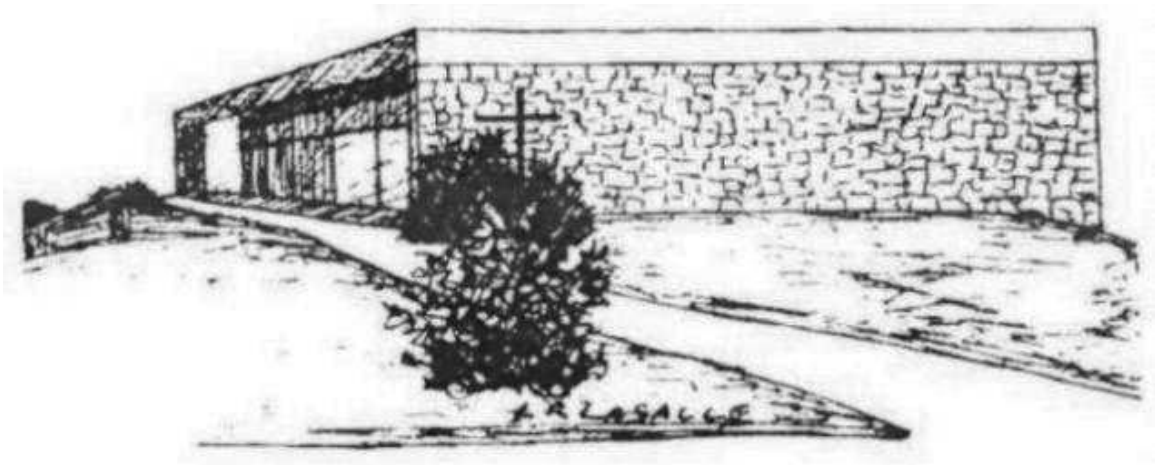


BRITANNIA UNITED CHURCH

2019 ANNUAL REPORT



MINISTER: REV. JIM BALDWIN

985 PINECREST ROAD
OTTAWA, ONTARIO
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<u>Page</u>	<u>Index</u> <u>Report for:</u>
01	Cover
02	Index
03	In Memoriam
04	Minister's Letter
05	2018 AGM Minutes
10	Church Council
11	Regional Council Representative
12	Christian Development
13	Youth Activities
13	Sunday School
14	Library
14	Worship and Music
15	Music Director
16	Mission, Service and Outreach
18	Ottawa West End Community Chaplaincy
19	West End Villa
19	Seniors' Tea
20	Haitian Bible Group
20	Friends in Song
20	Al-Anon
21	Pastoral Care
22	Ministry and Personnel
23	Trustees
26	Stewards
27	Stewardship Campaign
28	Property
29	Rentals
29	Security
30	Office Automation
31	Kitchen
31	Coffee/Tea Juice Service
31	Memorial
32	Memorial Garden
34	Membership and Attendance
34	Newsletter
35	Craft Group
36	Treasurer's Report
43	Envelope Steward

IN MEMORIAM

Eric Hall	January 2, 2019
Mary Anne Walker	January 31, 2019
Anna Farevaag	April 14, 2019
Georgina Neill	May 30, 2019
Tom Mimee	August 1, 2019
Ron Workman	September 8, 2019
Mario Bergeron	September 9, 2019
Iris Zwanenburg	October 8, 2019

I AM THE RESURRECTION AND THE LIFE,
HE THAT BELIEVETH IN ME,
THOUGH HE WERE DEAD, YET SHALL HE LIVE:
AND WHOSOEVER LIVETH AND BELIEVETH IN ME SHALL NEVER
DIE.

Minister's Letter

Just this week I had several conversations with people about how we see/know/experience God. As I was preparing to write this report, it occurred to me that we can find God within these pages.

When we think about how we experience God, we often go to nature; seeing God in the trees and mountains, hearing God in the sound of birdsong of a beautiful piece of music, knowing God's presence in joyful experiences of new life and even in profound experiences of loss.

But we can also experience God's presence in the more mundane activities, in the life and work of the church. Within these pages, we can read about the work of the choir and our Worship Committee, who help to provide inspiration in weekly worship. We can read about the people who use their unique gifts for financial thinking to support the work of our Trustees and Stewards. There are reports from people who donate their time to look after the rentals in the church, who make sure our property is clean and welcoming, who bring nature to the gardens that surround the church and the decorations that bring beauty to worship. The Christian Development Committee helps us to experience God in Sunday School and Bible Study. The Regional Council report talks about our connection to the wider church and our world. Which brings us to Mission, Service and Outreach and the committees who take God's presence into the world on our behalf.

In chapter 12 of I Corinthians, St. Paul said that when we are born, the Spirit breathes life into us and with that breath comes a gift. Each of us is given a gift to use for the good of the community. God gives life to the Spirit, the Spirit gives life to us, and when we share our lives and our gifts with the community, God's presence is seen, and known and experienced.

So, I would encourage you to read these reports and as you do, to open yourself up to the presence of God. It is here. Amen

Britannia United Church
2018 Annual General Meeting
March 31, 2019

1. Welcome and Opening Prayer

Meeting called to order by Brenda Plamondon at 11:40am
Welcome by Brenda Plamondon
Opening prayer by Rev Jim Baldwin

2. Reading of Memorial List (pg.3) by Rev. Jim Baldwin

3. Voting Rights of Adherents

Motion to extend voting rights to adherents

Moved by Dori Jensen, seconded by Mary Lou Farrell. Carried

4. Appointment of Chair and Recording Secretary

Motion for Brenda Plamondon to Chair the 2018 AGM, and for Melissa McEwen to be Recording Secretary

Moved by Verne Bruce, seconded by Dori Jensen. Carried.

5. Approval of Agenda

Motion to approve agenda by Rose Bernauer, seconded by Eileen Ball. Carried

6. Approval of Minutes of 2017 Annual General Meeting

Motion to approve minutes (with corrections on pg 6 should read "2017 Annual Report"), by Bob Livingstone, seconded by Kathy Banville. Carried

7. Receiving and Approval of Annual Reports

[All reports to be read, questions answered, comments made, etc. and then approval of all reports to be voted on at the end of report presentation]

- Minister's Letter (pg 4)
 - Informational, no questions
- Chair of Council's Report (pg 11)
 - Informational, no questions
- Presbytery Representatives' Report (pg 12)
 - Reported and presented by Eileen Ball
 - Name change from 'Presbytery' to 'Eastern Ontario Outaouais Regional Council (EOORC)- Region 12
 - New office located in Carleton Place
 - EOORC Conference in June 2019 will be held in Smith Falls

- Reports from Standing Committees
 - Christian Development Report (pg 13)
 - Report by Mary-Lou Farrell, no questions
 - Worship and Music Report (pg 15)
 - Report by Dori Jensen, no questions
 - Music Director (pg 16) Report by Lauren Saindon, presented by Rev. Jim Baldwin with an expression of appreciation to Lauren Saindon for her contributions to the choir and the church
 - Mission, Service and Outreach Report (pg 17)
 - Report by Wendy Gallant, presented by Rev. Jim Baldwin. Presently seeking a Chair for MS&O. Corrections on pg 18 should read “Helen Hutcheson, and Kingston”, no questions
 - Ottawa West End Community Chaplaincy (pg 19), report by Marilyn Bruce, informational, no questions.
 - West End Villa (pg 20)
 - Seniors’ Tea (pg 20)
 - Haitian Bible Group, Friends in Song & Al-Anon (pg 21)
 - Pastoral Care Report (pg 22)
 - Report by Dori Jensen, always in need of new members, especially for visits; prayer request box kept confidential, no questions
 - Rev Jim Baldwin requested that the Office Administrator be notified when someone is sick, in hospital.
 - Ministry and Personnel Report (pg 23)
 - Report by Mary-Lou Farrell; correction pg 23 – Kelvin Stanke no longer Co-Chair.
 - Seeking Custodian Liaison to join the M&P Committee
 - Question regarding custodian position – answered by Mary-Lou Farrell
 - Rev. Jim Baldwin expressed a thank you to M&P Committee for their devotion and dedication throughout the process of hiring Music Director, Office Administrator and Custodian.
 - Trustees Report (pg 24)
 - Report by Don Judd, grateful for donations of stocks. Information regarding the financial incentives to those who may wish to donate stocks to BUC.
 - Questions regarding total investment amount of 44, 600 pg. 25. Don Judd to confirm
 - Question regarding receipt amounts for stock donations. Answered by Don Judd. Market value on the date donation is received.

- Questions regarding the special trust fund loss of approx \$80,000 answered by Don Judd. Markets in December 2018 dropped significantly.
 - Correction pg 26, should read “contacts for 2018”
- Stewards Report (pg 28)
 - Stewardship Campaign (pg 29)
 - Property (pg 31)
 - Rentals (pg 32)
 - Security (pg 32)
 - Office Automation (pg 33)
 - Kitchen (pg 34)
 - Coffee/Tea Juice Service (pg 35)
 - Memorial (pg 35)
 - Report by Helen Hutcheson, no Chair of Stewards Committee, committee members chair on a rotational basis. Would welcome a new Chair if any interest, no questions.
- Memorial Garden (pg 36)
 - Report by Dianne Tupper, committee welcomes suggestions for the Garden, thank you to Norm Toone for his assistance with the Memorial Garden, donations for the Memorial Garden would be greatly appreciated.
 - Rev. Jim Baldwin, suggested that donation requests be included in the bulletins and in the Newsletter. Mary-Lou Farrell clarified that ‘Memorial Garden’ must be specified on the offering envelope.
- Membership and Attendance (pg 37)
 - Report by Melissa McEwen
 - Question; “Removal” answered by Melissa McEwen re: Historical Roll
 - Rev. Jim Baldwin encouraged members to introduce themselves to new people that they see at service. Supported by Dee Vance, Roelie Jackson, and Kathy Banville
 - Question; Member vs Adherents: answered by Rev. Jim Baldwin
- Newsletter Report (pg 37)
 - Report by Peter Bain, requesting more information regarding the larger community ie: QTN, Lincoln Fields, etc. Inclusion of pictures and graphics are welcome. Encouraged sign up for electronic copy. Thank you to Office Administrator for support. no questions
 - Kathy Banville expressed gratitude to Peter for all his work on the newsletter

- Dori Jensen suggested the inclusion of materials for children in the Newsletter.
- Craft Group Report (pg 38)
 - Informational, no questions
- Envelope Report (pg 46)
 - Report by Verne Bruce, no questions
- Treasurer's Report (pg 39)
 - Reported by Jamie Hill, expenditures on the overheads
 - Thank you to Jamie Hill and Verne Bruce for all their work on the report
 - Question: Unused minister's education allowance answered by Rev. Jim Baldwin.
- Auditors Report
 - Report by Peter Bain, thanks to Office Administrator, Treasurer, Envelope Steward and Bookkeeper. Audit complete.
 - Question: inclusion of Auditors report in AGM report answered by Peter Bain.

Motion to approve all reports with any noted changes by Eileen Ball , seconded by Rose Bernauer, Carried.

8. Approval of 2019 Budget

- Reported by Verne Bruce
- Roelie Jackson encouraged congregation to cut back on unnecessary spending. Helen Hutcheson requested that concerns and suggestions be brought to the Stewards Committee.
- Question; continued deficit, answered by Jamie Hill and Verne Bruce
- Question; grants for the cost of AED, answered by Verne Bruce and Melissa McEwen

Motion for the approval of the 2019 budget by Verne Bruce, seconded by Rose Bernauer. 1 abstention. Carried.

9. Elections

- Church Officers: According to Constitution, officers can serve a 2 year term.
 - Chair: Brenda Plamondon, affirmed
 - Vice Chair: Barry Meredith, affirmed
- Trustees:
 - Names given by Don Judd:
 - Eileen Chambers
 - Horace Duncan
 - Ole Jensen
 - Bob Livingstone

- Bud Lusk
- Gail Wyse
- Don Judd stepped down as the Chair of Trustees
- Question: New Chair of Trustees, answered by Don Judd. Chair of Trustees is held by the Minister or delegated by the Minister.
- Question: Contact named on the Special Funds, answered by Don Judd. Don Judd will remain as contact until a new Chair of Trustees is appointed by Rev. Jim Baldwin.
- Insurance company will be notified of the change in chair of Trustees

Motion to approve Church Officers and Trustees by Verne Bruce, seconded Dori Jensen. Carried

- Member(s) at Large (if required)
 - no members at large voted
- Auditor for 2019 Financial Reports

Motion to appoint Peter Bain as 2019 Auditor by Don Judd, seconded by Bob Livingstone. Carried.

10. Affirmation of Standing Committees and Chairs

Motion to affirm all Standing Committees and Chairs by Eileen Ball, seconded by Ole Jensen. Carried

- Regional Council Representatives for 2019: Eileen Ball & Jamie Hill

Motion to affirm Eileen Ball and Jamie Hill as Regional Council Representatives by Verne Bruce, seconded by Ole Jensen. Carried.

11. Other Business

- No other business

12. Date of Next Meeting

- March 29, 2020

13. Closing Prayer and Adjournment

- Rev Jim Baldwin lead us in prayer
- Adjournment by Brenda Plamondon at 1:20pm

Chair of 2018 AGM, Brenda Plamondon

Recording Secretary, Melissa McEwen

Church Council Report 2019

Submitted by: Barry Meredith, Vice-Chair

Purpose of the Committee:

The council ensures that the intentions of the Congregation are carried out by making decisions on its behalf. It is responsible for setting priorities, governing ongoing operations, carrying out the work of the Church and ensuring its health and well-being, as stated in the Britannia United church (BUC) Constitution and Mission Statement.

The Church Council receives its authority from the Congregation and is mandated for one year. The Regional Council Representative, Chair, Vice Chair, Recording Secretary, Treasurer, Editor of the Newsletter and Members at Large are elected by the Congregation, while all other members of Council are affirmed at the Annual General Meeting.

Members of the Committee:

Rev. Jim Baldwin (Minister)

Eileen Ball (Regional Council Representative)

Officers: Brenda Plamondon (Chair)

Barry Meredith (Vice-Chair)

Wendy Gallant (Recording Secretary)

Jamie Hill (Treasurer)

Chairs of Standing Committees:

Mary Lou Farrell (Christian Development)

Dori Jensen (Worship and Music)

Dori Jensen (Pastoral Care)

Mary Lou Farrell (Ministry and Personnel)

Ole Jensen (Board of Trustees) Don Judd resigned 2019

Stewards select a person to chair each meeting; no formal chair

Members at Large:

Verne Bruce

Robert Livingstone

Kelvin Stanke

Wendy Gallant

Persons representing ongoing church organizations:

Marilyn Bruce (West End Villa Group)

Maggie Taylor and Dee McEwen (Senior's Tea)

Peter Bain (Editor of Newsletter)

Highlights of Our Work:

- Held four regular meetings in February, May, September and November to oversee the activities of the Council's various standing committees and organizations.
- Set Budget for 2019.
- We "closed the loop" with Hydro Ottawa on the LED lighting retrofit project, including responding to their questions.
- We dealt with Ole Jensen and Al Tassie to upgrade the PA speakers in the Sanctuary.
- Were involved with the Queensway Terrace North Association on a variety of issues.
- Thanks to the efforts of Eileen Ball, Kelvin Stanke and other, we provided hot chocolate for their Skate Party in February 2019.
- Communicated with QTN Association regarding a variety of upcoming projects in the neighbourhood, such as LRT expansion and changes to streets and sidewalks.

Contributions to the Life of Our Church:

The council is the senior administrative body of BUC. It exercises leadership in the care and oversight of the spiritual life and interests of the Church. A strong Council, with robust Standing Committees, is essential for the effective governance of BUC. It is by coming together and sharing our gifts that we will continue to flourish as a Congregation.

Remember: We work for you! As such, anyone in the congregation can choose to attend any Council meeting as a guest.

Regional Council Representative Report 2019

Submitted by: Eileen Ball

Purpose of the Committee:

Lay representatives are tasked to liaise with the Eastern Ontario Outaouais Regional Council, keep Council informed of any activities of this group affecting the Congregation, submit any directives issued by the Council and serve as envoy to the Council in terms of communicating crucial congregational activities.

Highlights of our work:

- Of particular importance to the long-term interests of this congregation was the work being done in the restructuring of the United Church governing organization. The new organization will include 3 levels, instead of 4. The local congregation will be given more autonomy and will be referred to as a 'Community of Faith' instead of a Pastoral Charge.
- The Presbytery and Conference are now the Regional Council, and there will be a smaller organization at the National level. We will be in Region 12, which is the 'Eastern Ontario Outaouais Regional Council (EOORC).

- Presbytery ceased to exist December 31, 2018 as the new organization structure took effect January 1, 2019. Our new Regional Office is located in Zion Memorial United Church in Carleton Place.
- The Inaugural meeting of the Council was held June 7, 8 and 9, 2019 in Smith Falls in the local community center/arena. Ordination was held on Sunday morning in Trinity United Church in Smith Falls. The meeting was well attended and well organized. A lot of time was spent getting to know the new people we were meeting with, as well as voting on many aspects of the new organization. The new area includes churches in the Upper Ottawa Valley, St. Lawrence Valley, Ottawa, the Outaouais and Eastern Ontario.
- A one day meeting was held in Prescott in September. Again, there was time spent in getting to know our new organization and in continuing to accept guidelines for each of the committees.
- The next meeting is planned for Glen Cairn UC in February and the annual meeting is to be held in Cornwall in May.

Contributions to the Life of our church:

The representatives are kept up to date with what is happening in other churches in the Ottawa area, and indeed in the broader church as well. New ideas are shared with the various committees at Britannia.

Christian Development Report 2019

Submitted by: Mary Lou Farrell, Chair

Purpose of the Committee:

To support the group's activities that fall under its umbrella. These include Nursery, Church School, Youth Activities, Study Groups, Library; and other events that encourage a learning environment for the congregation.

The Church School, Youth Group provide a nurturing, caring environment in which the young have an opportunity to learn the stories of the Bible, and how the values presented in these stories apply to their lives.

Members of this Committee

Mary-Lou Farrell, Chair
Helen Hutcheson

Barbara Blair
Mary Townson

Highlights of Our Work:

- Deborah Suddard was hired to lead the discussions titled: Major Messages from Minor Prophets, which ran in the Spring 2019.
- A Congregational Learning Survey was put out to determine congregational interest in the next study sessions.

I would like to extend a warm thank you to all my active committee members and Sunday School volunteers under the leadership of Helen Hutcheson. They have all taken on additional responsibilities this year and ensured a fantastic spiritual learning environment which was embraced by all. It is humbling to see what a great team of new and existing members can do when inspired by love and faith.

Youth Activities

Submitted by: Helen Hutcheson

Highlights of Our Work:

- Britannia United Church did not have an active Youth Group in 2019.

Sunday School

Submitted by: Helen Hutcheson

Highlights of Our Work:

- During 2019, the children explored stories and themes from the Spark curriculum based on the Revised Common Lectionary. They learned about spreading love to others, forgiveness, humility and carrying out the work of God in their daily lives. Following a music session led by Valerie Baldwin, the children listen to a Bible story, engage in a conversation about it and enjoy a theme-related craft, activity or game.
- A team-teaching approach is used. It takes a lot of leaders and assistants to run the Sunday School program, and special appreciation is extended to Valerie Baldwin, Jessica Carey, Lana Czelenski, Mary-Lou Farrell, Joanna Hughes, Lorraine Montgomery, Danielle Nicholls, Mat Saindon, Diane Tremblay, Jennifer Trewartha and Kim Vail.
- Attendance is steady, with about 10 children and youth participating on average each week.
- The children and youth made friendship bread, with Danielle Nicholls. They began with two starters, which were divided into eight new starters, and produced four loaves of bread. The bread and starters were shared with the congregation and others.
- Jennifer Trewartha coordinated a sharing project with the children. They were encouraged to bring in used clothing and other items to share with those who need them.

- The children and youth had a lot of fun judging the photos that were submitted for the 2020 Britannia United Church calendar.
- Diane Tremblay led the children and youth in a yoga based class.
- The children and youth learned about the Operation Christmas Child Shoebox Project from Lorraine Montgomery who managed the project. They helped her pack the boxes for shipment to children living in extreme poverty in a third world country.
- The children, under the guidance of Mary-Lou Farrell, Lana Czelenski, Jessica Carey and Jennifer Trewartha, made Christmas cards and ornaments that were sold at the Church bazaar and to the Congregation, raising more than \$220 for the Church's general operating fund.
- The year was capped off with a very successful Christmas pageant with 14 children and 7 adults participating in the pageant as performers and singers. A special thank you is extended to Valerie Baldwin, who coordinated the music and production, to Jessica Carey, who narrated the pageant, to the parents and guardians, and to the many volunteers who helped the children prepare for the rehearsal and performance and contributed to the final production.

Library

Submitted by: Barbara Blair and Mary Townson

Highlights of Our Work:

- Work has been completed on the sheet music inventory and a list is available in the Library. However, updates will be maintained on an ongoing basis.
- Work is starting on a review of the Library's inventory. A number of the books are out of date and may need to be replaced with up-to-date content.

Any suggestions for acquisitions would be welcomed as well as donations of current books are always welcome.

Worship & Music Committee Report 2019

Submitted by: Dori Jensen, Chair

Purpose of the Committee:

We assist Rev. Jim in planning Sunday worship services, choosing hymns, readings and dramatic presentations. This committee prepares communion, finds communion servers, prepares the Advent wreath and finds Advent readers. The committee also enhances the atmosphere of the church's sanctuary with seasonal decorations. We organize the Sunrise Easter service and also book the location for the church picnic.

Members of the Committee:

Dori Jensen, Chair

Lauren Saindon, Music Director

Rev. Jim Baldwin

Heather Wallace

Highlights of our Work:

- Lauren Saindon (Music Director) continues to organize anthems for each Sunday. Many thanks to all who helped out with the music while Lauren was on holidays.
- It is a highlight to see children, as well as adults, participating in the serving of communion. A big thank you to Heather Wallace for preparing communion. Communion was served 8 times in 2019. The readings for the lighting of the Advent wreath were read by children, youth and adults. Roelie Jackson and Dianne Tupper continue to decorate our Sanctuary for special occasions.
- It is another highlight to see the continued response to Ada's Mitten Tree.
- The Blue Christmas Service, planned by Rev Jim, is much needed in our busy lives and offers an opportunity for a quieter more reflective service for all, but especially for those whose Christmas is not always a happy occasion.
- This year we had only 1 Christmas Eve Service at 7:00pm and it is indeed another highlight and is always well attended.
- Another highlight was the church picnic, held at Britannia Church. Many thanks to everyone that helped out at the picnic. A good time was had by all. Please note that it was decided by a vote from the congregation, to continue to hold future annual church picnics at the church.

Music Director's Report 2019

What a great year for the choir! This year, the choir enjoyed providing music for the services and participated in events that contributed to the life of our church and community.

The spring brought one of the busiest and most meaningful seasons for the choir as we provided music for Maundy Thursday, Good Friday, and Easter Sunday services. It was beautiful to be part of the flow of these services and the music incorporated both spoken meditation and joy-filled singing.

While we usually sing as a group, we also have opportunities for solo and ensemble singing. During the summer, the choir does not rehearse regularly and we were blessed with musical offerings from many of the choir members. Throughout the year, Gradon joined us frequently on the drums, which along with Barry's bass playing, allowed us to do more contemporary music. Other instrumentalists who joined us this year included

Neil McGee (cello), and Elodie Saindon (violin) who contributed to our Christmas Eve service and Advent concert.

October saw a new “Broadway Music” event organized by Danielle Nicholls which served both as an enjoyable outing for congregation members and outreach in the community. Many congregation and choir members offered to perform numbers while Lauren provided some of the accompaniment. The event was enthusiastically received by the audience.

In December, the choir participated again in the massed choir concert benefiting the West End Community Chaplaincy. This year, the event was held at St. Stephen’s Anglican church and grew substantially in size. Britannia United Church’s choir presented two pieces: “Shepherd Boy” and “Christmastime.” It was amazing to hear all the choirs singing together, directed by our own Rev. Jim!

Christmas followed and it was wonderful to see a sizeable number of choir members participate in services over the holidays.

Thank you to the choir for all the hard work this year. I’m looking forward to 2020!

Mission, Service and Outreach Report 2019

Submitted by: Verne & Marilyn Bruce, committee members

Purpose of this Committee:

To raise awareness in the congregation about local Outreach projects and how the Mission and Service Fund supports local ministries, as well as ministries across Canada and around the world, through bulletin inserts, bulletin board displays, Minute for Mission readings, and articles in the church newsletter.

We encourage monetary support for Mission and Service through offering envelopes and PAR. The benevolent offering taken up at every communion service, administered by our Minister, is used for special outreach needs within our congregation and local community.

Members of the Mission, Service and Outreach Committee

Susan Aiken	Rev. Jim Baldwin
Marilyn Bruce	Verne Bruce
Wendy Gallant	Helen Hutcheson (secretary)
Lorraine Montgomery	

Target for 2019: \$12,500.00 Actual for 2019: \$12,971.00

Highlights of Our Work:

- Encouraged donations of food and money to the Britannia Woods Food Bank, with thanks to Edith Kenney and Suan Aiken for timely delivery of these items.
- Participated in the Ottawa West End Community Chaplaincy (OWECC) board; Marilyn Bruce, Wendy Gallant and Marg Tyers are board members;
 - Concert of multiple Church choirs held at St. Stephen's Anglican Church on December 1, 2019, with free will offering raising \$2020.00 for OWECC.
 - OWECC starting dialogue with Britannia Woods community.
- Supported Harmony House in Ottawa through White Gifts and contributions to Ada's Mitten Tree; the mittens received were donated between Harmony House and Resettlement Resource Service Volunteers.
- Assisted at the West End Villa with services and visits by volunteers.
- Planned and set up for Seniors' Tea.
- Served at the Ottawa Mission on special occasions, e.g. Thanksgiving, Christmas and Easter.
- A used clothing sale, held in conjunction with the Church Garage Sale, raised \$2050.34. The money was used to pay for the permanent resident fees (\$550 for adults and \$150 for children) for Burundian refugees. Assistance was provided to a young adult and a family of six.
- Presented Minute for Mission readings every Sunday from September to June.
- Gave presentations on local organizations, such as Britannia Woods Food Pantry.
- Participated in, and attended, the World Day of Prayer for Slovakia in March.
- Organized and participated in a Mission, Service and Outreach Sunday Service in September with guest speaker, Trisha Elliot, United Church of Canada Mission and Service Representative.
- Continued to support, along with the community, a local Syrian refugee family as they transition into Canadian life; following the completion of her training, the family's mother obtained employment as a Midwife in Kingston. The entire family has since been reunited and obtained housing in the Kingston area.
- As part of Outreach, provided space for meetings of the Haitian Bible Study Group, Friends in Song and Al-Anon;

Contributions to the Life of Our Church:

Mission, Service and Outreach offers an opportunity to members and supporters of Britannia United Church to live out their faith and honour our story of "hope, healing, and justice-making". We thank you for your support and your efforts in helping us to fulfill our purpose.

The position of Chair remains vacant and will be up for election at the Annual General Meeting on March 29, 2019

Ottawa West End Community Chaplaincy

Submitted by: Marilyn Bruce, board member of OWECC

The Ottawa West End Community Chaplaincy is an ecumenical grassroots-based Christian community Chaplaincy presence in the multicultural, multi-faith communities in west-end of Ottawa. OWECC also supports the housing communities in Foster Farm, Morrison Gardens, Pinecrest Terrace and Regina Towers. This area is generally referred to as Pinecrest Queensway area.

The Britannia congregation along with several other groups, organizations and congregations that share concerns regarding the effects of poverty in these neighbourhoods support OWECC financially.

OWECC is a nonprofit charitable organization and is governed by a working board on which Marg Tyers, Marilyn Bruce and Wendy Gallant currently serve.

August 2019 marked the third anniversary of the revitalization of OWECC. The chaplaincy under the leadership of Rev. Steve Zink currently offers three main programs: a bible scripture drop-in at Regina Towers, a youth martial arts program at Britannia Woods and pastoral counseling; connecting with people at the Ottawa food banks in three of the four communities we serve. Steve also conducts special services; Blue Christmas, Easter and others as requested.

In 2020 the Board hopes to expand some programs with the help of volunteers and the Board is hoping to arrange another camping event at Camp Otterdale.

Highlights of Our Work:

- A summer highlight was a family camp weekend held on September 7th and 8th, 2019 at Camp Otterdale in West Port, where 25 adults and 10 children from the different communities enjoyed.
- This year St. Stephen's Anglican Church hosted the Community Choir on December 1st, coordinated by Rev. Steve Zink, Chaplain and directed by Rev. Jim. Thanks to their support and leadership a freewill offering of \$2000 was received for the OWECC. The Community Choir will be an annual fundraising event for the Chaplaincy. Bells Corners United Church has already agreed to host the December 6, 2020 event.

West End Villa

Submitted by: Marilyn Bruce, Convener

Purpose of this Committee:

To provide residents at West End Villa, who wish to attend a United Church Service, the opportunity to do so every fourth Tuesday from January – June and September – November. Communion is served every 2 months during this time.

Members of this Committee:

Marilyn Bruce, Convener

Rev. Jim Baldwin, Minister

Dori Jensen, Lay Preacher

Donna Armstrong

Eileen Ball

Verne Bruce

Elaine Edwards

Joan Hines

Roelie Jackson

Cathy Lowe

Jean Milne

Brenda Plamondon

Joan Wilson

Highlights of our work:

- To bring patients down from their rooms
- To hear residents sing familiar hymns
- We missed a few months due to the flu at West End Villa
- We had no service in December due to Christmas holiday

Contributions to the life of our church:

Outreach

Seniors' Tea

Submitted by: Maggie Taylor, Coordinator

Purpose of the Sub-Committee:

We are a group of seniors and seniors-at-heart from the church and community that meet from September to May on Thursday afternoons from 1:00 to 3:30/3:45. We start with a short devotion, hymn and prayer followed by games. We break at 3:00 for tea, coffee, sandwiches or sweets.

Highlights of our Work:

- Marilyn Bruce, Dee McEwen and I share responsibility for the opening meditations and, as always, we thank Reverend Jim for leading us in the hymns.
- We have both cribbage and chess boards ready and waiting, as well as extra decks of cards and scrabble boards. Get a group together and join us.

- A special thank you to each member, because you keep the Seniors' Tea running with your individual contributions of treats, tea and coffee preparation and kitchen cleanup.
- We each make a weekly donation of \$4 to cover coffee and other expenses and to put funds aside for our annual Christmas and May luncheons.

Contributions to the Life of our Church:

Our group of active members continues to dwindle. We are now six regulars: one table of bridge and one of scrabble. We would welcome more participants from both the church and the neighbourhood. Please spread the word to family and friends.

Haitian Bible Group

The Haitian Bible Study Group "L'EGLISE EVANGELIQUE DU CHRISTIANISME" is under the leadership of Simeon Saint-Germain, Celimene Malbranche and Nathacha Petifriere. We meet every Sunday evening from 6:00 to 10:00 p.m. and are very grateful that we are able to meet at the Britannia United Church. This helps us with our ministry.

Friends in Song

Submitted by: Maggie Taylor, Britannia contact for Friends in Song

Friends in Song would like to thank you once again for the use of the sanctuary for our rehearsals from September to May. Each choir member pays fees to cover the cost of our director and accompanist. We will accept honorariums from our singing venues if they are able to pay, but if not, we are glad to sing anyways. We continue to donate \$100 to BUC twice annually. Without the generosity of Britannia United Church providing rehearsal space we would be unable to fulfill our mandate to the community.

Al-Anon

The Al Anon Group meets every Tuesday night and we are very grateful that we are able to meet in the Britannia United Church.

Al-Anon has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps, by welcoming and giving comfort to families of alcoholics, and by giving understanding and encouragement to the alcoholic.

Pastoral Care Report 2019

Submitted by: Dori Jensen, Chair

Purpose of the Committee:

We assist Rev. Jim in addressing and nurturing the spiritual/pastoral needs of the congregation of Britannia United Church.

Members of the Committee:

Dori Jensen, Chair

Rev. Jim Baldwin

Donna Armstrong

Eileen Ball

Marilyn Bruce

Verne Bruce

Lana Czelenski

Diane Houston

Dick Howey

Brenda Plamondon

It was with great sadness that we learned of the passing of Eric Hall, Mary Anne Walker, Anna Farevaag, Georgina Neill, Tom Mimee, Ron Workman, Mario Bergeron, and Iris Zwanenburg.

Highlights of our Work:

- One of the highlights of working on this committee is helping others, as well as ourselves, know that we are all children of God and are worthy of God's love and that we can all help spread the light of God's love throughout the world.
- Another highlight is the opportunity to meet new people as well as getting to know our "regulars" more fully.

Contributions to the Life of our Church:

- Visitation in local hospitals, extended care facilities, retirement homes, private homes, and over a coffee at local coffee shops.
 - Sometimes we just listen to people that need to talk to someone.
 - Organization of communion so that it is ready for Rev. Jim to provide to those who are shut in.
 - We send birthday and greeting cards at the appropriate times.
 - We welcome new people into our congregation and introduce them to our regulars. We help make Britannia Church feel like home to all.
 - A Prayer Request box, made by Elaine McCausland, is located in the front lobby for those who wish to have a prayer said for themselves or for someone else. The prayer box is checked regularly by a Pastoral Care Team member and all prayers are kept in confidence.
-

Ministry & Personnel Report for 2019

Submitted by: Mary-Lou Farrell, Chair

Purpose of the Committee:

To provide a consultative and supportive body of liaison persons for the staff of Pastoral Charge, and for members and adherents of congregation; prepare, discuss, review and complete agreements with all staff members; and generally keep lines of communication open between staff and congregation, and amongst staff themselves; review and evaluate once a year all members of Pastoral Charge, with them.

Members of the Committee: Mary-Lou Farrell, Chair & Temporary Custodian Liaison

Kelvin Stanke - Minister Liaison

Danielle Nicholls – Music Director Liaison, Judy Howey resigned in 2019

Scott Hughes – Office Administrator Liaison

Heather Wallace – Bookkeeper Liaison

VACANT: Custodian Liaison

Highlights of Our Work:

- Overseeing changes to the structure, role, and responsibilities of the Office Administrator and Bookkeeper in consultation with the Treasurer, Secretary of Stewards, and Stewards member.
- Reviewing job descriptions has been a focus throughout 2019. M&P are still in the process of finalizing job descriptions for the Office Administrator and Bookkeeper. With such a solid team of staff, we have been afforded the opportunity to have roles and responsibilities shifted. It is our intention to ensure that the job descriptions better reflect the expectations placed on our staff.
- Lauren Saindon, Music Director was approved to be placed on ADT payroll effective January 1, 2020.
- Reviewing, changing and developing policy and procedures for many Committees and Sub-Communities of the Church.
- The Committee continues to seek out volunteers to join and take on essential roles, including liaisons. Currently the Custodian Liaison position is vacant.
- We welcomed Danielle Nicholls to our team as she takes on the role of Liaison for the Music Director.
- Deanna Giles, Kelvin Stanke, Heather Wallace, Don Jackson, Verne Bruce and Helen Hutcheson answered our call to represent the church body as the Hiring Committee for a new custodian. Many thanks for their time, dedication and efforts in finding a replacement. After a very long process, we are pleased to welcome Daniel Moisan to our team of staff at Britannia United Church. Danielle officially started on January 2, 2020.

- While without a custodian, many persons stepped forward in ensuring that the Church remained clean and safe for our congregation, staff and renters. We would like to recognize and show our appreciation for all of those who assisted with such; Verne Bruce, Mary-Lou Farrell, Melissa McEwen and Norm Toone. Without all of your time and support none of this would have been possible. Those who covered a more significant role in the regular maintenance, their efforts were recognized with gift cards or payment for services.
- With the many challenges that come from a minister's duties, Rev. Jim's holidays were a valuable period of renewal and rebalancing; providing him the renewed energy he needed and definitely deserved. We thank you, Jim, for always going above and beyond, stepping in to a variety of roles and being wherever you are needed.
- As always, the Ministry and Personnel Committee continues to ensure that annual staff reviews are completed in a timely manner to address any and all issues but more importantly, reflect on all the positives that each staff member contributes to our church and congregation.
- We wish to congratulate Rev. Jim and his family on the arrival of a healthy grandson, Levi Lake Baldwin, born October 1, 2019. We wish you and your grandson abundant blessings of love, peace, joy and health.
- Lastly, we would like to thank the M&P Committee members for their ongoing support, commitment and wisdom, guiding us through the various decisions and situations that we need to continuously act on.

Trustees Report 2019

Submitted by: Ole Jensen, Chair

The Purpose of this Committee:

Is to hold all of the property of the Congregation for the use and benefit of the Congregation as part of the United Church. The activities of the Trustees are restricted and governed variously by public statutes, the United Church's Trusts of Model Deed, and the lawful directions of the Church Council.

To comply with legal requirements, the names and addresses of the Trustees of Britannia United Church for the 2018 year are listed below:

Donald Judd, Resigned	2559 Chambers Ave., Ottawa, ON, K2B 7S1
Gail Wyse, Secretary	50 Magnolia Way, Kemptville, ON, K0G 1J0
Arthur Buss ¹	2018 Robertson Road, Nepean, ON, K2H 1C6
Eileen Chambers	2366 Drury Lane, Ottawa, ON, K2C 1G5
Horace Duncan	2433 Sudbury Ave, Ottawa, ON, K2C 1L6

Bill Fenton ²	5 Stonehedge Park, Nepean, ON, K2H 8Z3
Ole Jensen	461 West Ridge Dr, Stittsville, ON, K2S 0L1
Robert Livingstone	37 Rueter St., Ottawa, ON, K2J 3Z9
Bud Lusk	736 Windermere Ave., Ottawa, ON, K2A 2X4

Notes: 1. Mr. Buss was elected Trustees Emeritus at the 2015 Britannia AGM. He transferred his United Church of Canada membership to Bells Corners United on March 2, 2017 at which time he ceased to be an active Trustee. However, he retains the honourific title of Trustee Emeritus for Britannia United Church.

2. Bill Fenton joined the Trustees in November 2019.

During 2019, the Trustees held two regularly scheduled meetings,

February 14, 2019: Topics of discussion included

1) Disposition of old Documents (Deeds, etc). This is on-going;

2) Transfer of \$5,000 from the Manse Fund and \$10,000 from the Smith Fund to the Operating Funds of the Church (completed);

3) Manse Fund Balance: \$183,891.79; Smith Fund Balance: \$437,621.00; After the transfer of \$15,000.

May 27, 2019: Topics of discussion included

1) It was decided that Ole Jensen would take over signing authority for the Manse Fund as well as the Smith Fund.

2) Payment of the Church Insurance Policy (\$3,442) was approved.

3) There was some discussion of the composition of the Trustees as Don Judd had resigned from the Trustees at the 2018 AGM.

4) Bob Livingstone agreed to send a letter of appreciation to Don Judd for his years of service.

5) It was decided that the position of Chairperson would be a two (2) year appointment.

6) Ole Jensen was elected Chairperson.

7) Eileen Chambers suggested that Bill Fenton be asked to join the Trustees. She would talk to him about it.

8) Manse Fund Balance: \$192,523.89; Smith Fund Balance: \$459,533.56

We were fortunate to receive a donation of stocks in June. The process is to add them to our IPC investment portfolio at Craig and Taylor and then sell them as quickly as possible and have the proceeds deposited directly into the Church bank account. A total of \$5,327.63 was received and from this amount was subtracted the transaction fee of \$100.00, so the actual benefit to the Church was \$5,227.63. To this figure was added some cash \$397.72 that was in our investment cash account so the total deposit to the Church bank account was \$5,625.35. The Trustees are most grateful to the donor who provided these funds.

Bill Fenton joined the Trustees and has been instrumental in meetings with the Scotia McLeod administrators of the Smith Fund. We are working with our advisors to make out investments more conservative and less likely to be adversely affected by seasonal downturns in the stock market.

We are working to have Peter Bain appointed to the Trustees. We hope to have that completed at the February 2020 Council meeting.

The Trustees have found that it is an operational policy of the companies with whom we deal and provide investment and insurance services to group-run organizations, that **only** one Church contact is permitted. Companies have advised us that they will refuse to enter into discussions with anyone other than the designated Church representatives. For the record, the designated contact for Insurance, Manse Fund and Smith Fund is currently Ole Jensen.

If any member of the Congregation has any questions or concerns that are associated with insurance or investments, they should speak to the designated Trustee to discuss the issue.

The insurance coverages and cost were reviewed at the May 27 meeting prior to the policy renewal on June 1. The Chair pointed out that the policy and costs had not changed significantly from the previous year.

The Trustees continue to manage the portfolios of major investments for the Church with considerable thought given to maximizing returns while accepting reasonable levels of risk.

Insurance coverage under the United Church of Canada policy is managed through a local insurance broker (Scrivens) to ensure that we have adequate protection for the building and contents as well as appropriate liability coverage for Officers of the Council and employees. As part of this insurance coverage, an inventory of the contents

of the Church is maintained by the Trustees. Members of the Congregation are asked to please inform the Chair of the Board of Trustees if items are added to or removed from the Church.

Stewards Report 2019

Submitted by: Helen Hutcheson, Secretary

Purpose of the Committee:

To monitor the financial and temporal affairs of the congregation, ensure that sufficient funds are available to provide for staff salaries and operating expenses of the Church and Presbytery, account for all moneys received and disbursed, and ensure that all property is maintained.

Members of the Committee:

Adam Batson

Helen Hutcheson, Secretary

Don Jackson

Heather Wallace

Verne Bruce

Jamie Hill, Treasurer

Bob Livingstone

Gail Wyse (resigned in August 2019)

It was with regret, and appreciation, that the committee accepted the resignation of Gail Wyse from Stewards.

Although the committee has no chair, it is very active. Members chair the meetings and present reports to Council on a rotational basis. Should anyone be interested in joining the Committee of Stewards, please see one of the above members.

Highlights of our Work:

- Throughout the year, 4 meetings were held to follow up on the work of the Committee and its Sub-Committees.
- Incident Reporting Procedures were drafted and approved by the Committee of Stewards and the Church Council.
- A project to pay for the permanent resident fees of Burundian Refugees, under the Britannia Refugee Support Fund, was approved by the Committee of Stewards and the Church Council.
- Procedures for the planning of expenditures by Stewards were developed and approved, and presented to the Church Council as a best practice.
- The work description for the Treasurer was revised. The treasurer now has a sub-committee consisting of the Bookkeeper, Officer Administrator, Envelope Steward and Chair of the Board of Trustees to assist in his/her duties.
- A form for memorial donations was developed.

- The Terms of Reference for the Envelope Steward was updated.
- Procedures for the Chief Duty Steward, Duty Stewards and Counters were drafted.
- The following fundraisers were organized. Blue Grass Concert, Ham Dinner and Irish Night, Murder Mystery, Garage and Used Clothing Sale, Strawberry Social, Maple Hill Concert, Craft Sale, Bazaar and Frozen Berry Sale.

Contributions to the Life of our Church:

The Committee of Stewards manages the Church’s finances and property which are essential to the provision of services to our congregation and community.

Stewardship Campaign

Submitted by: Helen Hutcheson, Chair

Purpose of the Committee:

To spark new life in the work, worship and outreach of the Church, with the aim of improving its overall financial situation.

Members of the Group:

Rev Jim Baldwin	Adam Batson
Eileen Ball	Mary Lou Farrell
Dori Jensen	Ole Jensen
Melissa McEwen	Barry Meredith
Kelvin Stanke	Dianne Tupper
Stewards	

Highlights of our Work:

- The Stewardship Campaign was created by the Church Council in June 2018, under the responsibility of the Committee of Stewards.
- Four meetings were held to organize and follow-up on the work of the group.
- Britannia United Church served hot chocolate at the Queensway Terrace North Community Winter Carnival.
- A chili cook-off and hockey game at the park were organized.
- A Lenten Yoga and Meditation session was held with 25 participants.
- A video of the life and work of Britannia United Church was produced and posted on the Church’s website.
- A very popular Britannia Broadway Concert was held, grossing \$910.
- New ideas were generated: preparing a congregational photo calendar, matching drivers with those requiring rides, and baking friendship bread.
- The Church was asked to participate in planning the future of Queensway Terrace North.

- In September, the Stewardship Campaign group was dissolved, given that its mandate had been completed.

Contributions to the Life of our Church:

- Organized activities that fostered community and friendship and ensured that people felt welcome and involved, encouraging them to join the Church
- Promoted the activities of the Church
- Found creative ways to let the community see what the Church has to offer
- Integrated stewardship into worship and learning to remind the congregation of the Church's financial situation
- As Rev Jim Baldwin wrote: "The completion of projects is an easy way to measure the "success" of a campaign, but there are so many triumphs that cannot be quantified, like increased positivity, hope, and commitment."

Property

Submitted by: Don Jackson

Members of the Sub-Committee: Don Jackson

Purpose of the Sub-Committee:

To maintain the Church buildings and land.

Highlights of our Work:

- Graded and installed gravel in parking lot
- Repaired hinges on large glass doors off sanctuary
- Removed stone wall at rear entrance
- Installed new paving for berm containment and safety at sidewalk area
- Cleaned roof drains and repaired and cleaned out drain pipe
- Repaired basement kitchen drains, as needed
- Cleaned out drain in main kitchen and installed new drain baskets
- Installed new safety glass in School lobby
- Completed numerous bathroom repairs
- Repaired communion table at front of Church by installing brackets to reinforce legs
- Installed new safety pressure valve on first boiler
- Adjusted basement doors to prevent dragging on the concrete
- Completed repairs and minor fixes to various closet doors in basement
- Sealed leaking windows on the outside of small classroom

Contributions to the Life of our Church:

The Property Sub-Committee manages the Church's property which is essential to the provision of services to our congregation and community.

Rental Contracts

Submitted by: Verne Bruce

Purpose of the Sub-Committee:

To negotiate long-term leases and temporary arrangements with groups and individuals wishing to use the Church.

Members of the Sub-Committee:

Verne Bruce, Chair

Melissa McEwen

Highlights of our Work:

- Prepared rental contracts and lease agreements for both long term and short term periods.

Contributions to the Life of our Church:

The rental and lease agreements brought in \$69,774.50 to help support the general operations of the Church.

Security

Submitted by: Verne Bruce

Purpose of the Sub-Committee:

To maintain a secure environment in and around the Church.

Members of the Sub-Committee:

Verne Bruce, Chair

Melissa McEwen

Highlights of our Work:

- Tyco Security re-established the Master Code as it had not been retained. This code is used by the Office Administrator to make any necessary changes or updates to the system. The Master Code is now kept in the office in a secured location.
- The Office Administrator worked diligently to increase the security of the building by creating a list of persons with access to keys and codes for the system. Many updates were made with Tyco to ensure that their list of authorized users is up-to-date.

Contributions to the Life of our Church:

Provides security pass codes to long-term and short-term renters who use the Church facilities

Office Automation

Submitted by: Adam Batson

Purpose of the Sub-Committee:

To ensure that the computers and peripherals used by the Minister and the Secretary during the performance of their duties are capable of the requirements that are placed on them.

To maintain the Britannia United Church web site (www.BritanniaUnitedChurch.ca - www.brituc.ca).

Members and Responsibilities of the Sub-Committee:

Adam Batson, Chairperson: Responsible for office automation system and web-site design and maintenance.

Melissa McEwen, Member: User representative, responsible for system monitoring, minor maintenance and consumables replenishment.

Bob Johnston resigned as chair of the sub-committee in January 2019 after more than ten years. The committee would like to thank Bob for his many years of service and contributions to the Church.

Highlights of Our Work:

- Intermittent issues with connections between the office computer and the printer were solved with the purchase of an extended printer cable to connect the computer and printer when a wireless connection cannot be established.
- The office label printer reached the end of its useful life after seven years, and was replaced.

Contributions to the Life of Our Church:

- The Church website continues to be updated with weekly events and schedules so that members of the congregation and friends of the Church can remain up to date on Church happenings. The website banner is regularly rotated with upcoming event banners designed by Melissa McEwen.
- Audio recordings of Sunday Services are uploaded to the Church website every week so that those who cannot be at the Church in person can hear the service.
- Regular maintenance is carried out on all three computers in the Church in order to ensure they remain in working order for all staff and volunteers.
- The committee is exploring the idea of restructuring the Church website in 2020 and is welcoming feedback. Please speak with Adam Batson regarding any suggestions for the website.

-

Kitchen

Submitted by: Verne Bruce

Purpose of the Sub-Committee:

To oversee the kitchen facilities and equipment and their use for Sunday service and during special events.

Members of the Sub-Committee:

Verne Bruce, Chair
Roelie Jackson
Heather Wallace

Highlights of our Work:

- The Kitchen Sub-Committee provides an opportunity to ensure that the kitchen is organized for people who use the facilities, both members and non-members.

Coffee / Tea / Juice Service

Submitted by: Verne Bruce

Purpose of this Sub-Committee:

To oversee the serving of coffee, tea and juice each Sunday after the regular service and on special occasions. Refreshments are provided by different volunteers on a weekly basis. This gives the members of the congregation the opportunity to socialize with each other before departing for the week.

Members of the Committee:

Verne Bruce, Chair	Helen Hutcheson and Don Miller
Dianne Tupper and Barry Meredith	Adam Batson and Dee Vance
Kristine and Kelvin Stanke, Coordinator	Deanna Giles and Rick Vail

Highlights of our Work:

- This Sub-Committee provides an opportunity for the members of the congregation to stay after the service to socialize.

Memorial

Submitted by: Bob Livingstone

Purpose of this Sub-Committee:

To keep a record of all memorial donations received.

Members of the Sub-Committee: Bob Livingstone

Highlights of our Work:

- Use Memorial Funds for the purchase of contributions to specific items for the Church in loving memory of those who have passed
- Receive items donated in loving memory of family members presented to the Church
- Some funds were used to update the sound system in the Church.
- Donations received this year have been made in memory of Heather Ann Ruth Willows, Ronald Workman and Murray Roberts.

Contributions to the Life of our Church:

To keep the memorial book up to date so that there is an accurate record of the members of our Church who have passed on and what has been left in their memory.

Memorial Garden Report 2019

Submitted by: Dianne Tupper

Purpose of the Sub Committee:

To create floral beauty both inside and outside the church throughout each season; Christmas, Easter, Thanksgiving and Summer.

Members of the Sub-Committee:

Roelie Jackson

Heather Wallace

Dianne Tupper

Diane Tremblay

Highlights of our Work:

- The display of Geraniums during last summer has been saved in hopes of re-planting again.
- Regular watering continued through a hot summer in all the gardens, thanks to Norm Toone.
- Trimming and weeding is maintained by all members of the committee.
- Trees are wrapped to protect from salt damage during the winter months.
- Two of the Emerald Cedars have been replaced with rose bushes in the hopes they will survive.
- Diane Tremblay has joined the committee with her vast knowledge of gardens and we are working on some new ideas.
- The bench outside the front door was refurbished and installed providing rest for weary feet.

Contributions to the Life of our Church:

For those who may not have been part of our congregation, or, who have just forgotten the beginnings of this beautiful addition to our church, --a little history as follows-

The garden was established in 2013 to commemorate the 140th anniversary of Britannia United Church. It was dedicated to the memory of those whose faith inspired work and worship in this community for 140 years. It is a living memorial, a legacy that we leave for future generations.

It is maintained spring through fall by a small group of faithfuls; planning, fertilizing and planting the lovely flowers, and keeping the weeds at bay. At times it is required to replace damaged trees and plants, we have had anonymous donations to help defray these costs, which are gratefully received.

If you wish to help out, you can use an envelope and drop it in the collection plate, marked for “memorial garden”. New ideas are always welcome. The committee thanks you for your continued support.

Membership and Attendance Report 2019

CONGREGATIONAL STATISTICS	2014	2015	2016	2017	2018	2019
Total January 1	211	208	207	204	183	
New Members	7	2	2	0	0	0
Transfer by Certificate	7	2	2	0	0	0
Profession of Faith	0	0	0	0	0	0
Transferred to non-resident roll	0	0	3	0	0	0
Removal	10	5	5	7	8	8
Transfer by Certificate	0	1	0	1	0	3
By Death	10	4	5	6	8	5
By Session	0	0	0	0	0	0
Total as of December 31	208	207	204	197	175	166
Active Members	167	154	158	158	136	
Non-Resident Members	37	31	31	31	11	12
Member Families	102	121	118	118	106	106
Number of Identifiable Supporters	144	138	134	186	158	144
Number of Identifiable Supporters M&S	48	47	49	84	47	44
Funerals	10	4	5	10	8	6
Marriages	5	3	2	6	5	2
Baptisms	0	3	2	0	0	3
Holy Communion	12	13	12	7	9	9

Newsletter Report 2019

Submitted by: Peter Bain, Editor

Purpose of this Committee:

The purpose of the newsletter is to inform members of the congregation and of the outside community of the activities and concerns of the Britannia congregation, the United Church as a whole, and of the local community. It features a mixture of reports

and news from members and groups within Britannia United Church such as Mission and Service, Sunday School, and the Music Director; as well as articles from the community.

Under active consideration is including a limited amount of paid advertising. The primary purpose is connecting our congregation and community to small local enterprises such as independent retailers or home based services. We propose to set prices suited to these businesses. Funds raised are primarily to offset the cost of the newsletter and are not intended to be a significant source of revenue. I would like to thank Helen Hutcheson, Melissa McEwen, and Kelvin Stanke for their advice and suggestions.

Highlights of our work:

- Britannia published four newsletters in 2019: Easter, June, Fall, and Christmas
- It is distributed electronically via the church website and via e-mail to many members. We also publish hard copies. The Christmas and Easter print issues are sent to members via Canada Post.
- Articles are accepted electronically at newsletter@brituc.ca and in hard copy.
- As always, thanks to all the contributors, without whom the newsletter would not be possible.

Craft Group Report 2019

Submitted by: The Craft Group

Purpose of this Committee:

To design, make and provide articles for sale at various functions within the church.

Members of this Committee:

Beth Craig

Elizabeth Eyamie

Edith Kenney

Ellen Lalonde

Highlights of our work:

- Unfortunately, after many years of contributions to the life and works of the church, the craft room decided to shut down in 2019.
- Anyone wishing to reignite the group is welcome to do so.
- Thank you to everyone that has contributed over the years with making crafts, being part of the committee, and those that have purchased items in support of the group and the church.

Treasurer's Report 2019

Submitted by: Jamie Hill, MTS, CPA, Treasurer

Lent is a season of reflection and preparation before the celebrations of Easter. By observing the 40 days of Lent, Christians replicate Jesus Christ's sacrifice and withdrawal into the desert for 40 days

This year more so than many, we find ourselves in a wilderness of sorts. Self-isolating as Jesus did forces us to look inward to find our purpose and healing. It forces us to a more spiritual plane where prayer and self-reflection re-shape our worldview and prepare us for a new phase of our journey with God. This can be hard for some in an extroverted world, where we are frequently bombarded with external messaging, social interactions and worldly responsibilities. We will be tempted to break distancing rules, to succumb to anxiety and depression, or take advantage of others for personal gain.

But like Jesus, we must resist temptation. By focusing on Public Health recommendations, we are prioritizing the needs of others over that of our own. By resisting the urge to congregate, to give into our fears or to seek personal gain, we are affirming our faith in God's grace and mercy.

The work of the church has never been so clear as in that of a time of crisis. As we make sacrifices in order to keep others healthy, we are called to lift up one another. We are called to pray for one another, to feed the hungry, to clothe the naked and to visit those in prison. This may be done by making donations to charities, by running essential errands for those who are housebound or by calling those who feel alone. We are called, more than ever, to be the church in challenging and seemingly apocalyptic times.

As we reflect below on the work the church has accomplished in 2019, Let us not lose our 2020 vision (pun intended)! The pandemic pandemonium will undoubtedly lead to economic chaos and decline. In its wake, there will be much work to be done to pick up the pieces and begin the healing process. Businesses and individuals have lost thousands of dollars, dreams have been shattered and our faith has been shaken as the very core of our society has been transformed.

But we can rise to the challenge. If Easter has blessed us with anything, it is the knowledge that hope and life shall renew itself. The time will come when we can once again congregate and socialize, when we can enjoy the gift of community and the grace of redemption.

We will once again reach out to each other and to the wider community to offer companionship, healing, gifts of financial resources and support for one another and to

our local economy. This will take our collected efforts to offer time, talents and treasure to those in need.

But we are not alone. We live lovingly and forever in the hands of God. “In those moments of trial and suffering when you see only one set of footprints, it was then that I carried you” (Footprints).

Should you wish to view a breakdown of the complete budget, it may be requested from the Church Office.

Financial Statements prepared by: Heather Duncan & Melissa McEwen

Attached are the financial statements of Britannia United Church for the year ending December 31, 2019.

In 2019, we required \$25,397.22 from the Manse/Smith Funds to help cover the expenses for the year. Our income was \$12,386 higher, and with expenses of \$44,206 below budget, we ended the year with a deficit of \$4,226.

- 1) Salaries Allowances and Benefits were lower by \$18,081 due to lack of a full-time custodian for an extended period of time in 2019.
The Minister’s Educational Allowance to Sabbatical has a balance of \$ \$7,544.48 in the special Bank Savings Account as of December 31, 2019.
- 2) Property Expense was under budget by \$17,402.
- 3) Programs was under budget by \$1,601.
- 4) Session was under budget by \$4,222.
- 5) Administration was under budget by 2,900.
- 6) We transferred \$249 from Building Improvement Fund to cover the cost of new smoke and carbon monoxide detectors.
- 7) We transferred \$2,265 from Memorial Fund for upgrading of the sound system.
- 8) Britannia Refugee Support Fund(s):
 - #1) We have received \$8,200 in donations for 2019 which was used towards the expenses incurred by the refugee family in the amount of \$11,394. As of December 31, 2019, this account is at a \$0 balance and the account has been closed.

#2) The Used Clothing sale raised \$2007 for Burundian families. These earnings were supplemented by a donation of \$175 in order to cover the cost of permanent residency fees for one adult and a family of six.

In addition, the congregation contributed \$12,971 to the Mission and Services Fund which was over our \$12,500 goal.

It is noted that the Committee Chairs have managed their budgets carefully and ended the year in most part within their budget. We will have to continue to be as frugal in 2020. All Committees will have to ensure that expenditures in 2020 are necessary and warranted and with the combined efforts of everyone, hopefully we will be able to improve our finances.

Many thanks to everyone for your contributions during 2019, including your time and effort in supporting church projects and activities as well as your donations of funds.

Balance Sheet as of December 31, 2019

ASSETS	<u>2019</u>	<u>2018</u>
Current Assets (cash, bank, GICs)	32,234	35,551
Manse Investment Fund	188,969	176,923
The Isobel Elizabeth Smith Fund	458,203	415,362
Fixed Assets	<u>320,405</u>	<u>320,405</u>
	<u>999,811</u>	<u>948,241</u>
LIABILITIES		
Accrued Funds for Minister Sabbatical	6,200	4,400
Britannia Refugee Support Fund	-	3,194
Other Liabilities	<u>24,339</u>	<u>21,894</u>
EQUITY		
Accumulated Current Operating Surplus (Deficit)	(38,161)	(33,935)
Investment in Fixed Assets	315,870	315,870
Manse Investment Fund	188,969	176,923
Building Improvement Fund	11,240	11,489
The Isobel Elizabeth Smith Fund	458,203	415,362
Other Restricted Funds	<u>33,150</u>	<u>33,044</u>
Total Liabilities & Equity	<u>999,811</u>	<u>948,241</u>

Fixed Assets

Purchased fixed assets are recorded at cost. Contributed assets are not recorded in the accounts of the congregation. Land and Buildings are not depreciated over their estimated useful lives. Furniture and Equipment are depreciated on the declining balance basis at a rate of 20 per cent per year.

Revenue Recognition

Contributions, including offerings, are recorded as revenue in the appropriate fund when received. The value of contributed services provided by volunteers is not recognized in the financial statements.

Manse Investment Fund

The balance in the Manse Fund, as of December 31 2019 is \$188,969, and consists of the original proceeds from the sale of the manse in 1997 of \$133,440, plus net accumulated investment income, gains and losses, less transfers to the General Operating Fund since that date. The Manse Fund investments are monitored by the Board of Trustees on behalf of Britannia's congregation.

The Isobel Elizabeth Smith Memorial Fund

The Isobel Elizabeth Smith Memorial Fund was established in 2010 by Mr. Art Smith in memory of his wife Isobel. The balance in the fund as of December 31, 2019 is \$458,203 and consists of the original gift of \$297,638.00 plus net accumulated investment income, gains and losses less transfers to the General Operating Fund since the date established. This investment is monitored by the Board of Trustees on behalf of Britannia's congregation.

Accrual Minister's Sabbatical

The Minister is entitled to both an annual Education Leave as well as a Sabbatical every five years. In 2007, the Official Board adopted a new policy regarding the Minister's Sabbatical. Funds are now accrued every year (\$150/month) to pay the cost of a replacement minister during the Sabbatical period.

Unused Minister's Education Allowance for Sabbatical

The unused Minister's Educational Allowance is accrued from year-to-year, in order to offset the Minister's Sabbatical expenses. In the event of the Minister's departure from Britannia, any unused funds shall revert back to the General Operating Fund. This transfer will be part of the year end procedures.

Building Improvement Fund

The Building Improvement Fund is used to receive contributions and is used for improvements to upgrade the building.

Memorial Fund

The Memorial Fund is used to receive bequest from contributors and is used to purchase items in memory of those who have gone before us.

Mission and Service Fund

Mission and Service Fund contributions are collected by Britannia on behalf of the United Church of Canada and are maintained in a separate fund. They are not used for Britannia's expenses. All Mission and Services Fund contributions are forwarded to the United Church of Canada on a quarterly basis

INCOME FROM PROJECTS

Income from projects (net of expenses) during the year was as follows;

	2018	2019
	<u>Actual</u>	<u>Actual</u>
Bazaar	5,727	5,075
Garage Sales	1,542	3,231
Crafters Table Rentals	904	1,360
Strawberry Social	1,635	1,937
Dinners	4,825	6,803
Frozen Berry Sales	340	238
Craft Group Sales	1,319	0
Miscellaneous	1,980	2,382
Income from Projects	<u>18,272</u>	<u>21,026</u>

Reconciliation of Envelope Report 2019

Stewards Envelope Report	2019
General Fund	106,152
Mission & Services	12,971
Other & Special Requests	<u>13,724</u>
Total Envelope Giving's for the year	\$132,847

Treasurer's Reconciliation to Envelope Giving's	
Offering	101,840
Minus Loose Offering	(2,758)
Mission & Service	12,971
Restricted Funds	4,858
Refugee Funds	8,350
BUC Stock	5,328
Other	<u>2,258</u>
Treasurer's Total	\$ 132,847

**STATEMENT OF GENERAL OPERATING FUND REVENUE AND EXPENDITURE
for period ending December 31, 2019**

ACTUAL	ACTUAL	BUDGET	BUDGET
2018	2019	2019	2020

REVENUE

Offering	94,987	101,840	95,500	96,400
Use of Facilities - Mindware	44,412	45,379	46,300	47,250
Use of Facilities - Other Sources	22,911	18,298	14,335	21,130
Projects	18,272	21,026	18,290	16,440
Transfer from Restricted Funds	44,600	25,398	31,800	31,800
Other Donations, Tax Rebates, Bequests	22,840	10,170	3,500	3,500
	248,022	222,111	209,725	216,520

EXPENDITURES

Salaries, Allowances, Benefits	173,938	170,508	188,589	189,533
Property Expenses	32,386	33,735	51,137	51,052
Programs	11,605	12,367	13,968	14,043
Session	3,122	2,047	6,269	6,127
Administration	7,295	7,680	10,580	9,130
	228,346	226,337	270,543	269,885

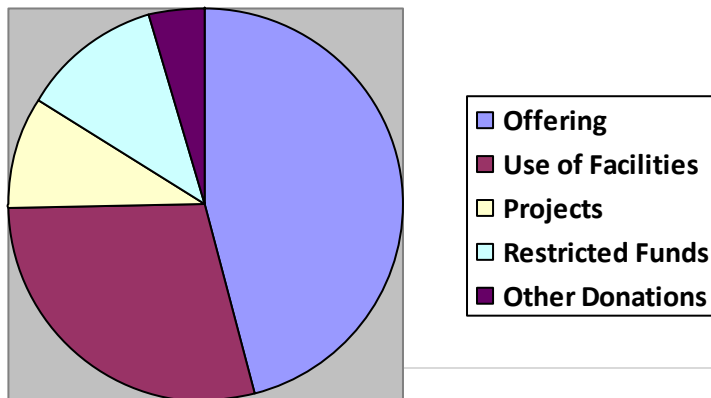
EXCESS OF EXPENSES OVER REVENUE	19,675	(4,226)	(60,818)	(54,195)
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ACCUMULATED SURPLUS

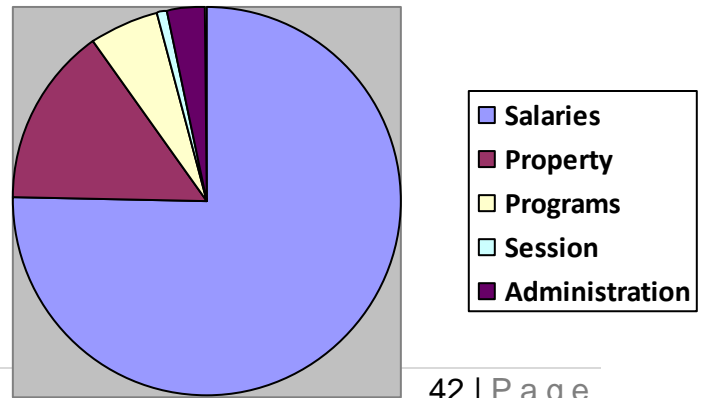
Beginning of year	<u>(53,610)</u>	<u>(33,935)</u>
End of period	<u>(33,935)</u>	<u>(38,161)</u>

MISSION AND SERVICE FUND RECEIPTS	11,791	12,971	12,500	12,500
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REVENUE



EXPENDITURES



Envelope Report 2019

GENERAL FUND			MISSION & SERVICE			OTHER & SPECIAL REQUEST			TOTAL OF ALL GIVINGS		
REGULAR ENVELOPE GIVER			REGULAR ENVELOPE GIVER			REGULAR ENVELOPE GIVER			REGULAR GIVERS		
GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE
32	\$6,446	0-499	4	\$45	0-499	3	\$90	0-499	32	\$6,581	0-499
23	\$15,168	500-999	10	\$1,676	500-999	12	\$474	500-999	23	\$17,318	500-999
4	\$3,986	1000-1099	1	\$232	1000-1099	2	\$85	1000-1099	4	\$4,303	1000-1099
1	\$1,120	1100-1199	0	\$0	1100-1199	0	\$0	1100-1199	1	\$1,120	1100-1199
0	\$0	1200-1299	0	\$0	1200-1299	0	\$0	1200-1299	0	\$0	1200-1299
1	\$1,155	1300-1399	1	\$120	1300-1399	1	\$25	1300-1399	1	\$1,300	1300-1399
2	\$2,450	1400-1499	2	\$380	1400-1499	1	\$60	1400-1499	2	\$2,890	1400-1499
1	\$1,560	1500-1599	0	\$0	1500-1599	0	\$0	1500-1599	1	\$1,560	1500-1599
2	\$3,080	1600-1699	1	\$120	1600-1699	1	\$10	1600-1699	2	\$3,210	1600-1699
0	\$0	1700-1799	0	\$0	1700-1799	0	\$0	1700-1799	0	\$0	1700-1799
4	\$11,355	1800-2999	3	\$2,525	1800-2999	3	\$1,600	1800-2999	4	\$15,480	1800-2999
4	\$16,420	3000-OVER	2	\$1,095	3000-OVER	2	\$1,125	3000-OVER	4	\$18,640	3000-OVER
74	\$62,740	TOTAL	24	\$6,193	TOTAL	25	\$3,469	TOTAL	74	\$72,402	TOTAL

PRE-AUTHORIZED GIVERS			PRE-AUTHORIZED GIVERS			PRE-AUTHORIZED GIVERS			PRE-AUTHORIZED GIVERS		
GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE
3	\$575	0-499	2	\$180	0-499	1	\$60	0-499	3	\$815	0-499
10	\$6,121	500-999	6	\$824	500-999	1	\$5	500-999	10	\$6,950	500-999
0	\$0	1000-1099	0	\$0	1000-1099	0	\$0	1000-1099	0	\$0	1000-1099
1	\$900	1100-1199	1	\$300	1100-1199	0	\$0	1100-1199	1	\$1,200	1100-1199
4	\$4,445	1200-1299	1	\$240	1200-1299	2	\$360	1200-1299	4	\$5,045	1200-1299
1	\$1,300	1300-1399	1	\$60	1300-1399	1	\$20	1300-1399	1	\$1,380	1300-1399
3	\$3,710	1400-1499	2	\$320	1400-1499	2	\$380	1400-1499	3	\$4,410	1400-1499
0	\$0	1500-1599	0	\$0	1500-1599	0	\$0	1500-1599	0	\$0	1500-1599
0	\$0	1600-1699	0	\$0	1600-1699	0	\$0	1600-1699	0	\$0	1600-1699
0	\$0	1700-1799	0	\$0	1700-1799	0	\$0	1700-1799	0	\$0	1700-1799
1	\$1,966	1800-2999	1	\$144	1800-2999	1	\$290	1800-2999	1	\$2,400	1800-2999
5	\$21,129	3000-OVER	5	\$4,690	3000-OVER	4	\$1,790	3000-OVER	5	\$27,609	3000-OVER
28	\$40,146	TOTAL	19	\$6,758	TOTAL	12	\$2,905	TOTAL	28	\$49,809	TOTAL

NON- ENVELOPE GIVERS			NON- ENVELOPE GIVERS			NON- ENVELOPE GIVERS			NON- ENVELOPE GIVERS		
GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE	GIVERS	DOLLARS	VALUE
35	\$2,266	0-499	1	\$20	0-499	7	\$850	0-499	35	\$3,136	0-499
5	\$1,000	500-999	0	\$0	500-999	3	\$1,500	500-999	5	\$2,500	500-999
1	\$0	1000-1199	0	\$0	1000-1199	1	\$1,000	1000-1299	1	\$1,000	1000-1299
0	\$0	1550-1599	0	\$0	1550-1599	0	\$0	1550-1599	0	\$0	1550-1599
0	\$0	1600-1699	0	\$0	1600-1699	0	\$0	1600-1699	0	\$0	1600-1699
1	\$0	1800-2999	0	\$0	1800-2999	1	\$4,000	1800-2999	1	\$4,000	1800-2999
42	\$3,266	TOTAL	1	\$20	TOTAL	12	\$7,350	TOTAL	42	\$10,636	TOTAL

144	\$106,152	TOTAL	44	\$12,971	TOTAL	49	\$13,724	TOTAL	144	\$132,847	TOTAL
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