan Allen

October 4, 2013: Pieter Jan Wyminga

October 12, 2013: Muriel Elizabeth Fearnall

November 21, 2013: Ruth Agnes Guthrie

PEOPLE JOINING HARCOURT BY TRANSFER OF MEMBERSHIP: 2

Art Hemstreet

Mary Lou Potter

REMOVED FROM ROLL BY TRANSFER TO OTHER CONGREGATIONS: 4

Kerry Wilson,

Paul Hetherington

Jane Gaviller-Fortune

Paul Fortune

(Julie Bryson from reserve list)

REMOVED FROM ROLL BY DEATH: 6

Marjorie Brooks

Muriel Fearnall

Donald McArthur

Clare Robinson

Ruby Waters

Pieter Wyminga

Total Membership December 31, 2012

571 (555 + 16 non-resident)

please note correction from last year

Members received by Profession of Faith **0**

Members received by Transfer of Membership **2**

Members removed by Death **6**

Members removed by Transfer **4**

Members removed by Action of Church Council **0**

Total Membership December 31, 2013 **563** (549 + 14 non-resident)

HARCOURT

COUNCIL, STANDING COMMITTEES, TEAMS, STAFF 2013-2014

COUNCIL

Chair	Richard Barham to June 2013; Kathy Magee beginning June 2013
Vice- Chair	Kathy Magee to June 2013
Secretary	Janet Webster
Presbytery	Lindsay Lennox (Council Liaison)
Ministry & Personnel	Faye Lund, to June 2013; Dave Mowat, beginning June 2013
Vision Implementation	Tammy teWinkel

UMBRELLA COUNCILLORS

Christian Formation	Dineke Dykman, to June 2013; Diane Clark, beginning June 2013
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 LIFE

Councillor: **Dineke Dykman**, to June; **Diane Clark**, beginning June

CLUSTER COMMITTEES:

CHRISTIAN FORMATION

Andre Auger, Chair

Laura Hofer

Gerry Hyde, Scouting Rep.

Jean Julian

Merrill Pierce

Heather Thompson, to June 2013

Jim Ball, Staff Liaison

Library Representative: vacant

Library

Marta Coutts, Chair

Matthew Cimino

Mary-Lou Funston

Barbara Shaw

Joy Smillie

Janet Webster

Adult Christian Formation

Andre Auger

Bill Lord

Sandy Middleton, to June 2013

Jim Ball

Wendy Brown

SPIRITUAL LIFE

Virginia Robinson, Chair, to June 2013; **Tammy teWinkel, Chair**, beginning June 2013

Julie Glass-Ashley

Steven Dyck

Vera Dyck

Peter Jackson

Bill Lord

Spiritual Companions

Andre Auger

Marion Auger

Diane Clark

Maxine Lipinski

Bernard McNamee

Ellice Oliver, to June 2013

Kerry Wilson

WORSHIP

Sharon Dills, to June 2013; **Gay Slinger, Chair**, beginning June 2013

Karyn Davies

Roeland Hartmans

Gay Slinger

Marilyn Wagner

Jim Ball

Wendy Brown

Vacancies: 2

Chancel

Anne Middleton, team contact

Marg Bates

Marta Coutts

Maxine Crispin

Norma Fear

Marty Ragetlie, to June 2013

Anne Piper

Janet Webster

Communion

Barb Forestell

Jane Peaire

Rodger Peaire

Sandra Phair

Usher Coordinator

Jean Hartmans

CONGREGATIONAL LIFE

Councillor: **Marilyn Sears**

CLUSTER COMMITTEES:

FELLOWSHIP

John Phelps, Acting Chair

Donna Brox

Murray Brox

Grant Chenoweth

Susan Chenoweth

Marilyn Fraser

Steve Fraser, Secretary

PASTORAL CARE

Esther Devolin, Chair

Malcolm Coutts

Don Johns

Jim Ball

Wendy Brown

Vacancy: 1-3

OPERATIONAL LIFE

Councillor: **Mark Sears**

CLUSTER COMMITTEES:

ACCESSIBILITY

Joan Barham, Chair

Jean Hartmans

Lindsay Lennox

Jane McNamee

COMMUNICATIONS

Joan Barham, Chair

Lisa Browning, to June 2013

Gillian Joseph

Lorna Rourke

Nancy Ryan

Ken Russell

The Herald Newsletter

Gillian Joseph – Editor

Anne Purkis/Jerry Daminato – printing, mailing

ELECTRONIC TECHNICALTEAM

Ken Carey

John Phelps, to June

Petr Vales

Jerry Daminato, Staff Liaison

Vacancies: 3

PROPERTY

Dave Hume, Chair

Jack Buykes

Steve Dyck

Ben Fear

Michael Hofer

Walter Johnson

Sarah Lowe, to June 2013

Cisca Vanderkamp

Frank Webster

Gardening:

Tom Bates

Sarah Lowe, beginning June 2013

Helen Mowat

Mark Sears

OUTREACH

Councillor: **Norma Fear**

CLUSTER COMMITTEES:

JUSTICE AND OUTREACH

Hugh Whiteley, Acting Chair

Ilona Dobos, Refugee Liaison, to June

Norma Fear, Uganda Project Liaison

Lucy Mutharia

Earla Vickers

Wendy Brown

LGBTQA Team

To June 2013:

Pam Girardi, Chair

Colleen Barrett

Carys Camani

Pat Harland

Kim Kennedy

Laura New

Kay Speed

Beginning June 2013:

Julie Glass-Ashley, Stan Bunston, Co-Chairs

A.J. Ashley

Brian Garner

Pat Harland

Pam Girardi

Kay Speed

STEWARDSHIP

Councillor: **Kent Hoeg**

STEWARDSHIP

Richard Barham (Acting Chair), to June 2013; **Roz Stevenson**, beginning June 2013

Julie Henshaw

Peter Jackson

Ken Murray

Jim Ball

Trustee Rep. TBA

Finance Rep. TBA

Vacancies: 2

FINANCE

Kent Hoeg, Chair

Heather Hoeg, Envelope Secretary

Brian Magee, Treasurer

Ken McDougall, Assistant Treasurer

Leo Medieros

TRUSTEES

Brian Magee, Chair

Walter Johnson

Jean Julian

Marilynn Crow

Marilyn Murray

Roy Pullman

Murray Woods, Treasurer of Trustees

FURTHER STANDING COMMITTEES & TEAMS

Not associated with Council Umbrella Councillors

AUDITORS FOR 2013-14

Dave Hume

MEMORIALS TEAM

Dave Hume, Chair

Jack Buykes, Property Rep.

Anne Piper, Secretary

MINISTRY & PERSONNEL

Lorraine Holding, Chair to June 2013; **Faye Lund, Chair** beginning June 2013

Faye Lund, Council Rep., to June 2013; Dave Mowat, Council Rep. beginning June 2013

Dave Mowat

Sandra Welch

Vacancy: 1

VISION IMPLEMENTATION

Tammy teWinkel, Chair

Kathy Magee

Steve Pierce, to June 2013

Jim Ball, Wendy Brown, Team Ministers

OFFERING COUNTERS

Marta and Malcolm Coutts

Lorraine Holding

Joyce and Walter Johnson

Jean and Dick Julian

Joanne and Dale Lockie

Ross McKenzie

Joanne Mitchell

Helen and Dave Mowat

Nancy and Roy Pullman

Marilyn and Mark Sears

Noma and Petr Vales

Janet and Frank Webster

PRESBYTERY REPRESENTATIVES

Lay Reps:

Lindsay Lennox, Council Liaison

Betty Tudor, to June 2013

Ministry Reps:

Jim Ball, Wendy Brown

WATERLOO PRESBYTERY EXTENSION COUNCIL

Brian Clark

VOLUNTARY ASSOCIATE MINISTERS (VAMS)

Diane Clark

Bill Lord

Deborah Shanks

STAFF

Jim Ball, Wendy Brown, Team Ministers

Alison MacNeill, Director of Music Ministry

Darko Cikovic, Custodian

Jerry Daminato, Electronic Communications Co-ordinator

Anne Purkis, Church Administrator

HARCOURT

HARCOURT MEMORIAL UNITED CHURCH

ANNUAL CONGREGATIONAL MEETING

Sunday, June 9, 2013

Draft Minutes

Present (88): J. Jackson, A. Carey, K. Carey, M. Jimenez, P. Jackson, F. Lund, B. Higgins, D. Mowat, D. Ganesh, S. Pierce, P. Gill, J. Gill, E. Harrison, T. McMillan, K. Ball, T. teWinkel, S. Lowe, L. Ashbourne, D. Ashbourne, A. Ball, J. Ball, J. Hume, D. Hume, C. Whittaker, R. Williams, C. Jones, L. Jones, B. Magee, J. Welch, M. Bates, T. Bates, M. Mathieson, M. Pierce, L. Crow, J. Prescott, E. Vickers, M. Lipinski, J. Crewson, A. Clayton, J. Barham, W. McGregor, J. Daminato, E. Bone, C. Stevenson, J. Smillie, H. Hoeg, K. Hoeg, A. Auger, F. Mathieson, L. Hofer, L. Holding, J. Ogilvie, M. Hofer, J. Charlebois, M. Auger, K. Magee, J. Gostonyi, H. Whiteley, M. Whiteley, E. Oliver, N. Vales, M. Coutts, D. Singleton, A. Piper, E. Devolin, P. Vales, D. Karn, P. Willoughby, R. Willoughby, B. Fear, N. Fear, V. Robinson, M. Murray, K. Murray, M. Tatham, M. Sears, L. Macpherson, B. Macpherson, W. Brown, J. Hartmans, R. Hartmans, R. Stevenson, M. Sears, M. Wagner, J. Peaire, R. Peaire, T. Wagner, R. Barham.

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

Rev. 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**

Jim Ball led us in a reflection of the "Holy Manners" and Prayerful Discernment Questions displayed on the screens and asked all present to follow them during the meeting. He suggested that we apply them before voting on motions.

3. **Gathering Prayer**

Jessica Wassens led the congregation in an opening prayer.

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

Motion: That Marilyn Sears be the Recording Secretary and Richard Barham be the Chair for the meeting. Dave Hume/Elizabeth Bone **Carried**

5. **Speaking and Voting Privileges**

Motion: That speaking and voting privileges be extended to all present.

Joan Barham/Jill Gill

Carried

6. **Approval of the Agenda**

Motion: That the agenda be approved as printed and projected with modifications/updates as we go. Joan Charlebois/Marilyn Murray. **Carried**

7. **Outline of Meeting Plan and Procedure**

The Chair outlined that there would be opportunities for discussion and sharing by members of the Congregation at teach table and asked that each table appoint a "reporter" to record the main points of discussion. The "reporter" may be called on to report to the whole meeting. One sheet should be used to

report on discussion/questions regarding the CY&F 'ad hoc' report. He also reminded those present to sign the Attendance sheets circulating.

8. Time for meeting and discussion with each other at respective tables.

Time for Table Discussion focused on sharing experience in the local congregation and the United Church of Canada and how we see Harcourt living into our vision of being an authentic community of spiritual growth and service.

9. Approval of the Minutes of 24 February, 2013 Congregational Meeting

Motion: That the minutes of the Congregational Meeting of Sunday February 24, 2013 be approved/amended as printed and projected. Kathy Magee/Rosalind Stevenson **Carried**

10. Update and Q & A on Current financial Status

Kent Hoeg, Councillor for Stewardship, shared information about where our income goes and where we stand at this point. The good news is that the current operating fund is about \$4,000 in the black as of the end of April, a big change from 2012. Envelope and security donations are up, but PAR donations are down. Expenses are down about \$10,000 from 2012, mainly due to not having CYF personnel in the budget.

Kent presented several charts on the screen showing levels of donating, ways we can donate, funds we can donate to, the benefits of donating to the church and the advantage of giving consistently, such as through PAR.

Table discussions and a brief Q & A about our financial status were held. Kent's report was very well received. PAR forms were available at the meeting.

11. Sabbatical Planning

Lorraine Holding, shared information from the Sabbatical Coordinating Committee. Jim Ball's sabbatical is planned for 13 weeks from September 1 through November 30. Instead of hiring an interim minister, it has been decided that we would try to use members of the congregation and guest speakers to fill Jim's place at Sunday worship. Mid-week activities, such as visitations, Still Point services and Riverside Glen services would also be done by lay leaders. The committee is discussing the possibility of some 'as needed' support by Elizabeth and Peter Moffit. The plan is economically focused. Commissioning with Jim will be held on August 25. People are invited to sign up for various tasks.

12. Report from the Christian Formation Committee on proposals for the Ministry with Children, Youth and Families: *A Call to Discipleship*.

Dave Mowat from the Ad Hoc Task Group on the CY&F Ministry explained that the focus on the report is Children, Youth and Families, but is also an opportunity for adult spiritual growth, revitalization and renewal. The main task of the Ad Hoc Task Group is to encourage people to read it and to field questions and answers they may have about the report.

Andre Auger, Chair of the Christian Formation Committee, elaborated on five key points in the report. It reflects the need to respond to the changes in culture and attitudes toward the church in the 21st century.

Table discussion involved sharing impressions of this model for Christian Formation, discussing ways members can respond and imagining ways members can assist our paid ministers so they can find time for mentoring and training the Christian Formation Ministry Team.

13. Presentation of Names for Council, Standing Committees and Teams, and other appointments: 2013-14

Motion: That the congregation of Harcourt Memorial United Church approves the candidates who have agreed to stand for positions on the Council, as Chairs of Committees and for positions on Harcourt's Committees and Teams for the coming year.

Ken Murray/Dave Mowat **Carried**

Motion: That the lay representatives to Waterloo Presbytery and Extension Council from Harcourt Memorial United Church be, respectively: Lindsay Lennox (Council Liason) and Brian Clark.

Jill Gill/Ellice Oliver **Carried**

Motion: That Brian Magee be appointed as Treasurer and Ken McDougall as Assistant Treasurer for 2013-14.

Mark Sears/Norma Fear **Carried**

Motion: That Heather Hoeg be appointed as Envelope Secretary for 2013-14, with all the rights and responsibilities attending that position.

Joan Barham/Kathy Magee **Carried**

Motion: That the congregation appoint Kent Hoeg, Brian Magee, Kathy Magee and Ken McDougall as signing officers of Harcourt Memorial United Church, with two signatures required. (Note: only one from the Magee family per occasion.)

Ken Murray/Marion Auger **Carried**

14. Other Business

The Chair thanked those who helped prepare for the meeting, new members of Council and Committees and those who have served this past year. Janet Gostonyi thanked the Chair for his reports on Council meetings. Thanks were also extended to other groups who do things that aren't part of the formal structure.

15. Closing Prayer

Wendy Brown closed the meeting in prayer and used a prayer from a recent meeting of United Guelph (UCOG).

16. Benediction

Jim Ball gave the benediction.

17. Motion to Adjourn

Motion: That the June 2013 Congregational Meeting be adjourned.

Elizabeth Bone/Heather Hoeg **Carried**

HARCOURT MEMORIAL UNITED CHURCH

FINANCIAL REPORTS

GENERAL FUND - Statement of Receipts 2013

<u>INCOME</u>	2013	2012
<u>Congregational Offering</u>		
Envelope	194,398	190,391
PAR	200,148	214,560
Initial Offering	325	301
Observer	385	600
Sunday School	63	60
Loose	<u>4,862</u>	<u>4,750</u>
Sub-Total	<u>400,181</u>	<u>410,663</u>
Other Income		
Rent	37,065	32,668
Fundraising & Other Income	16,463 ⁽¹⁾	14,558
Trustee Interest	400	720
Office Income	2,165	4,134
Recoverables & Misc. Income	<u>48,588</u> ⁽²⁾	<u>2,840</u>
Sub-Total	<u>104,681</u>	<u>54,920</u>
Total Operating Income	<u><u>504,862</u></u>	<u><u>465,583</u></u>
<u>Outreach Income</u>		
Mission & Service-Congregation	93,447	95,526
Disaster Relief Appeals	50	0
Lenten Appeal	1,545	1,553
Advent Appeal	585	1,430
Uganda Project	<u>50,353</u>	<u>59,370</u>
Total Offering for Outreach	<u><u>145,979</u></u>	<u><u>157,879</u></u>
Total Operating, Solar Project & Outreach Income	<u><u>650,841</u></u>	<u><u>623,462</u></u>

⁽¹⁾ includes \$7,540 from solar energy sales

⁽²⁾ includes \$45,000 from Guelph
United Ministries

HARCOURT MEMORIAL UNITED CHURCH

GENERAL FUND - Statement of Expenditures 2013

<u>EXPENDITURES</u>	2013	2013 Budget	2012
Operating Expenditures			
Worship	3,602	6,355	6,848
Christian Formation	2,985	6,250	4,184
Spiritual Life	500	750	0
Fellowship	4,386	4,177	4,564
Communication	139	400	0
Pastoral Care	297	500	350
Justice and Outreach	4,000	4,150	4,000
Outreach Teams	1,950	2,850	1,900
Property	41,963	49,100	35,735
Electronic Communication	2,958	5,790	6,668
Finance	29,708	29,745	28,351
Stewardship	0	500	496
Personnel	380,328	406,136	382,118
Events Organized by Ministers	180	500	0
Books for Resale	113	125	84
Ministers' Discretionary	500	500	0
Total Operating Expenditures	<u>473,607</u>	<u>517,828</u>	<u>475,298</u>
Operating Surplus	<u>31,254</u>		<u>-9,715</u>
Outreach Expenditures			
Mission & Service-Congregation	93,447		95,526
Disaster Relief Appeals	50		0
Lenten Appeal	1,545 ⁽¹⁾		1,553
Advent Appeal	585 ⁽²⁾		1,430
Uganda Project	54,427		57,818
Total Outreach Expenditures	<u>150,054</u>		<u>156,327</u>
Total Operating & Outreach Expenditures	<u>623,662</u>		<u>631,625</u>

⁽¹⁾ Funds donated to Bracelets of Hope

HARCOURT MEMORIAL UNITED CHURCH

BALANCE SHEET DEC. 31, 2013

	2013	2012
ASSETS		
Current Operating Account	60,585	31,701
Savings GIC	622	39,190
Reserve Funds GIC	135,980	107,798
Trustees' Account	130,030	115,951
Accounts Receivable	2,723	2,363
Prepaid Expenses	<u>6,100</u>	<u>5,075</u>
TOTAL ASSETS	<u><u>336,041</u></u>	<u><u>302,077</u></u>
LIABILITIES		
Uganda Project	310	4,484
Refugee Reserve Funds	0	7,023
Ignatian Exercise	250	1,375
Men's Breakfast	458	98
Community Garden	602	
Saturday Night Supper Funds	2,665	2,421
Christmas Dinner Retained Revenue	2,695	2,023
Kitchen Cupboard	0	480
Solar Array Project Funds	0	20,469
Project Funds Payable	<u>1,230</u>	<u>9,506</u>
TOTAL LIABILITIES	<u><u>8,210</u></u>	<u><u>47,879</u></u>
EQUITY		
Reserve Funds	137,194	108,894
Trustees' Account	130,030	115,951
Beginning Operating Surplus	29,353	39,068
Current Operating Surplus	<u>31,254</u>	<u>-9,715</u>
Accumulated Operating Surplus	<u>60,607</u>	<u>29,353</u>
TOTAL EQUITY	<u><u>327,831</u></u>	<u><u>254,197</u></u>
LIABILITIES AND EQUITY	<u><u>336,041</u></u>	<u><u>302,077</u></u>

SUMMARY OF HARCOURT RESERVE FUNDS

FUND	Balance Jan 1/13	Income	Expenditure	Balance Dec 31/13
Music Fund	19,404	244	1,491	18,157
Organ Fund	11,232	141		11,373
Refugee Fund	7,022		6,814	208
Repair & Renovation Fund	53,228	27,013		80,241
Memorials Fund	16,586	1,975		18,561
Spiritual Companion Fund	3,690	47		3,737
Garden Fund	3,657	46		3,703
TOTAL	114,819	29,466	8,305	135,980

Review Engagement Report

I have reviewed the Balance Sheet of Harcourt Memorial United Church as at December 31, 2013, and the Statements of Income, Expenditures and changes in financial position for the year then ended. My review was made in accordance with generally accepted standards for review engagements and accordingly consisted primarily of inquiry, analytical procedures and discussion related to information supplied to me by the Treasurer.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Nothing has come to my attention as a result of my review that causes me to believe that these financial statements are not, in all material respects, in accordance with generally accepted accounting principles.

Date:

Jan. 21/14

Guelph, Ontario

Dave Hume
Dave Hume

Harcourt Memorial United Church

PROPOSED OPERATING BUDGET 2014

	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Actual</u>	<u>2014 Budget</u>
<u>REVENUE</u>					
1 Envelope Givings	197,879	190,391	207,000	194,398	200,000
2 PAR	216,530	214,560	233,000	200,148	205,000
3 Other Congregational Givings	4,889	4,810	5,000	4,925	5,000
4 Rent	32,302	32,668	33,000	37,065	38,000
5 Miscellaneous	4,021	8,796	4,735	49,698	7,040
6 Fundraising and Other Sustainable Revenue	24,119	14,358	35,093	18,627	18,000
7 TOTAL REVENUE	<u>479,740</u>	<u>465,583</u>	<u>517,828</u>	<u>504,862</u>	<u>473,040</u>
Revenue less Norfolk \$45,000				459,862	
<u>EXPENDITURES</u>					
<u>CHRISTIAN FORMATION CLUSTER</u>					
<i>WORSHIP</i>					
8 Supplies, books, flowers, baptisms gifts, misc	3,546	4,108	3,250	1,974	3,250
9 Instrument Maintenance & Repair	780	1,211	1,000	360	850
10 Canadian Copyright Licence	533	529	605	518	550
11 Honorarium (guest preachers 6x/yr)	750	1,000	1,500	750	1,500
12 Worship subtotal	<u>5,609</u>	<u>6,848</u>	<u>6,355</u>	<u>3,602</u>	<u>6,150</u>
<i>CHRISTIAN FORMATION</i>					
13 Child, Youth and Family Ministry	572	1,476	3,250	1,977	4,700
14 Adult Ministry	462	2,010	2,250	785	3,700
15 Ecology - Information Campaign	0	0	0	0	500
16 Support - Consultative Costs	0	0	0	0	1,000
17 Harcourt Library	548	697	750	223	850
18 Christian Formation subtotal	<u>1,582</u>	<u>4,184</u>	<u>6,250</u>	<u>2,985</u>	<u>10,750</u>
<i>SPIRITUAL LIFE</i>					
19 Events, workshops, advertising, training, supplies	0	0	750	500	1,450
20 Spiritual Life subtotal	<u>0</u>	<u>0</u>	<u>750</u>	<u>500</u>	<u>1,450</u>
21 Christian Formation Cluster subtotal	<u>7,191</u>	<u>11,032</u>	<u>13,355</u>	<u>7,087</u>	<u>18,350</u>

		<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Actual</u>	<u>2014 Budget</u>
<u>CONGREGATIONAL LIFE CLUSTER</u>						
<i>FELLOWSHIP</i>						
22	Observer	3,327	3,101	3,327	3,400	3,327
23	Advertising, special events, Minister's Soiree	759	1,463	850	986	850
24	Fellowship subtotal	4,087	4,564	4,177	4,386	4,177
<i>PASTORAL CARE</i>						
25	Speakers, Events, Training & Support Volunteers	103	350	500	297	500
26	Pastoral Care subtotal	103	350	500	297	500
27	Congregational Life Cluster subtotal	4,190	4,914	4,677	4,682	4,677
<u>OUTREACH CLUSTER</u>						
<i>JUSTICE & OUTREACH</i>						
28	Welcome In	2,000	2,000	2,000	2,000	2,000
29	Chalmers Food Shelf	2,000	2,000	2,000	2,000	2,000
30	Misc. Outreach Requests	200	0	150	0	150
31	Justice & Outreach Total	4,200	4,000	4,150	4,000	4,150
<i>OUTREACH TEAMS</i>						
32	Ecumenical Campus Ministry	150	0	250	50	0
33	University Chaplaincy	1,800	1,800	1,800	1,800	1,800
34	LGBTQA	683	100	800	100	800
35	Outreach Teams subtotal	2,633	1,900	2,850	1,950	2,600
36	Outreach Cluster Subtotal	6,833	5,900	7,000	5,950	6,750

OPERATIONAL LIFE CLUSTER***PROPERTY***

Utilities, Heat	20,016	16,662	25,000	18,235	22,000
Repairs, Maintenance, Supplies, Furniture, Other	14,611	12,932	16,600	15,987	20,000
Insurance/ Fire Protection/Appraisal	4,195	4,530	4,500	4,773	4,800
Snow Removal	2,464	1,611	3,000	2,967	2,500
Property subtotal	41,285	35,735	49,100	41,963	49,300

COMMUNICATIONS

Marketing Team	382	0	400	139	350
Electronic Team					
Sound system, training, honoraria, technicians	80	925	100	460	200
AV Equipment and Maintenance	411	2,260	500	1,117	1,550
Internet/Video licence	6,194	1,052	3,190	1,169	1,600
Computer Hardware and Software	36	2,318	1,300	0	1,500
Computer Service / Website Maintenance	75	113	700	212	1,550
Electronic Communication Team subtotal	7,177	6,668	6,190	3,096	6,750
Accessibility	0	0	0	0	235
Operational Life Cluster subtotal	48,463	42,403	55,290	45,059	56,285

STEWARDSHIP CLUSTER***FINANCE COMMITTEE***

Bank Charges/Brokerage Fees	1,605	1,559	1,600	1,763	1,800
HST Non-Refund Expense	2,862	2,433	2,800	2,326	2,400
Supplies/Postage/Miscellaneous	3,540	3,511	3,850	3,475	3,750
Machine Rental/Service	3,406	3,916	3,500	4,149	4,100
Presbytery Assessment	17,553	16,931	17,995	17,995	18,750
Finance subtotal	28,966	28,351	29,745	29,708	30,800

STEWARDSHIP COMMITTEE

Stewardship Campaign	733	496	500	0	500
Stewardship subtotal	733	496	500	0	500
Stewardship Cluster Subtotal	29,698	28,847	30,245	29,708	31,300

MINISTRY AND PERSONNEL CLUSTER***PERSONNEL***

61	Wages + Benefits + Housing + Telephone	371,264	361,353	349,136	351,726	354,478
62	Travel	3,765	3,465	3,200	1,777	3,200
63	Development - Staff	4,010	4,259	4,300	3,475	4,100
64	Staff Replacement and Overtime	2,705	2,037	3,500	2,210	3,500
65	Extra Maintenance and Lockup	9,609	11,004	12,000	11,033	12,000
66	CY&F Contingency	0	0	16,000	4,757	0
67	Sabbatical coverage	0	0	18,000	5,350	0
68	Personnel subtotal	391,354	382,118	406,136	380,328	377,278
69	Ministry and Personnel Cluster subtotal	391,354	382,118	406,136	380,328	377,278
<u>NON COMMITTEE BUDGETS</u>						
70	Books for resale	120	84	125	113	125
71	Events organized by Ministers	536	0	500	180	500
72	Ministers' Discretionary	500	0	500	500	1,000
73	Non Committee subtotal	1,155	84	1,125	793	1,625
74	Grand Total All Expenditures	488,883	475,298	517,828	473,607	496,265
75	Surplus/(Deficit)	(9,143)	(9,715)	0	31,254	(23,225)
Deficit (Removing \$45,000 Norfolk funding)					(13,746)	