



# Annual Report

2017

Revised February 14, 2018

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## REPORTS FROM THE TEAM MINISTERS

*Jim Ball and Miriam Flynn*

Much of the Harcourt story of 2017 began with the good work of the Harcourt community in 2016.

In January of 2016 we began the steps in a journey of congregational transition and renewal. Church leaders implemented a process to engage Harcourt members in a transparent and participatory exercise of visioning and planning. The process called for initiatives of intentional listening, learning, discerning and deciding together. It included polls, workshops, small group gatherings, and community building activities. It included a congregational retreat and wider community consultation. It involved the partnership and support of regional leaders in the United Church of Canada. It involved constant communication about how the process was going and what was being heard and discovered on the way. It included murals like this one. And it involved the commitment of key lay members, drawn from different generations, to steer, facilitate and articulate the learnings of each step in the journey. The entire process took almost a year to complete. It was thorough and resulted in the production of an excellent report, which the congregation adopted at a meeting in late November. We then enjoyed another Advent/Christmas season. As we entered 2017, we began a search to complete the staff team and to do the work of living into the vision of the report.

On this journey we learned much about one another and the many stories we tell and live. We are wonderfully, and at times, challengingly, diverse. We came to appreciate better the rich mix of gifts and longings that are here. We continued to listen to each other, to the various ways the narratives of loss, renewal and deep change were dancing and alive within each one of us, informing and influencing our thoughts, feelings, discussions and decisions. Generous donations lifted us into the serious prospect of building improvements, which would gratefully begin in the second half of the year. A new round of listening circles was planned for June with the purpose of digging deeper into some of the content of our guiding document. These were once again peopled and hosted and facilitated by dedicated Harcourt members. Other strong programming continued to advance in small groups ministries largely but not limited to the areas of Christian Formation and Spiritual Life. These initiatives included the planning for the annual Harcourt congregational retreat, held each September, a planning exercise that included the involvement of some of our Sunday MANNA leaders and their children. All of the above and more proceeded apace while the congregation suffered a withering assault of loss on the pastoral front during the first half of the year. Choir and congregation members together stepped forward to embrace the bereaved, exercising sensitive and abundant care to friends and strangers alike. Rainbow prayer shawls reminded us who we were. It was all Harcourt at its best.

At the midpoint of 2017 we paused to celebrate the good work done by all on this journey of transition - one that brought us gladly and well over the past twenty months. The time for goodbyes was past. The supply period was done. A new and gifted team minister was in place. And the joyful journey of the whole people of Harcourt was seen to be both continuing and beginning afresh. ~ *Jim*

The inner life of faith and our experience as a community of faith fuel our acts of faith in the world. At Harcourt, 2017 was a year of building relationships and networks to support and enliven the future ministry of our church. Within and beyond the church doors, we forged deeper spiritual connection, discovered partners and allies and offered our hearts and hands to the care of one another, our neighbours and the earth.

Paris in the summertime is becoming an annual destination for many of us at Harcourt – that’s Paris, Ontario and the Skylight Festival, of course! On a mid-summer weekend a tent city and open air “living room” suddenly appeared on the Paris Fairgrounds, as people of faith gathered to experience a weekend of music, inspiring presentations, workshops and worship. Harcourt’s MANNA families formed a lively presence on the campgrounds where shared meals allowed us to re-connect and exchange stories about each day’s “aha!” moments.



2017 saw the emergence of a co-operative network of those ministers and laity in Hamilton Conference who work with Affirming United Church congregations or serve as allies to the LGBTQ community. HMUC hosted network meetings for the group, which organized an Affirming “Welcome & Information” table at the Skylight Festival. As a long-standing Affirming community, Harcourt has been able to provide leadership and encouragement to other congregations exploring the possibility of seeking an Affirming designation.

Soon after our return to the busy routine of church life in September, the annual congregational Retreat offered us a chance to take time to centre ourselves spiritually, while deepening our connections with one another. During a weekend of reflection, prayer and sharing in a beautiful setting, members of the Harcourt community explored the theme “On Being a Beloved Child of God.” The opportunity to step back and gain spiritual grounding allowed participants to step forward into the slate of fall church and community commitments with new energy.

Harcourt is a place where people care for one another – through routine gestures of hospitality and welcome and through broader strands of commitment and concern that become woven into our shared life. A small, yet vital, pastoral care team maintained contact with those who requested regular visits. Harcourt’s many vibrant small groups also provided circles of shared interest, connection and mutual care. People caring for people is what church is all about.

Throughout the year, the faith of Harcourt members was lived out beyond our church doors in acts of hospitality ranging from the delivery of fruit baskets to newly settled refugee families, to sharing in the preparation and serving of community dinners. The first Sunday of each month, fresh eggs and cheese were collected at church services for donation to Chalmers Community Service Centre, an outreach partner that receives the active support of many within our congregation.

In October, we welcomed Sara Stratton, Reconciliation and Indigenous Justice Animator for the United Church of Canada, as a guest speaker to our worship on First Nations Sunday. Following Sara's inspiring message about the ongoing work of reconciliation, members were invited to participate in the Blanket Exercise, organized by Harcourt's Justice and Outreach team and facilitated by Daisy Radigan of KAIROS. Participants were profoundly moved by this living history lesson and by the generous sharing by guests Marie and Robin McLeod that took place in that circle.

Harcourt's commitment to strengthening connections and creative collaborations with sister churches through G.U.M. (Guelph United Ministries) continued in the fall of 2017 as we participated in the Doors Open G.U.M. weekend -- hosting a well-attended, public viewing of the environmental film *Call of the Forest*. In an era of structural change within our denomination, and social change, without, the imperative of networking to enable and equip our church for 21st century ministry continues.

My own call to ministry at Harcourt was formally recognized and celebrated in a beautiful Covenanting service in November. Like all else at Harcourt, this occasion was the culmination of the input, creativity and enlivening presence of the whole congregation and our presbytery supporters. It was a memorable moment in our shared journey as we paused to celebrate the blessing of new relationships formed over the past year and began to imagine the possibilities God may be calling into in the time ahead. ~ *Miriam*



# REPORT FROM CHAIR OF COUNCIL

*Lorraine Holding, Chair of Council*

Reflection on another significant year highlights our various ministries carried out by many individuals and groups. Using our tag line **Seek Connect Act**, I offer these examples of our work “to welcome and strengthen in community all who wish to serve God and follow the way of Jesus.” We offer sincere gratitude to all whose work is recorded in these pages.

## **Seeking:**

- Our Harcourt 20/20 journey continued: through the important work of the Joint Search Committee; through Council’s ongoing discussions; through our June conversations by 50 people in small groups. In the fall, our new banner in the Greeting Area invited individuals to participate by visually reinforcing areas of excitement/energy for action.
- We welcomed Miriam as Team Minister and, in November, celebrated our covenant to join her in worship, study, prayer and action.
- Continuing conversations to better understand the concepts of ‘radical change’ and ‘community development/support’ showed that there is still much to learn as we explore new ideas for experimentation in our ministries.

## **Connecting:**

- In May, Council hosted members of committees/teams to share updates and key activities on the calendar. We reflected on what key messages about Harcourt are important to communicate externally.
- Harcourt hosted the June meeting of Waterloo Presbytery. Representatives of ‘Two Countries – One World’ (including Lillian Carvalho and Kaitlyn Lew) provided the meal and highlighted their March trip to Columbia.
- As part of Guelph United Ministries (GUM), we appreciated Kathy Magee’s five years as our lay representative to the Management Circle, and Roz Stevenson’s agreement to take on that role. Along with Miriam and Jim’s connections, and those of Pastoral Care, Justice & Outreach, Communications, Trustees and others, we collaborated in many ways. November’s ‘open door’ showing of the film *Call of the Forest* was well attended.

## **Acting:**

- Council members share their commitment, experience, wisdom and faith throughout the year. We thank Earlla Vickers (Outreach) and Stan Bunston (Christian Life) who decided to step out of their roles as Umbrella Councillors. Their contributions have been significant.
- On behalf of the Congregation, Council fulfilled its responsibility to discuss and vote on four Remits from General Council 42.
- Council, Property and Worship committees collaborated to review the Rental Policy, the Sponsorship for No-charge and Reduced-rate Room & Space Usage Policy, and the proposed Rental Policy for Marriages, Worship and Other Uses. After much work, the new Harcourt Rental Policy, combining all these aspects, was accepted in principle pending final edits. This administrative work reinforced Harcourt’s commitment to the equality and safety of all persons as reflected in our Mission Statement and Core Values – for those within the Congregation and those who rent our spaces.
- The construction project to build two accessible washrooms on the Sanctuary level has been visible to all for several months. We especially acknowledge the impact that this has had on our staff, the Building Committee and Property Committee as they have dealt with planned and unplanned issues.

We are blessed by the sharing of time, talents and money in so many ways. With faith and hope, our Harcourt 20/20 journey will continue to guide us in our decisions and actions.

## REPORTS FROM THE GUELPH UNITED MINISTRIES (GUM)

### 2017 Activity Report

This group was formed in 2013 when Norfolk Street United Church closed. From the proceeds of the sale of the property, an amount of \$250,000 was set aside to assist the United Church ministries in Guelph. The administration of the funds was assigned to a 4 person Board of Trustees, and was governed by a formal Trust agreement. That agreement expired in 2017, so GUM will now transition into the second stage of its life.

Over the 5 years of its existence, the “Managing Circle”, consisting of representatives of each of the ministries, has met regularly, fostering renewed co-operation between the ministries and providing funding for many projects. Like committees from the various churches have met to resolve common issues and there were joint services and other events. Ministers and laypersons from each of the ministries have developed strong bonds and learned that co-operation is much more effective than working only in our own “silos”.

Financially, the group did not succeed in spending the full amount provided, as intended by the Trust agreement. In round numbers, the group provided funding for the North End Harvest Market (\$59,000), local United Church projects (\$32,000), University of Guelph Ecumenical Campus Ministry (\$5,000), and other local social projects (\$4,500). We also spent nearly \$50,000 on developing and promoting the new website which has links to each Ministry’s website, \$31,000 on joint services and \$19,000 on joint advertising and promotional materials.

Approximately \$90,000 remains, and, as provided in the Trust agreement, that amount will be transferred to the Board of Trustees of Trinity United Church for future management. As agreed by the 2017 Managing Circle, which included the original Norfolk trustees, the operations will continue into 2018 with the same Managing Circle governance. Trinity’s Board of Trustees will provide a means for paying accounts when due, but are not involved in decision making. Payments will be made through the Trinity accounts on written request authorized by the Managing Circle.

The future, then, is in your hands. GUM always needs fresh ideas and fresh hands. Anyone who has ideas for future use of the funds, or, indeed, future co-operative efforts to further the United Church of Canada’s outreach into the city, are encouraged to join the group. Interested persons should contact their Ministers, who are all members of the circle, to volunteer their services. You will make some new friends and be able to provide creativity to a common cause. The cost to you is commitment to monthly meetings and willingness to give time to projects as needed.

We would love to hear from you!

# GUELPH UNITED MINISTRIES

(operating through Norfolk United Church Trust)

## Financial Statements for the Year Ended December 31, 2017



### NET ASSETS ON HAND AT DECEMBER 31, 2017

Operating bank account	\$8,664	
HST recoverable	212	
Accounts payable	<u>-8,876</u>	
		<u>\$0</u>

### HELD IN SUPPORT OF THE FOLLOWING FUNDS

#### CAPITAL FUND

Balance, January 1, 2017	\$50,000	
Transferred to Operating fund	<u>50,000</u>	
Balance, December 31, 2017		<u>\$0</u>

#### OPERATING FUND

##### Cash input

Balance, January 1, 2017	\$74,987	
Transferred from Capital fund	50,000	
Guelph Community Foundation grant	8,000	
Investment income	<u>923</u>	
		<u>133,910</u>

##### Expenditures

##### Operations

Administration	490	
Christmas and Easter advertising	2,188	
Fees rebated to churches	8,000	
Internet services – subsidy to churches	4,000	
Internet services – maintenance and consulting	<u>1,855</u>	
		16,533

##### Project support

Ecumenical Campus Ministry – Univ. of Guelph	5,000	
Guelph United Performers	3,000	
North end market – direct support	10,000	
North end market – pass through GCF	8,000	
Trinity/Sugarbush student intern	<u>2,500</u>	
		<u>28,500</u>

##### Total expenditures

45,033

##### Balance, December 31, 2017 prior to transfer to Trinity

\$88,877

##### Transfer to Trinity United Church in trust

During December, 2017	\$80,000	
To be transferred in February, 2018	<u>8,877</u>	
Total transfers		<u>\$88,877</u>

**PREPARED WITHOUT AUDIT FROM THE RECORDS OF THE ORGANIZATION**

## STANDING COMMITTEES OF COUNCIL

### **CHRISTIAN LIFE UMBRELLA GROUP**

#### *CHRISTIAN FORMATION CLUSTER COMMITTEES*

### **MANNA**

*Submitted by Merrill Pierce*

MANNA is an experiential, all-ages Sunday morning gathering. It includes elements of worship, learning, service and community building. On an average Sunday we have 20-30 participants ranging in age from one to eighties. We follow the lectionary, and try to make Scripture meaningful for every age through a variety of means, such as drama, You Tube, crafts and story-telling. Shannon Kingsbury, Lynn Hancock and Jerry Daminato help lead our music on various Sundays.

We hosted a Pancake Supper on Mardi Gras this past February and donated the proceeds to the Chalmers Community Services Centre. Once again this year a large number of participants in the MANNA group attended the Skylight Festival at the end of July. We camped together for the weekend and shared communal meals, while enjoying the various educational and music sessions that were offered. Pamela Girardi, Lynn Hancock and Melissa Kwiatkowski, three of our lay leaders, were part of the planning committee for the Harcourt Retreat in September. We hosted a couple of movie nights, experienced a safe sharing circle with talking stick led by a First Nations elder and her husband, enjoyed communion led and served by the children and planned a MANNA event with the Scouting Group that meets in our church.

Thanks to all the participants, leaders and supporters. We look forward to another year of community!

### **Adult Faith Formation**

*Submitted by Andre Auger*

Harcourt continued to offer opportunities for adult faith formation throughout 2017.

- **Spirituality in music**, with Gerald Neufeld, offered an opportunity for people to listen to music especially chosen and annotated, and spend some time reflecting on how the music touched them. About 15 people were in attendance in all four sessions.
- **Drama as a spiritual tool**, with Elizabeth Bone, provided an opportunity for participants to live out a New Testament character and create an imagined story, all of which were subsequently presented as part of a Holy Saturday service which the Spiritual Life Committee offered. About 6 people took part.
- **Aging as a spiritual practice**, offered by Marnie Allen and Stan Bunston, was repeated again this year, providing an opportunity for participants to reflect on end-of-life issues in a safe environment. About 10 people regularly attended.
- **Senior transitions**, was again offered by Julie Ashley, as a one-time event, with possible follow-up sessions should the interest arise. Six people attended.
- **Learning to Dance the Trinity's Dance of Love** was a collaborative venture between Loyola House and Harcourt, and was a seven-week retreat in daily life offered by Bernie Carroll, SJ and Andre Auger. 35 people were in attendance.
- **Explorations in Progressive Christianity** continued in its fifth year and met every week except summer. Between 10 and 15 participants regularly attend. Videos of progressive theologians are viewed and reactions shared.

- **Creative Intentions**, facilitated by Lisa Browning, continued again this year, with several offerings: Zentangle, Meditation, Mandalas, Horsercise, Essential Oils, Play with Clay; Drumming Circle; Guelph Little Theatre.
- **Sharing Evenings**, also facilitated by Lisa Browning, explored various forms of spirituality. Goal-Setting, Manifestation & The Law of Attraction, From Fear to Love, Technology & Social Media, Food for Life, Angels Among Us, Mental/Emotional Health, Facing Our Fears, Celebrating Our Selves; The Inner Child.

## **Youth Group**

*Submitted by Suzanne Webster*

The Youth Group continues to be an attractive outreach program to the neighbouring community. There are essentially two groups; a Friday night Junior Youth Group (for tweens and teens grades 6-8) and a Sunday night High School Youth Group (for teens grades 9+). Each group meets every two weeks and regularly sees approximately 15 attendees at each meeting. There were fewer meetings this fall due to construction delays at the church, however we are looking forward to a busier winter/spring in 2018. Parents often supply snacks and participants are encouraged to bring a loonie or twoonie to each meeting to help cover costs. The groups are led by volunteers Lisette Vanderkamp, Suzanne Webster and Jessica Walsh; Jessica moved to Alberta in the spring for a job opportunity in her field. Highlights of 2017 include Minute-to-Win-It, the Amazing Race at the Arboretum, trampolining at AirU, and a popular new running game: "Gotcha".

## **Morning Mindstretch**

*Submitted by Jean Jackson*

In 2017, the year began with John Dominic Crossan's DVD series, *Vengeance Divine*. This addresses the contradictory representations in the Bible of a vengeful God and a loving and merciful God. We also read two of Crossan's books: *The Greatest Prayer*, in which he gives the context in which The Lord's Prayer was written, and *The First Christmas*, which again gives context, and explains why the two nativity stories we are familiar with (Matthew and Luke) were written as they were.

The other DVD series we watched was by Ched Myers, *From Mammon to Manna*. This series contains challenges to each of us to examine closely how we use, and increase, our money. In between books and DVD's, Mindstretch discussed articles from *The Observer*.

Each person attending may make a small freewill offering each week, with the money usually being used to support Chalmers Downtown. \$400 was donated in 2017.

Mindstretch is a time for respectful listening, each person is given a chance to speak freely. Membership is anyone who wishes to attend, and everyone is welcome.

We meet in the chapel on Thursday mornings 9:00 to 10:00 a.m.

## **Sacred Circle Dance**

*Submitted by Marnie Allen*

We had another great year of Sacred Circle Dancing in 2017. This happened in the Gymnasium at Harcourt on the second Saturday of the month, September through June, 10:00 a.m. to Noon.

The circle was open to our congregation. There is absolutely no experience necessary, and the dances are taught as if for the first time whenever the circle meets. The two facilitators who come to us from Cambridge and Drayton offer a specific theme and related dances. You could drop in anytime, with no expectation of continuous participation.

We met for 9 sessions during 2017. When our gymnasium was not available due to another Church event, construction, or an outside rental we met at Three Willows United Church. We had approximately 15 people in attendance every session.

In December I made the decision to step down from the position of liaison between SCD and Harcourt.

Thank you so much to Harcourt for supporting our Circle over the years. We are all so grateful.

We will now be meeting on the second Saturday of the Month at Three Willows United Church. Please feel free to join us – a warm welcome awaits you.

### *LIBRARY COMMITTEE*

*Submitted by Janet Webster*

A small group looks after the Church Library. It is located on the lower level, next to the Friendship Room. Members are Mary Lou Funston, Dorothy McCrady, Barb Shaw and Janet Webster. Meetings are held approximately every 2 months or when required to evaluate donations, make decisions on purchases or to process new additions. Tasks have been divided among members so that they can be completed whenever individuals are available. Many discussions and decisions take place by email!

Mary Lou looks after our sign-out records and the displays for MANNA, Barb looks after ordering books and cataloguing, Janet changes the Bulletin Board displays near the office to reflect the Church year, while Dorothy has taken on the task of shelf checking and culling. All members have input on decisions regarding the addition of books, DVDs, CDs and other material and pitch in to place labels on items after they have been added to the catalogue.

In 2017, 94 books were signed out. Most were from the adult section, equally divided between fiction and non-fiction. Many people do browse the books, not all borrow. Each Sunday when possible, a selection of books is set up in the MANNA meeting space. The aim is to choose books dealing with the theme of the day, plus a few others that might be of interest. Different MANNA leaders have expressed appreciation for this service and note that children and parents do read the books.

However, one problem with this practice is that when people visit the library before, after or between services, the cart (and therefore the sign-out cards) are not in the main library. We are looking for ideas on how to address this issue.

The Harcourt Library catalogued 75 additions to the shelves in 2017, 6 items by purchase and 69 by donation. Once the United Church Resource Centre closed in 2016, we lost our main source; however, we are pleased that the Bookshelf in Guelph is currently offering a 20% discount on all purchases.

Thank you to members of the congregation for supporting the Library and for providing so many donations for our consideration. Donations have included DVDs as well as books. Decisions are made based on age, condition and whether the title is already in the collection. We welcome any suggestions and requests.

Look for a book review in the February Herald written by one of younger readers. It reviews the trilogy on Afghanistan and terrorism by author Deborah Ellis. The first book in the series, "The Breadwinner" has been made into a recently released movie. More such reviews are always welcome!

### **Girl Guides of Canada: 3rd Guelph Guides**

*Submitted by Regan Avis, Contact Guider 3<sup>rd</sup> Guelph Guides*

For the September 1, 2016 - August 30, 2017 Guiding Year.

The 3rd Guelph Guides meets on Wednesday evenings in the Friendship Room. For 2016-17 we have 23 members (girls aged 9-11) and 5 leaders. Each meeting has a different theme and activities. We earn badges through activities, crafts, games and developing useful and interesting skills. We are very grateful to the Harcourt Memorial United Church community for all of your support. We invite any girls in grade 4-6 to visit or join us throughout the year.

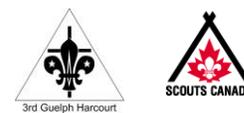
This year we focused on a variety of themes including self-respect, science, creative arts, and community service.

We used the kitchen to practice safe knife skills while making delicious vegetable soup for the Welcome In Centre. We also gave back to our community by cleaning shelves and sorting items at the Clothing Closet. On our weather night we made our own thermometers in pop bottles. We welcomed younger members of Girl Guides when they came to visit us to explore a Canadian Geographic giant floor map of Canada from Space.

Guiding provides a safe, all-girl environment where girls challenge themselves to find their voice, meet new friends, have fun and make a difference in the world. Girl Guides of Canada strives to ensure that girls and women from all walks of life, identities and life experiences feel a sense of belonging and can fully participate. Girl Guides is an organization with over 100 years of developing friendships while exploring the arts, sciences, cultural awareness and so much more. The variety of Guiding's programming and opportunities gives girls from 5 to 18 unlimited opportunities to develop the skills that help them confidently navigate their world. Through fun activities and dynamic discussions, our goal is to increase girls' awareness about the wider world, promote cross-cultural understanding and educate girls on global issues that will inspire them to take action. 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](http://www.girlguides.ca) or call 1.800.565.8111.

### **3<sup>rd</sup> Guelph Harcourt Scouting Groups**

*Submitted by Rita Borho, Group Commissioner, 3<sup>rd</sup> Guelph Scouting*



For Scouting Year September 1, 2016 to August 31, 2017

The 3<sup>rd</sup> Guelph Scouting Group consists of 3 sections with 15 Scouts (ages 11-14) on Monday nights, 11 Cubs (ages 8-10) on Tuesday nights, and 11 Beavers (ages 5-7) on Wednesday nights. The program is open to girls and boys and we always welcome new participants. We are most grateful to Harcourt Memorial United Church and its members, for the wonderful facilities and support shown to our organization through the year.

Scouts Canada's program is based on 3 fundamental beliefs and principals.

Duty to God, Duty to Others and Duty to Self.

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.

Each section is supported by leaders, who in turn are supported by a Group Committee. In recent years, Scouts Canada has implemented a new program structure - "The Canadian Path" - that encourages the youth to be actively involved in planning the activities. Each section has an age appropriate structure with guidelines supporting the program. We are currently in year 2 of this new adventure with our youth.

This past year the youth have been involved in crafts, hikes, learning 1st Aid, and visiting local cultural sites like John McCrae house and the University of Guelph. We've also enjoyed Entire Group Camps involving all sections. It's quite a delight to see Scouts of all ages together, where older youth are involved with planning and implementing programming, campfires, and games for the entire Group.

3<sup>rd</sup> Guelph Scouts and cubs were involved over the past 3 years with fund-raising and planning, in order to attend a Canadian Jamboree in 2017. The event was held in Nova Scotia with 15 youth and 4 leaders able to travel this past summer. They arrived a few days before the event and were able to camp along the sea and go kayaking in the ocean at Lunenburg. All reports back indicated a wonderful experience for the participants. Many thanks for the support at our Spaghetti Dinner, during Apple Day, and Scout Popcorn Events, the youth were involved in to make this adventure happen.

We welcome parents, grandparents and others in the community to become involved with our Group Committee or Scouting Sections, with your effort to enhance the program for our youth. Please speak with any of our leaders or "drop in" to a meeting to see how you may be able to contribute.

For more information about Scouts Canada please visit [www.scouts.ca](http://www.scouts.ca)

## **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 Bill Lord and Peter Jackson (co-chairs), André Auger, Marion Auger, Kathy Magee, Tammy te Winkel, Megan Ward*

The Committee has a three-part focus, as we confirmed in our one-day July retreat:

To help the congregation be open to the movement of the Spirit, by facilitating communal discernment and encouraging the adoption of discernment practices by the church's committees and groups.

To help individuals along the path of spiritual development, by offering recurring high-quality opportunities for spiritual growth and by supporting the adoption of spiritual disciplines and small communities.

To notice where the Spirit is moving and where the Spirit seems blocked in Harcourt, and to act or speak accordingly.

The Committee's activities included running the Vigil for Holy Week, sponsoring the Lenten drama and Advent vocal meditation groups, both led by Elizabeth Bone, leading a summertime Harcourt worship service, developing 'questions for reflection' used in Advent worship services, and conducting the Harcourt annual retreat at Loyola House. We published several articles in the Herald about spiritual life and progressive Christianity. We spent considerable energy developing a data-gathering proposal to address enhancement of Harcourt's work around the spiritual development of youth. Because this concern for youth involves a wider consideration, responsibility for it has been assumed by the ordained ministers and Council.

The committee met with Harcourt's Covenanted Spiritual Companions to review the state of their covenant relationship with Harcourt, and helped plan the annual covenant renewal. The Companions' activities have included spiritual direction of individuals, both through the 40-week Spiritual Exercises of Saint Ignatius In Daily Life and on a continuing basis, serving as guides during the week of Guided Prayer & Spiritual Exploration, leading prayer series at Wellington Park Terrace, helping to develop and run the Christmas Day worship service, collaborating with Loyola House in offering a seven-week retreat in daily life on the Trinity and the Cosmic Christ, as well as meeting monthly amongst themselves for meditation and business. A highlight for Companions was participating in the annual conference of Spiritual Directors International in April.

We appreciate the contributions of Mary Harding, Joyce Kelly and Maxine Lipinski who stepped down from the Committee during the year. We face 2018 aware of so much that could be done, and seeking to discern where Spirit calls us to focus our energies.

## **Women's Spirituality Group**

*Submitted by Ann Middleton*

This group of women ranges in size from six to about 12 and meets in the chapel or a member's home once a month for 10 months of the year.

For the first months of 2017 we discussed a wide range of subjects ranging from hope and friendship to medical assistance in dying. We enjoyed a potluck and art night and a visit to the cinema to see the film *Maudie*.

Since September we have been studying Joyce Rupp's book *Your Sorrow is My Sorrow*, meditations on the life of Mary.

## *WORSHIP COMMITTEE*

*Submitted by Sandy Middleton*

With the end of Miriam's 1-year contract, followed by her welcome acceptance of Harcourt's call to full time ministry, the termination of the contract for our Office and Technical Support worker, and Gay Slinger's stepping down from the chair, this was a transitional year for the committee. The committee, comprising 4 lay members, a liaison representative from MANNA, and the Worship Team as ex officio members, met nine times (every second Tuesday of the month) over the year.

There were several highlights during the past year. Easter was a joyous celebration. In July, and in the absence of our ministers, the worship leadership provided by the Spiritual Life Committee, the Congregational Worship Team, and two invited guests, touched many and showed the depth of lay leadership at Harcourt. Miriam's Covenanting service in November was rich in symbolism, as she committed to her ministry among us. Finally, Advent, with its focus on the wisdom of 4 Christmas movies, and the very full Christmas Eve services (4 in all), including the pageant, culminated a busy year.

Though stretched at times, the committee managed to cover its varied worship related responsibilities. Much of what happens in weekly worship and special services is simply accepted by many as expected and familiar routine. However, each service is unique and would not be possible without the quiet commitment of many. These include our Worship Team, that weekly plans and delivers our services; our office staff that select and prepare our weekly bulletins; our technical staff and booth operators who deliver the audio and visual components for each service; our Ushering coordinator and all our ushers; our Communion Coordinators, who prepare the elements as required; our Chancel Team who arrange weekly flowers and special seasonal decoration; our Prayer Shawl Group whose quiet ministry touches so many; and our Congregational Worship team that provides lay leadership as requested. The efforts of all are deeply appreciated.

Finally, we thank those who served on the Worship Committee during 2017. It has been our privilege to serve in this way.

## *MUSIC MINISTRY*

*Submitted by Alison MacNeill, Director of Music Ministry*

**The Choir** continues with its dedication to Harcourt worship and pastoral care. The Choir is an integral part of services of weekly worship. Music is very important to Harcourt, and the Choir is particularly involved with special services at Christmas, Good Friday, Easter and other special occasions. We were delighted to sing for Miriam's covenanting service.

We come together to share our love of music, and enjoy friendship, mutual support, laughter and tears. We have gathered to sing for many funeral and memorial services this year, including for two beloved members of our own choir. This has become a calling for us as we mourn the loss of friends.

The level of commitment from the people of the choir in all aspects of the church and in the wider community is heartwarming and formidable!

Our annual **Affirming service** was held in May, and we were joined again by the **Rainbow Chorus**.

The **Handbell Choir** rings at weekly rehearsals, playing on occasion in church, adding their festive sounds in particular to the Christmas season, as they did again for two Advent services. Goodie Night is another highlight of our year! This is a warm, supportive, and loving group.

The wee **Sanctuary Band**, which may variously include guitars, bass, flutes, drums, and other instruments, continue to offer their music gifts Sunday mornings. If you play an instrument (any kind!) and you would like join us on occasion – please do offer!

**Music in MANNA** is led by Shannon Kingsbury and others. MANNA joins the Sanctuary congregation at special services – Easter, baptisms, Blessing of the Animals – and it is always a joy for Alison and Shannon to work together.

**Park 'n Dance** is a music/movement therapy program offered for those with Parkinson's disease. It is effective and fun, and is co-sponsored by Harcourt this year. It is led by Sarah-Jane Burton and Alison provides live music. Some of our members attend this. Smiles all around.

**Christmas Eve at 4:00 p.m.** – the church was again filled to watch the Pageant play and sing the old carols. It was wonderful to see all the families and young children, in the play and in the congregation.

Later in the evening, at **10:00 p.m.**, the church filled again for a quiet, candlelit communion service, with the singing of many familiar and beloved carols.

And so has passed another busy year... blessings for the one to come.

## **Chancel Guild**

*Submitted by Ann Middleton, Chair*

The Chancel Guild is responsible for providing flowers in the church on Sundays throughout the year as well as changing the fabric banners on the cross in the sanctuary and chapel to reflect the church seasons.

It is the custom to give congregants the opportunity to provide flowers in memory of loved ones or to celebrate special events or people at Easter (hydrangeas), Thanksgiving (mums) and Christmas (azaleas and poinsettias). In addition, at Thanksgiving and Christmas the committee decorates the church. In October the theme is abundance as we give thanks for the many gifts, particularly of food, that we enjoy. At Christmas we put up wreaths, swags and trees (sanctuary, chapel and gathering area) with the able assistance of Darko. In 2017, because of the disruptions from construction of the accessible washrooms, we did not put up a tree in the gathering area. The flowers on these three special holidays are paid for by the donors who generally provide \$25 for a plant.

Throughout the rest of the year members of the committee provide flowers and occasionally a member of the congregation provides special flowers to mark an anniversary. During the summer, members of the congregation bring bouquets from their gardens or the market. The schedule is worked out over coffee after church at the end of June.

Committee members are: Marta Coutts, Norma Fear, Carol Jones, Ann Middleton (chair), Anne Piper (banners), Marty Ragetlie and Janet Webster.

## **CONGREGATIONAL LIFE UMBRELLA GROUP**

*Submitted by Lorraine Holding*

There are many 'everyday heroes' at Harcourt who help connect us with each other. We are grateful to those who have taken on specific tasks this year: Sunday coffee time; Potluck & Games nights; refreshments for Miriam's covenanting service and the November 'open door' film night; February pancake supper; hosts and facilitators for the June conversation groups; name tag coordination; other activities that 'pop up'. All of these contribute to our congregational life. A desire to focus on more intentional welcoming, hospitality and interconnections surfaced this year. How can we strengthen our sense of community within the congregation? Your commitment to help is needed!

## **Caroline Harcourt Women's Fellowship**

*Submitted by Jean Hume*

The Caroline Harcourt Friendship Circle is an organization open to all women of the church. The group is organized by a committee of volunteers. The contact person is Jean Hume.

The gatherings are composed of lunches, business, special programs, devotionals and plenty of treasured fellowship. The group meets on the second Monday of the month in the Friendship Room between 11:45 a.m. and 2:15 p.m. The women bring their lunches and tea and treats are served.

There are 49 active members on the phone list and an average attendance of 30.

Cards are sent to those who are ill or suffering a loss in their family.

This year, donations were made to our speakers, to Red Lake Reservation, Christmas Bags to Chalmers Community, Darko, and a special token of recognition was presented to our Youth Leaders. In other years, for example, donations have been given for emergency causes like Fort McMurray and to our youth involved in TCOW.

The programs included such speakers as Sarah Jane Burton for Park'n'Dance, Virginia Gilham for Friends of the Library, Dave Mowat and John Ogilvie and their connections to the 1898 Klondike Gold Rush, Veteran Ben Fear on Music of the War Years, Dr. Cindy Donaldson on Improving Relationships between Doctors and their Patients and Joan Charlebois with "Down East" music and tales of Cape Breton Christmas traditions.

Let it be emphasized that not just members, but ALL WOMEN and their friends who may find a program of interest, are welcome.

### **Men's Group**

*Submitted by Dave Mowat with Richard Gedy, Treasurer*

The Men's Group met 9 times during 2017 with an average attendance of 20. Each meeting had a leader and a coffee/tea coordinator who volunteer for that morning. We gather at around 7:30 a.m. for fellowship with coffee/tea followed later with a little ceremony of a hymn, invocation, welcome and then speaker beginning at 8:00. Speakers came from within the group, the congregation or from outside Harcourt and a wide range of topics were addressed. The atmosphere is relaxed and informal and there is plenty of opportunity for fellowship and discussion with old and new friends.

Everyone contributes \$3 each meeting for expenses and charity. During 2017 we donated \$300 to Chalmers Community Services Centre. All men in our church and community are welcome.

### *PASTORAL CARE COMMITTEE*

*Submitted by Esther Devolin, Chair*

The Pastoral Care Committee is a committee that quietly works away in the background in the life & work of Harcourt Church. We have a team of trained, dedicated visitors who regularly visit those who request to be visited. Because there are several United Church seniors who live in Arbour Trails and in Wellington Park, we organized a tea at each of those residences in April and May, respectively. Our two ministers, several of our Pastoral Care Visitors and most of the United Church residents attended the teas. It was very rewarding for all who attended to share in conversation and learn about the lives of others. Seniors have much to offer, even though they may not be able to be as active in the church as they have been in the past.

The Guelph United Ministries (GUM) Pastoral Care Committees work together to provide a number of educational support events. Several of us attended the Alzheimer's Event at Dublin St. United Church in September. Even though we have attended Robin Smart's previous events, we always come away with something different that resonates with each of us.

Thank you to Steve Pierce for continuing to co-ordinate host volunteers for the funerals held at Harcourt. Unfortunately, he has been busy this past year as we have lost several of our congregation. Many thanks to Joanne Lockie who has been sending out cards of condolences, get well cards and for celebrations. Joanne has stepped away from that role and we are looking for someone to take over those duties. Please contact any member of the committee if you are interested in this important function of our committee.

Members of the committee are Don Johns, Malcolm Coutts, Esther Devolin and our two ministers, Miriam Flynn and Jim Ball.

If you would like to be visited or join our committee, contact Esther at ekdevolin@sympatico.ca or 519.836.7675. Again, a big thank you to everyone who works diligently to make our Pastoral Care Program successful.

### **Prayer Shawl Ministry**

*Submitted by Joan Bowland*

The prayer shawl circle meets on Mondays between 1:30 and 3:00pm

We have seven members, and we encourage anyone wanting to join us to just come along, we are always happy to welcome new members. We have people who prefer to knit at home, and donate their shawls.

If you know of anyone who should get a shawl, please feel free to help yourself from the bin, or if you would like help contact Joan Bowland, and she will help you choose the shawl. We ask that you record the shawl in the book provided if you help yourself.

This year we made 135 very brightly coloured Prayer squares, requested by Rev Jim Ball for the choirs, including the Rainbow Chorus. We had very much appreciated help with that project from Anne Ball and Catherine Stevenson.

We also gave two Therapeutic “Twiddle Muffs” to clients with Dementia.

14 Adult shawls were delivered and 1 Baptismal shawl was given 2017.

### ***OPERATIONAL LIFE UMBRELLA GROUP***

*COMMUNICATIONS COMMITTEE*

*Submitted by Joan Barham, Chair*

Members of the Committee are Joan Barham (Chair), Carolyn Davidson, Gill Joseph, Nancy Ryan

Website Maintenance: Andy Kwaitowski, (Back up: Carolyn Davidson, Jock Rutherford, Larry Smith)

GUM Website: Heather Sullivan, Larry Smith

Bulletin Boards: Nancy Ryan, Marta Coutts, Lynn Crow, the Office (Kathy Magee, Anne Purkis)

Social Media: Marion Auger (Harcourt Facebook), Pam Girardi (MANNA Facebook), Gill Joseph (Twitter)

E-Harcourt Weekly: the Office (Anne Purkis)

Harcourt Herald: Gill Joseph

Harcourt Herald Calendar: the Office (Heather Sullivan, Anne Purkis)

Harcourt Photomaster: Marilyn Whiteley

Harcourt Walkers: 20 volunteers who deliver 1700 flyers twice a year in the Old University Neighbourhood area. Others take flyers to the area of Guelph that they live in.

Much of the time of the communication committee is taken with issues relating to the Harcourt Website. Keeping our site current is key and to enable this we rely on committees, groups and people who will check out what may need to be changed on their website page and let us know what they want advertised. Many thanks to those listed above who enable communication through websites, social media, the Harcourt Herald, our Bulletin Boards, photographs and flyers.

We have had discussion, and members have attended workshops, which speak to the need for having one staff person who can integrate communication material for bulletin boards, the websites, Facebook and Twitter. This conversation will continue as it is essential if Harcourt is to thrive and reach out to our congregation, the community and especially Millennials and young families. We need to use the communication tools that are used by such groups.

We have also discussed with people internally and externally how useful Live Feed (streaming) could be for Harcourt and community groups, if we had the tools to enable this. Research is ongoing and there will be a report to Council who will make a decision in 2018 as to whether we proceed or not. This could, for example, be a connector for loved ones who live elsewhere in Canada and the world who cannot be present at a funeral or wedding service at Harcourt but who could “be here” through the use of Live Feed, or through viewing a pod cast. There are now many organisations, including churches, who connect with people this way, including those who have mobility problems.

Communication participated in the development of the Guelph United Ministries new website. We were delighted to celebrate its completion.

We evaluated the work that Communication has been doing. We are pleased with our progress to date and there is much to do!

Progress has been made in identifying needs for policies for the website, guidelines for using internal and external communication tools, and other areas of communication. The development of these will continue.

The Herald is a major communication tool and we are aware of the days, each month of publication, that Gill Joseph takes to enable your thoughts, poetry, reports, ideas, .....to be produced and shared through the Herald, whether she is in Guelph, Florida or elsewhere! Thank you Gill! We thank you for sending your articles etc. to the Herald. Without your input, the Herald would not “be”

We have moved our congregational photographic collection from Drop Box to Flickr this year. Thanks to all who send in photos.

We have begun the process of reviewing the digital and hardcopy materials that Harcourt needs to enable people to better understand what is happening at Harcourt.

#### *ELECTRONIC INFRASTRUCTURE TEAM (TECH TEAM)*

*Submitted by Mark Sears, Chair*

We have had another year of activity and progress with the help of our small but dedicated team of electronic ‘techies’ that include Jerry Daminato, Petr Vales, and a new member Jock Rutherford. With our Office liaisons and with support from Larry Smith, we act as a sub-committee of the Communications Committee to deal with all the electronic audio/visual elements needed for worship activities and other needs of groups or individuals during the church year.

#### **AV Booth**

A break-in occurred earlier this year in which some equipment from the AV booth was taken. We have recovered some of the cost of replacement from our property insurance. We have installed a new lockable cabinet for the equipment that is used to operate our visual display for worship. We have also added to our number of hearing assist units as requests have increased for this equipment.

#### **Office Equipment**

We purchased a new computer and monitor for treasurers and for the Administrator that will be a needed upgrade and more versatile for use by the office staff.

#### **Live-Feed Video**

The tech committee along with the Communications Committee continue to investigate the potential use of live stream video of the worship services and/or capturing the service for transmission to some of our members who cannot easily attend the services but could receive the service live or as a later presentation via the website or other process. This is a much more involved process than we have experienced previously and will involve considerable discussion and feedback from staff and several committees. The Communications Committee is investigating applying for grant money from several sources to provide start-up funding for this endeavor.

## *PROPERTY COMMITTEE*

*Submitted by Dave Hume, Chair*

The property committee oversees the maintenance and rentals of church facilities. Some of the maintenance projects carried out in 2017 included:

- the installation of projector screens in both the gym and the Friendship Room.
- installation of coat racks in the Greeting Place
- installation of new lighting in the choir room and repair of other lights
- We trimmed hedges and a garden cleanup occurred twice, with leaves mulched in the fall.
- Over the Christmas holidays, the parents of the Royal City Pre-School repainted the alcove in their large classroom.

During the year, considerable time and effort was spent on getting Rental Policies defined. A summer student, Isabella Gregov did an excellent review of the church's space usage by outside groups. Approximately 50 different organizations and individuals used our space, some of them sponsored by the church and others paying rent, with total revenue from rent and donations of \$45,000. This represents a significant support for Harcourt's operating budget. Music again formed the major sector, with many groups choosing our sanctuary for their concerts, including the Kitchener Waterloo Symphony and the University of Guelph choirs. Sponsored groups accounted for waived rent revenue of \$21,000. This represents an important part of the church's outreach to our community. Sponsored groups include the Rainbow Chorus and Park 'n Dance. Special thanks are due to the Royal City Pre-school, our longest and most significant individual client, for their flexibility throughout our washroom renovations, our custodian for keeping our facilities in pristine condition especially following weekend concerts, and our administrator for keeping track of all the users and logistics. Thanks go to Sarah Lowe and Anne Purkis for streamlining the principles and procedures for rentals.

Ben Fear was the faithful secretary and reporter for the Herald. Sarah and Ben were the main organizers for the summer "Weed and Whine" work party to keep the gardens in order. Frank and Janet Webster made the spring Garage Sale work and were major contributors to the "All Things Christmas" sale.

Michael Hofer engineered the mountings for the new screen in the Friendship Room and Mark Sears did the same for the screen mounting in the gym. Gary Parsons was the main liaison with the Community Garden Group and Gary, Cisca and Carol pitched in with gardening, kitchen overview and help when Darko was on holidays. Steve Dyck monitored the performance of the solar panels as they generated electricity and dollars. Finally, we offer thanks to Darko Cikovic for maintaining a sparkling clean church, searching out the best deals in town for repairs and keeping things running well.

## **Solar Energy Report**

*Submitted by Kent Hoeg, Chair, Finance*

Harcourt generated about 12,000 kWhrs of solar power in 2017, a slight 7.7% drop from 2016, but still our 3rd highest generation since Harcourt went green in 2011. So far, our \$86,000 investment has generated us \$66,000 in income. We are on track to recouping our costs within 10 years of installation which was our hope. This still leaves an additional 10 years to produce income via our 20 year microFIT contract. The sun is good!

## **Guelph Community Orchard Project (GCOP)**

*Submitted by Jill Gill*

This fall marked the fifth year since the orchard was planted on the Harcourt property. It was predicted that the Hazelnut bushes would start to produce nuts in approximately five years and true to form we harvested our first nuts in September 2017. The crop of Stanley plums was prolific this year and we savoured crops of asparagus and blackberries. Growing conditions for strawberries and Asian pears were not favourable – maybe next year!

We had two very enthusiastic groups of volunteers visit the Harcourt orchard site this year to help with maintenance. In June, a group of six Bank of Montreal employees, were recruited through the United Way's

“Days of Caring” program and in September, nine students from the University of Guelph’s “Project Serve” volunteer initiative joined us. They enthusiastically helped with weeding, staking plants, and spreading mulch. Most of them were treated to some fruit from the orchard and were inspired by Harcourt’s obvious commitment to caring for the environment.

The orchard continues to be maintained by volunteers, with the harvest available for anyone in the Guelph community to enjoy.

## ***OUTREACH UMBRELLA GROUP***

### *JUSTICE AND OUTREACH COMMITTEE*

*Submitted by Arlene Davies-Fuhr and Edna Miller*

The key activity for Justice and Outreach this year was October's Kairos Blanket Exercise. Those who attended found it very moving and informative but it was an experience that left us aware of how much more we need to learn. So it was encouraging that recently MANNA had a Sunday which focused on Indigenous experiences; that people in the congregation wrote postcards to the Federal Government to encourage politicians to endorse UNDRIP (the United Nations’ Declaration on the Rights of Indigenous Peoples); that several from Harcourt went to *Walking with our Sisters* which displayed 2,000 tops of moccasins to honour the missing, murdered but not forgotten Indigenous women; and that Mindstretch is currently exploring essays in *Quest for Respect*, a book on Indigenous Spirituality.

In November, eight people attended a meeting for anyone interested in standing with our Indigenous neighbours and becoming more informed about local poverty. We realized the need for ongoing continuing education. We are having a meeting at the end of January so folks can hear about Guelph Wellington Circles Program that establishes relationships across economic boundaries.

December's Advent appeal encouraged a monetary response to some abysmal conditions facing the children of Attawapiskat. The \$1,245 donation from Harcourt will be used to buy equipment, sports shirts and shoes for the Reserve's ill- equipped basketball programme.

J & O is hoping that we can establish a Petitions’ table that would be available during coffee hour on Sunday mornings. Since the United Church is concerned about issues of Justice, Environment, Indigenous Peoples et al, requests to circulate and sign petitions are regularly received. Partners such as Kairos also send out petitions. If we are to respond to these various requests, we need someone willing to co-ordinate the project.

In 2017, we purchased a few fresh food baskets for refugee families but that project is now winding down as fewer families are coming to Guelph. We continue to participate in joint J & O conversations with other GUM churches. We find this biannual get together very informative and helpful as are the monthly Kairos meetings which Edna and Arlene attend.

Support for the LGBTQ community is a vital and ongoing area and Chalmers continues to be our major outreach project. Chalmers is well supported with donations of food, clothing and funds although contributions to the Harcourt supported dinners consistently fall a little short and have to be supplemented. Similarly, it is difficult to find volunteers for the U of G's Chaplaincy suppers therefore only one dinner was provided by Harcourt this year.

We look forward to a few new initiatives that are emerging and we will keep you informed through articles in the Harcourt Herald.

## **Communal Garden**

*Submitted by Jill Gill*

The Harcourt Communal Garden has been in production for the past seven years, since 2011. All of the harvest is donated to the food pantry at Chalmers Community Services Centre (CCSC) at 41 Macdonell Street for distribution to some of Guelph’s most food-insecure folks. This augments the non-perishable foods that the congregation also donates.

This season we harvested 478.5 lbs of fresh, local, organically-grown vegetables, herbs and fruit, making the seven year total a whopping 4,280 lbs. Our best producing crops this year were tomatoes, cucumbers, beans and lettuce. The garden is fully maintained by our hardworking volunteers who water, weed and tend the crops as part of their generous donation to this outreach activity. Without volunteers, none of this would be possible. We are particularly thankful to Lisa Mactaggart who has faithfully planned our plantings and crop rotation and raised seedlings each year.

If you were unable to participate in the communal garden in 2017, but would like the opportunity in 2018, please check out the Harcourt Herald in forthcoming months for information.

### **Harcourt Quilting Group**

*Submitted by Jill Gill*

The Harcourt Quilting Group meets monthly on the 4<sup>th</sup> Monday (9:30 a.m.-1 p.m.) from September until June. We create machine-sewn quilts for donation to those in need.

This fall we have been stalled in production due to the construction interruptions, but will be back at work beginning in the new year.

All of our quilts are constructed from donated materials and we welcome donations of 100% cotton quilting fabrics. We encourage new participants who have some quilting experience to join the group at any time.

### **Light Shine Singers**

*Submitted Anne Piper*

The Lightshine Singers are a community choir of 15-20 women who practice Wednesday mornings 9:30-11:00 am at Harcourt. This year we sang at seven retirement / nursing homes in Guelph, the Retired Teacher's group in Fergus and at the Puslinch Community Centre. Our Director Nancy Whilhelm retired in October and our pianist Leone Sutor retired in December. Leone has been our pianist since our beginning in 1982. We have a new conductor, Deva Neely, and a new pianist, Enid Petheram and hope to continue sharing our love of singing in the Guelph Community.

Thank you to Harcourt for your support and to Darko for his help. A donation was made to Harcourt for piano maintenance.

### **Park'n Dance**

*Submitted by SJ Burton*

Park'n Dance is a program dedicated to promoting the health and well-being of people with Parkinson's. It provides weekly dance classes on Thursdays, 1:30 p.m. to 2:30 p.m. to live music, conducted by qualified instructors. The classes help promote coordination, balance and memory, as well as enhance self-esteem and confidence. All levels of ability are accommodated, and caregivers are welcome to attend. An essential part of the program is the social time following each class during which light refreshments accompany friendly chatter.

A community is built through dance and acceptance. The classes and social time are fun and filled with laughter, as friendships are made and confidence is boosted. The most constant positive feedback received is that when in class and during social time, the discussion is not about Parkinson's. The class is crafted to help with challenges, but the focus for participants is enjoyment. As one participant stated, "Thank you for making us feel good about ourselves again."

Park'n Dance received a grant from The Elevator Project to develop a Home Practice video, which is in progress.

The total number of participants with Parkinson's varies from 12 to 15 per session; and their caregivers per session average 7. Three facilitators, 2 qualified apprentices, 2 U of G practicum students, and 17 volunteers make the program run smoothly. Interest from different community members who directly support people with

Parkinson's visit our class because they have heard success stories from their patients about the benefits of the Park'n Dance classes.

The success of this program has been directly dependent on the sponsorship of Harcourt Memorial United Church.

## **STEWARDSHIP UMBRELLA GROUP**

### *STEWARDSHIP COMMITTEE*

*Submitted by Kent Hoeg, Umbrella Councillor for Stewardship*

<<If this report looks suspiciously similar to last year, it's because it is! We need a Chair of Stewardship to move us forward.>>

What is Stewardship? The United Church of Canada describes it as the faithful and effective use of all the gifts entrusted to us by God. It is a way of life, an attitude. Stewardship is our partnership with God as we thankfully share life's abundant blessings. Stewardship allows us to acknowledge our blessings and live out our ministry - to nurture our faith in Christ and serve the world God loves.

Harcourt is fortunate to have the gifts of so many, whether it be time, talent or dollars. We are all Stewards!

However, there is no active Stewardship Committee. We have no chair to lead us.

Won't you please consider contributing your talents and taking on the Chair role? The United Church of Canada provides many resources (just look up <http://www.stewardshiptoolkit.ca/> for a wealth of ideas). Help Harcourt plant the seeds of faith!

## **Fundscrip**

*Submitted by Frank Webster, Co-ordinator*

There still seems to be some confusion as to what fundscrip is. Fundscrip is the company from which we purchase grocery cards. The cards are for PC stores (Zehrs and No frills), Metro and Food Basics. Cards are available in various denominations. Harcourt receives 3% of total sales which amounted to \$900 in 2017. Cards are available in the greeting area from Roz Stevenson, Edna Miller, Julie Henshaw, Jack Buykes, Ben Fear or myself.

## **Harcourt Garage Sale**

*Submitted by Janet Webster*

This annual sale took place on April 9, 2017. The main organisers are Frank and Janet Webster who are assisted by about 20-30 others to set up the gym, collect donations and sell to the public as well as clean-up the space.

The parents of the Royal City Preschool held a sale in the Friendship Room on the same day to raise funds for their programs.

There are no meetings, publicity and requests for workers is covered with announcements in Harcourt publications and Sign-Up Genius with personal contact a major method!

Stresses arise from lack of storage space to hold donations until the sale and this means some things cannot be accepted from Harcourt members who are moving. As well, quite some effort goes into pick-up of items the day before the sale. It is also hard to predict how many volunteers will be available to set up, sell and clean-up although many helpers show up on the actual day of the sale.

It is a long and tiring 2 days, but the highlights include appreciative down-sizers, happy shoppers, grateful workers at Chalmers and the Food Bank who choose useful items from our unsold goods as well as the other Thrift stores who receive usable items. A major highlight is the fact that \$2929.95 was deposited to Harcourt.

## **All Things Christmas Sale**

*Submitted by Janet Webster*

It is difficult to report on this event in the requested annual report format. There are no regular meetings and membership is fluid! Many discussions and decisions take place electronically or informally at other Harcourt events. We have identified several key factors which are crucial to its success.

➤ A group of committed people who make up the organizing group: Jill Gill, Carol Jones, Jean Julian, Heather Hoeg, Jean Hume, Lisa McTaggart, Ann Middleton, Mark and Marilyn Sears, Cisca VanderKamp, Heather Sullivan, Anne Purkis, Frank Webster.

Each of the above recruits a team to bring decisions to reality.

➤ A member of the neighbourhood, Dorothea Stephan, who donates time and expertise to create arrangements. Talented, creative members of Harcourt such as Elizabeth Bone, Joan Barham, Nancy Ryan, Carol Jones and others who make arrangements

➤ Generous property owners, Judi and Bill Morris who allow us to harvest greenery and trees; Lyn and Bill Crow who donated a white pine tree, Anne Purkis and John Trubic who culled pine and birch from their cottage property, and others who delayed pruning to add to the supply.

➤ The use of the gym and Friendship room for two days resulted in a more relaxed pace and readiness for the actual sale.

➤ The poster included on flyers distributed to the neighbourhood.

➤ A coordinator who spent time and thought in pulling it all together.

Planning begins in early summer with most activity taking place in November. Various teams fill pots with soil, travel to a wholesaler for extra supplies, create reindeer, gather treasures and jewellery, cut greens etc., organize baking, make signs, advertise and deal with myriad other details.

A change this year was to move baking, treasures and jewellery to the Friendship and forego a lunch room with coffee and muffins instead. This was very successful and fortuitous as there was no water available in the kitchen until Friday afternoon! Funds raised in this room alone totalled approximately \$2000 with baking sales reaching \$1200.

There were 23 large outdoor arrangements, with 25 indoor displays, 8 reindeer and multiple bunches of greenery, teasels, cones, milk weed pods for do-it yourself decorating, available in the gym when doors opened Saturday morning. By that afternoon we had raised \$5465.80 after paying our bills. In the next 10 days, with the payment of IOUs, and follow-up sales the final deposit to Harcourt reached \$6309.15.

Highlights include fellowship and camaraderie as well as the satisfaction of a fun, financially successful event.

Additional people joining one of the smaller teams for a short term commitment would be very welcome and it would alleviate some of the burden on organizers (and their spouses!) who end up working on many of the tasks.

## *FINANCE COMMITTEE*

*Submitted by Kent Hoeg, Chair*

Writing annual reports is certainly not a strength of mine. If I had the talent I would make it powerful, without alarming. Humorous, but conveying the sense of seriousness deserved. Visionary with an eye to the future, without forgetting our past. Alas, this report will probably be what it has always been since 2011 when I wrote my first report. Sincere with a lot of appreciation.

A committee is only as strong as its members. Harcourt is so, so fortunate to have members who put in the dedication that they do. Leo Medeiros faithfully takes our meeting minutes and contributes great insights based on his financial background. Marilyn Parr and John Fessenden have been incredible as they have assumed the co-treasurer role. Bills would not be paid, and our financial situation would not be known without their time

and commitment. Payroll would not be met without the attention from Malcolm Coutts, our Payroll Administrator. We are also fortunate for the wisdom and input from our Trustee Representative Lynn Crow. These committee members are only part of the story. We are backed by Marilyn Sears who helps get us Sunday morning counters each and every week. Counters! How thankful we are for your talent. And thank you to Heather Hoeg, our Envelope Secretary, who makes sure all donations are recorded and receipted (and so much more!).

A special thanks to Malcolm Coutts who has stepped down as our Payroll Administrator. Your efforts are vital to Harcourt and you have been magnificent at it. With that, comes a warm welcome to John Phelps who has agreed to take on this role. Harcourt is so fortunate for all these great and wonderful contributors.

I urge you all to read the financial reports contained in this Annual Report and don't be shy to ask questions on what you see.

2018 will be a pivotal point for Harcourt. As 20/20 progresses, we, as a congregation will decide what direction Harcourt will move in. We will also be asked to provide the resources to get us there. Our current givings and resources keep us at 'a slow death', if you believe in revitalization and/or radical change we need you. We need your talent, time and, yes, money. There are exciting times ahead!

#### *BOARD OF TRUSTEES*

*Submitted by Roy Pullman, Chair of Trustees*

In 2017, Trustees held two formal meetings – in February and October. We currently have a full compliment of seven members who each serve for seven years. A new Trustee structure is being implemented starting in 2018 which will see the Trustee in their sixth year serve as chair with the Trustee in their seventh year serving as past chair.

Murray Woods, the incoming chair, continues to serve as Treasurer of Trustees providing solid management of the Harcourt Investment Portfolio with able assistance from Kent Hoeg, Finance Committee Chair, and investment guidance from Harcourt members, Dale Lockie and Bruce Stone. Legacy Funds of \$337,000 are currently invested to support our four Pillars – Property, Outreach, Music & Arts, and Spiritual Life & Education.

Carol Jones is our representative on the Property Committee and during 2017, Lynn Crow has taken over responsibility as Trustee representative on the Finance Committee. As outgoing chair, my responsibility for the Insurance portfolio is being transitioned to John Phelps. Our insurance coverage continues with Ecclesiastical Insurance with Colley Insurance as our broker. Pierce Colley replaces Thomas Newby as our broker representative. Marilyn Murray and Jim McQueen round out our current Trustees. We are very pleased to welcome Judy Cimino as our newest Trustee. She is a pharmacist and a mother of two university students. She has been actively involved in Harcourt activities and will bring additional skills and insights to our Board.

Looking forward to next year, Harcourt Trustees will continue involvement in a newly formed GUM Trustees initiative which is looking at ways to ensure that Trustees are able to protect legacy funds into the future through a process that will encourage dialogue and sharing of ideas and expertise among GUM members. Murray Woods has also identified an opportunity for Trustees to spearhead a Harcourt initiative to increase legacy giving.

*FINANCIAL REPORT – BOARD OF TRUSTEES AS AT DECEMBER 31, 2017*  
*Submitted by Murray Woods, Treasurer of Trustees*

<b>INVESTMENT</b>	<b>DEC. 31, 2017</b>	<b>DEC. 31, 2016</b>
<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Fiera Capital Growth Fund</b>	<b>100,423.82</b>	<b>176,246.08</b>
<b>Fiera Capital U.S. Equity Funds</b>	<b>158,544.23</b>	<b>134,015.73</b>
<b>TOTAL</b>	<b>258,968.05</b>	<b>310,261.81</b>
<b>CIBC – Chequing</b>	<b>71,077.39</b>	<b>39.19</b>
<b>CIBC – Savings</b>	<b>7,317.51</b>	<b>7278.22</b>
<b>CIBC Flexible GIC</b>	<b>0.00</b>	<b>110,000.00</b>
<b>TOTAL</b>	<b>78,394.90</b>	<b>117,278.22</b>
<b>GRAND TOTAL</b>	<b>337,362.95</b>	<b>427,540.03</b>

1. No new funds were added to the Trustee Holdings in the 12 months to December, 31, 2017
2. Flexible GIC \$110,000.00 was spent on washroom renovations.
3. The Fiera Capital Funds gained \$38,706.00 or 12.5% in 2017.
4. \$90,000.00 was removed from Fiera Growth Funds for new washroom costs.
5. Pillars

Property	\$ 111,989.77
Outreach	\$ 166,307.73
Music & Art	\$ 39,091.76
<u>Spiritual Life &amp; Education</u>	<u>\$ 19,973.69</u>
<b>TOTAL:</b>	<b>\$ 337,362.95</b>

## OTHER CHURCH TEAMS & COMMITTEES

### *MEMORIALS COMMITTEE*

*Submitted by Anne Piper, Secretary*

During 2017, eight individuals were remembered by family and friends with donations to Harcourt. A total of \$3250 was donated over the past year. These donations were directed to: Memorials Fund, \$2950, and Music Fund, \$300.

The Memorial Book will be updated early in 2018 with the names of those remembered and their donors.

The Memorial Books, and donation cards, are always available on the Memorials stand in the Greeting area.

### *MINISTRY & PERSONNEL COMMITTEE*

*Submitted by Noma Vales, Chair*

Ministry and Personnel Committee (M&P), oversees the affairs of Harcourt's paid personnel and ministerial staff; coordinating annual ministerial and staff reviews, supporting and responding to concerns that arise throughout the year, that impact ministerial and staff members' work. At the beginning of each year, submit M&P budget to the Finance Committee.

M&P was again part of the Search committee, to fill a permanent ministerial position. Rev. Miriam Flynn held this position on a temporary basis until June 30, 2017 and she was the successful candidate for this permanent position.

In February 2017, the congregation approved a creation of a new position (two year pilot) of Community Support Facilitator as recommended by M&P. After the approval, M&P held two information sessions to seek input of congregational needs from the members and build on the information received from the ten Harcourt 20/20 sessions held in various homes in June 2016. The information gathered formed the basis of the job duties and responsibilities of the position.

M&P prepared the job description and terms of employment for the council's approval in September 2017. The council did not approve the position as presented and instead elected to seek assistance in reviewing the needs of the congregation again.

M&P submitted an application for the Canada Summer Job Program and was successful in receiving funding for two students; each for seven weeks. One student assisted the Office Administrator with regular administrative duties and the second worked on Communication and Marketing assignments. Another application for the grant is being prepared for summer 2018.

A position of Office Technical was renamed to Office & Technical Support to Worship, following the recommendation of Worship committee. In October, Devin Hogg was hired on a contract basis until a full review of Harcourt's communication and technical needs are fully reviewed. The current contract ends on February 15, 2018.

M &P would like to thank Bruce Holden for his contributions for the past 4 years to the work of the committee. Bruce has resigned from the committee and M&P will be looking for a replacement in 2018.

## *WASHROOM BUILDING COMMITTEE*

*Submitted by Dave Hume, Chair*

The Committee consists of Jean Julian, Joan Barham, Lynda Jessop-Lew, Kent Hoeg, Mark Sears, Michael Hofer, Murray Woods (Treasurer) and Dave Hume (Chair).

By the beginning of 2017, it had been decided that a new, separate building to house the washrooms was too expensive and the architect, Unto Kihlanki, brought forward a proposal to use the existing cloakroom as the location for the washrooms. The committee went over his proposals in detail and also specified precisely the fixtures, light fixtures, tile, mirrors, paint, doors, etc. When that was done Mr. Kihlanki got a Guelph Building Permit and prepared a call for tenders, which was sent to four area contractors. The tender that was selected on May 30 was from Even Construction of Guelph.

Construction started in June. It was immediately apparent that there were asbestos problems in the boiler room, in the lower level floor tiles and possibly in the roof of the cloakroom. After the asbestos risks were rectified and a construction barrier was erected, the real construction began. The plan included routing the sanitary sewer effluent through the boiler room and into the sanitary sewer that runs from the Church to Dean Avenue on the west side of the sanctuary. As the plumbing was progressing, it became apparent that the cast iron sanitary sewer under the Greeting Place was broken and it was decided to run the effluent to hook into the PVC sanitary sewer line from the newer washrooms to the west of Darko's utility room on the lower floor. The next problem was that that PVC sewer was shallower than the original line and did not provide enough fall to take the sewage from the new washrooms. That problem was overcome by lowering the PVC pipe under the alcove at the back of the Royal City Pre-School Room. Those changes also meant excavation outside the foundation wall, to the west of the Greeting Place, to hook up the deeper sewer to the one going to Dean Avenue. When that was being done, it was discovered that the mastic tile in the Pre-School room also had asbestos in its backing and that floor was replaced too. So now (December 31) all the plumbing is done except for the PVC sanitary sewer line across the ceiling of the boiler room. The washrooms in the former cloakroom are almost finished, with the walls, electricity and water installed, the floor and wall tiles done and the doors about to be placed in the doorways. Curtis Donnahee, the President of Even Construction, has given February. 7, 2018, as the projected completion date.

All of the problems that have arisen have resulted in change orders, delays and increases in costs but the problems encountered needed to be fixed. When the project was approved by the Congregation in June, the estimated cost was \$175,000. Contributions and interest income have total \$160,000. Expenses to the end of 2017 have been \$195,373. The extra costs have been paid out of the Church's Property Pillar. Based on the Change Orders still to come, I estimate the total cost will be about \$250,000 after our 50% rebate on HST is returned. Plans are being developed for an appeal to rebuild the funds in the Property Pillar.

Special thanks are extended to the Executive and teachers of the Royal City Pre-School, who have been so adaptable and co-operative during the disruptions to their space and also to Darko Cikovic and Anne Purkis for extra requirements during the construction.

## *OFFERING COUNTERS TEAM*

*Submitted by Marilyn Sears, Co-ordinator*

We are a group of about 20 people who record, balance, tally and deposit the monetary offerings that are collected from the weekly Sunday morning services at Harcourt Church. We do the counting in teams of two. The results are passed on to the treasurers and envelope secretary for their records. This is usually done immediately after the final service and can take from 30 minutes to an hour.

As organizer of the group, I email the counters with upcoming dates that need counters to be scheduled. We usually have counters scheduled for about three months ahead. Some counters prefer to count every Sunday for a month and others prefer to count more sporadically according to their availability.

We are always open to accepting new members who would be interested in contributing to this effort.

## CHURCH STATISTICS

### *WEDDINGS: 5*

Ryan Sullivan and Elnaz Latifi	May 6
Andrew Cowperthwaite and Mary Rebecca Rienzo	May 20
Timothy Forestell and Jordan Collins	August 26
Bruce Clayton and Glynis Evans	September 23
Blake Stairs and Tegan Crystal	October 7

### *BAPTISMS: 1*

Jemma Loretto Beucler

### *FUNERALS/MEMORIAL SERVICES: 15*

Ken Carey	Gordon Kaufman
Marjorie Chalmers	Bruce Macpherson
Maxine Crispin	Murray Mathieson
Hugh Hardy	Stephen Phair
Barry Hubble	Shirley Ryder
Diana James	Gladys Sheard
Dean Johnston	Charles Whittaker
Carl Jordan	

### *PEOPLE JOINING HARCOURT BY TRANSFER OF MEMBERSHIP: 6*

Barbara Beattie	Bruce McLeod
Bob Foscett	Laurie Scott
Joyce Kelly	Larry Smith

### *PEOPLE JOINING HARCOURT BY PROFESSION OF FAITH: 2*

John Fessenden  
 Valerie Fessenden

### *REMOVED FROM ROLL BY TRANSFER TO OTHER CONGREGATIONS: 1*

Tim Brown

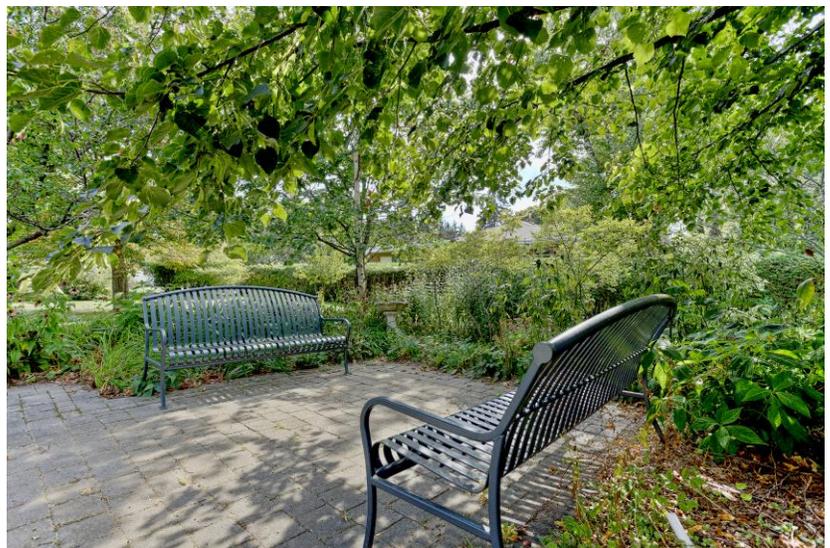
### *REMOVED FROM ROLL BY DEATH: 12*

Ken Carey	Gordon Kaufman
Maxine Crispin	Bruce Macpherson
Barry Hubble	Murray Mathieson
Diana James	Shirley Ryder
Dean Johnston	Gladys Sheard
Fred Jones	Charles Whittaker

**Total Membership December 31, 2016**

**543** (528 + 15 non- resident)

Members received by Profession of Faith	2
Members received by Reaffirmation of Faith	0
Members received by Transfer of Membership	6
Members removed by Death	12
Members removed by Transfer	1
Members removed by Action of Church Council	0
<b>Total Membership December 31, 2017</b>	<b>538 (522+ 15 non- resident)</b>



# COUNCIL, STANDING COMMITTEES, TEAMS, STAFF 2017 - 2018

## COUNCIL

<b>Chair</b>	Lorraine Holding
<b>Vice- Chair</b>	<b>VACANT</b>
<b>Secretary</b>	Carolyn Davidson
<b>Presbytery</b>	Lindsay Lennox (Council Liaison)
<b>Ministry &amp; Personnel</b>	Sandra Welch
<b>Vision Implementation</b>	Tammy teWinkel

## *UMBRELLA COUNCILLORS*

<b>Christian Life</b>	Stan Bunston
<b>Congregational Life</b>	<b>VACANT</b>
<b>Operational Life</b>	Mark Sears
<b>Outreach</b>	Earlla Vickers, to July 2017
<b>Stewardship</b>	Kent Hoeg

## *TEAM MINISTERS*

Rev. Jim Ball  
Rev. Miriam Flynn

## STANDING COMMITTEES & SUB-TEAMS OF COUNCIL

### *CHRISTIAN LIFE*

Councillor: Stan Bunston

### **CLUSTER COMMITTEES:**

#### **CHRISTIAN FORMATION**

##### *MANNA*

**Team Leader: Merrill Pierce**

Anne Ball

Pamela Girardi

Lynn Hancock

Laura Hofer (Stoss)

Melissa Kwiatkowski

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

Music Resource – Shannon Kingsbury

##### *Youth Ministry Team*

**Team Leader: Lisette Vanderkamp**

Suzanne Webster

*Library Committee*

**Chair: Vacant**

Mary-Lou Funston  
Dorothy McCrady  
Barbara Shaw  
Janet Webster

*Adult Faith Formation Team*

Andre Auger  
Bill Lord  
Rev. Jim Ball, Team Minister  
Rev. Miriam Flynn, Team Minister

**SPIRITUAL LIFE**

**Co-Chairs: Peter Jackson & Bill Lord**

Andre Auger  
Marion Auger  
Kathy Magee  
Tammy teWinkel  
Megan Ward  
Mary Harding, to March 2017  
Joyce Kelly, to April 2017  
Maxine Lipinski, to April 2017

*Covenanted Spiritual Companions*

Andre Auger  
Marion Auger  
Stan Bunston  
Peter Jackson  
Maxine Lipinski  
Kathy Magee

**WORSHIP**

**Chair: Sandy Middleton**

Joan Charlebois  
Karyn Davies  
Lawrie Jones, to December 2017  
Gay Slinger  
Merrill Pierce / Lynn Hancock - MANNA Reps  
Rev. Jim Ball, Team Minister  
Rev. Miriam Flynn, Team Minister  
Alison MacNeill, Director of Music

*Chancel Team*

Ann Middleton, team contact  
Marta Coutts  
Norma Fear  
Carol Jones  
Anne Piper  
Marty Ragetlie  
Janet Webster

*Communion Team*

Barb Forestell  
Jane Peaire  
Rodger Peaire  
Sandra Phair

*Usher Coordinator*

Jean Hartmans

*CONGREGATIONAL LIFE*

Councillor: **VACANT**

**CLUSTER COMMITTEES:**

**FELLOWSHIP**

**Chair: VACANT**

Committee is inactive

*Nametag Co-ordinator: Marilyn Reilly*

*10:30am Coffee time Co-ordinator:*

*Potluck & Games Night Co-ordinators: Heather Sullivan*

**PASTORAL CARE**

**Chair: Esther Devolin**

Malcolm Coutts

Don Johns

Rev. Jim Ball, Team Minister

*Rev. Miriam Flynn, Team Minister*

*Note cards to Congregation: Joanne Lockie, to December 2017*

*OPERATIONAL LIFE*

Councillor: **Mark Sears**

**CLUSTER COMMITTEES:**

**ACCESSIBILITY**

**Chair: Joan Barham**

Jean Hartmans

Jane McNamee

**COMMUNICATIONS**

**Chair: Joan Barham**

Gillian Joseph

Nancy Ryan

Carolyn Davidson

*The Herald Newsletter*

**Gillian Joseph – Editor**

Anne Purkis – printing, mailing

Heather Sullivan - calendar

*Electronic Infrastructure Team (Tech Team)*

**Chair: Mark Sears**

Jerry Daminato

Petr Vales

Jock Rutherford

Anne Purkis, Staff Liaison

Nick Swan, Staff Liaison (to June 30, 2017)

Devin Hogg, Staff Liaison (October 2017 to January 2018)

## **PROPERTY**

**Chair: Dave Hume**

Ben Fear  
Michael Hofer  
Sarah Lowe  
Gary Parsons  
Cisca Vanderkamp  
Frank Webster  
Carol Jones, Trustee Rep

### *Gardening:*

Ben Fear  
Norma Fear  
Sarah Lowe  
Helen Mowat  
Mark Sears

## **OUTREACH**

Councillor: **Earlla Vickers** (to July 2017)

### **CLUSTER COMMITTEES:**

#### **JUSTICE AND OUTREACH**

**Co-Chairs: Arlene Davies-Fuhr & Edna Miller**

Julie Glass-Ashley (LGBTQA)  
Rev. Miriam Flynn, Team Minister

## **STEWARDSHIP**

Councillor: **Kent Hoeg**

### **STEWARDSHIP**

**Chair: VACANT**

Julie Henshaw  
Ian Miller  
Re. Miriam Flynn, Team Minister.  
Trustee Rep. TBA  
Finance Rep. TBA

## **FINANCE**

**Chair: Kent Hoeg**

Heather Hoeg, Envelope Secretary  
Brian Magee, Treasurer (to February 2017)  
John Fessenden / Marilyn Parr – Co-treasurers (from March 1, 2017)  
Malcolm Coutts, Payroll Administrator  
Leo Medieros  
Marilynn Crow, Trustee rep

## **M&S Advocacy**

Vacant

## OTHER COMMITTEES & TEAMS

*Not associated with Council Umbrella Councillors*

### **MEMORIALS TEAM**

**Chair: Dave Hume**

Anne Piper, Secretary

Karyn Davies, Worship Committee Rep

Vacancy, Property Rep.

### **MINISTRY & PERSONNEL**

**Chair: Noma Vales**

Bruce Holden to January

Patrick Martin

Marilyn Sears

Sandra Welch, Council Rep

### **VISION IMPLEMENTATION**

**Chair: Tammy teWinkel**

Rev. Jim Ball, Team Minister

### **TRUSTEES**

**Chair: Roy Pullman**

Marilynn Crow, Finance Committee liaison

Marilyn Murray

Roy Pullman

Murray Woods

Jim McQueen

Carol Jones, Property Committee liaison

John Phelps, Insurance

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

### **OFFERING COUNTERS**

**Co-ordinator: Marilyn Sears**

Marnie Allen

Marta and Malcolm Coutts

Joyce and Walter Johnson

Joanne and Dale Lockie

Jean and Dick Julian

Janet McCallum and Murray Woods

Joan Miller

Helen and Dave Mowat

Nancy and Roy Pullman

Marilyn and Mark Sears

Noma and Petr Vales

Janet and Frank Webster

## **WASHROOM BUILDING COMMITTEE**

### **Chair: Dave Hume**

Joan Barham  
Kent Hoeg  
Mike Hofer  
Lynda Jessop-Lew

Jean Julian  
Mark Sears  
Murray Woods

## **Guelph United Ministries Representatives (GUM)**

Kathy Magee (to September)  
Roz Stevenson (from September)  
Rev Miriam Flynn, Team minister  
Rev Jim Ball, Team Minister

## **PRESBYTERY REPRESENTATIVES**

### *Lay Reps:*

Lindsay Lennox, Council Liaison  
2 Vacancies

### *Ministry Reps:*

Rev. Jim Ball, Rev. Miriam Flynn

## **WATERLOO PRESBYTERY EXTENSION COUNCIL**

Brian Clark

## **VOLUNTARY ASSOCIATE MINISTERS (VAMS)**

Bill Lord  
Deborah Shanks

## **STAFF**

Rev. Jim Ball, Rev. Miriam Flynn, Team Ministers  
Alison MacNeill, Director of Music Ministry  
Anne Purkis, Church Administrator  
Nick Swan, Office & Technical Support, to June 30, 2017  
Devin Hogg, Office & Technical Support to Worship, October 27, 2017 to January 27, 2018  
Jerry Daminato, Office & Technical Support to Worship, February 1, 2018  
Darko Cikovic, Custodian

**HARCOURT MEMORIAL UNITED CHURCH  
ANNUAL CONGREGATIONAL MEETING  
Draft Minutes**

**Sunday, February 26, 2017**

**11:45-1:45**

In the gym following the 10:30 a.m. worship service.

**Present:** (68) Marilyn Whiteley, Hugh Whiteley, Noma Vales, Petr Vales, Nancy Ryan, June Crewson, Jan Grottenthaler, Carol Jones, Ruth Tatham, Joan Bowland, Marilyn Murray, Lindsay Lennox, Peter Gill, Jill Gill, Lawrence Jones, Joan Barham, Tammy teWinkel, Ben Fear, Norma Fear, Mark Sears, Frank Webster, Janet Webster, Marilyn Sears, Heather Hoeg, Kent Hoeg, Malcolm Coutts, Marilyn Parr, André Auger, Peter Jackson, Marion Auger, Stan Bunston, Marnie Allen, Carolyn Davidson, Jerry Daminato, Sandy Middleton, Larry Smith, Jane Peaire, Rodger Peaire, Sandra Welch, Dick Julian, Bernhard Vanderkamp, Cisca Vanderkamp-Schmal, Joan Charlebois, Henk Dykman, Lorraine Dykman, Jon Welch, Esther Devolin, Keith Devolin, Nancy Pullman, Roy Pullman, Bill Lord, Anne Piper, Murray Woods, Janet McCallum, Jean Julian, John Ogilvie, Dan Ganesh, Arlene Davies-Fuhr, Kathy Magee, Brian Magee, Virginia Robinson, Jean Hartmans, Paul Webb, Marty Ragetlie, Pam MacInnes, Miriam Flynn, Lynn Hancock, Lorraine Holding.

1. Call to order and Constitution of the Court by Presbytery Representative

Rev. Miriam Flynn called the meeting to order at 11:45 and constituted the Court on behalf of Waterloo Presbytery.

2. Gathering Prayer and Review of Holy Manners

Miriam Flynn led us in prayer and a review of the holy manners we committed to follow during the meeting.

3. Motion:

*To appoint Carolyn Davidson as Recording Secretary and Lorraine Holding as Chair of this meeting*

(Jill Gill, Lindsay Lennox) Carried.

4. Outline of meeting plan:

- Lorraine outlined the meeting plan and asked that all present sign the attendance sheets.
- Lorraine announced that Rev. Jim Ball is on study leave this week. She also acknowledged that the Ecumenical Week of Guided Prayer begins this afternoon and that participants who needed to leave early would be excused.

5. Consent agenda:

- i. Speaking and voting privileges are extended to all present; and
- ii. Approval of the agenda as presented; and
- iii. Approval of minutes of February 28, 2016, April 10, 2016, June 26, 2016, October 22, 2016 and November 27, 2016 Congregational Meetings as distributed and/or amended.

***Motion: That the Consent Agenda be approved.***

- (Esther Devolin, Andre Auger) Carried.

## 6. Business for 2016

### iv. The 2016 Annual Report

Lorraine expressed her thanks to everyone who contributed to the work of the church over the past year and to Anne Purkis for putting the annual report together. Lorraine highlighted the work and accomplishments of the Harcourt 20/20 visioning process. The most recent printing of the annual report contains a correction in the report from the Memorials Committee (p. 28): A donation of \$1,000 (not \$100) was directed to the new washroom.

There were no questions or comments.

***Motion: That the Harcourt Memorial United Church 2016 Annual Report from Committees, Teams and Groups be accepted as presented.***

(Kathy Magee, Marilyn Murray) Carried.

### v. Financial Report for 2016

Kent summarized the financial report, including some observations of changes to income and expenses in 2016 compared to 2015. He drew particular attention to the *Observer*, for which expenses are \$3,500 but income is only \$500. For the 2017 budget it is proposed that people pay for the *Observer* up front. Many committees spent less than the year before.

Questions and comments:

- Andre Auger liked the chart showing a breakdown of average givings. Could we also get a sense of expenses per giver? Kent replied that we all give what we can, and that hopefully some will give more.
- Peter Jackson was delighted that we ended year with small surplus. In October and November there was a great deal of “doom and gloom”. What happened to turn that around? Kent replied that we see this every year, so that’s not too surprising. This year, however, a few individuals stood up and pledged an additional contribution in 2016 and an increase in givings in 2017. From PAR perspective, he has never seen so many increases at one time (12-14 people, which is significant for a short period of time.) Also, people do give more when they hear about a potential shortfall.
- Sandy Middleton asked whether money given to “Friends of the Observer” covers the cost of receiving *The Observer*. Kent acknowledged that some may have felt that they were paying for it through Friends of the Observer; however, that is separate.

***Motion: That the 2016 Financial Report be accepted as presented in the 2016 Annual Report pages 56-59.***

(Joan Barham, Sandy Middleton) Carried.

### vi. Financial Reviewer’s Statement

Kent thanked Ian Miller for his contribution as reviewer.

***Motion: That the signed financial Review Engagement Report for 2016 be accepted as presented.***

(Lindsay Lennox, Lawrence Jones) Carried.

## 7. Business for 2017

### vii. Harcourt 20/20 Phase Two – Continuing Our Transition

- Lorraine reminded us that we said last year that Harcourt 20/20 would be at least an 18-month process, so we are continuing that work this year.

- The Joint Search Committee will begin their work on February 27, 2017. We offer our prayers of support as they meet with representatives from Presbytery to begin that work. The work is confidential, so any updates will be of a general nature. When they have something concrete to report there will be a congregational meeting.
- In preparation for continuing our personal reflections, Lorraine shared two quotes from an e-journal called “Creating the Future” about decision-making. Deciding means turning “thinking” into “doing”. The more mindful we are as we make decisions, the more we ensure that those decisions bring out the best in ourselves and in those around us. Today we continue to examine who we are and who we are becoming.

#### viii. Table discussion

Peter Jackson introduced the topics for table discussion by reviewing the three narratives we are living simultaneously: slow death, revitalization, radical change. Our future will involve braiding together those three strands. We don’t know exactly what that will look like, but what will hold us together are six commitments. Each person received a copy of the discussion guide “Finding our way forward”. We spent five minutes considering the two questions and jotting down our personal answers, followed by 10 minutes to share our answers in small group. Each table was asked to note the highlights on a separate sheet of paper. At the end of the discussion, Peter asked each table to name one theme that came out of their conversation. Lorraine thanked Peter for putting together the discussion guide for our meeting. Peter collected all of the worksheets and will take this feedback to Steering Team and to Council.

#### ix. Budget for 2017

Kent Hoeg gave a narrative summary of the 2017 budget, with planned expenses allocated to five themes that came out of Harcourt 20/20: spiritual growth (\$151,000), music (\$67,000), community (\$144,000), justice (\$73,000), and experimentation (\$57,000), for a total of \$491,448. How will we cover this? Kent proposes asking PAR givers for 2.4% increase, to compensate for a decrease last year. We already know of three rental groups that will not be coming back for 2017. Total requested income is \$476,336, with an expected deficit of \$17,648.

#### Discussion:

- Jill Gill asked for clarification about whether the salary for the community support facilitator is included in the budget and whether that is part of the \$17,000 deficit. Kent confirmed that this was the case, and also that we are not sure what the new minister’s salary will be. So there may be some wiggle room.
- Andre Auger noted that the \$17,000 deficit works out to \$1 per week for each of the 304 contributors.
- Malcolm Coutts noted that we have \$48,000 in the current account. Every month, \$30,000 comes out of the bank account. The Treasurer needs a cushion. Malcolm would be proposing an amendment to reduce the operating budget by \$4,000 by removing some justice and outreach items and supporting them through a better-publicized Lenten and Advent appeal. Any shortfall could be offset from the Outreach pillar.
- Kent confirmed that balance of the Outreach pillar currently stands at \$140,000, and that we must keep a minimum of \$100,000. We could use it to supplement annual donations to Outreach.
- Jill Gill stated her understanding that Outreach was one of the main focuses that Harcourt sees itself involved in. To give it “legs”, it needs to appear in the budget as a line of its own. Removing it would undermine that basic tenet.
- Arlene Davies-Fuhr agreed that removing it from the budget would make it appear like it’s not a priority.

- Marilyn Sears asked for clarification on whether Ecumenical Campus Ministries and LGBTQA would be included in the proposal to remove some items from the budget. Malcolm said no, these would remain in the budget.
- Mark Sears noted that if we treated Outreach like Mission & Service (M&S), it would be a target rather than a budgeted commitment. Malcolm responded that any shortfall would come from Outreach pillar.
- Hugh Whiteley suggested we review Harcourt's history with regard to contributions to M&S. When it was removed from the budget years ago, it was with the proviso that there would be an identified way to give to M&S as part of routine donations (e.g., listed on envelopes), that information would be provided regularly to congregation. It was left to individual donors to decide how to allocate their donations. If we were to follow suit with Outreach, the onus would be on individuals to make up that amount. He sees this as more of an issue on the income side than the expenditure side. Hugh suggested that if the amendment is passed, a similar mechanism be put in place.

***Motion: That the Budget for 2017 be approved as presented on pages 60-64 of the 2016 Annual Report.***

(Lindsay Lennox, Jill Gill) Carried.

***Motion to amend the budget:***

- ***That an outreach component be added to the 2017 budget***
- ***That the existing Justice and Outreach budget (lines 28, 29, 30) be incorporated into this outreach component***
- ***That the outreach budget be funded by the proceeds of the Lenten Appeal and Advent Appeal***
- ***That any shortfall in the outreach budget be covered using funds from the outreach pillar***

(Malcolm Coutts, Keith Devolin) Defeated. (15 in favour; 28 opposed; 3 abstentions)

Discussion on the amendment:

- Ben Fear asked how M&S funds are handled. Is it a budgeted amount? Kent: No, it's the actual amount received (\$85,000 last year)
- Jerry Daminato asked why there is a \$100,000 minimum for the Outreach pillar. Kent explained that most of the fund has come from bequests. This money is accruing interest with no current requirements or objectives.
- Peter Gill stated that he would vote against, although would concur with Malcolm that that Lenten and Advent appeals have been weak in recent years. Peter stated that it is extremely important that the congregation recognize a Justice & Outreach component in the budget. The work of Chalmers and Welcome In need to be maintained as identifiable items.
- Henk Dykman expressed concern about placing Outreach on a more narrow financial footing. Given what he sees happening in the world, we may need a lot more outreach the future.
- Joan Barham expressed appreciation for Malcolm's efforts to ease pressure on the budget but expressed concern that any appeals may or may not go toward the initiatives currently identified in the budget.
- Kent called for the vote: the motion was defeated. Kent expressed his thanks to Malcolm for offering an experimental way to meet the requirements of the budget.
- Hugh Whiteley stated his intention to propose a motion to increase promotion around Lenten and Advent appeals and to put more focus on local initiatives (e.g., one international initiative and one local initiative outside of Guelph).

Further discussion on the original motion:

- Noma Vales offered clarification on the community support facilitator role. Ministry & Personnel hasn't done much yet on the position, but they don't see this position starting until September 2017. To prepare, they have applied to the federal summer student jobs program for two students, one of which could begin the work to gather information that would be needed by the community support facilitator. The United Church of Canada also has grants available for congregations that want to experiment. The plan is to apply for that to cover future expenses.
- Kent called for the vote on the original motion: Carried.
- Kent invited anyone who has feedback or questions to feel free to contact him for information.

x. Mission and Services Fund Target for 2017

***Motion: That Harcourt's 2017 target for the United Church of Canada's Mission and Service Fund be set at \$90,000.***

(Norma Fear, Brian Magee) Carried.

8. Presentation of Names for Council, Standing Committees and other appointments for February 2017 to February 2018.

- Lorraine referred everyone to the list of names distributed to tables. She reiterated our thanks to Brian Magee for his contribution as Treasurer over the past eight years. She also noted the vacancy for vice-chair and Councillor for Congregational Life. Council is looking at having someone in the latter position to help steer current priorities (even as pastoral care, etc. remain important). If you are interested, please speak to Lorraine.
- Changes to the list were noted. Other vacancies include: Chair of the Library Committee; Fellowship Committee; Chair of the Stewardship Committee; Financial Reviewer. Lorraine reminded us that contributing comes in many ways, and that serving on a committee is a great opportunity to learn about our congregation and how we can continue to be a community of faith.

***Motion:***

***That the Congregation of Harcourt Memorial United Church approve the candidates who have agreed to serve for positions on the Council for 2017-2018; and***

***That the Congregation of Harcourt Memorial United Church approve the candidates who have agreed to serve as Chairs of Committees and for positions on Harcourt's Committees and Teams for 2017-2018.***

(Joan Barham, Sandy Middleton) Carried.

***Motion:***

***That Marilyn Parr and John Fessenden be appointed as Co-Treasurers and Malcolm Coutts as Payroll Administrator for 2017-2018 with all the rights and responsibilities attending these positions; and***

***That Heather Hoeg be appointed as Envelope Secretary for 2017-2018 with all the rights and responsibilities attending that position; and***

***That the Congregation appoint the Chair of Council, Chair of Trustees, Chair of Finance Committee, Co-Treasurers and Payroll Administrator as signing officers of Harcourt Memorial United Church, with two signatures required for financial transactions.***

(Mark Sears, Cisca Vanderkamp) Carried.

- Lorraine welcomed Marilyn and John to their new roles.

9. Other Business

xi. Lenten and Advent appeals

***Motion: That the 2017 Lenten Appeal and Advent Appeal be devoted to local organizations supported by Harcourt.***

(Hugh Whitely, Jill Gill) Carried.

- Henk Dykman shared that he was hoping to suggest that we dedicate money raised during these appeals to sanctuary churches in the U.S. However, if this motion passes, he will propose that again next year.
- Joan Charlebois asked how much we typically get during these appeals. This past year it was \$450 and \$856, respectively. The year before, the total was about \$2,500.

xii. Fellowship Committee

Pam MacInnes reported that a former member of Fellowship Committee shared that they missed that job, but didn't feel appreciated. Would it be possible to entice them back? Lorraine invited Pam to write her a note with the name for follow-up.

xiii. Notice of Congregational Annual Meeting: Sunday, February 25, 2018.

Additional congregational meetings will be called as needed.

xiv. Closing and thanks

- Lorraine expressed thanks to Pam MacInnes, Lillian Carvalho and Laura Lane for preparing and serving lunch. She also expressed thanks to Mark Sears and Jerry Daminato for their logistical support to the meeting, and to Peter and Kent for their contributions to the agenda. Lorraine reminded us to remain mindful of the decisions we have made here today.
- Sandy Middleton asked that the minutes record our thanks to all of Harcourt's staff (Jim, Wendy until June 2016, Miriam, Alison, Darko, and Anne)
- Jan Grottenthaler expressed thanks to Heather Hoeg as Envelope Secretary.
- Marilyn Sears expressed special thanks to Kent Hoeg for his work in preparing the budget presentations.
- Ben Fear thanked Lorraine for leading the meeting.

10. Sandy Middleton led the closing prayer.

11. Motion:

***To adjourn the Congregational Annual Meeting***

(Keith Devolin, Murray Woods)

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Recording Secretary

Chair of Council

Date

**HARCOURT MEMORIAL UNITED CHURCH  
SPECIAL CONGREGATIONAL MEETING  
Draft Minutes**

**Sunday, June 4, 2017**

**11:50-12:40**

In the Sanctuary following the 10:30 a.m. worship service.

**Present:** (105) Malcolm Coutts, Dick Julian, Fran Holden, Pat Martin, Larry Smith, Marilyn Reilly, Janet McCallum, Murray Woods, Edna Miller, Ian Miller, Jean Hume, Dave Hume, Ben Fear, Norma Fear, Tony Wagner, Marilyn Wagner, Faye Lund, Peggy Willoughby, Bruce McLeod, Andrew Hyde, Lorraine Holding, Dan Ganesh, Jon Welch, Ken Murray, Pat Kandel, Ruth Tatham, Lorraine MacPherson, Rosalind Slater, Joanne Mitchell, Stanley Bunston, Mary-Lou Funston, Heather Sullivan, Peter Sullivan, Ann Estill, Keith Devolin, Esther Devolin, Helen Mowat, Jean Julian, Kelly A. Farfaras, Karyn Davies, Sarah Lowe, Jean Jackson, Peter Jackson, Lawrence Jones, Carol Jones, Mary Peleschak, Michael Peleschak, Elaine Harrison, Deb Murray, Lucy Mutharia, Roz Stevenson, Lynn Hancock, Douglas Sutor, Leone Sutor, Sandra Phair, Gay Slinger, Alison MacNeill, Rodger Peaire, Jane Peaire, John Phelps, Cathy Dean, Julie Henshaw, Mildred Tait, Bob Foskett, Lorraine Dykman, Henk Dykman, Carol Jean Hartmans, Roeland Hartmans, Paul Webb, Ann Middleton, Alex (Sandy) Middleton, Hugh Rose, Marilyn Rose, Fran Mathieson, Barbara Shaw, Barbara Friend, Jock Rutherford, Mary Harding, Jill Gill, Peter Gill, Jerry Daminato, Sandra Welch, Lindsay Lennox, Merrill Pierce, David Mowat, Elizabeth Bone, Julie Ashley, Marilyn Pratt, Petr Vales, Noma Vales, Bruce Holden, Joyce Kelly, Cathy Lord, Bill Lord, Kent Hoeg, Heather Hoeg, Anne Piper, Joan Bowland, Margaret Alexander, Jocelyn Sherman, Anne Ball, Ruth Kaufman, Gord Kaufman, Carolyn Davidson, Joan Barham

*PART I: JOINT SEARCH COMMITTEE*

12. Call to order

On behalf of Waterloo Presbytery, Andrew Hyde called the meeting to order at 11:52 a.m. Andrew lit the Christ candle and led us in an opening prayer.

Andrew explained that the meeting would take place in two parts, the first to hear the report and recommendation of the Joint Search Committee, and the second to consider the Accessible Washrooms Project.

13. Appointment of Recording Secretary

***Motion: To appoint Carolyn Davidson as Recording Secretary for the meeting.***

(Joan Barham, Cathy Dean)                      Carried

14. Speaking Privileges

***Motion: That speaking privileges be extended to all present.***

(Larry Smith, Ruth Tatham)                      Carried

15. Approval of Agenda

***Motion: That the agenda be approved as presented.***

(Dan Ganesh, Ken Murray)                      Carried

## 16. Joint Search Committee Report and Recommendation

The Joint Search Committee consisted of Jon Welch, Melissa Kwiatkowski, Dan Ganesh, Pam Girardi, and Kathy Magee (chair), Andrew Hyde and Noreen Uberer representing Waterloo Presbytery, and were supported by consultants Marilyn Sears (from Ministry & Personnel) and Bill Lord. Andrew invited all members of the Joint Search Committee who were present to come forward. Jon Welch read a message from Kathy Magee, who was unable to be present at the meeting, thanking all members of the committee for their dedication and work. Jon then presented the report of the Joint Search Committee. Andrew's announcement that the recommended candidate is Miriam Flynn was greeted by a spontaneous round of enthusiastic applause from the congregation.

## 17. Actions Regarding Ministerial Staff

***Motion: To accept the recommendation of the Joint Search Committee, and call Reverend Miriam Flynn, ordained, full-time minister, to Harcourt Memorial United Church, effective August 1, 2017, Category 2, with the following terms per annum:***

- ***Salary***                    ***\$61,000.00 (COL 4, Category A2, plus 10.75%)***
- ***Telephone***             ***\$675.00***
- ***Continuing education***    ***\$1500.00***
- ***Travel***                    ***\$0.41/km***
- ***Study leave***             ***21 days/year***
- ***Vacation***                ***38 days per year***
- ***Hours of work***         ***40 hours/week***
- ***Sabbatical***             ***3 months after 5 years***
- ***Benefits***                ***employer/employee***
- ***Moving expenses***     ***professional moving costs***

(Rosalind Slater, Jean Hume)             Carried unanimously

***Motion: To request Waterloo Presbytery to approve the call of Reverend Miriam Flynn, ordained, full-time minister to Harcourt Memorial United Church, effective August 1, 2017, Category A2 with the specified terms per annum.***

(Dave Mowat, Mary-Lou Funston)    Carried

***Motion: That the Joint Search Committee be disbanded following the covenanting service for Reverend Miriam Flynn.***

(John Phelps, Sandy Middleton)        Carried

## 18. Acknowledgement of Search Committee

Lorraine Holding offered sincere appreciation to the committee for their leadership on behalf of the congregation. Lorraine outlined next steps. Miriam will complete her 1-year supply appointment on June 30, followed by vacation owing for the past year. Our Harcourt 20/20 journey will continue through the coming months.

## 19. Adjournment of Part 1 of the Congregational meeting 12:10 p.m.

***Motion: To adjourn the JSC/Congregational Meeting.***

(Mike Peleschak, Bruce Holden)        Carried

## PART 2: ACCESSIBLE WASHROOMS PROJECT

### 1. Call to order

Lorraine Holding called second part of the meeting to order at 12:15 p.m.

### 2. Consent Agenda:

- xv. Appointment of Carolyn Davidson as Recording Secretary and Lorraine Holding as Chair for this meeting, and
- xvi. Speaking and voting privileges are extended to all present, and
- xvii. Approval of agenda as presented.

***Motion: That the Consent Agenda be approved.***

(Ken Murray, Rosalind Slater) Carried

Lorraine Holding shared the results of the first meeting with Jim Ball, who joined Part 2 of the meeting.

### 3. Accessible Washrooms Project

Dave Hume presented the report from the Accessible Washrooms Building Committee. The motion is similar to the motion passed at the June 26, 2016 congregational meeting, but the numbers have changed. Five companies were invited to bid on the project; two declined to bid due to lack of capacity to do the work, and two did not respond. The one bid submitted was from Even Construction Inc. This is the company that advised the architect on what the project was likely to cost. The cost is \$10,000 more than previously estimated to allow the sanitary sewer from the washrooms to be connected to the existing stack from the downstairs women's washroom, rather than running it to the road along the east side of the Church. Dave showed slides with a sketch of the proposed layout and the forecasted budget.

Discussion and questions:

- **Sarah Lowe:** This is great news. Is there an end date for construction? Dave responded that as a next step the committee, through the architect, will begin negotiations with the contractor to determine a start and end date. They will make every effort to minimize disruption once church activities resume in September.
- **John Phelps:** What about coat storage in winter? Dave responded that they will be establishing a committee to work out those details. For this coming winter, if the washrooms are not done, the ad hoc arrangement will be to bring in rolling coat racks; however, they will try to avoid that. Lorraine added that the ad hoc team currently focusing on the Greeting Area will also take this into consideration.

***Motion: That Harcourt Memorial United Church congregation authorize Council and the Accessible Washroom Building Committee to proceed, during the summer and fall, to install wheelchair-accessible washrooms on the Sanctuary level, knowing that the estimated cost is approximately \$175,000, including 10% in contingencies, and knowing that the cost is mainly covered by private donations and accumulated interest of \$161,300, with the balance to be covered by the Property Pillar, to be repaid by a later fundraising appeal.***

(Dave Hume, Murray Woods) Carried.

Dave acknowledged the efforts of the members of the committee, which consisted of Jean Julian, Joan Barham, Lynda Jessop-Lew, Murray Woods, Mark Sears, Kent Hoeg, Michael Hofer and Dave Hume. The congregation responded with a round of applause.

### 4. Closing Remarks and Prayer

Rev. Jim Ball expressed his happiness about the congregation's decision to call Rev. Miriam Flynn to the position of full-time minister at Harcourt. Lorraine noted that both Jim and Miriam will begin new positions

on August 1, since Ministry & Personnel Committee have rewritten the position description so both are equal. Lorraine invited everyone to be sure to respond to the invitation to participate in the June conversation groups for Harcourt 20/20.

Lorraine closed in prayer.

5. Motion to adjourn (12:40 p.m.)

***Motion: To adjourn the Congregational Meeting.***

(John Phelps, Kent Hoeg)

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Recording Secretary

Chair of Council

Date

# HARCOURT MEMORIAL UNITED CHURCH

## FINANCIAL REPORTS

### 2017 Comparative Income Statement (Cash basis)

	2017	2017 Budget	2016
<b><u>REVENUES</u></b>			
<b><u>Congregational Offerings</u></b>			
Envelope	169,662	197,000	192,873
Par	206,578	200,000	194,667
Sunday School	60	0	60
Loose	4,317	5,000	4,243
Observer	1,745	0	510
Initial Offering	365	800	272
<b>Sub-Total</b>	<b>382,727</b>	<b>402,800</b>	<b>392,625</b>
<b><u>Other Revenues</u></b>			
Recoverables & Misc. Income *	14,731	3,000	4,526
Rent	40,498	45,000	48,292
Donation for Room Use	4,420	0	0
Fundraising & Other Revenue **	18,962	23,000	19,754
Office Income	7,041	0	6,053
Book Sales	0	0	0
<b>Sub-Total</b>	<b>85,652</b>	<b>71,000</b>	<b>78,624</b>
<b>Total Operating Revenues</b>	<b>468,379</b>	<b>473,800</b>	<b>471,249</b>
<b><u>Outreach &amp; Other Revenues</u></b>			
Mission & Service - Congregation	78,494	90,000	85,504
UCC Special Appeals (Syrian)	0		100
Lenten Appeal (CCSC & Ec Campus Min)	1,241		450
Advent Appeal (Attawapiskat)	1,245		856
CCSC	0		9,961
GO Project (includes GUM)	0		1,750
Hospice Wellington	0		126
Accessibility Grant & Washroom	5,696		24,531
<b>Total Outreach &amp; Other Revenues</b>	<b>86,676</b>	<b>90,000</b>	<b>123,278</b>
<b>Total Revenues</b>	<b>555,055</b>	<b>563,800</b>	<b>594,527</b>

## **EXPENDITURES**

### **Operating Expenditures**

Worship	5,745	5,500	5,022
Christian Formation	2,123	3,500	2,653
Spiritual Life	685	1,200	295
Fellowship	1,740	500	3,584
Pastoral Care	105	200	98
Justice and Outreach	4,225	4,350	4,000
Outreach Teams	2,012	1,950	1,900
Property	42,472	44,150	38,865
Electronic Communication	10,234	5,300	6,408
Accessibility	0	100	0
Finance	28,416	32,150	32,409
Personnel	369,376	391,248	372,488
Books for Resale	0	0	288
Events Organized by Ministers	0	300	175
Ministers' Discretionary	500	1,000	900
<b>Total Operating Expenditures</b>	<b>467,633</b>	<b>491,448</b>	<b>469,085</b>

### **Outreach & Other Expenditures**

Mission & Service - Congregation	78,494	90,000	85,504
UCC Special Appeals	0		100
Lenten Appeal (CCSC & Ec Campus Min)	1,241		450
Advent Appeal (Attawapiskat)	1,245		856
CCSC	0		9,961
GO Project (includes GUM)	0		1,750
Hospice Wellington	0		126
Accessibility Grant	6,983		18,239
<b>Total Outreach &amp; Other Expenditures</b>	<b>87,963</b>	<b>90,000</b>	<b>116,986</b>

### **Total Expenditures**

<b>555,596</b>	<b>581,448</b>	<b>586,071</b>
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### **Net Operating Revenues/(Expenditures)**

746	-17,648	2,164
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### **Net Outreach & Other**

-1,287	0	6,292
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<b>-541</b>	<b>-17,648</b>	<b>8,456</b>
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\* See following pages for Recoverables & Misc. Income

\*\* Fundraising & Other Revenue

## Comparative 2017 Balance Sheet (Cash basis)

	<u>2017</u>	<u>2016</u>
<b>CURRENT ASSETS</b>		
Bank - Current Account CIBC	37,620	48,031
Bank - Current GIC CIBC	20,422	20,422
Meridian Account	5,000	0
Pillar Funds (Trustees Funds)	337,363	482,935
Accounts Receivable	-494	4,575
Fundscrip Inventory	4,225	2,745
<b>TOTAL CURRENT ASSETS</b>	<b>404,136</b>	<b>558,708</b>
 <b>CURRENT LIABILITIES</b>		
Accessibility Grant	597	6,293
Accessible Washroom	-1,287	0
Advent Appeal	0	856
HST	336	363
Web Design	142	142
Men's Breakfast	749	219
Community Garden	497	882
Misc. Events (Christmas Dinners)	932	932
Saturday Night Supper	2,003	3,200
Ignatian Exercise	8	430
TCOW	-95	1,380
Project Funds Payable	161	161
Rental Prepayments for 2018	1,408	0
HST Paid on Purchases	-338	0
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,111</b>	<b>14,858</b>
 <b>EQUITY</b>		
Pillars (Trustees' Funds)	337,363	482,935
Beginning Operating Surplus	60,916	58,751
Current Operating Surplus	746	2,164
Total Operating Surplus	61,662	60,916
<b>TOTAL EQUITY</b>	<b>399,025</b>	<b>543,850</b>
 <b>LIABILITIES AND EQUITY</b>	 <b>404,136</b>	 <b>558,708</b>

## HARCOURT MEMORIAL UNITED CHURCH

### Recoverables & Miscellaneous Income Summary 2017

Small Business Tax Credit	1,015
Summer Student Job Grant	5,124
Insurance Payment for Theft	4,305
GUM Repayments	4,000
Miscellaneous	288
	<u>14,731</u>

### Fundraising Summary 2017

All Things Christmas	6,309
Garage Sale	2,930
Fundscrip Profit	900
Solar Sales	8,823
	<u>18,962</u>

# HARCOURT MEMORIAL UNITED CHURCH

## PROPOSED OPERATING BUDGET 2018

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2017 <u>Actual</u>	2018 <u>Budget</u>	
<b><u>REVENUE</u></b>						
1	Envelope Givings (including PAR & Stocks)	399,370	387,541	397,000	376,240	385,000
2	Other Congregational Givings	4,259	4,303	5,000	4,377	5,000
3	Rent	48,561	48,292	45,000	44,918	45,000
4	Observer + Initial offering	668	782	800	2,110	2,100
5	Recoverables & Miscellaneous	4,611	4,526	3,000	14,731	5,000
6	Fundraising and Other Sustainable Revenue	21,680	25,806	23,000	26,003	26,000
7	<b>TOTAL REVENUE</b>	<b><u>479,150</u></b>	<b><u>471,249</u></b>	<b><u>473,800</u></b>	<b><u>468,379</u></b>	<b><u>468,100</u></b>
<b><u>EXPENDITURES</u></b>						
<b><u>CHRISTIAN FORMATION CLUSTER</u></b>						
<b><i>WORSHIP</i></b>						
8	Supplies, books, flowers, baptisms gifts, misc	2,355	2,392	2,500	3,240	2,350
9	Instrument Maintenance & Repair	901	1,350	1,100	640	1,350
10	Honorarium (guest preachers 6x/yr)	1,400	900	1,150	1,400	1,500
11	Canadian Copyright Licence	759	380	750	465	440
12	<b>Worship subtotal</b>	<b><u>5,415</u></b>	<b><u>5,022</u></b>	<b><u>5,500</u></b>	<b><u>5,745</u></b>	<b><u>5,640</u></b>
<b><i>CHRISTIAN FORMATION</i></b>						
13	Child, Youth and Family Ministry	3,016	2,345	2,900	1,734	2,900
14	Adult Ministry	70	87	250	200	250
15	Ecology - Information Campaign	0	0	50	0	50
16	Harcourt Library	316	221	300	188	300
17	<b>Christian Formation subtotal</b>	<b><u>3,401</u></b>	<b><u>2,653</u></b>	<b><u>3,500</u></b>	<b><u>2,123</u></b>	<b><u>3,500</u></b>
<b><i>SPIRITUAL LIFE</i></b>						
18	Events, workshops, advertising, training, supplies	0	295	1,200	685	950
19	Congregational Retreat	0	0	0	0	0
20	<b>Spiritual Life subtotal</b>	<b><u>0</u></b>	<b><u>295</u></b>	<b><u>1,200</u></b>	<b><u>685</u></b>	<b><u>950</u></b>
21	<b>Christian Formation Cluster subtotal</b>	<b><u>8,817</u></b>	<b><u>7,970</u></b>	<b><u>10,200</u></b>	<b><u>8,553</u></b>	<b><u>10,090</u></b>

		2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2017 <u>Actual</u>	2018 <u>Budget</u>
<b>FELLOWSHIP</b>						
22	Observer	2,934	3,584	500	1,659	1,700
23	Advertising, special events, Minister's Soiree	215	0	0	81	0
<b>24</b>	<b>Fellowship subtotal</b>	<b>3,149</b>	<b>3,584</b>	<b>500</b>	<b>1,740</b>	<b>1,700</b>
<b>PASTORAL CARE</b>						
25	Speakers, Events, Training & Support Volunteers	90	98	200	105	200
<b>26</b>	<b>Pastoral Care subtotal</b>	<b>90</b>	<b>98</b>	<b>200</b>	<b>105</b>	<b>200</b>
<b>27</b>	<b>Congregational Life Cluster subtotal</b>	<b>3,239</b>	<b>3,682</b>	<b>700</b>	<b>1,846</b>	<b>1,900</b>
<b><u>OUTREACH CLUSTER</u></b>						
<b>JUSTICE &amp; OUTREACH</b>						
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	0	0	350	225	300
<b>31</b>	<b>Justice &amp; Outreach Total</b>	<b>4,000</b>	<b>4,000</b>	<b>4,350</b>	<b>4,225</b>	<b>4,300</b>
<b>OUTREACH TEAMS</b>						
32	Ecumenical Campus Ministry	1,800	1,800	1,800	1,800	1,800
33	LGBTQA	440	100	150	212	200
<b>34</b>	<b>Outreach Teams subtotal</b>	<b>2,240</b>	<b>1,900</b>	<b>1,950</b>	<b>2,012</b>	<b>2,000</b>
<b>35</b>	<b>Outreach Cluster Subtotal</b>	<b>6,240</b>	<b>5,900</b>	<b>6,300</b>	<b>6,237</b>	<b>6,300</b>
<b><u>OPERATIONAL LIFE CLUSTER</u></b>						
<b>PROPERTY</b>						
36	Utilities, Heat	20,252	18,316	20,500	21,400	22,000
37	Repairs, Maintenance, Supplies, Furniture, Other	13,769	12,043	14,650	13,072	14,650
38	Insurance/ Fire Protection/Appraisal	5,242	5,653	6,000	5,485	5,700
39	Snow Removal	2,141	2,853	3,000	2,515	3,000
<b>40</b>	<b>Property subtotal</b>	<b>41,403</b>	<b>38,865</b>	<b>44,150</b>	<b>42,472</b>	<b>45,350</b>

2015                      2016                      2017                      2017                      2018

	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
<b>COMMUNICATIONS</b>						
41	Marketing Team	0	0	600	29	1,150
42	Electronic Team					
43	Sound system, training, honoraria, technicians	560	960	500	1,037	500
44	AV Equipment and Maintenance	600	851	1,000	3,279	2,500
45	Internet/Video licence	1,800	2,077	1,500	1,867	1,500
46	Computer Hardware and Software	265	1,170	500	3,072	2,000
47	Computer Service / Website Maintenance	1,243	1,350	1,200	950	1,000
48	<b>Communications Team subtotal</b>	<b>4,468</b>	<b>6,408</b>	<b>5,300</b>	<b>10,234</b>	<b>8,650</b>
49	Accessibility	0	0	100	0	0
50	<b>Operational Life Cluster subtotal</b>	<b>45,871</b>	<b>45,273</b>	<b>49,550</b>	<b>52,706</b>	<b>54,000</b>
<b><u>STEWARDSHIP CLUSTER</u></b>						
<b>FINANCE COMMITTEE</b>						
51	Bank Charges/Brokerage Fees	1,650	1,813	1,800	1,679	1,800
52	HST Non-Refund Expense	4,007	3,259	2,400	2,524	2,400
53	Supplies/Postage/Miscellaneous	3,660	4,014	4,150	3,101	3,300
54	Machine Rental/Service	3,478	3,412	3,800	3,203	3,500
55	Presbytery Assessment	18,057	18,911	19,000	17,909	20,800
56	GUM membership	1,000	1,000	1,000	0	0
57	<b>Finance subtotal</b>	<b>31,852</b>	<b>32,409</b>	<b>32,150</b>	<b>28,416</b>	<b>31,800</b>
<b>STEWARDSHIP COMMITTEE</b>						
58	Stewardship Campaign	477	0	0	0	0
59	<b>Stewardship subtotal</b>	<b>477</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
60	<b>Stewardship Cluster Subtotal</b>	<b>32,329</b>	<b>32,409</b>	<b>32,150</b>	<b>28,416</b>	<b>31,800</b>
<b><u>MINISTRY AND PERSONNEL CLUSTER</u></b>						
<b>PERSONNEL</b>						
61	Wages + Benefits + Housing + Telephone	353,573	353,891	359,064	347,786	339,555
62	Travel	2,536	1,637	3,260	1,684	3,321
63	Development - Staff	3,450	2,020	4,182	3,161	4,100
64	Staff Replacement and Overtime	1,123	1,100	3,570	1,675	3,600
65	Extra Maintenance and Lockup	11,982	10,603	12,672	11,156	10,500
66	MANNA Music Program	1,000	3,238	3,500	3,800	4,500
67	CY&F Contingency - Youth Leadership	0	0	0	0	0
68	Joint Search Committee	0	0	5,000	114	0
69	Sabbatical Coverage *	5,939	0	0	0	0
70	<b>Personnel subtotal</b>	<b>379,603</b>	<b>372,488</b>	<b>391,248</b>	<b>369,376</b>	<b>365,576</b>
71	<b>Ministry and Personnel Cluster subtotal</b>	<b>379,603</b>	<b>372,488</b>	<b>391,248</b>	<b>369,376</b>	<b>365,576</b>
		2015	2016	2017	2017	2018

	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
<b><u>NON COMMITTEE BUDGETS</u></b>					
72	Books for resale	116	288	0	0
73	Events organized by Ministers	150	175	300	0
74	Ministers' Discretionary	0	900	1,000	500
<b>75</b>	<b>Non Committee subtotal</b>	<b>266</b>	<b>1,363</b>	<b>1,300</b>	<b>500</b>
<b><u>COUNCIL</u></b>					
76	Miscellaneous	0	0	0	500
77	Harcourt 20/20 Action and Experimentation	0	0	0	4,000
<b>78</b>	<b>Non Committee subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>
<b>79</b>	<b>Grand Total All Expenditures</b>	<b>476,366</b>	<b>469,085</b>	<b>491,448</b>	<b>467,633</b>
<b>80</b>	<b>Surplus/(Deficit)</b>	<b>2,784</b>	<b>2,164</b>	<b>-17,648</b>	<b>746</b>

**Congregational Discussion:**

Additional 10 hours for Communication and Worship Support Facilitator	20,000
Community Support Worker **	12,000

**Note:**

- \* Jim Ball sabbatical postponed until 2019
- \*\* Community Support Worker = \$28,000 if full year

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