



Harcourt Annual Report 2020

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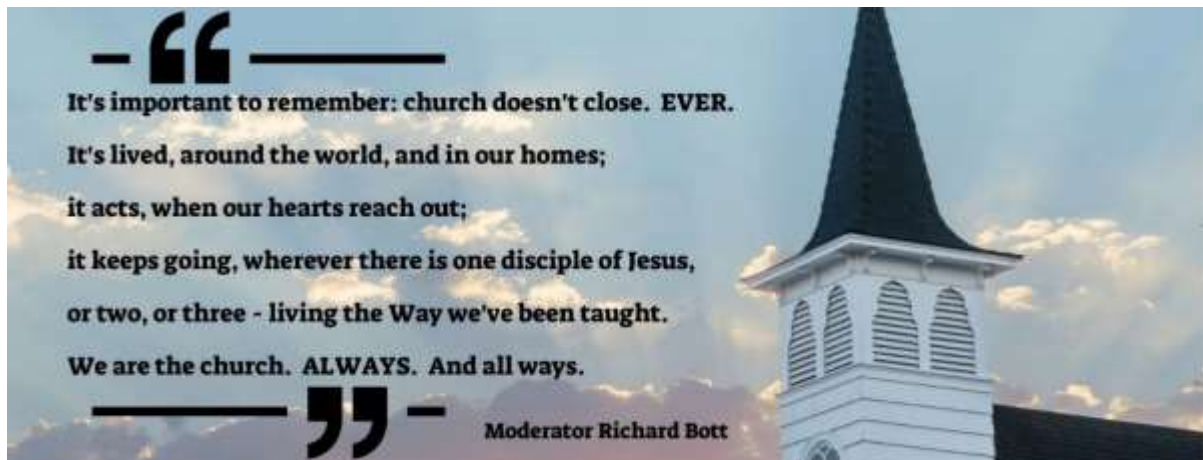
Proposed Operating Budget 2021

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Report from The Minister

Rev. Miriam Flynn



Minister's Report

Submitted by Rev. Miriam Flynn

The Year We Did Not Close

In 2016, Harcourt undertook a discernment and visioning process dubbed *Harcourt 20/20*. It resulted in a sound articulation of congregational need and introduced the aspirational goal of embracing *radical change*. Little did any of us then realize the way radical change would be thrust upon us once the year 2020 actually arrived!

In mid-March Canadians found themselves in the midst of a world-wide viral pandemic. Stringent public health measures, imposing social distancing and restriction of public gatherings, were introduced to slow the rate of disease transmission. Our lives changed and the life of our church changed, radically.

Yet the Harcourt faith community demonstrated remarkable ingenuity and adaptability in moving swiftly to establish on-line means of communication that have become connective tissue for the body of Christ during this time.

At Harcourt, we missed one week of worship (as services were cancelled March 15th) and then began to adapt to alternative, on-line forms of worship, starting with sermon podcasts and blossoming, by the end of March, into three distinct Sunday offerings that have continued to the present time:

Pre-Recorded Sunday Service – A video-taped worship service that approximates Harcourt's 10:30 Sanctuary Service, including vocal music originating with our choir members as mixed and accompanied by director of music, Alison MacNeill;

Holy Listening Circle – a lay-led reflective and sharing circle on "Zoom";

MANNA – An alternative, inter-generational worship experience that meets each Sunday, by "Zoom."

Communication and connection beyond the church walls became the immediate priority. Council held its first meeting via “Zoom” on March 18th and continued to meet weekly in the early lockdown period of the pandemic. The ministers prepared mid-week announcement videos that were posted on the Harcourt web-site and Facebook page. Mid-week reflections were shared through the E-weekly, and a new Facebook page known as *Harcourt Cares* was established to allow members and friends to share needs, offer encouragement and provide practical assistance.

Whereas many of us had never even heard of “Zoom” before the pandemic, Harcourt “circles” (committees, church staff, Bible studies and discussion groups) soon became “squares” as we migrated by the dozens to this medium as the platform of choice for small group meeting.

A group of Neighbourhood Hosts, organized by Lynn Hancock (to update our congregational directory in January) formed a telephone tree to check in with all Harcourt members, just after Easter. This allowed us to identify those people who do not have access to e-mail, “Zoom” or on-line worship and establish a weekly “mailing” to keep in touch. Every Friday, Harcourt volunteers hand deliver printed material including the weekly announcements, the monthly newsletter, prayers or a copy of the minister’s message from the previous Sunday to approximately 30 people in our congregation. A number of the Neighbourhood Hosts have continued to maintain an informal connection with others from Harcourt who reside in their neighbourhoods.

In the summertime, as distancing restrictions began to ease, a Re-entry Committee, co-chaired by Lorraine Holding and Megan Ward, was formed to consult and advise on protocols to ensure safe use of the Harcourt premises. This dedicated group has provided reliable assistance to staff and the congregation as we have navigated outdoor worship, choir practice and small gatherings in the Harcourt garden, as well as use of the sanctuary for a funeral in October and a wedding in November. Together with the Property Committee they have developed and implemented protocols to ensure safe use of the building by staff and renters, as the permitted uses of the building have changed, from time to time, under prevailing public health directives. Their advice was vital to planning and hosting *All Things Christmas* (Harcourt’s annual Christmas fundraiser, successfully transformed into a parking lot and online sale event) and the December 27th celebration organized for Jim and Anne Ball.

For 2020 was also the year when Rev. Jim Ball announced his retirement, bringing to a close his 12-year journey as part of the team ministry at Harcourt. The autumn ushered in a time of grateful reflection on Jim’s leadership and legacy, as well as formation of a Steering Team, development of an interim staffing plan and initiation of a process for ongoing discernment and planning for Harcourt’s future.

A Farewell Team led by Mary Harding was struck to prepare a fitting celebration of Jim’s ministry, during a season when the traditional ways of gathering to offer best wishes were not available. Once again, the ingenuity of our members came to the fore, as video messages, online limericks, preparation of a memory book, musical tributes and slideshows became part of the creative expression of our community’s affection, gratitude and best wishes for Anne and Jim. The online service to mark the end of Jim’s covenanted relationship with Harcourt was viewed in its entirety by 154 households and a joyful “drive-by, good-bye” that allowed people to speak to Jim and Anne personally (from a

masked and distanced remove through their open car windows) capped off that special day.

Through loss and celebration, 2020 was the year we found ways to continue to *be the church* beyond the confines of the building at 87 Dean Avenue. Outreach initiatives included mask-making by Harcourt seamstresses, who made hundreds of protective cloth face coverings in response to the early need among seniors and caregivers in Guelph. Communal garden volunteers adopted recommended safety procedures and were able to harvest produce for donation to Chalmers Community Centre during the spring and summer of 2020. A collaborative team with members from all four Guelph United Ministry (GUM) churches successfully completed its one-year sponsorship of a refugee from United Arab Emirates who is now living and working in Mississauga. In September 2020, the Fuad Ali family (who had received support from Harcourt) shared the good news they had obtained Permanent Resident Status in Canada. In these ways and others, our people have continued to respond with compassion, making a tangible difference in the lives of our neighbours.

As a ministry team, Jim, Alison, Pamela and I were grateful for the support we received from one another and Harcourt's remarkable staff team of Wendy Guilmette (church administrator); Shaina Ensing (technical assistant) and David Kucherepa (custodian), all of whom demonstrated exceptional levels of adaptability and collaborative effort so that Harcourt's ministry could flourish in new ways.

Our lay leaders inspired the staff ministry team and congregation, alike, through their faithful dedication in a time that placed unusual burdens for meeting Harcourt's administrative, financial, logistical and planning needs. Harcourt Council provided excellent leadership through trying circumstance. In accompanying our Council through 2020, I was inspired by their adherence to processes of fairness, inclusivity, respectful listening to one another and careful listening for the Spirit, that reflect Harcourt's ethos for discernment and decision-making. Thanks to Chair Lorraine Holding and the Council for your faithfulness.

Many Harcourt volunteers, including members of our Tech Team, M&P, Property, Finance and Worship Committees found themselves working overtime to meet the demands of 2020's altered landscape and for this, we are grateful. Harcourt's Spiritual Life Committee provided vital leadership in the areas of worship, adult Christian formation and spiritual growth. Thanks to Peter Jackson, Bill Lord and the SLC for your imagination, initiative and passion for the spiritual life of our faith community.

Our MANNA staff, lay leaders and musicians (Shannon Kingsbury, Jerry Daminato and Phil TerHaar) brought energy and creativity to the online life of our worshipping community and provided a vital spiritual and communal connection for young families in the midst of lockdown isolation. Prayers were shared, praises were sung, inspiring stories were told and bread *was baked, delivered* and broken together! Many grandparents were among the 83 people who gathered as MANNA by "Zoom" on Christmas Eve to enjoy a common viewing of the pageant. MANNA "in the wilderness" has proven to be a life-giving medium for rooting a new generation in the tradition, while seeding a fresh expression of church.

It is said that *hindsight is 20/20*. I wonder how we will view the year 2020 in hindsight? I trust we will come to see this difficult year as something more than the year “the church did not close.” I hope we will remember it as the year we came together and discovered a resilience and capacity to adapt to change we did not know we had; the year we upheld one another through physical separation and loss and celebrated, together, joyful life transitions and new beginnings. I hope we will look back on this year and notice the clear start of a reimagined church that moves beyond the confines of brick and mortar to be the body of Christ in the world – faithfully responding to the spiritual thirst, cry for justice and call of peace that beckons. In time, we may see more clearly the ripples in the sand and cleared pathways that reveal the Spirit’s presence with us throughout this year’s long journey. For now, we give thanks for the love of Christ and community that sustain and uphold us as, together, we move into the future with faithful anticipation and firm hope.

Report from the Chair of Council

Submitted by Lorraine Holding, Chair of Council

Our Harcourt community of faith, like the rest of society, experienced our 21st century pandemic with its far-reaching impacts and radical changes. The many references to COVID-19 in the pages of this report highlight how we have adjusted to carrying out our purpose “to welcome and strengthen in community all who wish to serve God and follow the way of Jesus.” Once again, my reflections focus on gratitude, experimentation and transition.

Learning through Experimentation:

- Technology carried us through the year – from communicating with each other, to new forms of worship and ways of ‘being church’. We learned and practised how to gather through Zoom, and we increased our connections through Harcourt e-weekly, our website and Facebook.
- Our Re-entry Planning Group worked diligently to monitor all public health advisories in preparation for reopening our building. Our priority was to develop protocols to ensure the safety of all. We were pleased that we could be open from Labour Day to Christmas with appropriate limits.
- Safely distanced in-person connections from spring to fall helped us to gather in Harcourt’s gardens, the parking lot and inside the church building in small numbers. Our newly formed Neighbourhood Groups created links for personal contact with Harcourt.
- Council and all committees/teams adjusted to new processes for decision-making and taking action. Compared to the usual 11 monthly meetings, Council met 20 times this year. With guidance from Western Ontario Waterways Regional Council (WOW) and the United Church General Council, we watched Webinars, listened to others’ stories, accepted financial assistance from government subsidy programs, and delved into conversations about the future of ‘being church’.
- With our sister churches in Guelph United Ministries (GUM), we rotated preparation of recorded services during July and August. This opportunity helped us to learn more about each congregation, our individual and collective ministries. Leaders and

clergy from each church have continued discussions about what the future could hold for a United Church presence in Guelph.

- Our priority to explore our connection to, and engagement with, our external community continued. A desire to learn more about 'community hubs' being created by many United Churches led us to initiate conversations with EDGE: A Network for Ministry Development. Harcourt invited a wide variety of community organization representatives to a virtual Community Round Table in July. It has evolved into a focus on Future of Guelph After the Pandemic, with leadership from the community. Harcourt's initiative had an impact.

Transition:

- Our year was full of transitions. Even our plan for a two-part Annual Meeting was impacted. Part One on March 4 was completed as usual with acceptance of reports and our list of officers and committees/teams, and small group discussion about the draft budget. Part Two, scheduled for March 27 to approve the 2020 budget, was cancelled by the sudden state of emergency and church closure declared on March 14. Finance Committee and Council monitored and revised projections until budget approval by Council in September, for ratification at the next Congregational Meeting.
- Our most significant transition began with Rev. Jim Ball's announcement that he would retire from ministry on January 1, 2021. December brought new ways to end our covenanted relationship with him, and to celebrate all that he and Anne offered to Harcourt since September 2008. The theme of Grief – Gratitude – Hope was captured in the December 27th recorded farewell service, messages in a Book of Memories, gifts, and the drive-by in the church lane.
- Our Transition Steering Team started work in October to create an immediate short-term staffing plan for 2021, and a discernment process and intentional journey into Harcourt's future. What is God's call to Harcourt?

Gratitude:

- We express gratitude to our staff team for their leadership and daily tasks through a year of great challenge, learning, and adaptation. Each made important contributions to our ministries: Miriam Flynn; Jim Ball; Alison MacNeill; Wendy Guilmette; Shaina Ensing; David Kucherepa; Pamela Girardi; Shannon Kingsbury.
- We express our deep appreciation for Jim Ball's twelve years in Shared Team Ministry with Monica Moore, Wendy Brown and Miriam Flynn, and all of us. His messages challenged us, taught us, comforted us and guided us. His wisdom steered us towards opportunities to explore and experiment with change, and to focus on our future as a community of faith. With others, he created what is now our MANNA community. He shared his love of stories, music and hearty laughter. He walked and talked with us through our individual, family, small group or committee, Council and congregational conversations. We have benefited from having Jim and Anne in our midst.
- We thank those who took on extra duties on behalf of Council, staff and committees to provide leadership of new situations: The Re-entry Planning Group (Megan Ward;

Joan Barham; Karyn Davies; Wendy Guilmette; David Kucherepa; Dave Hume; Marilyn Sears; Mark Sears; Lorraine Holding); the Transition Steering Team (Miriam Flynn; Dan Ganesh; Pamela Girardi; Bill Lord; Pat Martin; Merrill Pierce; Tammy teWinkel; Lorraine Holding). Both groups have contributed their expertise and many hours.

- We express appreciation to Council members who changed roles: Kent Hoeg who completed ten years as Umbrella Councillor for Stewardship; Mary Harding followed by Kathy Magee who stepped forward as Umbrella Councillor for Christian Life; Lynn Hancock who moved to Umbrella Councillor for Stewardship. Similarly, we thank all those who offer their time, energy and talents to carry out Harcourt's small groups, committees, teams, and other volunteer duties – even during a pandemic.

Our journey continues. With faith and hope, we move forward – praying, listening and watching for God's call to us.

Report from the Guelph United Ministries (GUM)

Submitted by Rev. Miriam Flynn

Guelph United Ministries ("GUM") is a co-operative initiative between the four United Church of Canada congregations in Guelph (Dublin Street UC; Harcourt Memorial UC; Trinity UC and Three Willows UC) and two mission partners, the Ecumenical Campus Ministry (ECM) and Chalmers Community Services Centre (CCSC). GUM aspires to leverage the strength of its relationships and ongoing collaboration to assure a vibrant, sustainable United Church presence in Guelph for the future.

In 2019, members of the four congregations came together in facilitated "Conversations for Change" ("CFC") and articulated a vision that is captured by the expression, "One Church in Six Expressions." The key priorities identified were:

1. Growing a vital, sustainable United Church in Guelph;
2. Embodying a progressive expression of Christian faith;
3. Coming together as One United Church in multiple locations and expressions;
4. Focusing on justice, service, healthy community, worship, following Jesus and wrestling with difficult questions;
5. Connecting with people who are not currently part of the church.

In early 2020, Rev. Paul Miller, who was co-facilitator of the 2019 CFC, was contracted to continue work to move the vision forward toward implementation. Paul visited each of the GUM churches early in the year. In Harcourt's case, Paul's recorded message formed one of our first "video sermon" experiences in March, 2020.

Paul hosted two virtual "town hall" meetings via "zoom" in the spring. There, members of all four United Churches gathered to share the ways COVID was impacting our congregations.

GUM clergy have continued to meet every two weeks for coffee. 2020 brought changes to our ministerial group. In June, Rev. John Lawson, retired from his ministry at Three Willows. In September, our own Rev. Jim Ball announced his retirement as of the end of the year. Rev. Mary Elliott retired from Three Willows in November and, sadly, our dear colleague and friend passed away in December. As we entered the new year, news came that Rev. Gaylyn McLean will be leaving Trinity United following Easter 2021.

In the summer of 2020, the GUM churches and ECM took on the role of hosting (on a rotational basis) a joint pre-recorded service for all GUM members. This allowed clergy, church musicians and tech assistants to take much needed vacation while saving the need to have every congregation arrange worship supply. As the old year turned to new, Rev. John Benham, of Trinity United stepped up to provide pastoral support to the Three Willows community, pending their call of a new minister and Andrew Hyde of the ECM took on the role of supply minister for on-line Sunday worship at Three Willows. Council, Board and Core Chairs from all four congregations have kept in Communication throughout 2020.

Several ad hoc GUM groups have continued to meet and work jointly on future planning. The Property Repurposing Group that emerged out of CFC met with representatives of the national church's United Property Resource Corporation to research the possibilities and resources available to congregations interested in property redevelopment.

In 2020, a collaborative GUM Refugee Group who had sponsored a refugee from the United Arab Emirate in 2019, completed their one-year commitment to welcoming and settling him, in Canada.

The Communications Committees of all four United Churches began to meet regularly in the spring of 2020 to share ideas, information and strategies. Please take a look at David Durbin's report, below, outlining the details of this emerging synergy.

Late in the year, leadership invited Rev. Paul Miller to convene online conversations throughout the 2021 Lenten season that would focus all four congregations on our collective readiness to adopt longer-term changes in the way we will "do church" in the future. Building upon the town hall sharing of 2020, these GUM conversations will give people across the GUM ministries a chance to share their observations about how our way of being church has been altered through the pandemic and what that might signal and make possible for our shared future.

Because we have experienced church in a different way in 2020, it is easier for us to imagine a different future for our church. We look forward to strengthening the GUM collaborative relationship in ways that will allow us to realize our shared vision as the United Church in Guelph.

GUM Communication Committee
Submitted by David Durbin, Chair

Guelph United Ministries is a "partnership" among Dublin St; Three Willows, Trinity and Harcourt United Churches. There has been some amazing work done over the years to grow this initiative.

In Spring 2020, the people responsible for Marketing & Communications for each of the churches started meeting regularly. The intent was to share ideas, tactics and information to ensure that our internal and external audiences were gaining as much information as possible about our churches. We have been meeting virtually each month and during that time the relationships have grown and we've seen great advantages to having this group.

Most recently we were instrumental in sharing the need for volunteer drivers for Dublin's Christmas Day Meal delivery through all our GUM churches, when requests for meals

doubled to 200 and COVID safety required delivery to homes. This resulted in an outpouring of interested volunteers and a waiting list for this task- fantastic! Moving forward, the group will be working on growing our GUM event calendar; more media coverage for GUM and sharing of resources through collaboration.

GUELPH UNITED MINISTRIES
(with financial operations through Trinity United Church)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

NET ASSETS ON HAND AT DECEMBER 31, 2020

Operating bank account	\$36,905
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OPERATING FUND

Balance, January 1, 2020	\$43,562
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Cash input

Interest income	317
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Total available funds	43,879
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Expenditures

Operations

Advertising	1,091	
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Consulting	4,461	
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Internet and website services	1,422	
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Total expenditures	6,974
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Balance, December 31, 2020	\$36,905
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PREPARED WITHOUT AUDIT FROM THE RECORDS OF THE ORGANIZATION

Standing Committees of Council

Christian Life Umbrella Group

MANNA

Submitted by Merrill Pierce

This year we experienced a world-wide pandemic and it has affected many aspects of our lives. The way we could be church was one of these aspects. MANNA continued to meet on Zoom throughout the spring and fall. We managed to meet for outdoor services a few times during the fall.

MANNA embraced the challenge to prepare an online experiential service that is suitable for all ages to keep our community connected. Some weeks we have been delivering packages of resources for the weekly service to our MANNA families, such as communion elements, crafts, and treats. Merrill often rode her bike around town to deliver these.

Miriam and Jim continued to provide leadership at MANNA along with lay leaders. Pamela Girardi provided leadership as well as communication with the families. She also was the host for most of our Zoom services.

Shannon Kingsbury has continued to provide music for our services, along with Jerry Daminato and Phil TerHaar. They have worked hard to provide excellent music experiences on Zoom and outdoors.

Our online time has limited some of what we love about MANNA - but has also brought new gifts of connectedness, community support and new confident young voices reading, singing, and leading in new ways! It has been special to share communion with each other in our homes.

Before the pandemic shut down events in the church, we hosted a Pancake Supper and donated the proceeds to a women's project in Peru. We held a joint worship service with the scouting groups that are hosted in the church.

We do not know what the new year will bring, but we will all continue to be creative to find ways to keep the MANNA community connected. Thanks to all the participants, leaders and supporters!

Mindstretch

Submitted by Joan Sefton

Each week approximately twelve people gather to respectfully listen. We share our thoughts and opinions on questions that arise from a book we have chosen. We started the year in the chapel and after a brief pause because of COVID we resumed meeting via zoom. We donated \$200 to Chalmers while meeting in person.

Books we have used this year included Ralph Lewis's "Finding Purpose in A Godless World" and Ursula Goodenough's "The Sacred Depths of Nature". We ended the year with Donald Schmidt's "Revelation for Progressive Christians".

We meet on Thursday mornings from about 8:45 to 10 a.m. If you would like to join us contact Mike Peleschak to be added to our group. You will be emailed the link the day before.

Girl Guides of Canada – 3rd Guelph Guides

Submitted by Regan Avis, Contact Guider

The 3rd Guelph Guides started 2020 meeting on Wednesday evenings in the Friendship Room.

In mid-March, Girl Guides of Canada put all in-person activities temporarily on hold and we switched to virtual programming. We earned badges, participated in virtual campfires, and attended a virtual campout with other Girl Guides from across Canada. Virtual meetings opened new opportunities, including a visit with other Girl Guides in Mexico and a trip to the International Space Station.

In September we were allowed to restart in-person outdoor activities. We visited many great locations in the neighborhood like Hugh Guthrie Park, the Covered Bridge, and McCrae House.

Guiding invites all girls to have fun, try new things, challenge themselves, find their voice, meet new friends, and make a difference in the world. Our vision is a better world, by girls. Our mission is to be a catalyst for girls empowering girls.

Girl Guides of Canada–Guides du Canada strives to ensure that girls and women from all walks of life, identities and lived experiences feel a sense of belonging and can fully participate. We are an organization with over 100 years of history and a strong and growing future. For more information, you can visit www.girlguides.ca or call 1-800-565-8111.

3rd Guelph Harcourt Scouting Groups

Submitted by Craig Skinner, Group Commissioner, 3rd Guelph Scouting

For Scouting Year September 1st, 2019 to Aug 31, 2020

The 3rd Guelph Scouting Group consists of 3 sections with 18 Scouts (ages 11-14) on Monday nights, 16 Cubs (ages 8-10) on Tuesday nights, and 6 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. We are at year 5 of our recent program renewal with Canadian Path. It encourages the youth to be actively involved in planning the activities.

Early in the year, we were approached about merging with another group in Guelph who was on the verge of closing down. By combining the synergies of both groups, youth, leaders, equipment, we have come out with a stronger and more diverse group. This past year the youth have been involved in crafts, hikes, camping, community visits, Beaver Buggy and Car races, Bowling, Christmas Parties, and visiting local cultural sites including John McCrae House and University of Guelph. Then COVID hit in mid-March and all our meetings were cancelled. The leaders and youth met virtually and in person with proper protocols and distancing when outside. Zoom meetings became the standard for all sections, and camping off limits per Scouts Canada. Where ever they could, the leaders provided online meetings and activities the youth could engage in outdoors. Everything to individual cook-offs to overnight camping in their own back yards, to individual scavenger hunts.

This year, Al Chapman our Akela was awarded the Silver Acorn Medal. That tribute recognized his 40+ years of contribution to Scouting at 3rd Guelph Harcourt. In the Spring, our storage shed was broken into and all of our tents were stolen. We set up a community fundraising page and thanks to many generous donations, we were able to buy new tents. A special debt of gratitude is owed to a member of the Church who made a sizable donation that allowed us to purchase a new storage shed. 3rd Guelph Scouts, Cubs and Beavers were involved over the past year with fund-raising and planning, in order to purchase tents and other equipment for the Group. Many thanks for Harcourt member's support, during Apple Days, and the Scout Popcorn Sales.

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

Chancel Committee

Submitted by Barbara Friend

The chancel committee's mandate is to provide floral arrangements in the sanctuary on a weekly basis as well as seasonal decorating. We offer the opportunity for members of the congregation to join together to add to our displays at Easter, Thanksgiving, and Christmas.

As with many other groups, we are on hiatus until Sunday services are once more held in our sanctuary. We look forward to that time!

Present members: Alice Carey, Marta Coutts, Karyn Davies, Barbara Friend (Chair), Carol Jones, Deb Murray, & Janet Webster

Youth Group

Submitted by Suzanne Webster

Little did anyone know that the Youth Group would only meet twice in 2020 before being cancelled indefinitely due to the COVID-19 pandemic. A definite highlight was the recognition its leaders, Suzanne Webster and Lisette Vanderkamp, with the Baillie

Volunteer Service Award in February. They were honoured for more than 8 years of volunteer efforts with the Harcourt Youth Groups. There was a short presentation of the award during the church service in early February with a reception afterwards. We miss the interaction with our younger, more energetic members. Hopefully we will be able to meet again, safely, soon.

Christian Formation Cluster Committees

Library Committee

Submitted by Barbara Shaw

We did receive a sizeable donation of books from a former member of Harcourt Memorial United Church. These books were evaluated and some were approved to be worthwhile contributions to the Library. The process of entering these books into our database began; however, these books have not yet been placed on shelves owing to the COVID - 19 restrictions.

Spiritual Life Committee

Submitted by, Bill Lord and Peter Jackson (co-chairs), André Auger*, Marion Auger*, Lisa Beattie*, Bill Chapman, Sharon Chapman, Kathy Magee*, Stan Bunston*, Megan Ward.*

The Committee attempted to maintain its three-part focus during the year:

1. helping the congregation be open to the movement of the Spirit, by facilitating and encouraging communal discernment practices;
2. helping individuals by offering recurring opportunities for spiritual growth and by supporting the adoption of spiritual disciplines;
3. noticing where the Spirit is moving and where the Spirit seems blocked in Harcourt, and trying to act accordingly.

Distribution of a hard-copy Study Guide (Following The Way) for Holy Week was our final pre-pandemic activity. The planned Easter Saturday Vigil was cancelled because of the pandemic. So was the annual congregational retreat. Later in the year we distributed Meditations for Advent via the Herald.

When the pandemic hit, we moved most of our activities on-line. Our major focus has been on creating opportunities for people to meet and share experiences. We have been surprised and delighted at the depth of personal connection and spiritual openness that is often achieved in small groups meeting onscreen.

Activities we have created and hosted over ZOOM include:

Holy Listening Circle: The Circle began meeting in March and continues with around 25-35 participants each week. We gather, reflect on scripture and share responses in small groups. The Circle is maintained by a Leadership team of about a dozen people who meet every three months or so to review progress and tweak design.

Bible study: We hosted several three-four-week series of Bible studies, and plan to continue in 2021 with an initial focus on the Gospel of Luke.

Christmas Day worship: More than 30 people gathered on Christmas Day morning to worship together and share Holy Communion. Participants noted how different it feels to gather in live community compared to watching alone a pre-recorded service.

Committee meetings and our **annual retreat** in August.

Committee members have also been instrumental in continuing **Mindstretch** and **Progressive Christianity** programs over ZOOM.

Spiritual Companions are conducting the Ignatian exercises with some people and ongoing spiritual direction to others, using telephone or video links. The Companions also continue to meet monthly amongst themselves for meditation. The Committee reviewed the state of the covenant relationship between Harcourt and the Companions, and Rev Miriam Flynn led the annual covenant renewal at the Committee's retreat. As we look forward to 2021, we will watch for signs of the Holy Spirit moving in the cracks and shadows, and will seek to nurture and fan those flames. One promising experience grew from our attempt to develop the 2021 budget: we organized a meeting with representatives of the Worship and Communication Committees and quickly recognized that each of us is facing questions beyond the scope of any individual Committee. We knew we had no authority or decision-making status and this fact allowed a free-ranging exploration of visions for Harcourt's future which have been helpful to individuals serving on bodies established by Harcourt's Council to explore such matters. Spirit was moving; we named ourselves the Dream Factory as a jokey reminder to not take ourselves too seriously.

We were pleased to welcome Bill Chapman and Sharon Chapman as new members of the Committee.

* covenanted spiritual companions

Worship Committee

Submitted by Rev. Miriam Flynn, Karyn Davies and Dan Ganesh

Committee members: Joan Charlebois, Jon Welch (joined Feb, 2020), Merrill Pierce (MANNA rep), Karyn Davies (Co-Chair), Dan Ganesh (Co-Chair)

Ex-Officio Members: Rev. Jim Ball, Rev. Miriam Flynn, Alison MacNeill

This past year has been a busy one for several Harcourt Committees, and Worship Committee was no exception. There were numerous challenges but also many opportunities as we dealt with the pandemic as well as the impending departure of a critical member of our Worship team. We tried to answer questions for which the answers were unknown, we were exposed to the wonders of technology, and the avenues created by such exposure. Harcourt's physical structure was closed for most of the year, but the spirit and vibrancy of Worship continued, as three forms of alternative virtual Sunday worship were introduced to *and through* the Harcourt faith community. Kudos to several individuals who stepped up to the plate! Special mention goes out to our Property Committee, Office Staff including our Custodian, Ministry Staff and the Emergency Preparedness Team which became the Harcourt Re-Entry Working Committee co-chaired by Dr. Megan Ward. Our Committee met monthly (twice in April), omitting the typical summer break. The following is a list of the various highlights:

- We bid farewell to Sandy Middleton after the February 2020 meeting. Sandy served as Chair of Worship Committee for 6 years, and his leadership was missed and really appreciated. Dan and Karyn assumed the role as Co-Chairs.
- At that same meeting, we also welcomed Jon Welch as the newest member of our Team!
- In February also, one final piece of the Worship Committee Manual was completed (or assumed to be completed) with the ratification of the Harcourt Funeral Policy. The document remains dynamic as the policy has been updated, and will require formal updating to reflect procedures adopted for services offered during the pandemic (such as graveside and “zoom” Memorial Services and Weddings held in accordance with public health protocols.)
- In March, Canada went into a lockdown with COVID –19. Rapid developments had to occur where the Church was physically closed but worship continued via pre-recorded services, the Holy Listening Circle (a lay led reflection and sharing group that meets every Sunday morning via “zoom”) and our weekly alternative, intergenerational service known as “MANNA” (a clergy/lay led service via “zoom.”)
- Many strides and advances were made to utilize technology to maintain contact across Harcourt and this is reflected in four regular forms of Sunday worship and fellowship.

Pre-Recorded On-Line Service

Pre-recorded services have allowed us to use image, effectively, to enhance the worship experience. Our services have truly become “the work of the people” as lay leaders have assumed roles in welcoming, reading scripture and leading prayer. We have been able to hear from guest speakers who reside elsewhere and family and friends who live out of town have been able to share the experience of Harcourt worship with us by viewing, on-line. Many of the congregation have come to appreciate the flexibility of “attending worship” at the time most convenient for them. While our choir is not able to meet indoors to sing, the choir program continues under the committed and innovative leadership of Alison MacNeill. Each week, Alison mixes audio tape that individual choir members record in their own homes, to produce piano and choral accompaniment for congregational singing during worship. Through the fall, an average of 79 households watched the pre-recorded service in its entirety each week and an average of 138 watched some portion of the service or returned to re-watch some portion of the service each week.

Holy Listening Circle

A lay led reflective sharing circle that met in-person following the 9:00 service at Harcourt, has now gone on-line and meets each Sunday at 11 a.m. under the leadership of members of the Spiritual Life Committee. The Holy Listening Circle gives participants a chance to engage the scripture and message of the week and share with others their Impression of what resonates in their own life. Approximately 25- 35 people participate in this group most Sunday mornings.

MANNA

Our alternative, intergenerational service known as MANNA now meets by “zoom” each Sunday, supported by lay zoom hosts and a combined staff/lay leadership team. Our weekly on-line presence has been a vital community and faith connection for many young families particularly in times of lockdown. Leaders have discovered innovative ways to engage children and adults in participatory worship – ranging from “zoom”

breakout sharing; enacted storytelling; food or activity drop-offs to families and music led by Shannon Kingsbury and friends. MANNA held several in-person, outdoor worship services, maintaining protocols as recommended by the Harcourt Re-Entry Committee.

Virtual Coffee Time

Most weeks a “zoom” coffee time is available, supported by lay tech host (thanks to Mark Sears!) Those missing the social and sharing time of post-worship tea and coffee are now finding this at the virtual coffee “zoom room”, Sundays at noon.

- A special meeting was held on April 28th to discuss Live streaming, based on specific requests from the Spiritual Life Committee. Joan Barham (Communications) also attended.
- During the Summer period (July-August), the 4 GUM Churches and the Ecumenical Ministry at University of Guelph (Three Willows, Dublin, Trinity, Harcourt and Rev. Andrew Hyde) shared Worship Services with each Church doing two services with the final service by Rev. Hyde.
- Without the need for Ushers, the idea was generated to have Greeters from across Harcourt to welcome those tuning in for the pre-recorded Services. This was a Team effort, but Joan Charlebois took over the leadership for contacting Greeters in September.
- In the interim, there were several discussions about the re-opening of Harcourt. An ad hoc Re-Entry Committee was formed, and Karyn Davies represented Worship Committee. Based on the Re-Entry Committee’s findings (including a survey of the congregation) Council made the decision not to re-open the Harcourt building for on-site worship services in the fall of 2020. Some key considerations contributing to that decision included:
 - the results of a congregational survey indicating many Harcourt members would not attend on-site services in the fall, due to ongoing concerns about COVID-19
 - numerical information on viewing of pre-recorded services and participation rates at weekly “zoom” worship, indicating more people were engaging Harcourt on-line each Sunday through these options than had previously attended on-site worship at Harcourt pre-pandemic
 - the assessment that resource limits (including ministerial, staff and volunteer availability) would not allow us to offer in-person *and* pre-recorded options concurrently
 - concern that fewer members of our community of faith would be able to access worship under those circumstances;
 - concern that limitations on live music during worship (i.e. piano and solo voice, only) would significantly reduce participation levels by choir members in weekly worship;
 - concern that a second wave of COVID was likely to bring the return of restrictive protocols, thereby limiting the value of a short-term return to in-person services at the expense of increasing risk and diverting resources from on-line alternatives that were clearly meeting ongoing congregational needs.

- Special guests attended Worship Committee meetings through the year. Lynn Hancock (Volunteer Recruitment) in January, Megan Ward (Re-Entry Committee), Mary Harding (March) and Kathy Magee (September) as Christian Life Umbrella Councillors
- In September, news came about Jim Ball's retirement at the end of December, 2020.
- With a second and more virulent stage of the Pandemic occurring in Fall, along with Jim Ball's retirement, a Steering Committee was formed by Council to forge a new pathway ahead for Harcourt, and a new visioning. Dan Ganesh represents Worship on this Steering Committee.
- Guest preachers. There were several guest preachers over 2020. These included Rev. Dr. Tim Elliott, Arlene Fuhr, Heather Beamish (Affirming Sunday), Stephen Jackson (First Nations), Rev. Paul Miller, and also Services led by the Spiritual Life Committee (Holy Saturday, Christmas Day). We still had the Blessings of the Animals Service, and all the special Services surrounding Lent, Easter, Advent and Christmas. On Dec 27th, we bid farewell to Rev. Jim Ball on the occasion of his retirement, with a service that included a ritual marking of the end of Jim's covenanted relationship with Harcourt.
- One challenge created by COVID -19 related to funerals and weddings. Despite this, small private Memorial services were held in April, at grave-side (John Ogilvie), in July, via "zoom" (Ron Williams), in October, at Harcourt (David Hoeg) and in November, off-site (Robert Sheard). A wedding (Van Ryswyk) was held at Harcourt on Nov 14th. All gatherings met COVID -19 protocols, with no resulting health issues! These gatherings provided the groundwork for developing safe use protocols for small group meetings, and also for smaller gatherings in the Harcourt sanctuary.

The pandemic reduced the need for certain on-site worship support roles. However, our Chancel Team Co-ordinator, Barb Friend, along with Mark Sears, Jerry Daminato and Elizabeth Bone, assisted with decoration of the sanctuary, as seen in the pageant and pre-recorded Christmas Eve services. We are indebted to our Usher Coordinator, Tony Wagner, and his team for their assistance in the early part of the year and look forward to the time when they are recalled to active duty as Sunday ushers at Harcourt.

Women's Spirituality

Submitted by Lorna Rourke

The Women's Spirituality Group, a group of about ten women, normally meets one Monday evening a month in the Harcourt chapel. When 2020 began we were reading a book together: The Wisdom of the Body: A Contemplative Journey to Wholeness for Women by Christine Valters Paintner; each month a member of the group led a discussion of one of the chapters of the book. Our meetings also included a check-in by all members and a meditation.

Since COVID-19 required us to stop meeting in person, we got together once a month from March to December via Zoom. We have continued with each member checking in at the start of our meetings; this practice has been especially helpful as we have shared how the pandemic has impacted our daily lives and supported one another through this

unprecedented time. Our meetings have focused on meditation, check-in, and general discussions of how people are managing. For our June meeting we had a solstice celebration via Zoom, where we “met” outside in our backyards or on our decks and shared a virtual toast to welcome the Summer season. In December, we celebrated the Winter solstice. On both occasions, members read aloud relevant and inspiring poems and readings.

While all of us miss the personal contact of meeting in person, group members have found the opportunity to connect very satisfying and helpful during these months. Women in the group are dealing with a number of challenges during this time, and the opportunity to meet in a safe and trusted circle has proven very meaningful and helpful to many of us. We very much look forward to the day when we can light one candle together rather than our individual candles at home, but for now we are finding light in the darkness through Zoom!

Music Ministry

Submitted by Alison MacNeill

It should go without saying that this is the most unusual year I have spent as Director of Music Ministry at Harcourt. From the lockdown in March through the Christmas services and Jim’s retirement service, it has been a stressful and busy time for me and for everyone.

Yet, it has been a year of learning for me, and a year of appreciation. In a time when what you love has been largely denied to you, one takes joy in the small moments all the more.

The Choir were able to meet a couple of times outdoors, masked, in the garden for rehearsal in good weather, and we shared a giddy carol sing outdoors at Christmas. The Handbell Choir was able to meet indoors in the sanctuary for several weeks in the fall, until lockdown prevented us. All the ringers had individual tables, well separated from each other.

The Lightshine Singers, one of our sponsored choirs, has not been meeting due to risk of infection, but is eagerly hoping for the chance to reconvene in the fall.

The Rainbow Chorus also met a few times to sing in the garden, and has arranged some safely distant gathering opportunities, including a bracingly cold evening carol sing downtown. Since we are unable to present a concert this year, an on-line event is in the works.

Jerry Daminato and Shannon Kingsbury have been providing music for MANNA throughout, adapting to Zoom live services on the fly, and producing recorded music in Jerry’s studio.

A virtual choir, on-line choir or home choir, is one whose members do not meet physically but record their individual parts alone on their phones, sending their recordings to the audio engineer for assembling in the studio. The pandemic has inspired an explosion of these virtual recordings over the year – they can be found all over the internet.

Shortly after it was clear our choir could not rehearse in person, and live church services were on hold, I decided to learn basic audio engineering, to make virtual recordings for the Harcourt recorded services. The participation from singers was tentative and gradual, but now we have 25 or more from the choir, who have dipped their toes in, including some who have moved away! Thanks also to Emily Steers, who has been our intern, Chris Fischer, and Shannon Kingsbury, our MANNA musician for all contributions. We now have over 100 audio productions in our library.

A number of hand bell performances have also been recorded, both live and virtual. I was thrilled to produce a Pandemic Pageant at Christmas, involving child readers from MANNA families, adult actors, and singers. Thanks to Shannon Kingsbury, who recorded the carols for that service, as well as for the late Communion, Candlelight and Carols service. Thanks to Pamela Girardi for finding readers, dispersing costumes, and organizing the heavenly host of angels on Zoom! Thanks to everyone who participated, and to the MANNA parents. It was silly and sweet - and we told the old story once again. This is all quite labour-intensive; each production takes many long hours to process all the submitted recordings into something that sounds realistic and pleasing to the ear. I am delighted and relieved to have something to offer during a time when many musicians have been forced to be idle. But I fervently long for the day when live music can safely resume...when we can make music, our spiritual practice, together in "real" time.

Congregational Life Umbrella Group

Caroline Harcourt Friendship Circle

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 generally meets on the second Monday of the month in the Friendship Room between 11:45 am and 2:15 pm. The women bring their bag lunches. Tea and treats are served. The members are divided into four groups and each group is responsible for two meetings and the organizing committee looks after the two special party/meetings in December and June.

There are 35 active members on the phone list and an average attendance of 28. That number was creeping up due to the interest in the programs.

Regretfully, the meetings following March were forced to be cancelled due to COVID -19 government restrictions. Cards of condolence, get well wishes and congratulations have continued to be sent. In many cases, members have kept in contact with each other. Jerry Daminato and Elizabeth Bone, accompanied by "Flat Jesus" told of their travelling adventures across Canada and to the Arctic. "Flat Freddie" in their case, "Flat Jesus" is a tool that teachers use as they assign projects to children who are going on vacation to increase awareness of their surroundings. Flat Jesus, with the help of Jerry and Elizabeth, reported back to MANNA as they experienced Natural Beauties and places of significance. Caroline Harcourt members enjoyed this method of presentation. Don Johns addressed the March meeting as he spoke with great sensitivity on a "Gentle Death" and the concepts of "Medical Assistance in Dying". Don is a member of the

organization advocating to the Dept. of Justice for changes to the Criminal code's provisions on MAiD. (Medical Assistance in Dying)

At the March meeting it was moved and approved to give the refugee Iranian family \$200.00 to help them purchase a double stroller for the impending birth of their twin boys. The hope is to come together in the very near future. Members are missing the fellowship and support of their dear church friends. Let it be emphasized, that ALL WOMEN and their friends are welcome to attend these meetings.

Men's Group

Submitted by Bill Lord

The group was able to meet on three occasions before the church building was closed. In those meetings we heard presentations and held a question period afterwards. The speakers were Nike Schreiner, member of the provincial parliament. Two members of the group: Peter Gill and Dave Hume were presenters as well. With the closing of the church building we had to cancel our plan for meetings.

In November we held a successful Zoom meeting with the speaker being Mark Sears. There was no distribution of funds during the year. We plan to hold meetings on Zoom in the near future.

Pastoral Care Committee

Submitted by Rev. Miriam Flynn

In 2020, Pastoral Care at Harcourt involved moving to "high-tech" and rediscovering "low-tech" means of offering care among our community of faith. The capacity to offer Communion via "Zoom" to a housebound member of the congregation became important, as did a return to time-honoured ways of connecting -- such as telephone calls, written notes and "masked" front-porch visits (when weather and safety protocols permitted.) Keeping connected became a priority -- Harcourt's Neighbourhood Hosts assisted with telephone calls to check in with others; a new Facebook site called *Harcourt Cares* was created and a weekly Friday "mail-out" (actually *hand-delivered* by HMUC volunteers!) was implemented to ensure that those lacking on-line communication received a weekly print package containing church announcements, the newsletter, prayers and/or a copy of the Sunday message.

Greeting cards on behalf of our congregation are sent out by Diana Sterenberg. We are grateful to Diana for this ministry of care. Several of our designated pastoral care visitors have continued in their support of homebound congregants, maintaining regular phone contact when in-person visits weren't possible.

The prayer shawl ministry at Harcourt has continued throughout the pandemic. In a time when we are unable to hold one another's hands or offer a reassuring hug, the delivery of a prayer shawl can hold special meaning as a tangible and tactile reminder of our congregation's love and prayers. The shawl knitters no longer meet weekly in the church to sit together in a circle, but they have continued to knit their prayers into beautiful shawls that our ministers and laity offer in consolation or celebration.

Each week an updated list of those who have asked for our prayers is distributed to a group of 23 people called *The Group that Never Meets*. These folks confidentially offer prayer for those listed, as part of their personal prayer practice.

In these ways and others, our community of faith continues to care for one another.

In 2020, our ministerial staff continued to provide spiritual care to individuals who were ill, feeling isolated or facing life transitions, as well as to bereaved families. When in person meetings at the church, in homes, hospital or hospice were not possible, care was provided by e-mail, phone or "Zoom". In good weather, the Harcourt garden provided the perfect site for quiet conversation and "walk and talk" pastoral visits were also arranged. Over the course of the year, our ministers presided at memorial services held at graveside, at local funeral homes, in the Harcourt sanctuary (with distancing protocols observed) and via "Zoom". With careful planning by the family, Harcourt staff and volunteers (including the Re-Entry team) a wedding ceremony was joyously and safely held at the church in November.

The Pastoral Care Committee currently lacks a Chair. PCC members Malcolm Coutts, Don Johns and Esther Devolin have continued in pastoral visiting roles however formal committee meetings have not been held during the pandemic.

In the fall of 2020, retired UCC minister and congregation member Joyce Kelly, was designated a Voluntary Associate Minister (V.A.M.) with Harcourt. She joins her fellow clergy retirees Bill Lord and Debbie Shanks, in this designation. Joyce feels particularly called to offer pastoral care within our faith community and we are grateful for the gifts she brings to this new role.

Submitted by Diana Sterenberg

Under the pastoral care umbrella, I have undertaken the role of "Official card-sender" the last 2 years, on behalf of Harcourt. In 2020, 54 cards were sent to people in the Harcourt community to offer support, sympathy, thanks, and congratulations. This is a very quiet role but I hope it is a meaningful one.

Prayer Shawl Ministry

Submitted by Joan Bowland

The Prayer Shawl Circle members have continued to knit at home, due to COVID - 19. Thank you to Miriam for delivering shawls to the people she felt should have one this year. If you know of someone who could benefit from having a shawl, Wendy has agreed to assist you in getting a shawl from the bin. We ask that you record the name of the person in the Blue book on Miriam's door. We are all looking forward to the day, when we can meet again in person at the Church to knit, and enjoy our social time together.

Operational Life Umbrella Group

Communications Committee

submitted by Joan Barham

MEMBERS:

Gillian Joseph (Past Editor for the Harcourt Herald), Nancy Ryan (on leave), Bill Chapman, Marion Auger (Editor for Herald), Angela Jimenez, Joan Barham (Chair) Gillian Joseph resigned in October 2019.

STAFF LEAD

Shaina Ensing - Worship, Communication and Technical Support

COMMUNICATION LEAD PARTICIPANTS

Harcourt Website: Shaina Ensing - technical

Bulletin Boards: Marta Coutts, Lynn Crow (check their work at both entrances to Harcourt)

Harcourt Walkers – 25 people who deliver 1500 Spring and Fall Flyers.

MANNA Facebook – Pamela Girardi

Harcourt Facebook and Twitter – Shaina Ensing

GUM Website – Shaina Ensing

Wendy Guilmette and volunteers - Weekly delivery of hard copy materials (e.g. E-Letter, Harcourt Herald) to those who are not online and/or who have requested a hard copy of the Harcourt Herald.

Harcourt Herald – People who provide copy to the editor including Ann Middleton (interviews) and Julie Henshaw (MANNA).

Harcourt Photographers – Shaina Ensing, Jerry Daminato, Mark Sears, Jerry Daminato, Alun Joseph, Gill Joseph. Those in the congregation who send in images.

Emergency Communication Protocol: - 23 people involved

Shaina Ensing as Worship, Communication and Technical Support, is outstanding in her audio visual work for Worship, and operational work on the website, Twitter, and Facebook. This year Shaina provided training for those wishing to learn how to use ZOOM, supported groups and people with their marketing needs, including poster production, and is supporting Communication as we move to more online tools.

In March, when the Province responded to the COVID-19 virus by declaring a lock down, Communication (Marketing and Technical Teams) chose ZOOM to launch Harcourt Online. The next evening Council had a trial ZOOM meeting and the following evening Council met formally. At the same time all the other committees were learning how to use ZOOM and within two weeks the Harcourt building was closed and Harcourt Online was operational. Amazing. It was a period of great stress to manage this. Council and Committees were meeting constantly for the first month then once a week for many weeks and through the summer and most are still meeting more than once a month. Everyone had new skills and methods to learn. We were in this together.

Despite the number of communication tools developed the work of committees and small groups at Harcourt is still too siloed. To address this, in this latter part of 2020 Communication has begun to focus on ways Harcourt can be more interactive and also more online. We need to continue our learning and the changes we have experienced in our responses to COVID -19.

This committee thanks Lynn Hancock and her team for developing on-the-ground neighbourhood groups and teams of volunteers to deliver hard copies of communication documents from Harcourt each week to those fifty or more of our members who are not online. Thanks to Wendy who provides the staff support needed to make this happen. It is important for all of us to be connected.

This Fall Harcourt became part of a new Guelph United Ministries (GUM) Communication group. Increasing awareness, through communication, among our GUM family and the community, as collectively we look to collaborate and strengthen our faith in action. In many ways it has been an exciting year and full of hope as we developed and continue to develop our Online and On the Ground Harcourt communication.

Electronic Infrastructure Team (Tech Team)

Submitted by Mark Sears

Our team of digital 'techies' include Jerry Daminato, Petr Vales, and Jock Rutherford and includes Shaina Ensing, Wendy Guilmette, our Office liaisons, 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. We welcome any of you that would like to participate in operating our audio-visual equipment. This year has been exceptionally different than any other in that the COVID -19 pandemic has essentially stopped all regular activity in the church for the past 9 months.

AV Booth

We have operated the equipment only for the first months of the year. The equipment was used only a few times for a memorial service and a wedding ceremony during the remainder of the year.

Office Equipment

One laptop computer was purchased so that Wendy could travel from home to the church office where she was present partial days of the week. Another laptop was upgraded to a solid-state drive when the disk drive began to fail.

Telephone System

The telephone system was used sporadically throughout the year.

Pre-Recorded Worship Services

Beginning in March, all worship services at Harcourt were pre-recorded and available on YouTube or Facebook or presented on line using the Zoom platform. Many committee meetings and other activities were carried out on Zoom as well. This required a huge effort by ministers and others to learn the technology and adapt their cell phones or laptops to provide the visual and audio input for presentation. The result has been exceptional, as Jim and Miriam mastered a steep learning curve to develop the methods for presentation. Alison has mastered the techniques required to present instrumental and vocal music of the quality that we have enjoyed for many years. Shaina has provided her expertise in producing a seamless presentation on a weekly basis. In addition, Pamela, Shannon and Jerry have developed a wonderful live Zoom service for MANNA each week that continues to attract families. Another result of these activities

has been the participation of many Harcourt members that has added a personal touch to each service.

Live-Feed Video

The tech committee along with the Communications Committee has again continued to investigate the potential use digital information screens and of live stream video of the worship services. This technology of communication and of capturing the service for transmission to some of our members who cannot easily attend the services is much more involved process 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 endeavour.

Property Committee

Submitted Dave Hume, Chair of the Property Committee.

Members of the Property Committee were Dave Hume, Frank Webster (who briefly acted as Committee Chairman while Dave Hume recuperated from heart surgery) Larry Smith, Sarah Lowe, Cisca Vanderkamp, Michael Hofer, Gary Parsons and Walter Johnson. Mark Sears was the Umbrella Councillor for the Property Committee but also helped the Committee in many ways.

We appreciated the efficient way Larry Smith arranged our monthly meetings on Zoom. Larry also represented the Harcourt Trustees on our committee, replacing Carol Jones. For most months, Michael Hofer took the minutes and had them back the same day. The functions of the Committee changed dramatically with the beginning of COVID-19 and the closing of the sanctuary and many of the rentals and meeting rooms. The one thing that continued, fortunately, was that the Royal City Pre-School was able to keep operating, but with fewer classes.

David Kucherepa became the custodian and he and members of the Property Committee gradually learned the details of operating the Church.

Several major activities that we approved or worked on occurred during the year: We organized three clean-ups of the grounds, with wonderful support from both congregation helpers and neighbours and friends; we worked on trimming hedges and maple trees and the successful All Things Christmas Sale.

Mark Sears installed a new child's changing table in the washroom next to the Pre-School and Mark and Dave Hume routed grooves in the main stair railings to improve safety.

We worked with Wendy Guilmette to hire temporary cleaning staff as needed, fixed leaking taps, got the dishwasher repaired, fixed problems with the boilers and heating system and rearranged shelving in the Storage Room. We got the snow-blower, lawnmowers and leaf blowers repaired or serviced. We assisted in installing a new, more secure shed for the Harcourt Scouts. We reviewed Building Condition and Assessment of the Harcourt Capital Reserves in conjunction with the Church Trustees. We contracted with the University Rowing Club for snow shovelling during the 2020 winter and with a new group of students for snow shovelling for the winter of 2021, when David Kucherepa will be on paternity leave.

Sarah Lowe and Wendy Guilmette made major revisions to the few remaining rental contracts to reflect COVID-19 requirements of renters and of Harcourt.

Dave Hume and Joan Barham attended several meetings on potential uses of the Church with representatives of other GUM Churches and she and Larry Smith attended meetings about how Harcourt could be used as a Centre for Emergency Measures in Guelph.

Frank Webster, Sarah Lowe, Larry Smith and Dave Hume represented the Property Committee, at different times, on the Harcourt Committee on Re-opening the Church. The expert advice and help on that Committee from Megan Ward was greatly appreciated. We are so fortunate to have the former Associate Medical Officer of Health for Peel Region as an active Harcourt person.

The Property Committee expenditures were approximately \$ 20,000 under budget because most of the facilities were closed for much of the year but that also meant that rental incomes for 2020 were about \$35,000 under the rental incomes for 2019. Thanks to everybody that helped and contributed!

Outreach Umbrella Group

Justice and Outreach Committee Report 2020

Submitted by Rosalind Slater

We had a good start to the year in February with a new member of the outreach committee, Julie Henshaw. Julie has many talents, not the least of these being her youth and vitality. Swesh continued to meet in the gym on Sundays and also started a walking group in the Summertime once the church was in lock down. The COVID pandemic of course made many changes to everything that usually happen in the Harcourt building and the Outreach committee was no exception. Most of our indoor meetings had to be cancelled. This included Park-n-Dance, Tai Chi, Quilters, Knitters, and the uniform groups, though some of these groups with their ingenuity have begun to meet through Zoom.

The areas of Outreach which have been truly thriving throughout this difficult time were the communal gardens and Chalmers. The need for extra food and services for the needy left a group of dedicated people from Harcourt and the GUM community with plenty to occupy their free hours. The garden was extra exuberant seeming to have an understanding of the added need this year.

Karyn and Brent, Arlene and Edna have continued with their outreach for Chalmers Saturday Night Suppers and through the help of many people they have managed to keep this worthwhile project going with a few alterations due to the health crisis. Thank you to everyone who has helped make this difficult year successful.

I am coming to the end of my three-year term on council but as have many others I intend to continue as a counsellor for at least another year until hopefully we are in a less vulnerable state. There is always room for more people and I hope that some of you will be called to join the Outreach team.

Harcourt Quilting Group

Submitted by Jill Gill

Due to COVID restrictions this group has not met since February 2020. Once we are able to convene at the church again, we will continue creating quilts and matching pillow cases to be given (via Family and Children's Services, Guelph-Wellington) to young adults who are leaving foster care.

We meet the 4th Monday (9:30 am-1 pm) monthly from September until June. New participants who have quilting experience are welcome to join us at any time. Donations of 100% cotton fabric are also welcome.

Harcourt Communal Garden

Submitted by Jill Gill

2020 marked the Tenth Anniversary of the existence of the Harcourt Communal Garden. Over the years we have harvested 6,006 lbs of organically grown vegetables and herbs which are donated to Chalmers Community Services Centre food pantry. Fortunately, the province deemed community gardens an essential service in May so that we could continue this worthwhile outreach activity.

Instead of several celebration activities that were planned and cancelled because of COVID restrictions, we have applied through the city of Guelph for a \$2,000 'Our Food Future Grant' to upgrade the garden space to help increase our output, going forward, as well as improve our environmental contributions. We are one of ten urban farming projects to be shortlisted in December and will hear at the end of January if we were successful in the grant award.

Many thanks to all our volunteers and a special shout out to Lisa Mactaggart who plans our crop rotation each year, provides seeds and grows all of our vegetable and herb seedlings.

All the vegetables, fruit and herbs which are organically-grown in the Harcourt

Guelph Community Orchard Project

Submitted by Jill Gill

September 2020 marked the eighth year since the orchard was planted. This diverse urban orchard is fully maintained by volunteers and the fruit and nuts are available for anyone in the community to enjoy. We also harvest for donation to Chalmers Community Services Centre food pantry.

Several volunteer work parties took place this spring and summer. On September 21 we had three student volunteers from the U of G's Project Serve initiative who helped prepare the orchard beds for winter.

The Cherry-Plum tree which was planted in 2019 has been designated to honour recipients of Transition Guelph's 'Resilience Awards' each year. There is a plaque on the fence showing names of the recipients for the past several years.

Park'n Dance

Submitted by Sarah Jane Burton

Starting last April, Park'n Dance has continued its classes online for people with Parkinson's and their volunteers via Zoom during the pandemic. We all enjoy moving together for 45 minutes every Thursday at 1:00pm and then having social time for 15 more minutes. It's been helpful for our physical and mental health to continue enjoying moving to music, and catching up on everyone's news. Although our laughter has to be muted during class so we can all hear the music, it freely flows out during our chats together. For information please see our website at www.parkndance.com or email Sarah Jane Burton at parkndance@gmail.com.

Stewardship Umbrella Group

Stewardship Committee (Inactive)

Submitted by Lynn Hancock

"Nearly half of congregations say stewardship is the biggest challenge they face as a result of the COVID-19 crisis. Stewardship expert Clayton Smith says churches can bounce back and suggests three ways to move forward with sustained generosity: 1. Focus on pastoral care. 2. Develop a financial recovery plan. 3. Know that relationships matter" – quote from Leading Ideas publication August 13, 2020.

I am pleased to report that, in spite of the lockdowns and protocols in place during this year of the pandemic, pastoral care has definitely been a focus at Harcourt. The Finance Committee has continued to serve Harcourt well, continuing to offer folks opportunities to be generous in response to their gratitude. I can also report that the neighbourhood groups created in 2020 have not only resulted in a Church Directory more updated but the shared experiences are proof that relationships matter. Harcourt folks have found creative ways of staying connected. Since the last annual report, ZOOM has become a household name. Thanks to technology, folks have been able to nurture relationships and actually see one another despite the physical distancing restrictions. Phone calls are a blessing; whether short distance or long distance check-ins. Despite the challenges of 2020, I am proud to submit this report as evidence of resiliency and willingness to adapt, adjust and accommodate.

Fundscrip

Submitted by Frank Webster

As you are probably aware, there has been no sales since live Sunday services were suspended. In consultation with the finance committee, we have decided to cancel the program. The remaining cards in inventory have been used to fund Harcourt's commitment to Chalmers and Welcome In. Thanks to all purchasers and helpers over the past years.

All Things Christmas

Submitted by Janet Webster

The most anticipated All Things Christmas sale took place once again in November 28, 2020. It was only possible through the support, efforts, creativity and energy of many

people. Organizers followed the Public Health guidelines with input from Harcourt's re-entry committee.

Preparation of arrangements and plant material took place in shifts on the Thursday and Friday with careful monitoring of numbers working at any one time in the gym. Casual drop-in work was not possible, however, the great weather conditions allowed for much work to take place outside. In addition, several tasks, such as spray painting material, preparation of maple "lollipops" and filling pots with soil, took place at private homes ahead of time. This added to the ease of getting ready for the sale.

For the first time, ATC had an on-line store resulting in many orders with curb side pickup. All drop-in sales on Saturday morning took place in the parking lot under four borrowed tents. This went quite smoothly. Volunteers monitored the numbers entering the shopping area and ensured that everyone wore masks. Once again, the bake table was very busy. People appreciated the opportunity to socialize safely.

ATC 2020 proved that we can adjust the way we do things. **It will be necessary to implement other changes if we are to continue.** Organizers recognize the need to make it more welcoming or easier for working and younger families to participate. We are open to adding evenings or Saturday work sessions.

One happy result of the travel restrictions meant that several people who are usually in sunnier locations in late November were able to take on active roles.

With this unusual year, we are happy to report that the sale generated \$6293.30, only about \$1000 short of 2019 total.

Finance Committee

Submitted by Brian Magee, Chair of Finance

The year 2020 has been an good year for the Finance Committee despite many challenges: Kent Hoeg stepping down as chair after many years of service, the COVID - 19 pandemic that closed the church building for several months and prohibited Sunday sanctuary services, the significant loss of rental income, the committee's inability to hold monthly meetings in person, the inconvenience for the treasurers and payroll administrator in having to find ways to work from home and not at the church office, and the challenges of physical distancing when dealing with incoming revenue, outgoing expenditures and the banks.

Harcourt, for 2020, has experience a significant surplus that has not been witnessed in over a decade. This is the direct result of Harcourt qualifying for the Federal Government's Canadian Emergency Wage Subsidy. The subsidy has allowed our treasurers to pay our expenses, our Payroll Administrator to continue to pay all of our staff, Harcourt to fulfil its outreach commitments and maintain the church property. In March and April, the committee was exploring ways of borrowing funds to help us through the pandemic. Fortunately, that was not necessary. Nor were Harcourt's investments depleted to meet operational expenses and thus will continue to be utilized for their intended purpose.

I extend a great deal of gratitude to the committee members, especially Marilyn Parr as co-treasurer who has carried most of the work load since the pandemic, Jane Roberts as co-treasurer and Trustee representative, John Phelps as Payroll Administrator, and Leo

Medeiros as minute taker and accounting advisor. Their perseverance and continued support to Harcourt through this period of uncertainty is greatly appreciated. Thank you to Heather Hoeg in her continued support and role as Envelope Secretary. Thank you to Marilyn Sears as co-ordinator for Sunday offering counters. And a big thank you to Marilyn and Mark Sears who have looked after retrieving financial contributions from the church office and making weekly bank deposits since March. Heather and Marilyn are an important part of the financial team.

The continued financial support of Harcourt's members and friends will be crucial going forward in these challenging times. Your support is greatly appreciated.

Offering Counters Team

Submitted by Marilyn Sears Offering Counter Coordinator

As the year began, the offering was being counted as usual with five pairs of people taking turns counting after the service each week. However, since mid-March when the church was closed and services became virtual, Mark Sears has been picking up the offerings from the week on Fridays. He and I count and tally the monies that have come in, send the information to the Treasurer and Envelope Secretary, and deposit the money at the Credit Union on Mondays. The process works smoothly and the people who have willingly volunteered to count are on hold until the worship services are in-person again

Other Church Teams & Committees

Memorials Committee

Submitted by Anne Piper

20 Friends were remembered with memorial donations to Harcourt Memorial United Church during 2020. Total donations are \$10992.68. Designated amounts from this total went to; Property \$250, Music and music arts \$683.10, Operating \$288, M&S \$705, Spiritual Life \$25 and Outreach \$150.

The names of those remembered along with the names of donors and friends, will be entered into the Harcourt's memorial book. Donation cards are always available on the memorials stand in the greeting area.

Thank you to all members of Harcourt's congregation who gave memorial donations to our church.

Thank you to Esther Devolin for printing the pages for the memorials book.

Ministry & Personnel Committee

Submitted by Pat Martin, Chair

Members: Sandra Welch, Marilyn Sears, John Phelps

The Ministry and Personnel Committee (M&P) oversees the affairs of Harcourt's Ministerial and paid Staff personnel by coordinating annual reviews as well as supporting and responding to the concerns that arise throughout the year.

What we believed to be a year of stability with our Staff and Ministers did not come to fruition. In February we hired David Kucherepa to fill the vacancy left with Darko's passing. In March Wendy Guilmette was the successful applicant for the

Church Administrator's position. We also advertised for the position of Night Lockup of the Church. Due to the limited access to the building because of the Provincial lockdown David's position was modified to include lock up.

As the result of access to our building being restricted it was decided that this year we would not make application to hire a summer student.

In September Jim Ball announced his retirement from Ministry at the end of 2020. This led to the formation of a Transition Steering Committee consisting of Bill Lord, Lorraine Holding, Miriam Flynn, Dan Ganesh, Pamela Girardi, Tammy TeWinkel and Pat Martin. It was decided there would be a period of discernment in 2021 with the recommendation to hire for three temporary positions, a Supply Minister for Pastoral Care, a MANNA Lead Coordinator and a Worship, Communication and Technical Support Assistant. In December M&P interviewed for the WCT Support Assistant and Casey Connor was the successful applicant. She will commence work on January 6th, 2021.

A hiring committee consisting of Sandra Welch, Merrill Pierce and Sharon Chapman was formed for the Supply Minister for Pastoral Care and the MANNA Lead Coordinator positions. Both positions were advertised in 2020 with closing dates the early part of 2021.

In January of 2020 one would never have expected there would be so much change during the course of the year with the pandemic. Our building was closed for the most part during the lockdown in the spring and again at the end of 2020.

On behalf of M&P I would like to thank our Ministers and Staff for being so flexible to make sure that the Church continued to operate primarily virtually, considering the circumstances.

Mission & Service

Submitted by Anne Parsons

As a church, the way we live out God's mission in the world is through our gifts for Mission & Service. Your gifts help those who need it most in Canada and around the world.

- Your gifts help people in need by supporting homeless shelters, food banks, soup kitchens and refugee programs.
- Your support means that people who are sick or at the end of life are cared for by providing addiction, mental health, and counseling services and hospice care.
- In the most dire circumstances, your gifts provide access to life-saving clean water, food and medical care.
- Your generosity makes vital economic development, skills training, peace-making, advocacy and disaster relief possible.

By giving regularly, you are helping to set the foundation for a quick response when the unimaginable happens. Over the years, your reliable Mission & Service gifts have helped our church develop a network of trusted partnerships all across the world. In turn, that means we know exactly who to work with in times of crisis so your gifts are directed quickly, responsibly and effectively when disaster strikes.

Through the COVID-19 crisis, we have and continue to work through Mission & Service partners to help distribute food and to support communications projects to disseminate personal protective equipment to frontline workers. We are working to ensure that those living with chronic illnesses or who are immune-compromised receive timely treatment. We are protecting children in parts of the world where they are more vulnerable than ever to human trafficking.

Thank you for your ongoing support. Your commitment to make the world a better place truly does make all the difference.

BOARD OF TRUSTEES

Submitted by Carol Jones

Following two successful Lunch and Learn events and a Recognition Sunday presentation in 2019 Trustees were eager to continue the work of establishing a Legacy Giving Program in the New Year. However, the pandemic's arrival in March had other plans for us.

Zoom allowed us to meet frequently over the course of the year as we continued to monitor our primary responsibilities for Property, Insurance and Investments. We committed to continuing to support the Fuad Ali family until December of 2020 while they awaited refugee status and the subsequent confirmation of their permanent residency. As a Legacy Giving focus, a brief pre-recorded presentation followed both services on Recognition Sunday, Nov. 15th.

For your information as members of Harcourt, please see the Trustee year-end financial report that follows, including the investments held by Canoe Asset Allocation. In closing, I wish to thank Lynn Crow for her many years of dedicated service to Harcourt as a trustee. As well, fellow trustees John Phelps, Judy Cimino, Larry Smith, Jane Roberts and Dan Ganesh have been an excellent team this year. Thank you.



Harcourt Trustee Financial Report to Dec 31, 2020

Submitted by Jane Roberts, Treasurer

Table 1

	Property	Outreach	Music & Art	Spiritual Life	Total
Assets December 2019	\$89,657.00	\$153,223.00	\$43,190.00	\$28,915.00	\$314,985.00
2020 Investment Gains.	\$11,828.30	\$5,376.50	\$2,150.60	\$2,150.60	\$21,506.00
Assets December 2020	\$101,485.30	\$158,599.50	\$45,340.60	\$31,065.60	\$336,491.00
Pending Transfer	\$8,167.85	\$4,310.85	-\$1,017.00	\$1,010.00	\$12,471.70
Total Assets. - Pillars	\$109,653.15	\$162,910.35	\$44,323.60	\$32,075.60	\$348,962.70
Hold Back	\$25,000.00	\$100,000.00	\$10,000.00	\$10,000.00	\$145,000.00
Market Reserve	\$10,965.32	\$16,291.04	\$4,432.36	\$3,207.56	\$34,896.27
Available Funds from Pillars	\$73,687.84	\$46,619.32	\$29,891.24	\$18,868.04	\$169,066.43
CIBC Checking Acct					\$1,672.00
Dec 30,2020 Total Assets.					<u>\$350,634.70</u>

- The Canoe Funds gained \$21,506.00 for the period Jan1-Dec 31, 2020 - or 6.82%.
- The Outreach Pillar continued to support the Fuad Ali family with \$14,400.00 in 2020.
- Effective Jan 1 2019, Pillar funds have a 10% Market Reserve holdback which is in addition to the existing Target Reserve for each Pillar. This allows for market Fluctuations.

Church Statistics

WEDDINGS: 1

Amanda Van Ryswyk and Brandon Grime

FUNERALS / MEMORIAL SERVICES:4

Robert Sheard

David Hoeg

Ron Williams

John Ogilvie

PEOPLE JOINING HARCOURT BY TRANSFER OF MEMBERSHIP: 1

Rowena Hetherington - Wilson

PEOPLE JOINING HARCOURT BY PROFESSION OF FAITH: 0

REMOVED FROM ROLL BY TRANSFER TO OTHER CONGREGATIONS: 0

REMOVED FROM ROLL BY DEATH: 16

William Chamberlain

Donald Macaulay

Elizabeth MacNeill

Jean Julian

Kathleen Ball

Lila Engberg

Maxine Lipinski

Shirley Holmes

Robert Sheard

Elizabeth MacKinnon

Jean Hartmans

John Ogilvie

Ken Reilly

Margaret Alexander

Ronald Williams

Willa Voroney

Total Membership December 31, 2019	523 (508 + 15 non-resident)
<i>Members received by Profession of Faith</i>	0
<i>Members received by Reaffirmation of Faith</i>	0
<i>Members received by Transfer of Membership</i>	1
<i>Members removed by Death</i>	16
<i>Members removed by Transfer</i>	0
<i>Members removed by Action of Church Council</i>	0
Total Membership December 31, 2020	508 (493 + 15 non-resident)

Council, Standing Committees, Teams, Staff 2020-2021

Updated March 3, 2020 and through the year

COUNCIL

Chair	Lorraine Holding
Vice- Chair	VACANT
Secretary	Carolyn Davidson
Region	VACANT (Council Liaison to Western Ontario Waterways)
Ministry & Personnel	Pat Martin
Vision Implementation	Tammy teWinkel

UMBRELLA COUNCILLORS

Christian Life	Mary Harding (March to June); Kathy Magee (from August 12)
Congregational Life	VACANT
Operational Life	Mark Sears
Outreach	Rosalind Slater
Stewardship	Lynn Hancock

TEAM MINISTERS

Rev. Jim Ball, Team Minister (retired January 1, 2021)

Rev. Miriam Flynn, Team Minister

STANDING COMMITTEES & SUB-TEAMS OF COUNCIL

CHRISTIAN LIFE

Councillor: **Mary Harding, followed by Kathy Magee**

CLUSTER COMMITTEES:

CHRISTIAN FORMATION

MANNA

Team Leader: Pamela Girardi

Anne Ball

Merrill Pierce

Laura Hofer

Melissa Kwiatkowski

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

Music Resource – Shannon Kingsbury; with volunteers Jerry Daminato, Lynn Hancock, Phil Terhaar

Youth Ministry Team

*Team Leaders: Lisette Vanderkamp
Suzanne Webster*

Library Committee

Chair: VACANT

Mary-Lou Funston

Barbara Shaw

Janet Webster

SPIRITUAL LIFE

Co-Chairs: Peter Jackson* & Bill Lord

Andre Auger*

Marion Auger*

Lisa Beattie*

Stan Bunston*

Maxine Lipinski* (deceased in April)

Kathy Magee*

Adult Faith Formation Team

Bill Lord

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

Megan Ward

* Covenanted Spiritual Companion

WORSHIP

Co-Chairs: Karyn Davies and Dan Ganesh

Joan Charlebois

Jon Welch

Merrill Pierce (MANNA Rep.)

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

Alison MacNeill, Director of Music Ministries

Chancel Team

Barb Friend (Chair)

Marta Coutts

Alice Carey

Carol Jones

Deb Murray

Karyn Davies

Janet Webster

Communion Team

Barb Forestell

Jane Roberts

Sandra Phair

Usher Coordinator

Tony Wagner

CONGREGATIONAL LIFE

Councillor: **VACANT**

CLUSTER COMMITTEES:

FELLOWSHIP

Chair: VACANT

Committee is inactive

Nametag Coordinator: Marilyn Reilly

10:30am Coffee time Coordinator: Alice Carey

PASTORAL CARE

Chair: VACANT

Note cards to Congregation: Diana Sterenberg

Malcolm Coutts

Don Johns

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

OPERATIONAL LIFE

Councillor: **Mark Sears**

CLUSTER COMMITTEES:

ACCESSIBILITY

Chair: Joan Barham

Jane McNamee

COMMUNICATIONS

Chair: Joan Barham

Gillian Joseph

Nancy Ryan

The Herald Newsletter

Gillian Joseph – Editor (to October); Marion Auger (from November)

Wendy Guilmette – printing, mailing

Shaina Ensing - calendar

Electronic Infrastructure Team (Tech Team)

Chair: Mark Sears

Jerry Daminato

Petr Vales

Jock Rutherford

Larry Smith

Shaina Ensing, Staff Liaison

Wendy Guilmette, Staff Liaison

PROPERTY

Chair: Dave Hume

Ben Fear

Michael Hofer

Sarah Lowe

Gary Parsons

Larry Smith, Trustee rep

Cisca Vanderkamp

Frank Webster

Walter Johnson

Gardening Team:

Ben Fear

Walter Johnson

Joyce Johnson

Carol Jones

Sarah Lowe

Dave Hume

Gary Parsons

Ann Parsons

Mark Sears

Cisca Vanderkamp

Frank Webster

OUTREACH

Councillor: **Rosalind Slater**

CLUSTER COMMITTEES:

JUSTICE AND OUTREACH

Julie Henshaw

STEWARDSHIP

Councillor: **Lynn Hancock**

STEWARDSHIP

Chair and committee: VACANT

FINANCE

Chair: Kent Hoeg (to May); Brian Magee (from May)

Heather Hoeg, Envelope Secretary

Marilyn Parr, Co-Treasurer

Jane Peaire, Co-treasurer

John Phelps, Payroll Administrator, Trustee Rep

Leo Medieros

M&S Advocacy

Anne Parsons

OTHER COMMITTEES & TEAMS

Not associated with Council Umbrella Councillors

MEMORIALS TEAM

Chair: Dave Hume

Anne Piper, Secretary

Karyn Davies, Worship Committee Rep.

Vacancy, Property Committee Rep.

MINISTRY & PERSONNEL

Chair & Council rep: Pat Martin

Marilyn Sears

Sandra Welch

John Phelps

Harcourt Board of Trustees

Chair: **Carol Jones**

Treasurer: Jane Peaire

Past Chair: Marilyn (Lynn) Crow

John Phelps – Insurance, Finance Committee rep

Judy Cimino

Larry Smith – Property Committee rep

Dan Ganesh

Rev. Jim Ball, Team Minister

Rev. Miriam Flynn, Team Minister

OFFERING COUNTERS

Coordinator: Marilyn Sears

Marta and Malcolm Coutts

Joan Miller

Joyce and Walter Johnson

Joanne and Dale Lockie

Nancy and Roy Pullman

Janet McCallum and Murray Woods

Marnie Allen

Helen and Dave Mowat

Marilyn and Mark Sears

Janet and Frank Webster

Lorraine Macpherson

GUELPH UNITED MINISTRIES (GUM) PLANNING & MANAGEMENT CIRCLE REPS

Rev Miriam Flynn

WESTERN ONTARIO WATERWAYS REGION REPRESENTATIVES

VACANT, Council Rep

VACANT, two to three additional Congregation Reps

Rev Jim Ball, Ministry Rep

Rev Miriam Flynn, Ministry Rep

VOLUNTARY ASSOCIATE MINISTERS (VAMS)

Rev. Bill Lord

Rev. Deborah Shanks

STAFF

Rev. Jim Ball, Rev. Miriam Flynn, Team Ministers

Alison MacNeill, Director of Music Ministries

Wendy Guilmette, Church Administrator

Pamela Girardi, MANNA Support Coordinator

Shaina Ensing, Worship, Communication and Technical Support

Emily Steers, Music Intern

David Kucherepa, Custodian

Annual Congregational Meeting
Sunday March 1, 2020
MINUTES

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

Present: Carolyn Davidson, Joan Charlebois, Bill Chapman, Pat Martin, Jean Hume, Dave Hume, Marg Bates, Lisa Beattie, Nancy Ryan, Joan Barham, Richard Barham, Hugh Whiteley, Marilyn Whiteley, Larry Smith, Jane McNamee, Bernard McNamee, Marion Auger, Roz Stevenson, Faith McCracken Drabbe, Joan Johnston, Marilyn Sears, Mark Sears, Donna Gauthier, Paul Gauthier, Tony Wagner, Bernard Vanderkamp, Bill Higgins, Ben Fear, Esther Devolin, Keith Devolin, Megan Ward, Merrill Pierce, Marta Coutts, Miriam Flynn, Lawrence Jones, Stephen Pierce, Lorraine Holding, Arlene Davies-Fuhr, Bryan Fuhr, Karyn Davies, Leone Sutor, Gary Parsons, Dan Ganesh, Anne Parsons, Sandy Middleton, Rosalind Slater, Dave Mowat, Jean Jackson, Julie Henshaw, Peter Jackson, Jon Welch, Jill Gill, Peter Gill, Murray Woods, Helen Mowat, Jock Rutherford, Mary Harding, Mary-Lou Funston, Sandra Phair, Marnie Allen, Lisa Browning, Phyllis Anderson, Tammy teWinkel, Sharon Chapman, Jean Rich, Marilynn Crow, Colleen Barrett, Michael Hofer, Laura Hofer, Bill Lord, Judy Cimino, Petr Vales, Andrea Duncan-Martyn, Lynn Hancock, Cathy Dean, John Phelps, Frank Webster, Carol Jones, Walter Johnson, Joyce Johnson, Mavis Johnson, Jane Peaire, Anne Piper, Mike Peleschak, Mary Peleschak, Edna Miller, Stan Bunston, Malcolm Coutts, Cisca Vanderkamp-Schmal, André Auger, Joan Bowland, Alice Carey, June Crewson, Kent Hoeg, Heather Hoeg, Sandra Welch. (96)

1. Constitution of the Court by Regional Council Representative

Rev. Miriam Flynn called the meeting to order at 11:55 a.m. and constituted the Court on behalf of Western Ontario Waterways Region.

2. Gathering Prayer and Review of Holy Manners

Rev. 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.

(David Hume, Andre Auger) Carried

4. Outline of Meeting Plan

Lorraine thanked Sandra Welch, Heather Hoeg, Alice Carey and Marta Coutts for coordinating refreshments for the meeting. Lorraine then outlined the meeting plan and asked that all present sign the attendance sheets that were circulated.

5. Consent Agenda:

- a) Speaking and voting privileges are extended to all present; and
- b) Approval of agenda as presented; and
- c) Approval of minutes of February 24, 2019 and October 20, 2019 Congregational Meetings as distributed and/or amended.

Motion: That the Consent Agenda be approved.

(Richard Barham, Tammy teWinkel) Carried

6. Business for 2019

a) The 2019 Annual Report

- Lorraine expressed thanks to Wendy Guillemette for her work in compiling the report and to everyone who contributed reports from committees, teams and other activities.

- The Church Statistics section on page 35 has been amended to list 15 funerals and memorial services presided over by our ministers. That page has been updated on the website and in hard copies available during the past week.
- Reports for some activities and groups are not included (e.g., the two youth groups). Merrill Pierce shared that the youth group leaders are in the process of writing a report, which will be published in the Harcourt Herald.
- Peter Jackson observed that there is a lack of continuity in the Trustees' financial report between December 31, 2018 and December 31, 2019, including a difference of \$38,000. Murray Woods explained that the difference relates to money being transferred between bank accounts. Murray Wood and Lynn Crow committed to providing details as soon as possible.
- Lynn Hancock noted that as helpful as the statistics on pages 15 are, the figures for average attendance at MANNA do not demonstrate the total number of young families with children who have attended at one time or another, looking for an experience of church to share with their families.

Motion: That the Harcourt Memorial United Church 2019 Annual Report from Committees, Teams and Groups be accepted as distributed and amended.

(Joan Charlebois, Bernard Vanderkamp) Carried

b) Financial Report for 2019

- Kent presented a summary of Harcourt's financial position in 2019. Slides will be made available after the meeting.
- In summary, last year the congregation approved a budget spend of \$528,000 and received \$509,000 in income. Kent described the difference between these two amounts as "lost opportunity". Final expenses were \$513,000. Adjusting for LED rebates that were deposited into the Property pillar rather than into the operating account, the final deficit is approximately \$1,000.
- Congregational giving's were down slightly from 2018. An increase in income from rentals and fundraising made up this difference.
- Most committees spent less than in 2018, and also less than what was approved in our budget. Expenses were kept in check. We made good use of the money we did spend, but not spending our approved budget represents a lost opportunity.
- Kent noted that there has been a drop in congregational giving's from regular givers, and that the number of givers has also dropped significantly. There was a large increase in dollars from occasional givers (from \$13,000 to \$30,000), likely associated with memorial donations for deaths within the congregation.
- The proportion of regular givers (using PAR and envelopes) has remained roughly the same as in previous years. Although more people gave more, this was offset by other people giving less.
- Other income (from sources other than congregational giving's) is a success story: rental income was up by almost 10%, and fundraising was up by almost 30%.
- What's not happening:
 - Spent less on MANNA Music and Support Coordinator than we approved
 - Paused Harcourt 20/20 Experimentation and Community Engagement focus
- Michael Hofer asked why \$0 was budgeted in the line item for gifts of stocks and other investments through the United Church of Canada Foundation. Kent

explained that for budgeting purposes, these gifts are included in envelope giving's.

- Malcolm Coutts asked whether the year-over-year comparisons referred only to contributions to the operating fund. Kent confirmed this, stating that the comparisons did not include gifts to the Mission and Service fund or to the Pillars.
- Arlene Davies-Fuhr asked what was included in the "Sunday School" line. Kent stated that this represents loose change that we can't attribute to a particular individual.

Motion: That the expenditures exceeding the Property Committee's budget allocation by more than \$3000 be approved, due to the completion of installation of LED lights and acknowledgement that the rebates of \$3,350 from the LED lights were transferred from the Property Expense to the Property Pillar.

(Frank Webster, Richard Barham) Carried

- Kent noted that Property expenditures include increased snow removal as well as the LED lights.

Motion: That the 2019 Financial Report be accepted as presented in the 2019 Annual Report pages 53-56.

(Pat Martin, Sandy Middleton) Carried

- Jean Hume asked how money received by the Caroline Harcourt group is accounted for. Some is directed to outreach projects and some to Harcourt. Should this be reported to Finance committee? Kent recommends that these amounts continue to be included in the annual report, as is done currently.

7. Business for 2020

a) Continuing Our Journey into the Future

- Lorraine reviewed the work that has taken place over the past four years and that has brought us to this point. Together, we have been exploring and living our three narratives of Slow Death, Revitalization and Radical Change. For this Annual Meeting, Council determined that it's time for the Congregation to concentrate on what focus and priorities we want for Harcourt today and for tomorrow. Our focus on the future includes reflection on what keeps us connected to Harcourt, and a reality check on our community of faith. What are we being called to do, personally and collectively, to live faithfully into the invitation of God's vision for Harcourt in the future?
- Tammy teWinkel, Laura Hofer and Carolyn Davidson presented a light-hearted skit entitled Groundhog Day 2025, which imagined possible alternative futures for Harcourt, depending on the decisions we make today.
- Kent outlined ten years of trends in congregational giving's at Harcourt. Between 2010 and 2019, the number of givers declined by 28%. At the same time, average giving's per person increased by 35% (from \$1,179 to \$1,595). For the purposes of this analysis, each tax receipt counts as a "giver", even if this represents a household of two or more people.
- Lorraine acknowledged with thanks the valuable guidance Council received from the Spiritual Life Committee, in particular Bill Lord and Peter Jackson, who assisted in planning the small group discussions for the meeting.
- Attendees participated in facilitated small group discussions on the question "What Harcourt ministries energize or nourish me and keep me connected to Harcourt?" Facilitators for each group gave a brief verbal report back to the whole gathering.

b) Overview of Budget for 2020

- Kent gave an overview of the budget for 2020, based on requests from committees. The current ask is \$535,000, while expected income is \$490,000. Kent noted that the margin of support for deficit budgets has become smaller and smaller in recent years. Finance Committee and Council cannot support a deficit of \$45,000 without a strong commitment to close the gap through increased revenue generation or otherwise.
- This is not a Council decision – this is a congregational decision. What are the congregation's priorities?

Motion: To postpone definitely discussion and approval of the 2020 budget until a Special Congregational Meeting on Sunday, March 29.

(Tammy teWinkel, Joan Barham) Carried

- Michael Hofer asked if Council will provide an opportunity to submit questions, and possibly schedule another meeting to answer the questions. Lorraine acknowledged that an additional meeting might be required but not before March 29.
- Stan Bunston asked if there was any more information from GUM around the notion of one church with separate campuses, and how the other churches are faring. Lorraine deferred the question until later.

c) Challenge to the congregation

- Lorraine explained Council's need to get a sense of the Congregation's willingness to commit time, talent and financial support to the path that Harcourt is pursuing. Specifically, Council is asking:
 - Is the Congregation committed to an aspirational vision or to slow death; a balanced budget or a deficit budget? If you support a balanced budget, which aspects of our ministries do you want to reduce? If you support a deficit budget, what makes you optimistic? What do you have energy for? What gives you inspiration?
- In the week following the Annual Meeting, Council plans to distribute a mailing to approximately 230 active Harcourt households, asking for responses by March 16. Specifically, Council will ask the congregation to reflect on their intentions about their levels of support to Harcourt for this year. Council will use this feedback at their meeting on March 18 to decide what proposed budget will be presented for discussion and decision on March 29.

d) Mission and Service Fund Target for 2020

Motion: That Harcourt's 2020 target for the United Church of Canada's Mission and Service Fund be set at \$80,000.

(Anne Parsons, Arlene Davies-Fuhr) Carried

- Kent clarified that the M&S fund is separate from Harcourt's operating budget. Last year's M&S target was \$85,000 and we gave \$77,000. Three years ago, the target was \$100,000. The M&S advocate, Anne Parsons, and Finance Committee recommend keeping target at \$80,000.
- The M&S fund includes donations to the UCC foundation that come in to Harcourt's bank account and are forwarded to M&S as designated.
- Money given to Chalmers Community Services Centre (CCSC) is totally separate from M&S. The UCC does not recognize Chalmers as a UCC mission; rather, it is part of Harcourt's own outreach. Peter Gill reported that during Chalmers' three-year campaign, individual Harcourt members gave a total of \$250,000, which was by far the most for any individual congregation.

Peter said he would be willing to find out the total amount given to Chalmers annually by people connected to Harcourt.

e) Comments from the Trustees (Lynn Crow and Carol Jones)

- Lynn Crow provided an update on behalf of Harcourt's Trustees. The Trustees are undergoing routine membership changes as mandated by Harcourt. Murray Woods is coming off Trustees, but will continue on the Financial Advisory Committee. Jane Peaire will replace Murray as Treasurer. Carol Jones is the new Chair, and Dan Ganesh is joining as the new Trustee.
- Kent reviewed the balance in each of the Pillars, including how much is available for spending. For some Pillars, the principal is protected and only the interest can be spent.
- Peter Jackson asked what expenses are paid from the Pillars versus from the operating budget. Kent explained that the Pillars typically cover expenses outside regular operating expenses. Requests for expenditures from the Pillars go to Council for a decision (e.g., property capital expenses; support for the Fuad Ali family).

8. Presentation of Names for Council, Standing Committees and other appointments for February 2020 to February 2021

- Lorraine expressed gratitude to those who are leaving positions on Council, committees or other appointments, offering a special note of thanks to Sandy Middleton (5 years as member and Chair of Worship Committee), Murray Woods (9 years as member and Treasurer of the Board of Trustees), and Kent Hoeg (8 years as Umbrella Councillor for Stewardship, plus 12 years on Finance Committee).
- Lorraine also expressed her gratitude to each member of Council for their commitment and leadership. Lynn Hancock will be taking on a new role as Umbrella Councillor for Stewardship. Five other roles on Council remain vacant, including those of Chair and Vice-Chair. Although Lorraine's second term was due to end with this Annual Congregational Meeting, she will stay on as Chair until the summer.
- Serving on Council and committees is a great way to learn more about our community of faith and how we can create our future.

Motion:

- a) ***That the Congregation of Harcourt Memorial United Church approve the candidates who have agreed to serve for positions on the Council for 2020-2021; and***
- b) ***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 2020-2021.***

(John Phelps, Mike Peleschak) Carried

Motion:

- a) ***That Marilyn Troup Parr and Jane Peaire be appointed as Co-Treasurers and John Phelps as Payroll Administrator for 2020-2021 with all the rights and responsibilities attending these positions; and***
- b) ***That Heather Hoeg be appointed as Envelope Secretary for 2020-2021 with all the rights and responsibilities attending that position; and***
- c) ***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.

(Frank Webster, Larry Smith)

Carried

9. Other Business

a) Questions or items from the floor

Sandy Middleton moved a motion of deep thanks to our ministerial team for their leadership during a very difficult year.

b) Notice of next Congregational Annual Meeting: Sunday, February 28, 2021

Lorraine acknowledged that other Congregational Meetings will be called when necessary. The next one is scheduled on March 29 for the purpose of discussion and approval of the 2020 budget.

c) Closing and thanks

Lorraine extended thanks to every member of the staff team, especially in consideration of the transitions during the past several months, to all those who helped with preparing for the meeting, and to all attendees for their mindful participation.

10. Closing Prayer

Mary Harding closed with prayer.

11. Motion:

To adjourn the Congregational Annual Meeting (2:17 p.m.)

(Mike Peleschak)

Recording Secretary

Chair of Council

Date



Financial Reports

Submitted by Brian Magee, Chair of Finance

In 2020 the total operating revenue received was \$496,890. Included in the operating revenue was \$80,566 of federal government wage subsidies. The total operating expenditures were \$470,828, \$11,936 below budget. The result was an operating surplus of \$26,063. Without the subsidies a deficit of \$54,504 would have been realised. Operating revenue comes from four main sources: (government subsidies not included)

1. **Undesignated offering** (envelope, PAR, initial offering, securities, online donations, bulletin sponsorship).
This source contributed 89% of the revenue for 2020 as compared to 81% for 2019. Contributions in 2020 were \$40,300 less than 2019.
2. **Rent.**
This source contributed 6% of the revenue for 2020 as compared to 11% for 2019.
3. **Fundraising & Sustainable Revenue** (garage sale, all things Christmas, solar energy sales).
This source contributed 4% of the revenue for 2020 as compared to 6% for 2019.
4. **Office Income** (weddings, funerals, book sales, photo copying), **Miscellaneous and Recoverables** (summer student grant, rebates).
This source contributed 1% of the revenue for 2020 as compared to 2% for

Financial Reports*Submitted by Marilyn Parr***2020 Comparative Income Statement (Cash basis)**

	<u>2020</u>	<u>2020 Budget</u>	<u>2019</u>
REVENUES			
<u>Congregational Offerings</u>			
Envelope	152,153	146,625	156,900
Par	201,449	210,000	205,096
Sunday School	60	0	60
UCC Foundation	16,883	18,375	44,870
Loose	610	1,000	4,643
Broadview (Observer)	0	0	1,425
Congregational Retreat	0	0	4,670
Initial Offering	109	109	159
Sub-Total	<u>371,263</u>	<u>376,109</u>	<u>417,824</u>
<u>Other Revenues</u>			
Recoverables & Misc. Income *	1,825	4,000	5,399
Rent	21,884	30,400	55,883
Donation for Room Use	2,750	0	515
Fundraising & Other Revenue **	14,987	10,000	22,117
Office Income	3,615	0	7,388
Book Sales	0	0	45
Government Subsidies	80,566	60,000	0
Sub-Total	<u>125,627</u>	<u>104,400</u>	<u>91,347</u>
Total Operating Revenues	<u>496,890</u>	<u>480,509</u>	<u>509,171</u>
<u>Outreach & Other Revenues</u>			
Mission & Service - Congregation	70,962	80,000	77,443
Lenten Appeal	0	0	90
Advent Appeal	100	0	30
CCSC - Saturday Night Suppers	680	0	215
Sub-Total	<u>71,742</u>	<u>80,000</u>	<u>77,778</u>
Total Revenues	<u>568,632</u>	<u>560,509</u>	<u>586,949</u>

Financial Reports*Submitted by Marilyn Parr***2020 Comparative Income Statement (Cash basis)**

	<u>2020</u>	<u>2020 Budget</u>	<u>2019</u>
EXPENDITURES			
<u>Operating Expenditures</u>			
Worship	4,729	5180	4,321
Christian Formation	652	1200	388
Spiritual Life	148	300	4,875
Fellowship	25	75	1,545
Pastoral Care	49	200	249
Justice and Outreach	4,000	2000	4,000
Outreach Teams	2,064	2064	1,900
Property	39,777	49320	51,657
Electronic Communication	5,625	5500	4,810
Accessibility	0	0	0
Finance	35,000	34953	31,817
Stewardship	0	0	60
Personnel	378,339	378072	398,785
Events Organized by Ministers	0	200	0
Ministers' Discretionary	300	1,000	500
Council Expenses	0	200	509
Harcourt 20/20 & Experimentation	120	500	555
Pre-Community Engagement Worker	0	0	3,435
Community Engagement Animator	0	0	4,124
Total Operating Expenditures	<u>470,828</u>	<u>480,764</u>	<u>513,529</u>
<u>Outreach & Other Expenditures</u>			
Mission & Service - Congregation	70,962	80,000	77,443
Lenten Appeal	0	0	0
Advent Appeal	0	0	0
CCSC - Saturday Night Suppers	58	0	909
Total Outreach & Other Expenditures	<u>71,020</u>	<u>80,000</u>	<u>78,352</u>
TOTAL EXPENSE	<u>541,848</u>	<u>560,764</u>	<u>591,881</u>
Net Operating Revenues/Expenditures	26,063	-255	-4,359
Net Outreach & Other	<u>722</u>	<u>0</u>	<u>-574</u>
	<u>26,784</u>	<u>-255</u>	<u>-4,933</u>

2020 Comparative Balance Sheet (Cash basis)

	2020	2019
CURRENT ASSETS		
Bank - Current Account CIBC	0	40,048
Bank - Current GIC CIBC & MCU	25,422	15,422
Meridian Account	70,194	10,352
Pillar (Trustees') Funds	348,963	314,985
Accounts Receivable	-494	-494
Fundscrip Inventory	150	8,225
TOTAL CURRENT ASSETS	444,234	388,538
CURRENT LIABILITIES		
Memorial Donations	0	2,685
Accessibility Grant	0	597
Accessible Washroom	0	-1,287
Lenten Appeal	0	220
Advent Appeal	100	200
HST	305	336
Web Design	142	142
Gifts of Recognition	25	1,100
Men's Breakfast	635	480
Community Garden	237	137
Misc. Events (Christmas Dinners)	0	932
Saturday Night Supper	2,056	1,434
Ignatian Exercise	503	-22
3rd Guelph Scout Group	1,000	1,000
TCOW	-95	-95
Project Funds Payable	0	511
Vacation Payable	1,714	943
EI Payable	0	2
U. C. Pension for Ee	0	-1,507
Rental Prepayments	0	5,588
GST Paid on Purchases	-20	-1
HST Paid on Purchases	2,110	-337
TOTAL CURRENT LIABILITIES	8,710	13,055
EQUITY		
Pillar (Trustees') Funds	348,963	314,985
Beginning Operating Surplus	60,498	64,857
Current Operating Surplus	26,063	-4,359
Total Operating Surplus	86,561	60,498
TOTAL EQUITY	435,524	375,483
TOTAL LIABILITIES AND EQUITY	444,234	388,538

*** 2020 Recoverables & Misc. Income Summary**

	2020	2019
Miscellaneous	933	151
Summer Student Job Grant	0	4,018
Profit from Book Sale	10	0
Tax Refund for 2019 Overpayment	882	0
Interest on GICs	0	1,231
	<u>1,825</u>	<u>5,399</u>

**** 2020 Fundraising Summary**

	2020	2019
All Things Christmas	6,297	9,040
Garage Sale	0	2,528
Missing Fundscrip Cards	-325	0
Solar Sales	8,954	8,601
Stem Camp & Girl Guides	0	1,397
Food Truck Proceeds	0	552
	<u>14,926</u>	<u>22,117</u>

Proposed Operating Budget 2021

		2018	2019	2020	2020	2021
		Actual	Actual	Actual	Budget	Budget
<u>REVENUE</u>						
1	Envelope Giving's (including I.O., PAR & Stocks)	413,118	406,867	370,444	375,109	380,000
2	Other Congregational Giving's	4,753	4,703	670	1,000	1,500
3	Rent	51,922	56,398	24,634	30,400	20,000
4	Office Income (new category)	0	0	3,615	0	5,000
5	Recoverables & Miscellaneous Fundraising and Other Sustainable	13,891	10,069	1,825	4,000	4,000
6	Revenue	22,974	29,550	15,137	10,000	20,000
7	Government Subsidies	0	0	80,566	60,000	30,000
8	TOTAL REVENUE	<u>506,658</u>	<u>507,587</u>	<u>496,890</u>	<u>480,509</u>	<u>460,500</u>

EXPENDITURES

CHRISTIAN FORMATION CLUSTER

WORSHIP

9	Music: scores, books, supplies	868	218	78	400	400
10	Chancel Flowers, decorations	99	125	0	0	150
11	Instrument Maintenance & Repair	1,185	450	0	500	500
12	Honorarium (guest preachers 6x/yr)	800	1,450	1,650	1,800	1,800
13	Canadian Copyright Licence	744	512	704	480	500
14	Worship Service supplies (& Spec. Worship)	2,310	1,566	2,298	2,000	2,000
15	Miscellaneous	0	0	0	0	0
16	Worship subtotal	<u>6,006</u>	<u>4,321</u>	<u>4,729</u>	<u>5,180</u>	<u>5,350</u>

CHRISTIAN FORMATION

17	Child, Youth and Family Ministry	1,227	195	339	1,000	1,000
18	Adult Ministry	521	171	313	200	200
19	Ecology - Information Campaign	0	0	0	0	0
20	Harcourt Library	75	22	0	0	0
21	Christian Formation subtotal	<u>1,824</u>	<u>388</u>	<u>652</u>	<u>1,200</u>	<u>1,200</u>

SPIRITUAL LIFE

22	Events, workshops, advertising	478	155	49	50	100
23	Training, special costs, materials	0	50	99	250	250
24	Congregational Retreat	5,280	4,670	0	0	0
25	Spiritual Life subtotal	<u>5,758</u>	<u>4,875</u>	<u>148</u>	<u>300</u>	<u>350</u>

26	Christian Formation Cluster subtotal	13,588	9,584	5,529	6,680	6,900
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CONGREGATIONAL LIFE CLUSTER

FELLOWSHIP

27	Broadview	1,629	1,500	25	75	75
28	Advertising	0	45	0	0	0
29	Fellowship subtotal	1,629	1,545	25	75	75

PASTORAL CARE

30	Speakers and Events	0	0	0	0	0
31	Train & Support Volunteers	169	249	49	200	200
32	Pastoral Care subtotal	169	249	49	200	200

33	Congregational Life Cluster subtotal	1,798	1,794	74	275	275
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OUTREACH CLUSTER

JUSTICE & OUTREACH

34	Welcome In	2,000	2,000	2,000	2,000	2,000
35	Chalmers Food Shelf	2,000	2,000	2,000	2,000	2,000
36	Misc. Outreach Requests	0	0	0	0	0
37	Justice & Outreach Total	4,000	4,000	4,000	4,000	4,000

OUTREACH TEAMS

38	Ecumenical Campus Ministry	1,800	1,800	1,800	1,800	1,800
39	LGBTQA	100	100	264	264	270
40	Outreach Teams subtotal	1,900	1,900	2,064	2,064	2,070

41	Outreach Cluster Subtotal	5,900	5,900	6,064	6,064	6,070
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OPERATIONAL LIFE CLUSTER

PROPERTY

42	Utilities	13,323	16,531	15,459	15,208	16,000
43	Heating Fuel	7,402	6,247	6,466	6,583	7,000
44	Repairs	12,668	10,367	2,286	2,732	2,000
45	Cleaning Supplies	2,081	3,260	1,022	2,612	2,500
46	Insurance/ Fire Protection/Appraisal	8,688	5,991	6,858	6,858	8,000
47	Lift Maintenance	1,753	1,154	1,511	1,408	1,800
48	Snow Removal	2,321	4,837	5,556	7,519	5,500
49	Furniture/Equipment	34	0	14	1,000	1,000
50	Garden Maintenance and Development	738	187	33	200	2,500

51	COVID Expenses	0	0	572	5,000	200
52	Miscellaneous	4,510	3,084	0	200	200
53	Property subtotal	53,518	51,657	39,777	49,320	46,700

COMMUNICATIONS

54	Communications Team					
	Various	218	283	247	250	250
	Accessibility	0	0	0	0	0
55	Electronic Team					
56	Sound system, training, honoraria	700	1,175	400	300	300
57	AV Equipment and Maintenance	4,990	669	214	500	500
58	Software/Internet/Video licence	1,627	1,687	1,747	2,000	2,000
59	Computer Hardware and Software	1,893	995	1,827	1,500	1,000
60	Computer Service	0	0	0	950	950
61	Website Maintenance			1,190		450
62	New Website Development/Installation					6,000
63	Communications Team subtotal	9,428	4,810	5,625	5,500	11,450
64	Operational Life Cluster subtotal	62,945	56,467	45,402	54,820	58,150

STEWARDSHIP CLUSTER

FINANCE COMMITTEE

65	Bank Charges/Brokerage Fees	1,901	1,809	1,650	1,500	1,200
66	HST Non-Refund Expense	2,668	2,365	2,799	3,000	3,000
67	Offering Envelopes	363	379	63	400	400
68	Office Supplies	1,921	2,774	3,510	3,000	3,000
69	Postage	513	466	1,169	1,300	1,300
70	Machine Rental/Service	3,424	3,508	5,357	5,400	5,400
71	Regional Council Assessment	18,412	20,253	20,253	20,253	20,253
72	GUM membership	0	0	0	0	0
73	Miscellaneous	482	49	199	100	100
74	Trustee's	0	213	0	0	500
75	Finance subtotal	29,684	31,817	35,000	34,953	35,153

STEWARDSHIP COMMITTEE

76	Stewardship Campaign	298	60	0	0	600
77	Stewardship subtotal	298	60	0	0	600
78	Stewardship Cluster Subtotal	29,981	31,877	35,000	34,953	35,753

**MINISTRY AND PERSONNEL
CLUSTER**

PERSONNEL

79	Wages	297,231	299,735	290,598	289,492	268,000
80	Employee Benefits	60,914	61,791	65,493	59,750	59,750
81	Ministers' Travel & Moving Expenses	1,621	2,105	3,632	6,000	5,000
82	Development Ministers	3,000	3,000	3,000	4,500	2,000
83	Development Music	0	0	0	0	0
84	Development Admin	150	0	0	0	0
85	Development Staff Team	441	699	0	0	0
86	Staff Replacement & Overtime	1,076	9,364	4,417	6,000	4,500
87	Additional Travel	0	0	0	0	0
88	Night Lockup	5,862	5,702	0	0	0
89	Extra Maintenance	6,427	3,278	0	0	0
90	Ministers' Telephone	1,441	1,330	1,219	1,330	1,000
91	MANNA Music Program	3,900	3,600	4,650	5,000	5,000
92	MANNA Support Worker	0	2,817	5,331	6,000	6,000
93	CY&F Contingency - Youth Leadership	0	0	0	0	0
94	Search Committee & Substitute Minister	0	0	0	0	5,000
95	Sabbatical Coverage	0	5,363	0	0	0
96	Personnel subtotal	382,063	398,785	378,339	378,072	356,250
97	Ministry and Personnel Cluster subtotal	382,063	398,785	378,339	378,072	356,250
<u>NON COMMITTEE BUDGETS</u>						
98	Books for resale	0	0	0	0	0
99	Events organized by Ministers	57	0	0	200	200
100	Ministers' Discretionary	500	500	300	1,000	1,000
101	Non Committee subtotal	557	500	300	1,200	1,200
<u>COUNCIL & OTHER</u>						
102	Miscellaneous	0	509	0	200	200
103	PRE - Community Engagement Worker	5,474	3,435	0	0	0
104	Community Engagement Worker	0	4,124	0	0	0
105	Harcourt 20/20 Action and Experimentation	3,048	555	120	500	500
106	Non Committee subtotal	8,522	8,622	120	700	700
107	Grand Total All Expenditures	505,354	513,529	470,828	482,764	465,298
108	Surplus/(Deficit)	1,304	-5,942	26,063	-2,255	-4,798

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