



Manotick United Church 2010 Annual Report

Manotick United Church's Motto is
"To Give New Life Away"

Our Vision Statement is
*"To bring people to Christ,
Enfold them in fellowship,
Educate them to Christ-like maturity,
Encourage and minister
To each other in faith,
So that God's name is glorified."*

Our Mission:
To grow God's kingdom

**Annual Congregational Meeting
March 6, 2011
11:15 a.m.**

**Manotick United Church
Annual General Meeting (AGM)
Sunday, March 6, 2011 – 11:15 am
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Manotick United Church
Annual Congregational Meeting – For the Year 2010
With view of 2011

Sunday, March 6th, 2011
11:15 a.m.

AGENDA

1. Opening Prayer and Worship Rev. Elaine Beattie
2. Appointment of Chairperson and Secretary Lou Albers
3. Enabling Motion Rich MacDonald
“That for this Congregational meeting members and adherents have equal voting rights except where spiritual matters, as defined by the by the Manual of the United Church of Canada, are concerned.”
4. Enabling Motion Graham Howard
“For this Congregational meeting; this Quorum be established at 30 members. “
5. Adoption of this Agenda Chairperson
6. Adoption of ACM minutes of February 28, 2010..... Chairperson
7. Adoption of the minutes of the June 13, 2010 congregational meeting..... Chairperson
8. Adoption of the minutes of the October 3, 2010 congregational meeting..... Chairperson

“WHERE WE’VE BEEN”

9. Business Arising from Minutes of February 28, 2010 ACM
 - a) Transition Committee Allan Boothroyd
10. Business Arising from Minutes of June 13, 2010 Congregational meeting.
 - a) Joint Needs Assessment Committee (JNAC) Moe Beere
11. Business Arising from Minutes of October 3, 2010 Congregational meeting.
 - a) Joint Search Committee (JSC) Catherine McVie
12. 2010 Financial Overview/Highlights Fraser McVie
13. Acceptance of all Reports – As information only Except Finance, Motions and NominationsChair Person

“HEALTH BREAK”

“WHERE WE’RE GOING”

14. Council changes Lou Albers
15. Nominations: New Council members Catherine McVie
 - a) Presentation of Candidates
 - b) Call for Nominations from floor
 - c) Nominees Speak
 - d) Motion
16. Fundraisers..... Lou Albers
17. 2011 Budget Fraser McVie
18. Special Project – Furnaces Lou Albers
19. Other Business Chairperson
20. Benediction and Prayer Rev Elaine Beattie
21. Adjournment Chairperson

Minister's 2010 Report to the Annual Congregational Meeting

December 31, 2010

Dear friends in Christ,

What a privilege it has been over the last two years to be your Transitional Minister.

This past year we have been busy working at tying up all the loose ends in our transitional goals. I first of all want to thank the Transition Committee for all their hard and dedicated work to ensure the healing and the stability needed to move forward. Without their devotion to our Lord, and to the church they love, this process would have been a complete and utter failure.

I also need to express my appreciation for the support of the Council and the many volunteers who have given of their time and talent to continue the wonderful way that MUC is a wholesome and welcoming place for all who seek to know and follow our Lord Jesus.

And to my friends in the Band and the Choir, you are the pulse the heartbeat of MUC. Despite the struggles to work in a space that barely gives you room to turn around you have all worked so very hard at maintaining and improving on the sacred music that touches us at our deepest level.

Finally, the one person who every morning would greet me with a smile (and a coffee) who shared my warped sense of humour and will most certainly proof-read and correct this report....Thank you Lisa.

I can truly say Brenda, Sara, Jody, Liam, Owen and I have been blessed by one of the most loving and caring congregations that I have ever had the privilege of serving in the past twenty-eight years of ministry.

May God continue to bless each and every one of you.

Shalom
Norm

Annual General Meeting Letter from the Council Chair

Greetings to one and all,

What a journey we have been on and how blessed we have been!

Over the last three years we have worked hard to get to this point in time where we now have a minister without a termination date. We could not have gotten here however without the generous support of the Rev. Bob Lockhart, our Presbytery appointed supervisors of Dr. Charles Knight, Rev. Bruce MacKenzie, Rev. Jane Griffiths, our transitional minister, Rev Norm Baines and of course Rev. Neil Baxter and his wife Lise who bridged all the gaps from then to now. I cannot leave off the many ministers who provided Pulpit supply and in particular Rev. Stu Hewlett with his humour and uplifting spirit. From the congregation came volunteers to serve on a Transition committee, a Joint Needs Assessment Committee (JNAC), a Joint Search Committee (JSC), as well as the dedicated teams called your Council, Ministry & Personnel, Presbytery reps, Trustees, Choir & Band and Sunday School teachers without whom this three year journey would not have been possible. In the words of Rev. Bob Lockhart, "we do not walk alone; others walk alongside of us", and we thank God for that.

Over this past year we have formalized our Fire Evacuation Plan, had a fire drill, successfully raised funds through a garage sales, cookie sales, dinners, Blues & Jazz Food Fares, Time & Talent, and presentations of the Messiah to name a few. We have updated the photos in the foyer of past ministers, updated the Historic Roll, installed a commercial dishwasher courtesy of an anonymous church donor and are now connected to city sewers. Our Friendly Visitors continue to be very active and our Outreach program through food baskets, a food cupboard, Quilts 4 kids, support for the United Church Mission & Services, World Vision, refugees, Lazarus house and other activities continue to serve others both locally, nationally and internationally.

Our youth group continues to grow and we had another successful Camp Awesome and another Family night at the movies. None of this happens without volunteers and I would ask each and every one of you the next time you hear an appeal to help that you will say, "Why not me?" Please, please, share your time and talents.

I again give thanks for Rev Norm, Rev Neil, and our super administrative assistant Lisa in the office; for the unending enthusiasm and spirit of volunteerism that keep us alive and vibrant and for the presence of the Rev. Elaine Beattie and her husband Harry. I give thanks for the music leadership of our band and choir, and to you the congregation for your support in filling the many roles from Scripture readers to greeters to coffee hosts to Sunday School teachers to sound booth operators, that make us a church ready to serve and to be a witness of the love of our Lord Jesus Christ.

May God bless you all.

Sincerely

Lou Albers
Council chair

Manotick United Church
Annual Meeting Minutes
February 28th, 2010

The meeting took place following Morning Worship and a time of food and fellowship. The meeting was called to order at 11:07 a.m. by Lou Albers.

- 1. Opening Prayer:** Reverend Baines led the congregation in a prayer of hope and praise.
- 2. Appointment of Chairperson and Secretary:** Lou Albers called for the appointment of John Jullian to act as meeting Chairperson and Lisa Richards as recording secretary. Nominations from the floor were called three times and as no names were put forth, Lou Albers then appointed John Jullian to act as Chairperson and Lisa Richards to act as secretary.
- 3. Enabling Motion: Moved by Rich McDonald, seconded by Marilyn Freitag**
That for this Congregational Meeting members and adherents have equal voting rights except where spiritual matters, as defined by the chair, are concerned.
No discussion Opposed: 0 Abstained: 0 **CARRIED**
- 4. Enabling Motion: Moved by Marilyn Freitag, seconded by Roy Mcrae**
That for this Congregational Meeting, quorum be established at 30 members.
No discussion Opposed: 0 Abstained: 0 **CARRIED**
- 5. Adoption of the Agenda with the addition of number 13 – Change in Council:**
Moved by Catherine McVie, seconded by Sharon Boothroyd
The adoption of the agenda, as amended, for this Annual Meeting.
No discussion Opposed: 0 Abstained: 0 **CARRIED**
- 6. Adoption of the Annual General Meeting Minutes of February 22, 2009:**
Moved by Lou Albers, seconded by Marilyn Freitag
The adoption of the minutes of the Annual General Meeting, February 22, 2009, be approved with the following correction as noted by Sharon Boothroyd: On Page 7 (of the 2009 Annual Report), under point 11 “2008 Financial Overview/Highlights” — it should read: The firm of Collins Barrow has been hired to continue the work done so ably by Garth’s staff members.
No discussion Opposed: 0 Abstained: 0 **CARRIED**
- 7. Adoption of the minutes of the Congregational meeting of September 13, 2009:**
Moved by Nancy Watson, seconded by Bob Simpson
The adoption of the minutes of the Congregational Meeting of September 13, 2009.
No discussion Opposed: 0 Abstained: 0 **CARRIED**

WHERE WE'VE BEEN

8. Business arising from the Minutes of February 22, 2009:

a) Transition Committee – Allan Boothroyd

1. Allan reported that this has been a two year process and the committee has accomplished much in that time. Rev. Norm's contract expires August 2010. Allan reported that the committee has been very active about meeting on a regular basis and about coordinating and overseeing processes in response to objectives set of the Joints Needs Assessment Committee (at the time) and more recently by congregational feedback (ie responses from potluck supper survey). Allan listed the committee members (Mary Marg Barr, Esther Ann Davies, Betty Giffin, Rich McDonald and Sheila McGaw, Rev. Norm also resides on this committee). On behalf of the entire committee, Allan expressed their appreciation for support they have received from the congregation and acknowledged their many contributions. Finally, Allan reported that they will be continuing as a committee up to the end of this transition period. Allan then asked for any questions – there were none.

9. Business arising from the Minutes of September 13, 2009:

a) Presbytery assessment – Sharon Boothroyd

First, Sharon expressed her appreciation to Lou Albers, Bob Hastings and Fraser McVie for taking on the workload for her when her health failed. Sharon reported that the assessment has been modified to suit the needs of this congregation at this time. In May 2009, the stewardship team contacted Presbytery to ask for a review due to our lower numbers. The team was very appreciative of Presbytery's support as they gave us a reduced assessment which changed our amount from \$12,500 to approximately \$7,500. The actual amount will be dependent upon the final receipts for 2009 at which point, we will receive our final figure.

b) Celebrate Stewardship – Sharon Boothroyd

In May 2009, it was noted that we had a significant short fall in our givings. As a result, a letter was written to the congregation to advise them of the situation and to remind them, if at all possible, to maintain or increase their givings. The early fall, a successful stewardship campaign, "Celebrate Stewardship" was organized by Fraser McVie. A special thank you was also extended to Catherine McVie and all who helped her with the very successful wrap-up luncheon. The results have been positive; while we did not avoid a deficit, it was lowered significantly from what was projected. Sharon then asked for questions – there were none.

c) Joint Needs Assessment Committee (JNAC) – Moe Beere

Moe reported that JNAC met for first time on January 19th and have met several times since and they are pleased with their progress. Moe expressed appreciation to Betty Giffin and reported they are very pleased she is part of their committee. The JNAC has done a lot of research and the discussions of the meetings are confidence; however progress is open for discussion. Moe then listed committee members so that if anyone wanted to approach a JNAC member for a progress up-date, they are more than welcome to do so. (Committee members are: Moe Beere, Clara Davidson, Joan Heard, Judith Holtz, Dorothy Lothrop, Jim Moore, David Skinner, Janet VanZyl).

The committee's first task was to compile a survey that would be available to all congregation members (including adherents). The survey has now been prepared and will be handed out today and next Sunday (March 7th), copies will also be emailed to those whose email addresses we have and the balance will be mailed via Canada Post – responses are due back March 14th. The answers to this survey can be completely anonymous and are confidential. The only thing they are tracking is who has received a survey (just to ensure everyone receives a copy). Moe also expressed the committee's appreciation of the assistance that was given to them by Lisa Richards. Moe then called for questions – there were none.

10. 2009 Financial Overview/Highlights – Bob Hastings

Bob has had MUCH FUN with his role as acting treasurer! Bob thanked Lisa Richards for her help with the accounting records. Bob went onto explain the confusion with our Presbytery Assessment (we couldn't understand why our assessment was so high). Upon further investigation, it was discovered that there have been entries recorded that should not have been included as part of our assessment (an example: the full amount of the Loblaw cards was recorded where only the portion we make should have been, which translates to \$9,600 being recorded instead of \$400). Bob reported that we continue to improve our records as we move forward. Elsie Drodge was kind enough to review our financial records, which was greatly appreciated. Bob shared the letter we received from Elsie. (Attachment A). With regards to local givings, we brought in \$220,000 AND we spent \$250,000. Bob took members through the financial overheads. He discussed "Muchomework" which was "Habitat for Humanity" that still had a balance of \$2951 in the account – so that money was donated to World Vision. The money purchased 14 \$200 shares in a home and the balance of \$150 also went to World Vision. The Youth Group has \$1990.00 which was given in donations from Edward Findlay's memorial. The last figure Bob discussed in more detail was the Outreach Fund. We have a little over \$20,000 in our Outreach Fund – this is largely due to the outstanding job Mary Marg Barr does with fundraising (in other words she doesn't spend her budget, she raises the funds needed to support Outreach); however, this money cannot sit in the fund – we need to get it back into the community (As mentioned, this is the budget amount NOT used that gets carried over each year). Bob then asked for questions – there were none. Bob thanked everyone and then mentioned again that he was the "acting" treasurer – and he would be only too happy to help ANYONE who would like to take over this job!

11. Acceptance of all Reports – As information only except

Finance, Motions and Nominations – Chairperson

Moved by Esther Ann Davies, seconded by Eileen Albers

The acceptance of all Committee reports contained in the Annual Report 2009 as information only, with the exception of Finance, all Motions and Nominations.

No discussion Opposed: 0 Abstained: 0

CARRIED

WHERE WE ARE GOING

12. Council Rotation Concerns – Lou Albers

Lou Albers (current council chairperson) wanted to bring the members attention to the fact that a big majority of council members all came on board at one time which means in another year they will be looking for nine people to step up to a council position.

Lou explained that a council position is a three year term. He then went over the slide that showed the shortage that is forthcoming in council and if we do not fill these positions – we would not have a quorum for council. Lou asked members to please feel free to call him, or any member of council, if they had any questions.

13. Change in Council

Lou reported that we have a housekeeping item for a rearrangement of chairs on council

Moved by Lou Albers, seconded by Rich McDonald

That Catherine Mcvie, currently Chair of M&P, be elected to the position of Chair of Worship and that Graham Howard, currently a member of M&P, be elected Chair of M&P.

No discussion Opposed: 0 Abstained: 0 **CARRIED**

14. Nominations: Trustee Committee Members – Bob Hastings

a) Presentation of Candidates:

Bob Hastings stated that the following members have agreed to let their names stand for election as elders on Manotick United Church Council effective March 1, 2010 and that these individuals are in agreement both with the Articles of Faith as contained in the Basis of Union of the United Church of Canada and the Vision and Mission of Manotick United Church.

Willis Cleary: Trustee

Peter VanZyl: Trustee

b) Call for nominations from the floor:

The Chairperson called for nominations from the floor three times. No nominations were received.

c) Nominees Speak:

Both Willis and Peter opted not to address the congregation.

Moved by Bob Hastings, seconded by Roy Mcrae

That the nominations be closed and that Willis Cleary and Peter van Zyl be elected as Trustee members of the Manotick United Church effective March 1, 2010.

No discussion Opposed: 0 Abstained: 0 **CARRIED**

Bob Hastings thanked both Willis and Peter on behalf of the congregation.

15. 2010 Budget:

Bob Hastings drew the congregation’s attention to the proposed budget and explained several items. He pointed out that the budget was very similar to last year’s budget. Please note that the current Choir Director is on contract (no longer an employee) so for consistency, the Choir Director has been added to the worship budget (hence the larger amount). Fraser was unfortunately unable to attend the AGM, but reported that Stewardship has changed the administrative support time slightly to adjust their needs – (PAGE 34 in report). There has been a reduction in property. Bob reported that the individual chairs cut where they could; however, at the same time, we had to ensure we had realistic numbers. Bob mentioned that we do not have the sewer hookup included in the numbers, but we think we will be able to use some of the investment money for this expense. Bob also mentioned that the Mission and Service amount of \$11,000 is JUST A TARGET – whatever is given to M&S will go to M&S. He then asked for questions – there were none.

Moved by Bob Hastings, seconded by Sharon Boothroyd

That the 2009 Budget be adopted.

No discussion Opposed: 0 Abstained: 0 **CARRIED**

16. Other Business:

Nancy Watson said that it was her privilege to thank the current council for their time, dedication and prayerful decisions on tough issues, that cannot please everyone, but as a result they keep us moving positively forward. Nancy especially thanked Lou Albers, who is the council chair for his continued, tireless and dedicated work. Nancy reminded the congregation that we would not be where we are today without the council members. She encouraged involvement on council. Nancy reiterated the seriousness of our council situation. Two suggestions she made was to find someone to be a co-chair with or join a committee that interests you so you can better understand how it works. Nancy ended with a warm, heartfelt “thank you” to all council members and reminded them of how very much they are appreciated.

Lou Albers then thanked our pastoral team of Rev. Norm and Rev. Neil for all their leadership and dedication.

17. Benediction and Prayer:

Rev. Norm then closed the meeting with prayer.

“Keep the faith – if we continue to minister together – God’s WILL be done”

18. Adjournment:

**Moved by Roy Macrae, seconded by Sharon Boothroyd,
That Annual General Meeting adjourns.**

No discussion Opposed: 0 Abstained: 0

CARRIED

The meeting adjourned at 12:15 pm

Respectfully submitted,
Lisa Richards, Recording Secretary

ATTACHMENTS:

- A: Financial Review Auditor Letter
- B: Presbytery Reassessment
- C: Celebrate Stewardship Campaign

ATTACHMENT A to the AGM Minutes of February 28, 2010

ELSIE M. DRODGE, CGA

5530 Pettapiece Crescent
Manotick, ON
K4M 1C5

February 23, 2010

Manotick United Church
PO Box 459, Station Main
Manotick, ON
K4M 1A5

SUBJECT: Manotick United Church Financial Statements for the Year ended December 31, 2009

I have reviewed the books of accounts, the Balance Sheet and the Fund Statements as reported in the Manotick United Church Annual Report for the year ended December 31, 2009.

My testing included a random sampling of the books, records, receipts and disbursements for the year.

I have found the accounting records to be in good order and the Financial Statements to be an accurate representation of the financial operations and position of Manotick United Church for the year ended December 31, 2009.

Elsie M. Drodge, CGA

ATTACHMENT B to the Minutes of the Annual General Meeting – February 28, 2010

MANOTICK UNITED CHURCH PRESBYTERY REASSESSMENT For ACM, Feb. 28, 2010

Last year the Stewardship noted that the Presbytery assessment would be high as it is based upon a formula using three year numbers. In May 2009, the Stewardship team contacted Ottawa Presbytery to request a special review of the presbytery assessment for Manotick United Church given our reduced membership size. The membership size is one component of the formula used to decide the assessment.

We are appreciative that the Ottawa Presbytery recognized our special situation regarding financial pressure due to changes in the size of our congregation. They gave us a reduced assessment based on current rather than historical revenue for 2009 and 2010. This changed the amount required from \$12,500 to approximately \$7500. The actual amount depends upon the final receipts for 2009, which presbytery will then use to calculate the exact amount.

The same process will be in place for next year.

This is an unusual shift on the part of presbytery and we are thankful for their understanding and action.

ATTACHMENT C to the Minutes of the Annual General Meeting – February 28, 2010

MANOTICK UNITED CHURCH CELEBRATE STEWARDSHIP CAMPAIGN FOR 2009 For ACM, Feb. 28, 2010

In May 2009, the Stewardship Committee identified a significant projected shortfall in revenue versus budget and expenses during the first five months of 2009. This continued a trend identified in 2008. As a result, a letter was written to the congregation in June 2009 to advise them of the situation and to encourage members to maintain or increase their givings during the summer months. The Stewardship Committee then undertook planning for a fall campaign.

The Celebrate Stewardship campaign was introduced at the September 2009 Congregational meeting and its implementation was approved for October, 2009.

The campaign ran for four consecutive Sundays in October. At the conclusion of the final Sunday service, there was a congregational luncheon which was very well attended. We extend our thanks to Catherine McVie and her team of luncheon helpers for a wonderful conclusion to a very successful campaign. It was fun.

Your response to the campaign was and continues to be very positive. We have seen local givings rise during and following the campaign.

While we did not avoid a deficit in 2009, as a congregation we managed to narrow the gap in a significant way. We are optimistic that in 2010 we can strive for a balanced budget.

MANOTICK PASTORAL CHARGE
JNAC REPORT MEETING
MANOTICK UNITED CHURCH
Congregational Meeting Minutes
JUNE 13, 2010

Members in attendance: 65
Attendance sheet was circulated.

AGENDA

* Call to Order – Lou Albers

* Opening Prayer – Norm Baines

- Introduction of Presbytery Representative Betty Giffin – Moe Beere
- Pass attendance sheet
- Members only are allowed to vote on the following motions

* Nomination of Secretary: Joan Heard

- **MOTION: To Waive Secret Ballot (if preferred). Please note that only members of the United Church may vote on JNAC motions.**

Moved by Betty Giffin, seconded by Marilyn Freitag

Decision: **CARRIED**

Presentation of JNAC Report by JNAC Chair

- **MOTION: That Manotick Pastoral Charge receive for information the report of the Joint Needs Assessment Committee (JNAC).**

Moved by Esther Ann Davies, seconded by Mary Marg Barr

Decision: **CARRIED**

- **MOTION: That Manotick Pastoral Charge, having received the report of the JNAC, and having reviewed its recommendations, requests that Ottawa Presbytery declare a vacancy in Manotick Pastoral Charge in accordance with the terms outlined in the JNAC Report for a full-time ordained Minister of Word, Sacrament and Pastoral Care. The incumbent will receive pay and allowances in accordance with United Church Salary and Allowance Schedule. The Housing Allowance will be \$21,050 a year. One month annual vacation and three weeks study leave annually. Book and study allowance of \$1,250. Basic telephone and relevant moving expenses, if required, will be paid. Start date September 1 2010.**

Moved by Lou Albers, seconded by Nancy Watson

Decision: **CARRIED**

- **MOTION: That the Pastoral Charge authorize Lou Albers to sign necessary forms on behalf of Pastoral Charge.**

Moved by Marilyn Freitag, seconded by Judith Holtz

Decision: **CARRIED**

- **MOTION: To disband the JNAC with thanks for their work.**

Moved by Eileen Albers, seconded by Clara Davidson

Decision: **CARRIED**

Esther Ann Davies thanked the committee for their work

- **MOTION: To authorize a Joint Search Committee (JSC) to recommend a match of an eligible Minister to the vacancy declared, with Pastoral Charge representatives as follows**
All Committee members must be members of the United Church. Also authorize the Board to add Committee members.

- a. **Moe Beere**
- b. **Esther Ann**
- c. **Joan Heard**
- d. **Catherine McVie**
- e. **Sheila McGaw**
- f. **Steve Strickey**
- g. **Jim Watson**
- h. **Kurt Asmis**

Moved by Judith Holtz, seconded by Roy MacRae

Decision: **CARRIED**

- **INFORMATION ONLY: A budget of \$1000 has been approved for the JSC.**
- Closing Prayer Rev Norm Baines
- Adjournment: Betty Giffin

Respectfully submitted:

Joan Heard, Recording secretary

**Manotick United Congregational Meeting
To Approve the Recommendations of
The Joint Search Committee (JSC)
Sunday October 3, 2010**

Time and Location:

Following the 10:00 am Service held at Manotick United Church

77 adults present

Chair: Betty Giffin

Recording Secretary: Joan Heard

Call to Order by the Chair – Betty Giffin (Presbytery Representative)

Opening Prayer – Lead by Betty Giffin

- Betty reminded the assembled group that only congregation members are allowed to vote
- Attendance sheets were circulated.

MOTION to Waive Secret Ballot

Moved by Betty Giffin, seconded by Lou Albers.

Vote taken. Motion carried.

Presentation of Report – Catherine McVie, Chair JSC (Attachment A)

Questions and Answers on the JSC Report – Catherine McVie

Why the name of the recommended candidate cannot be presented: The information must be confidential before the vote. This is the procedure as defined by the United Church.

Questions about pastoral care experience were addressed. Candidate has experience in this area.

Question posed about the future of Rev Baxter which was deferred since this meeting was called to specifically deal with the proposed name being put forward for a call to ministry. Question about youth ministry experience was raised. Candidate has experience in this area.

- MOTION to appoint the candidate yet to be named as recommended by the Joint Search Committee to be the full time Minister to serve the Congregation of Manotick United Church as per the terms stated. Moved by Betty Giffin
Terms as written were outlined by Catherine McVie. (See Attachment B)
Moved by Betty Giffin, seconded by: Eileen Albers.
Vote taken. Motion carried.
Biography of Rev. Elaine Beattie was then circulated to those assembled. She will be available to start at MUC as of January 1, 2011.
- MOTION to request Presbytery to approve the call and terms as expressed by the will of the Congregation. Moved by Sheila McGaw. Seconded by Eileen Albers. Carried

**Manotick United Congregational Meeting
To Approve the Recommendations of
The Joint Search Committee (JSC)
Sunday October 3, 2010**

- Rev Hewlett congratulated the JSC on an excellent job.
- MOTION to disband the Joint Search Committee following the covenanting service to be held later.
Moved by Nick Torrington-Smith, seconded by Lou Albers
Vote taken. Motion carried.
- Catherine McVie presented a Thank you gift to Betty Giffin as she has completed her work with the Transition committee, JNAC and JSC.
- JSC and JNAC and Transition Committee members were thanked by those assembled.

MOTION to adjourn meeting following closing prayer. Moved by Betty Giffin

Closing prayer given by Catherine McVie.

The meeting adjourned at 11:30 am

Respectfully submitted,

Joan Heard,
Recording Secretary

Ministry and Personnel Committee 2010 Report to the Annual Congregational Meeting

This committee consists of three members: Graham Howard (chair), Richard Rogers, and Maurice Beere. We are responsible to provide consultative services to church personnel and to liaise between personnel and members and adherents of the congregation if concerns need to be addressed. Any consultations are confidential and private in nature.

We have, as a church, experienced the final year of our transition process. From the perspective of our committee, we, as a church, have done remarkably well. Reverend Norm Baines provided a steady hand at the tiller until his retirement at the end of the summer and then we had a number of substitute ministers including the redoubtable Reverend Stewart Hewlett and our very own Reverend Derrick Marshall. Reverend Neil Baxter was always there for us and also preached and preached well. Lisa Richards is steady as a rock in the office even as she has had to deal with quite a few different ministers from time to time. She is a big reason why we are in such good shape going forward.

From the perspective of our committee, the congregation and the staff have acquitted themselves faithfully and responsibly, dealing with our challenges in a constructive manner. We have drawn together over this past time and are undoubtedly stronger for it.

Graham Howard

Property Committee 2010 Report to Annual Congregational Meeting

PROPERTY COMMITTEE MANDATE:

The property committee is responsible for maintaining the facility of Manotick United Church (MUC) in a clean and operational condition. Property will also take responsibility of special facility upgrades/changes as directed and approved by council.

This report is broken down into three parts:

- 1/ Undertaking of major problems and repairs in 2010.
- 2/ Anticipated projects for 2011.
- 3/ Future anticipated repairs and upgrades.

1/ 2010 activities:

The Church sewage system was connected to the sewer system installed by the city during late July and early August. This involved 2 separate projects. The first was to connect the drain for the kitchen sinks to the main drain where it exits through the wall in the lower ladies washroom. To achieve this, a trench in the basement floor was cut and a drain pipe run and connected to the sinks. The old drain to the parking lot side was cut and sealed. The holding tanks for the kitchen were emptied, broken down and filled with gravel. The second connected the main drain exiting the building to the newly installed city service. This involved trenching from the Church to the road as well as the breaking down and filling of the old septic tanks.

In order to make good in the kitchen a new floor had to be installed as the old one was badly damaged during the excavation work.

The entire project cost was around \$17,500.00 which was within the budget estimate.

A new commercial dishwasher was installed in the kitchen. This very worthwhile addition was made possible by a generous donation. The only costs incurred by the Church was for wiring and plumbing hookup.

Thanks to Roy McRae and the cleanup crew for the spring cleanup around the church. As well, thanks to Peter VanZyl for trimming the shrubs around the Church.

Thanks once more to the efforts of Willie Schmidt for painting the Ministers office.

2/ 2011 projects:

Furnaces

We have been able to get the furnaces repaired for this winter season but considering their age a replacement program has been instituted in the budget. The four older units would be best replaced 2 at a time with a projected cost including contingency of \$8,500.00. The single furnace which serves the entry and offices will cost about \$4,900.00 to replace. This replacement program will be scheduled over the next few years. Not only will this provide us with more reliable equipment but also a reduction in our heating costs due to the higher efficiency of the new units.

3/ Future projects:

Kitchen upgrades:

There are still several upgrades projects required in the kitchen, property plan to price and prioritize their need this year and budget for them in 2010/11

Church roof:

The church roof is the original roof that is now 105 years old, we have to be mindful of that. The older the roof gets the greater the need to keep it in a good state of repair. We had an independent survey of the roofs condition done in 2000, at that time the surveyors felt the roof was in a reasonable state of repair and could still last a number of years. However, with most tin roofs like ours we must expect the inevitable will eventually occur and repairs or replacement will be necessary. In 2004 the roof was painted as signs of surface rust were evident. It was hoped by doing this preventative maintenance it will help extend its life. This year we will have a further inspection to ascertain its current condition. New electrometric paints are now available for building such as ours that could further extend the roofs life. Our plan this year is to research the validity of these products and make a decision as to whether we apply this paint in a year or so. A new roof is estimated to cost \$400,000.00 in FY09\$ if a replacement was required, where as the estimates for repainting with electrometric paint would cost about \$10,000.00 At this time there are no leaks or requirements to patch any areas. MUC council has for some years budgeted for this expenditure under a fund called "Roof fund" it has recently been renamed as "Major Building Fund" so as those funds could be used for any major building problems. A large portion of this fund has been used in order to keep the operations of the Church going over the past year.

As always we must thank Shirley, Ernie Deschamps and family, our custodial team, for their dedicated efforts in keeping our church clean and prepped for any activity.

Property Committee

Jim Moore

Roy McRae

Report to Annual Congregational Meeting 2010 Fellowship/Membership Team

A number of dedicated volunteers continue to take part in the various Ministries of Manotick United Church, for which the committee is truly thankful.

Spiritual Care and Counseling Ministry

As you may know Rev. Neil Baxter has been doing a wonderful job in pastoral care work at MUC for the past few years in conjunction with the friendly visitors. The following letter is from Rev. Neil specifically for this report.

Dear Friends,

During this past year I have had the privilege of visiting with many of our seniors, some on a fairly regular basis, and others in accordance with their needs. On many occasions we would celebrate communion together, be it in their homes or at their residence in Prince of Wales, Carleton Lodge, Orchard View and O'Reillys'. At times I was blessed with the presence of some of the friendly visitors (Marilyn Allen, Linda Moore and Hilda Cleary).

We continued to provide worship services at the above mentioned residences on a regular basis and one very special service on December 23rd at Orchard View. This was a Christmas Communion Service and many of the friendly visitors were there to assist as well as some members of the congregation, who were there to, I believe, provide support. All who were in hospital were also visited regularly with follow up visits at home.

I led a Sunday morning prayer group each Sunday with encouragement and assistance of my wife Lise, and was responsible for the Tuesday night group "The Journey" which was led by Bob and Heather Caines. I was in attendance at each meeting.

I also met with Bob and Heather each Tuesday at noon to teach and encourage them in their desire to serve. They both did services at the above mentioned residences, and I was there to also participate and then do a review on the following Tuesday. (Bob was an excellent speaker – he also was called a number of times by Carleton Lodge when the volunteer minister did not show up for the service.)

I felt very blessed to be able to fill in on a Sunday when needed and especially for the United Church of Canada's eighty-fifth anniversary service. I also sat in as minister on the last four council meetings of 2010. I was of course always available and felt privileged to look after or participate in funeral services during the year, and to follow up with family members after.

I would really like to thank everyone for the beautiful lunch you gave me to say goodbye and of course for the many beautiful cards, letters and gifts that I received. The picture of the church with all the notes on the back is something that I truly treasure. You are in a very large way a beautiful congregation made up of so many special people for whom I will continue to remember with joy as I pray for you and Rev. Elaine on your new journey together.

**Love,
Neil**

Coffee Time

We are blessed to have so many people serve refreshments during the fellowship time after Sunday services. Thank you everyone.

Also thanks to Eileen Albers who effectively oversees the coffee scheduling and supplies. The addition of the dishwasher makes the use of ceramic cups more feasible and we continue to use compostable cups for juices.

Friendly Visitors

A group of 13 people have regularly visited 34 members of the church family throughout the year, including those in nursing homes. These visits enable the seniors to stay connected to the church as the visitor provides some of the church news and offers prayer. During the Christmas season everyone received either a plant (with a beautiful decoration and card provided by the Sunday school), M.U.C. mug, calendar, and or baking.

Card Ministry

This is a caring ministry which sends cards to those who are ill or grieving, and also to those experiencing happier events such as baptisms, anniversaries, weddings etc. Clara Davidson oversees this ministry and has written many thoughtful notes reaching out to many people with her kind words. Thank you Clara from all of us at Manotick United.

Welcome Bags

As you know, people these days go shopping for a new church. So we have created small shopping bags which contain church information, a welcoming letter from our Minister, an inspirational message "I Dreamed" on a CD video (provided by Lisa – Thank You) and a small gift or bookmark.(the Apostles Creed). These are given out to the new families and visitors.

Outdoor Church Sign

This sign is a good advertising tool for the church activities. Thank you to Catherine McVie for keeping it up to date last year.

A big thank-you is due to all who continue to provide food for the various activities at the church. Anyone who wants to do a small job could volunteer to keep the sign up to date , maintain and distribute the welcome bags, or prepare for the Sunday coffee time (would be twice a year), or be a friendly visitor. God's work needs many hands.

Hilda Cleary, Linda Moore,
Fellowship/Membership

**CONGREGATIONAL STATISTICS 2010
MANOTICK UNITED CHURCH
2010 Statistics Manotick United Church**

Baptisms

Maya Elizabeth MacDonald, daughter of Julie and Dana MacDonald
Ryan John Dewar, son of Paulette and Raymond Dewar
Brayden Barrie Cox, son of Melodie and Carman Cox
Owen Albert Lavoie, son of Sara and Jody Lavoie
Declan Robinson Henley, son of Elizabeth and Scott Henley

Weddings – performed at MUC

Maria Blahoinu and Curtis Shillington
Ruth Christine Colden Hackett and Gordon William Kemp
Heather Hall and Daryll Miller
Carol Hanneford and Neil Nicholls
Melanie Malette and Joshua Mitchell
Jessica Drenth and James William Pegg

Transfers in & Affirmation of Faith

Paulette and Raymond Dewar
Sarah and Steve Strickey
Felicity McKendry

In Memoriums

William McLay	Jessie James Andrew Shay
John Frederick (Jack) Gifford	Ethel Eleanor Sisson
Wilda Irene Tanner	Pearl Amanda Straith
Lloyd Omer Craig	Walter Keith Buck
Dorothy Katherine Ollett	Orma Eileen Mowat
Adrie Anthony Ostendarp	Donna Pauline Meincke
Donald Rankin	Gerald Begley
Laura Templeton	

Historic Membership Roll Adjustments made.

Removed at their request
Tracy and Darryl Prail
Linda and Craig Cudmore

Board Action – 420 names Deemed Inactive – 147 names

Outreach Committee Report for 2010 Report to Annual Congregational Meeting

Outreach Initiatives include:

- † Haiti collection and prayer cloths from Sunday School,
- † support for Matthew House
- † Ride for Refuge, accepted for grant, earned \$1660.00 for quilt project
- † collection and picnic to celebrate marriage of sponsored family's son Blerim
- † Quiltz 4 Kidz work group on Fridays
- † Quiltz 4 Kidz supporting more children via four different agencies in Ottawa
- † Lazarus House support with regular deliveries of bread and used clothing
- † MUC Food Bank has become part of "Manotick Community Outreach Food Cupboard" which is now supported by all four Manotick churches. This cupboard is also being assisted in its work by a sub-group of Manotick Kiwanis

- † Outreach Service with Marc and Kim Wyatt of Matthew House
- † Christmas Bake Sale
- † White Gift Sunday
- † Sale of Hats and scarves
- † Christmas Hampers
- † Meals Ministry – delivered meals to folks in emergency situations.
- † received food donations from many local charities
- † cards and gifts at Christmas to shut-ins, those grieving, or those alone or needy
- † maintain Outreach web information, reports and updates

By Mary Marg Barr
Chairperson, Outreach

Worship Committee Report to Annual Congregational Meeting for the year 2010

2010 was a very busy year for the Worship Committee as we planned and responded to a number of changes within our church ministry. We were grateful to Rev. Norm Baines for the direction he provided during his transitional ministry. It was our pleasure to host a celebratory luncheon in honour of his leadership on Sunday, August 29th. At the end of the year, on Sunday, December 12th, we were also pleased to recognize the ministry of Rev. Neil Baxter at Manotick United Church.

Throughout the year for a number of reasons we were required to arrange for Pulpit Supply Ministry to lead us in worship. It was our hope that these arrangements would provide us with an opportunity to meet and learn from church leaders whom we may or may not know well. We are especially grateful to Rev. Stewart Hewlett for his enthusiastic and flexible response to our call for assistance. As well, we are privileged to have the Rev. Dr. Derrick Marshall, a member of our congregation, to lead us in worship when his schedule allows. Throughout the Fall, we had the opportunity to hear and learn from Rev. Dianne Cardin, Rev. Isabel Black, Rev. Lillian Roberts and Rev. Garth Mundle. We have received very positive response from the congregation regarding these “visiting Ministers” who led us in worship.

We wish to acknowledge the talent of Lynne Freitag who has assumed responsibility for ensuring that the sanctuary is appropriately decorated according to our liturgical year. She spends much time and thought on this role and her effort is very much appreciated by all of us.

Part of the Worship Committee’s responsibility is overseeing and managing the music programming for our services. Since the departure of the Music Director in the Spring of 2010, Graham Howard has graciously volunteered his time and talent to assist with this task. With the number of Supply Ministers required during the Fall this task was quite onerous at times and we thank Graham for his organizational leadership. Of course we also acknowledge the contribution of Allan Boothroyd and Scott Voelzing within our music family. Each and every of our Supply Pulpit Ministers commented on the wonderful music program we have at Manotick United Church. This is a tribute to all members of the music family who share their talent and time with us!

There have been other changes this year. During the Fall we adopted the practice of having the children and youth join the congregation for Communion. This change has been well received and we plan to continue with this practice. We thank Marilyn Findlay for ensuring that the table is prepared for this important worship service each month.

The year ended “on a very positive note” in more ways than one. At the family Christmas Eve Service we had 350 persons in attendance and 60 at the later Communion Service. The recognition Sunday for Rev. Hewlett on December 26th was also well attended and we thank Nancy Watson, Dr. Wilson and Judith Holtz for making this service so meaningful for all of us.

Respectfully submitted,
Catherine McVie and Dorothy Gifford

Report to Annual Congregational Meeting

DISCIPLESHIP REPORT 2010

Under the umbrella of Discipleship we are responsible for leading groups in Christian Development. These Group Include: The Nursery, Sunday school, Youth group, small groups and the library.

THE NURSEY: The nursery is available to all parents with infants and children under two years old. Parents can stay with their children and listen to the service on a speaker. Many efforts have been made to have a volunteer in the nursery but most parents prefer to stay with their own children. If at any time a parent wishes stay in church a volunteer is available.

SUNDAY SCHOOL: Each Sunday the children stay upstairs for the first part of the service until children's time. After an often lively discussion with the minister, the children leave for Sunday school. When all the children arrive downstairs we will often stay altogether for a while to practice a song or a skit. After this each group goes to their own classes. The primary groups are children from the ages of two-six years old. There are ten children registered with an average weekly attendance of six to eight children. The elementary groups are children from the ages of seven-eleven years old. There are twelve children registered with an average weekly attendance of eight. The junior groups are children from the ages of eleven-fourteen years old. There are four registered with an average weekly attendance of six-eight. The lessons come from a various curriculum's provided by the church but also from the Internet. Each week, along with their lesson plans the teachers bring their imagination and exuberance. Everyone is always willing to do whatever is needed and more. We are filled with an abundance of gratitude. Thank you to all the teachers. The time that you spend in preparation and with the children is genuinely appreciated. We have had many highlights this year. The children made "Thinking of You" cards in the spring for the 'Shut In' members of our congregation. During a very busy Advent Season, the children made gifts for the Friendly Visitors to distribute with the Christmas Cheer Baskets. These gifts were warmly welcomed by the recipients. This has been an inspiring activity and we hope to do even more in the months to come. The Children have also shared their gift of song with all of us. Their Joyful Noise is always a welcome part of a Sunday Service. With the guidance of the Worship committee, the children are now participating in The Sacrament of communion. At the end of their Sunday school lessons the children return to sit with their families. This has been a wonderful addition to our church life helping to build Faith and a feeling of communion with the congregation. We begin this New Year with JOYFUL anticipation. Our attendance is growing and we have great Faith in the months to come.

BIBLE STUDY: On Monday mornings a group meets for a Bible study. There are about four to six that attend. Their leader provides the study material. Currently, the group is not meeting but hope to start again in the spring.

THE JOURNEY SUPPORT GROUP: Over the past year a support group has been meeting under the leadership of Rev. Neil Baxter. The group would read a bible passage and discuss what the passage means to them and how it has affected their lives. The group is on a hiatus and hopes to meet again soon.

YOUTH GROUP: The Youth Group has had a very busy and productive year. Over the past year our group has doubled in size from 5 to 12 youth. The average group size is 10 youth between the ages of 13-17. This is an energetic group of young people from the community who are enjoying the opportunity to get together for fellowship and fun. The group meets weekly on Monday nights from 7-9 pm. New members are always welcome. Over the past year the youth have had presentations from Harvest House, Ryan's Wells, attended a Youth Art Show and participated in a variety of activities such as bowling, rock climbing, skating on the canal, mini putt, game and movie nights. Following a presentation by Ryan's Wells in February, the youth decided they would like to raise \$2010.00 in 2010. This was an ambitious goal. The youth enlisted the support of the congregation and held a Tobogganing party and Chili Cook off in February. In May they held a Mother's Day Cake Walk and in October they hosted a Halloween dinner and pumpkin auction. Their last fundraiser of the year was a silent auction for several gingerbread houses the youth had decorated. By the end of the year their project culminated with a total of \$2060.00 raised. After much debate, the money was used to buy a stable, educate a girl, agriculture packs and fruit trees, latrine for a community, pre/post natal care for a pregnant mom, help immunize a community, supply a classroom, feed hungry families for 30 days, provide art and music for children, 3 soccer balls, clothing for 100 children, and help an Afghan farmer.

Respectfully Submitted,
Esther Ann Davies and Sheila McGaw

Transition Report 2010 Report to Annual Congregational Meeting

In January of 2010 it was noted by each of the Transition Committee that the mood in the congregation was very positive and that we seemed to have turned a corner and were looking to a renewed future.

The Committee continued to meet monthly updating the committee objectives, completing a report for the AGM, discussing possible new activities, planning Conflict Resolution Workshops, June Fair, JNAC support and changes in Music Program. The Committee also made a comprehensive display for congregation to clarify committee's goals and initiatives to better understand where we were in the overall process.

In August of 2010 the Transition Committee handed its final report to the Ottawa Presbytery. Thanks to all Transition committee members: Allan Boothroyd, Rich McDonald, Sheila McGaw, Esther Ann Davies, Mary Marg Barr and Rev. Norm Baines and Betty Giffin (Presbytery representative).

Respectfully submitted by Mary Marg Barr on behalf of the Transition Committee

JNAC Report to the 2010 Annual Congregational Meeting

March 6, 2011

The Manotick United Church (MUC) Joint Needs Assessment Committee (JNAC) members were appointed in the spring of 2010. This committee consisted of Joan Heard, David Skinner, Clara Davidson, Dorothy Lothrop, Janet van Zyl, Judith Holtz and Maurice Beere. The Ottawa Presbytery representative was Betty Giffin who provided advice and guidance to the committee. Administrative support was provided by Lisa Richards.

The committee had meetings during the spring and summer and followed the process steps as presented in the United Church of Canada JNAC handbook. This included discussions on Confidentiality and Conflict of Interest for committee members, consulting with the incumbents, preparing a survey of questions for the congregation, preparing the community and resource descriptions, and preparing the ministry personnel description. These steps along with much prayerful thought and discussion amongst the committee members resulted in the MUC JNAC 2010 report. In the fall of 2010 this report was presented to and approved by the MUC Church Council, the Ottawa Presbytery and the MUC congregation.

When the report was approved by the MUC congregation the committee was thanked and disbanded. I would like to thank the members of the committee for the dedication, enlightening/lively discussion(s) and cooperation throughout the entire process. At times, the process seemed to be long and perhaps unwieldy however it resulted in an excellent report which enabled the Joint Search Committee (JSC) to move forward.

Life is a mission; I will live it helpfully: "Be ye kind to one another, tenderhearted, forgiving one another"

(Ephesians 4:32)

Respectfully submitted

Moe Beere

2010 Joint Search Committee (JSC) Report to the Congregation

October 13, 2010

Following the acceptance of the JNAC Committee's report at the June 13, 2010 Congregational Meeting of Manotick United Church an invitation was extended to all interested members to participate in the Search Committee. At the June 2010 Council approved the appointment of the following persons to the Search Committee: Kurt Asmis, Moe Beere, Esther Ann Davies, Joan Heard, Sheila McGaw, Catherine McVie, Steve Strickey and Jim Watson. Betty Giffin served as our Presbytery representative. At the June 29, 2010 meeting of the committee Catherine McVie was elected Chair and Joan Heard was elected Recording Secretary. Jim Watson had previously volunteered to serve as Corresponding Secretary.

The committee proceeded to work together to develop an advertisement based on the findings and recommendations of the JNAC report. This advertisement was placed on the United Church Observer website in early July for the months of July and August. It should be noted that the personnel at the Observer assured us that more than 80% of interested applicants use the website to seek employment. The advertisement was also placed with United-On-Line as well as the Synod of Montreal and Ottawa. It was also included on our church website along with the JNAC report. A copy of the advertisement follows this report.

The committee met 7 times during the 4 months. An email distribution list of members was circulated immediately as the committee spent much time in July developing and sharing questions and the format for our interview process. We received 14 applicants and interviewed 4. The committee also conducted a comprehensive reference procedure. As well 2 members attended a worship service led by the applicant at the current pastoral charge. At all times we followed the guidelines by the United Church of Canada in the *Handbook for Joint Search Committees*. At all times we were cognisant of the need for confidentiality. It should be noted that at the outset of the process we agreed that although we all felt a sense of duty to proceed in a timely fashion we would continue the search until we were assured that God's will had directed us to the right spiritual leader for our congregation.

The committee voted unanimously to issue a call on behalf of the congregation of Manotick United Church to the successful candidate, Reverend Elaine Beattie. This is a minister who is committed to ensuring that the worship service is crafted through prayer, music and message to help us all listen to the voice and will of our God. This is also a compassionate person who cares very much and devotes many hours to pastoral care within the church community. This is a person with a strong work ethic which is balanced by a need for time to reflect and appreciate the wonders of God's world. She is also a leader who brings joy and a delicate sense of humour to our congregants. The above comments are based on the committee's findings through the interview, the site visitation as well as the references.

After congregational approval a call was issued and arrangements were made for Reverend Elaine Beattie to assume the position of Minister for Manotick United Church effective January 1, 2011.

Respectfully submitted
Catherine McVie

Ottawa Presbytery – Year in Review—2010

Within The United Church of Canada, the primary role and purpose of the presbytery is to promote the religious life of the congregations within its bounds. During the Fall of 2010 Ottawa Presbytery has begun conversations about what that might concretely mean in terms of the mission of the presbytery. The presbytery will continue to explore the purpose, best stewardship of resources and relationship to pastoral charges in the coming year.

Currently the presbytery lives its mission by providing for education and support to leadership both lay and clergy; advocacy for social justice concerns; and shared ministry through support of outreach ministries. A sampling of the activities include the following:

Resource Workshops offered for Congregational Leadership, Treasurer's Workshop, Ministry and Personnel Workshop, Governance in the local Congregation Workshop, Music for the smaller congregation workshop, Living the Faith with Emerging Spirit Resource People

Resource Fair with Workshops, Leadership for Diverse, Changing Contexts with Eric Law

Secretary's Gathering, SnowStar Institute Learning Event—Feb 2010, Consequences of Poverty for Health Care with Dr. Jeffrey Turnbull, Racial Justice Training for ministry personnel, Gatherings for Ministry Personnel

Committee Initiatives & projects

Put a Roof on Poverty—Church in Society advocacy for supported housing, Stewardship Workshops

YAYA—Open Table Campus ministry; The Point youth worship; exposure tour to Nicaragua in Mar 2010;

Camp Awesome; Pre-marriage Education seminars; Stream is the presbytery praise band under the direction of Stephanie Coward-Yaskiw which visits congregations upon request.

Special Grants and Gifts in 2010

\$2,700 from the United Church Foundation Seeds of Hope was received to support the Leadership in Diverse, Changing Contexts

\$3,000 was received from the Reconciliation and Justice Fund of the Residential School desk to support an ecumenical event in November

A special gift to mission support ministries in Ottawa Presbytery allowed for an additional \$25,000 of support for one time projects.

Supported Ministries:

Centre 507, an outreach street related ministry at Centretown United

Carlington Chaplaincy and West End Chaplaincy, both community based chaplaincies in high need areas of the west end of the city

Carleton Ecumenical Chaplaincy at Carleton University

Algonquin Campus Ministry

Street Related Seed Money in 2010 went to Centre 507 and the Ottawa Inner City Health

Hospital Chaplaincy Teams at the Ottawa Hospital both campuses and the Queensway Carleton

2010 Meeting Summary

One of the most visible parts of the presbytery is the monthly meeting from September to May hosted by congregations. The presbytery has affirmed that the act of visiting various congregations is important to the life of the presbytery and the sense of connections and shared ministry. Appreciation for their hospitality is extended to all the congregations who hosted the presbytery this past year.

Throughout the year the goal is to provide a balance of business, education, information and denominational connection in the agendas. This is never as easy a task as it might first appear, as there are always numerous possible issues that could be brought before the court. Two meetings during the year are designated as “program meetings” and focus on educational opportunities generally related to social justice ministry. Since September there has been an increasing awareness of the opportunity to live into a more intentional opportunity for bilingual ministry. The Ministries in French committee has been sharing “le mot de mois”.

January – Kanata United hosted the meeting which had two major presentations; one by Principal Jean Stairs from Queens' Theological College and the other by Darlene Brewer, staff of the Carlington Chaplaincy regarding the “Mentoring Moves Mountains” program funded through a grant from the United Church of Canada. Lawrence Cumming a member of the Board of Ploughshares talked about the work of this group. The Remit suggesting changes to the settlement process was introduced and the court remembered Rev. Carson Duquette .

February – City View United welcomed the presbytery and the official visit from M&O Conference President Rev. Neil Wallace. Ottawa presbytery voted to support the remit regarding changes to the settlement process. The program review for the YAYA position reported and the presbytery agreed to continue a full time YAYA Minister position beyond the initial three year trial. Related to ministry to youth and young adults the presbytery also learned about the gift of James Baillie to the M&O Conference for use in Ottawa Presbytery to support youth and young adults in the church. There was conversation about the General Secretary's request for input about future direction of the denomination led by members of the General Council Executive from Ottawa Presbytery.

March – Parkdale United hosted the March program meeting. The winner of the logo for resource centre contest was announced. Youth ministry stories from congregations, presbytery and United Church camps were shared. There are many activities happening in the presbytery that celebrate youth and young adult ministry within the United Church of Canada. The evening concluded with "in carna" worship experience prepared by the YAYA committee.

April – the presbytery travelled to Fitzroy Harbour to share the hospitality of St. Andrew's United. The agenda included presentations by AFFIRM United, United Theological College in Montreal and the Annual General Meeting of the Scriven's Youth Ministry Fund.

May – The presbytery was pleased to gather at Dominion-Chalmers United Church for the meeting which included a worship celebration of the 85th

Anniversary of The United Church of Canada. Kathleen Stevenson, overseas personnel serving in Brazil shared some of her experience. There was the annual re-licensing lay worship leaders and recognition of a Congregationally Designated Minister. Ottawa Presbytery said goodbye to Andrew Hyde who served three years as the YAYA Minister. Other recognitions of ministry included those retiring. The nominations report was approved including appreciation to John Keddy for his leadership as chair in 2009-2010 and the election of Barbara Reynolds to the chair.

September – Glen Cairn the home congregation of new chair, Barbara ,welcomed the presbytery for the act of covenanting with Barbara and the first meeting at which she presided. The meeting celebrated the theme for 2010-2011, "Children & Young Family Ministry" with workshops related to: children and grief; messy church; worship that is inclusive of children. A video clip, "what will the church be like?" introduced another ongoing theme for the work of the presbytery, mission strategy. Overseas personnel Mary Collins, who has worked for many years in the Republic of Korea told stories of her work. The court remembered through the words of Rev. Brian Wilkie, Louise McArthur presbyter from Rockland who died during the summer.

October – Rideau Park hosted the meeting. The October agenda is normally heavy with business items that included: receiving financial statements; notice of motions regarding proposed 2011 budget and assessments; and mission support grant recommendations. The Global Partners introduced their theme of "Count Down to 2012", which included a monthly plan to keep before the presbytery and its congregations the theme of Moderator Mardi Tindal, "Soul, Community and Creation". The Mission Strategy Working Group invited people into small group discussion about change in the church and the role of presbytery.

November – MacKay welcomed the presbytery for its recognition of Remembrance which included worship led by Canadian Forces Chaplains including the Chaplain General Venerable Karl McLean. The presbytery approved a motion to empower First United to negotiate a continuing shared ministry partnership with All Saints' Westboro. The budget and assessments for 2011 were considered and approved. Attendees of the national United Church gathering for Journeys of Black Peoples shared glimpses of its work and mandate. The Church in Society Committee asked and received the endorsement of the court for its campaign, "Put a Roof on Poverty".

December – Aylmer United Church has a tradition of extending the warmest hospitality on the snowiest night! The agenda focused on only two items, a time for the presbytery to worship together including communion, and a time to talk together about the purpose and mission of the presbytery.

Presbytery Assessments

The financial assessment to pastoral charges by the presbytery includes support to both the presbytery and the conference. Of the \$416,810 budget, \$127,865 is passed along to M&O Conference. The presbytery budget includes staffing, over \$33,000 distributed to supported outreach and campus ministries of the Presbytery, office administrative costs and budget for the work of the committees. The 2011 budget passed by Presbytery is a deficit budget, with the deficit to be covered by retained earnings from the past few years.

The assessment for each pastoral charge is based on the revenue generation of a pastoral charge for its own ministry. This is averaged over a three year period. So pastoral charges generating higher revenues will see their assessment rise, and rise more than pastoral charges experiencing decreasing revenue or stable income. The rate of assessment is just over 3% of the total average annual revenue raised by the pastoral charge. The treasurer of the pastoral charge receives a letter outlining the formula and the assessment for the year.

Youth and Young Adult Ministry

2010 was an exciting year for youth and young adult ministry in the presbytery. Worshiplude was launched as a youth group gathering opportunity during Winterlude. Youth groups from the presbytery and afar came together in worship and shared events. Worshiplude 2011 is currently in the planning.

The ecumenical project of "Open Table" which offers the opportunity for young adults to gather over a meal became firmly rooted. Under the "Open Table" banner Shane Claiborne, an American leader in the emerging church came to Ottawa in March. The event was a huge success as people filled the sidewalks outside Dominion-Chalmers waiting to be let in for the event.

In March there was also a mission trip to Nicaragua led by the YAYA Minister.

Camp Awesome is a leadership training program that employs youth and young adults to plan and deliver a roaming Vacation Bible School program to congregations throughout the presbytery. 2010 was another successful year with the program serving seventeen congregations.

The sad news of 2010 was that Andrew Hyde informed the presbytery that he was returning to congregational ministry in southwestern Ontario effective July 2010. The program review of Winter 2010 had affirmed that having a full time YAYA Minister served the presbytery well. Andrew had been the first person to serve in the full time position and had developed wonderful ecumenical networks of cooperation. Fiona Smith was hired to direct Camp Awesome and then stayed on during Fall 2010 to do some coordination work for the YAYA Committee. Currently the search is in process and the hope is to have a recommendation to the January meeting of Ottawa Presbytery regarding the hiring of new fulltime YAYA Minister.

The Ottawa Presbytery Resource Centre

The Resource Centre began the year of 2010 with a new coordinator, no longer a volunteer position, but a part time staff position of the presbytery. Kiersten Jensen over the last year has been coordinating the work of the Resource Centre, its volunteers and ministry.

Did you know ?

- That if you order through the Resource Centre you do not have to pay shipping, as long as you are willing to pick up the order.
- That the commission generated by the sales ordered through the Resource Centre and through the display taken to meetings and events generate the revenue needed to staff the Centre
- The Resource Centre in partnership with the Christian Development Committee host the Resource Fair and Learning Event each fall.
- The best selling book through the OPRC (not including Voices United and More Voices) in 2010 through the Resource Centre was *Feasting on the Word*
- Starting in January 2011, the Resource Centre is facilitating discounted video licences for Ottawa Presbytery churches . We have 29 churches signed up and churches are still able to join after the deadline.
- With Kingston being the next closest Resource Centre, the OPRC often serves churches in Renfrew, Seaway Valley, and sometimes Montreal presbyteries.
- The OPRC has a Facebook group! Look up "Ottawa Presbytery Resource Centre" to join and be up-to-date on all of the latest info.

About Ottawa Presbytery

60 Pastoral Charges with 76 congregations

42 Ministry Personnel serving in full time positions

27 Ministry Personnel serving in part time positions

Ministry Personnel Length of Service in Ottawa Presbytery

The number of years currently serving ministry personnel have continuously been on the roll of Ottawa Presbytery: 11 for more than 20 years; 4 for 15-19 years; 15 for 10—14 years; 10 for 5—9 years; 27 under 5 years. The longest continuous membership in the presbytery belongs to Rev. Ott McKennitt who went on the roll in 1959 with his call to Rideau Park and has remained ever since.

The newest member of presbytery is Rev. James Chang who began serving Ottawa Chinese United December 1, 2010.

In 2010 there were JNAC (Joint Needs Assessments) in 14 pastoral charges. The JNAC is the process of identifying their ministry needs in preparation for calling or appointing ministry personnel. Each JNAC requires 2 representatives from the Pastoral Relations Committee.

Ottawa Presbytery at the end of 2010 has 6 candidates for ordered ministry and 13 people currently in discernment about their call to ministry. Each Discernment Committee requires 2 representatives named by the Education and Students Committee of the presbytery. There was one candidate ordained in May 2010, Rev. Anne Montgomery who was settled to the Metcalfe Pastoral Charge. In 2009 (the 2010 end of year numbers are not yet available) direct donations to the presbytery totaled \$6,033.18, primarily offerings from covenanting services, the Youth Ministry Fund, and donations back of travel entitlements. At the 85th Anniversary Service held as a part of the May 2010 Presbytery Meeting, \$1200 was given for the Mission and Service Fund.

Total givings for 2009 to the M&S Fund from Ottawa Presbytery were \$641,479. As of Dec. 1. 2010 givings to date from the presbytery were sitting at \$656,536. Ottawa Presbytery has the 5th largest contribution to the M&S Fund of the 85 presbyteries of the denomination.

Ottawa Presbytery is fortunate to have two established funds that resource youth and young adult ministry. The Bill Scrivens' Memorial Youth Fund established in the early 1990's has a principle investment of over \$400,000 and annual earned revenue supports the presbytery staff position and youth programming in congregations. There is also a new fund available in 2011, this is the James Baillie Helping Others Fund with a principal investment of \$500,000 available to support youth in the church. This fund is held by the M&O Conference but is primarily for use in the Ottawa Presbytery. Ottawa Presbytery will host the 41st General Council in August 2012. You can keep informed about Ottawa Presbytery through its webpage, the monthly newsletter and the monthly summary of its meeting. Brian Thompson from Carp is currently serving as the webmaster.

Submitted by: Marilyn Freitag

Manotick United Church Trustees 2010 Report

Purpose of the Committee of Trustees

As per Article 265 of the 2007 The United Church of Canada manual, and the Constitution of Manotick United Church, the Committee of Trustees (Board of Trustees) shall consist of not fewer than three or more than seven members including ex officio one of the settled or appointed members of the Order of Ministry and shall administer the church property, on behalf of the United Church of Canada, in trust for purposes directed by the congregation. Specifically, the Committee of Trustees shall:

- Subject to the exceptions set out in section 266 of the 2007 UCC Manual, to hold, use for the achievement of the mission of Manotick United Church, and administer all lands, premises, and Real Property and Personal Property acquired for the use of Manotick United Church;
- Administer trust funds in accordance with the policies set by the United Church of Canada;
- Manage and monitor investment of monies from the sale of the manse on a long term basis in order for the interest earned to assist in capitalizing projects at Manotick United Church subject to approval of the United Church of Canada;
- Contribute annually to the minister's housing allowance as per 1988 Presbytery motion re sale of the Church manse;
- Have church property appraised and keep church buildings adequately insured;
- Create, regularly update and maintain in a separate and safe location, an inventory of Church property and assets; and
- Be responsible for the sale or purchase of property on behalf of the congregation.

Members of the Committee of Trustees

During 2010, two Trustees were added and one resigned. Added were Willis Cleary and Peter Van Zyl and after many years of faithful service and to whom this church owes a great deal, Bob Hastings resigned from the Trustees. He is sorely missed.

The current Trustees of Manotick United Church are:

- Nancy Watson,
- Willis Cleary
- Peter Van Zyl
- Lou Albers, chair.

2010 Highlights

Insurance Summary and Policy Review

The Church Building Insurance is with Ecclesiastical Insurance - Property Policy 0107257FA01 through Tanner Insurance. Additionally, and as required by The 2007 United Church of Canada Manual a separate policy is held for Directors and Officers Liability under Ecclesiastical Insurance Policy # 107257FB01.

Insurance coverage, limits and notes are summarized in the following table for both 2010 and 2011:

Manotick United Church Insurance Summary for 2010 Trustee's Report

Property Policy 0107257FA01					
Item	2011			2010	
Coverage	Deductible	Limit	Premium	Limit	Premium
Property					
Building	\$ 2,500.00	\$ 2,279,400.00	\$ 5,572.00	\$ 2,213,000.00	\$ 5,410.00
Contents	\$ 2,500.00	\$ 246,000.00	\$ 652.00	\$ 246,000.00	\$ 652.00
Stained Glass (Agreed Value)	\$ 2,500.00	\$ 100,000.00	\$ 279.00	\$ 100,000.00	\$ 279.00
Total Property Insured		\$ 2,625,400.00	\$ 6,503.00	\$ 2,559,000.00	\$ 6,341.00
Commercial General Liability					
Each Occurrence		\$ 2,000,000.00	\$ 926.00	\$ 2,000,000.00	\$ 926.00
Equipment Breakdown					
Equipment Breakdown Form Opt 3	\$ 2,500.00	\$ 2,625,400.00	\$ 449.00	\$ 2,559,000.00	\$ 436.00
Applicable Taxes			\$ 630.24		\$ 616.00
All 2010 Premiums					
Total Property Policy 0107257FA01			\$ 8,508.24		\$ 8,319.00
Directors & Officers (D&O) Liability Policy 0107257FB01					
Professional Liability					
Directors & Officers	\$ 2,500.00	\$ 1,000,000.00	\$ 550.00	\$ 1,000,000.00	\$ 550.00
Abuse Coverage		\$ 1,000,000.00	\$ 550.00	\$ 1,000,000.00	\$ 550.00
Applicable Taxes			\$ 88.00		\$ 88.00
Total D&O Liability Policy 0107257FB01			\$ 1,188.00		\$ 1,188.00
Total MUC Annual Insurance			\$ 9,696.24		\$ 9,507.00

Note: Only clauses for which premiums are changed are shown above.

A copy of the insurance policy is on file in the church office and available to any member of the congregation on request. The Trustees are confident that the coverage is adequate and in accordance with United Church of Canada requirements and guidance.

Building Appraisal

Related to the insurance responsibility is the subject of building appraisals to ensure that MUC has adequate coverage. The last building appraisal was conducted in December 2002 by Urbandale Appraisals at an estimated cost of \$2000. In light of the cost of appraisal, the financial duress of MUC and the fact that the insured value of MUC properties has been increased in line with the cost-of-living index, it was felt that any appraisal could safely be delayed until the costs of the appraisal could be managed.

MUC Inventory Review

The last MUC inventory was taken in 2006. It was decided by the Trustees that it is indeed time to redo the inventory. The process will be to break out the previous inventory items in accordance with Committee responsibilities and to request Committee Chairs to perform the inventory check. An Inventory is underway and will be completed in 2011.

MUC Investments and Investment Strategy

The current MUC strategy is very conservative with Manse Fund moneys invested in Guaranteed Investment Certificates. It was decided that there would be no change to this strategy nor to change the managing firm BMO Nesbitt Burns.

Trustee Bank Account and Housing Allowance Transfer Process

The February 9, 1988 Presbytery motion concerning management and disbursement of the proceeds of the sale of the MUC Manse were that they be used to contribute annually to the minister's housing allowance an amount equal to interest earned on secure investments.

Financial Summary

Trustee Financials 2010 Reconciliation

	BMO Nesbitt Invest acct	Royal Bank Savings acct	Total	Notes
Balance December 31, 2009	111,167.00	978.41	112,145.41	
Value adjustment	-785.41		-785.41	1
Bank charge		-10.00	-10.00	
Income	2,156.47	31.59	2,188.06	
Transfer to Housing Allowance	-2,188.06		-2,188.06	
Balance December 31, 2010	<u>\$ 110,350.00</u>	<u>\$ 1,000.00</u>	<u>\$ 111,350.00</u>	

Note 1 - Over estimation of GIC values at December 31, 2009

Stewardship Team Report 2010

It was a busy year for the Stewardship Team at Manotick United Church. Fraser McVie served as Chair and Sharon Boothroyd continued as Vice-Chair. Bob Hastings took on the Treasurer role in May 2009 on an interim basis and did a tremendous job until his departure in April 2010.

The team was very appreciative of the contributions of Lou Albers who has been an active member of the Stewardship Committee for several years and brings much background and expertise. Lou has put in countless hours to help us organize and maintain our accounting records throughout the year. Reverend Norm Baines also provided valuable advice to the Committee up until his retirement in August. Lisa Richards our Church Administrator has been invaluable in her support for both our stewardship efforts and her diligent and timely maintenance of the Church accounting system and membership records.

The approved annual operating budget for 2010 was approximately \$265,000 which was a reduction from the 2009 budget of approximately \$285,000. Committee chairs understood the need to continue to keep expenses to a minimum and they have done so with great care, for which we thank them. There were further savings this year due to the fact that we have not hired a new Music Director since Don Butler retired in the spring. At the same time, the Church had to pay for a new water and sewer hook-up at a cost of approximately \$17000. This amount was paid for from our long term improvement and renovation savings fund as approved by the congregation in the annual budget.

Manotick United Church paid the full Presbytery Assessment for 2010 based on income over the past three years averaged. In addition, we paid a balance of the Presbytery Assessment for 2009 which resulted from an adjustment based on actual income for 2009 which had been slightly higher than forecast when the initial assessment was estimated.

The various fundraising activities including the Loblaws food vouchers, the annual garage sale, the Food Fare and the Messiah as well as the fundraising by the Youth Group and Outreach Committee have been very successful and have helped the Church operate and reach out to our community and beyond. We are very grateful for the hard work and dedication of the many members of our congregation who assisted with and contributed to these activities.

Despite our efforts to contain costs, encourage givings and support fundraising we have continued to experience an annual operating deficit. As a result the decision was made by Council not to renew the position of Pastoral Care Minister for 2011. We are very appreciative of the work carried out by Reverend Neil Baxter over past years and it is with regret that we have not been able to continue support for his ministry in this year's budget.

The counting teams for each Sunday consist of Graham Howard, Beth Bracken, Donna Timm, Willis Cleary, Robert Smiley, Judith Holtz, Lou and Eileen Albers, Kurt Asmis and Sharon Boothroyd. Catherine and Fraser McVie have filled in on occasion as needed. This group has quietly contributed with dedication to the ongoing functioning of the church and their efforts are appreciated.

We have appreciated the accounting advice from Jean Miner from Collins Barrow. In September 2009 our personnel payroll was converted to the United Church central payroll service and this new process has helped reduce our accounting workload.

The Stewardship Committee is proud of the continued effort and contributions that we, as a congregation, have made this year to support Manotick United Church and the United Church of Canada. Our membership is now growing again and with the new spiritual leadership from Reverend Elaine Beattie we believe that we will see continued growth and increasing financial stability in the year ahead.

We would like to thank all members of our congregation for your continuing support of the work of Manotick United Church.

Submitted by Fraser McVie, Chair of Stewardship, on behalf of the Stewardship Team

MANOTICK UNITED CHURCH										
STATEMENT OF REVENUES AND COSTS AND EXPENSES AND FUND BALANCES										
December 31, 2010										
2010 Actuals	Local	Mission and Service	Library	Youth Fund	Roof & Emergency Repair Fund	Growth / Reno Fund	Reserve Fund	Outreach	Manse	2010 Total
Revenues										
Congregation	\$171,340	\$ 10,484	\$1,000	\$ 20	\$ -	\$ -	\$ -	\$ 1,390	\$ -	\$ 184,233
Loose Collection	\$ 4,282									\$ 4,282
Rentals and Use Fees	\$ 4,025									\$ 4,025
Interest					\$ -	\$ 426	\$ 882	\$ -	\$ 2,279	\$ 3,587
General Fundraising	\$ 10,057			\$ 2,213				\$ 2,250		\$ 14,520
Sunday School	\$ 76									\$ 76
Rebates and Grants	\$ 1,779									\$ 1,779
Bequest, worship ,other	\$ 260									\$ 260
Total revenues	\$191,818	\$ 10,484	\$1,000	\$ 2,233	\$ -	\$ 426	\$ 882	\$ 3,640	\$ 2,279	\$ 212,761
Costs and Expenses										
Personnel- per schedule	\$111,485									\$ 111,485
Property- per schedule	\$ 42,001									\$ 42,001
Programs-per schedule	\$ 14,260	\$ 11,629	\$ 478	\$ 534				\$ 7,441		\$ 34,342
Administrative- per schedule.	\$ 11,501									\$ 11,501
Presbytery Assessment	\$ 10,535									\$ 10,535
Miscellaneous bank charges	\$ -									\$ -
Transition Committee	\$ -									\$ -
JNAC / Search Committees	\$ 538									\$ 538
Improv & Acq / Sewer conn. costs	\$ 5,635					\$ 17,556				\$ 23,192
Total Costs	\$195,956	\$ 11,629	\$ 478	\$ 534	\$ -	\$ 17,556	\$ -	\$ 7,441	\$ -	\$ 233,594
Net Revenue(Expense)	-\$ 4,138	-\$ 1,145	\$ 522	\$ 1,698	\$ -	-\$ 17,131	\$ 882	-\$ 3,802	\$ 2,279	-\$ 20,833
Fund Balance at Dec.31, 2009	\$ 317	\$ 1,807	\$ -	\$ 1,148	\$ 41,063	\$ 116,550	\$21,876	\$ 20,381	\$111,167	\$ 314,309
Transfers between funds	\$ 48,233	\$ -	-\$ 431	\$ 142	\$ -	-\$ 8,959	-\$22,758	-\$ 15,317	-\$ 908	-\$ 0
Transfers To/From Trustee Account	\$ 2,156								-\$ 2,188	-\$ 32
Adjust balance for prior years	-\$ 649									-\$ 649
Fund Balance at Dec.31, 2010	\$ 45,920	\$ 662	\$ 91	\$ 2,988	\$ 41,063	\$ 90,460	\$ -	\$ 1,262	\$110,350	\$ 292,796

**Manotick United Church Supplemental Financial Information –
December 31, 2010**

	2010 Budget	2010 Actual	2011 Budget	Note
Personnel				
Salaries	92,343	71,372	\$62,681	
Housing allowances	25,945	16,664	21,050	
Pension, Medical	20,000	-353		
Continuing education & book allowance	1,530	1,001	1,250	
Automobile Travel	5,000	5,044	3,500	
Home Phone & Cell		1,002	1,088	
Minister's Moving Expenses	6,000			
MUC Employer Costs/Contributions		10,674	20,584	
Admin Training		196	400	
Adj. payroll payables to correct 2009		5,884		
Total Personnel	\$150,818	\$111,485	\$110,553	
Property				
Maintenance	12,000	10,594	12,000	
Security Systems		250	250	
Supplies	1,000	804	1,000	
Janitorial contract	11,000	10,087	10,500	
Insurance	9,700	9,696	10,000	
Gas	6,000	4,042	6,500	
Hydro	5,000	4,977	5,500	
Water	250	188	500	
Elevator	1,000	1,363	1,500	
Improvements & acquisitions	2,500	5,635	10,000	5
Building appraisal				
Building contingency fund	5,000		5,000	
Sewer Amortization	800			6
Total Property	\$54,250	\$47,637	\$62,750	
Programs				
Worship	16,300	10,425	11,000	1
Discipleship	4,100	1,926	4,000	
Youth	900	534	1,000	
Fellowship	5,000	2,387	4,000	
Outreach	3,500		4,000	
Transition committee	1,000			
JNAC/Search	2,000	538		
Discipleship flow through				
Outreach flow through		7,441		
Total Programs	\$32,800	\$23,251	\$24,000	

Supplemental Financial Information, continued

	2010 Budget	2010 Actual	2011 Budget	Note
Administrative				
Office supplies & Postage	3,000	860	1,500	
Photocopier	3,200	2,827	3,200	
Telephone & Internet	6,800	5,241	6,000	
Accounting Services	3,000	415	1,500	
Computer & Office Upgrades	200		200	
Staff appreciation	800	650	700	
General Expenses		1,006	1,100	
Bank charges and interest		502	600	
HST conversion contingency	3,000			
New minister moving expenses	See person.			
Total Administrative	\$20,000	\$11,501	\$14,800	
Presbytery Assessment	\$7,500	\$10,535	\$8,879	2
Sub Total	\$265,368	\$204,409	\$220,982	
Flow Through Funds – M&S	\$11,000	\$11,629	\$11,500	3
Water/Sewer Hook Up Project Improvement Costs	\$20,000	\$17,556	8,000	4
Overall total	\$296,368	\$233,594	\$240,482	

Note 1. 2011 budget estimate includes \$6,000 for full or part time Music Director for 6 month - to be confirmed by Council at a later date.

Note 2. Presbytery Assessment (balance of 2009 paid in 2010).

Note 3. M&S budget figure is based on reasonable expectations and is a goal for Presbytery budgetary purposes.

Note 4. \$17,556 One time cost in 2010 taken from 2007 sale of house funds / \$8,000 Furnace replacement project.

Note 5. 2011 budget estimate includes \$5,000 for furnace replacement - lobby/office area.

Note 6. No charge until 2012.

2010 Financial Review Statement by Auditor

J. Patricia Lazaruk
5279 McLean Crescent
Manotick, ON
K4M 1G1

February 18, 2011

Manotick United Church
PO Box 459, Station Main
Manotick, ON
K4M 1A5

**SUBJECT: Manotick United Church Financial Statements for the Year ended
December 31, 2010**

I have reviewed the books of accounts, the Balance Sheet and the Fund Statements as reported in the Manotick United Church Annual Report for the year ended December 31, 2010.

My testing included a random sampling of the books, records, receipts and disbursements for the year.

I have found the accounting records to be in good order and the Financial Statements to be an accurate representation of the financial operations and position of Manotick United Church for the year ended December 31, 2010.

J. Patricia Lazaruk
Manotick, ON

Manotick United Church Budget Details for Fiscal Year 2011

		2010 Budget	2010 Actuals	2011 Budget
Expense Area				
	Personnel	\$ 144,818	\$ 111,485	\$ 110,553
	Property	\$ 54,250	\$ 47,637	\$ 62,750
	Worship	\$ 16,300	\$ 10,425	\$ 11,000
	Discipleship	\$ 5,000	\$ 1,926	\$ 4,000
	Youth		\$ 534	\$ 1,000
	Fellowship	\$ 5,000	\$ 2,387	\$ 4,000
	Outreach	\$ 3,500		\$ 4,000
	Transition Committee	\$ 1,000		
	JNAC/Search	\$ 2,000	\$ 538	
	Administrative - Office	\$ 17,000	\$ 11,086	\$ 13,300
	Accounting Services	\$ 3,000	\$ 415	\$ 1,500
	Moving Expenses	\$ 6,000		
	Presbytery Assessment	\$ 7,500	\$ 10,535	\$ 8,879
	Total Expenses	\$ 265,368	\$ 196,968	\$ 220,982
Known Revenues				
	Sunday School	\$ 350	\$ 76	\$ 300
	Hall Rentals	\$ 3,000	\$ 4,025	\$ 3,500
	Interest	\$ 2,500	\$ 3,587	\$ 3,500
	Rebates and Grants	\$ 2,500	\$ 1,779	\$ 300
	General Fund Raising	\$ 20,000	\$ 10,057	\$ 10,000
	Total Known Revenues	\$ 28,350	\$ 19,524	\$ 17,600
	Amount to be Raised by the Congregation	\$ 237,018	\$ 177,444	\$ 203,382
2009 Actual Flow Through Costs/Revenues				
(note 1)	UCC Mission and Service Fund	\$ 11,000	\$ 11,629	\$ 11,500
	Discipleship flow through			
	Outreach flow through		\$ 7,441	
	Total flow-through revenues/costs	\$ 11,000	\$ 19,070	\$ 11,500
	Improv & Acq (Sewer Hookup) Note 2	\$ 20,000	\$ 17,556	
	Improv & Acq (Furnace Project) Note 3			\$ 8,000
	Total Expenses + Flow-Through	\$ 296,368	\$ 233,594	\$ 240,482
Note 1.	M&S Budget figure is based on reasonable expectations and is a goal for Presbytery budgetary purposes.			
Note 2.	\$17,556 One time cost in 2010 taken from 2007 sale of house funds			
Note 3.	\$8,000 Furnace replacement project			