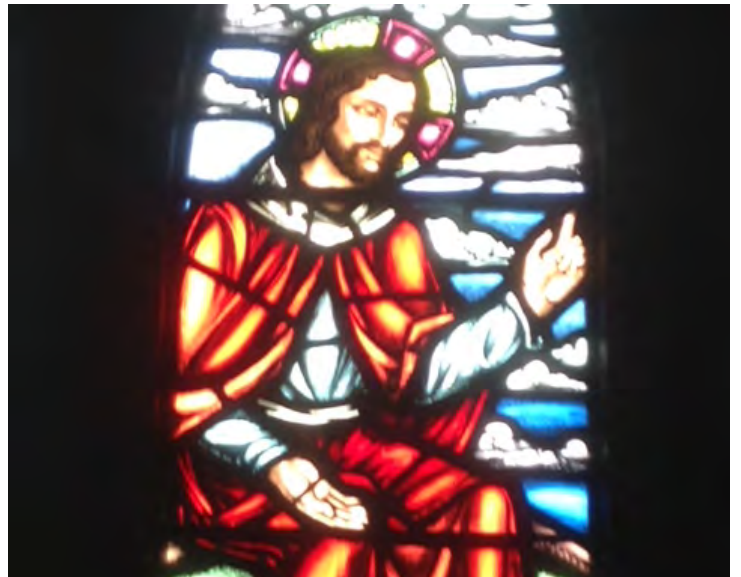


# Annual Report 2019



## OUR MISSION STATEMENT

So that Christ's healing grace  
may reach a hurting world,  
we are committed to seeing  
that all who seek are:  
welcomed into community,  
equipped with faith, and  
supported in finding and following  
God's call on their lives.



## Runnymede United Church

432 Runnymede Road  
Toronto, ON M6S 2Y8  
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[www.runnymedeunited.org](http://www.runnymedeunited.org)

ANNUAL GENERAL MEETING: FEBRUARY 9, 2020

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# STAFF

<b>Minister:</b>	Rev. Don Gibson
<b>Engagement and Growth Leader:</b>	Sam Needham
<b>Music Director:</b>	David Ambrose
<b>Organist:</b>	Carl Steinhauser
<b>Soprano Soloist:</b>	Pat Ainslie
<b>Alto Soloist:</b>	Sabina Santelli-Perez
<b>Tenor Soloist:</b>	Trevor Peverley
<b>Bass Soloist:</b>	Don Tripe
<b>Sunday School Coordinator /Youth Leader:</b>	Cayley Pimentel
<b>Custodians:</b>	Jim Lien Spencer Tripe
<b>Office Administrators:</b>	Alison Gadsby, Pat Campbell, Eva Havill

## BOARD MEMBERS

<b>Chair of Board:</b>	Derrick Hempel
<b>Secretary:</b>	Lynne Salt
<b>Treasurer:</b>	Brian Traquair
<b>Past Chair:</b>	Jeff Horbal
<b>Members at large:</b>	Monica McGlynn Stewart Jennifer Cruikshank Cathy Boyd-Withers Brenda McLaughlin Hilary McLean Paul Stewart Melissa Milkie Bart Leung

## EX OFFICIO

<b>Clergy:</b>	The Rev. Don Gibson
<b>Chair of Trustees:</b>	Roy Fischer
<b>Chair of Ministry &amp; Personnel:</b>	Jocelyn McLean Tharpe/ Tara Yelle
<b>Regional Council Representative:</b>	Robin Pilkey

## BAPTISMS

**May 12, 2019**

Taylor Sloan Egnal, son of Bart Egnal and Emily Mather

**August 4, 2019**

Ava Marina Wobowsk, daughter of Michael and Katie Louise Wobosk

**October 27, 2019**

Asher Conner Brownlee, son of Ryan Matthew Brownlee and Aidan Black-Allen  
River Alexander Dong, son of Jihao (Jay) Dong and Meiqi Guo  
Macklin Morrell, son of Robert Morrell and Caitlin Black-Allen



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## NEW MEMBERS

We are happy to welcome through confirmation and transfer the following:



Alexander Cruickshank  
Jennifer Cruickshank  
Ann Dewees  
Mara Nickerson  
Cheryl Nobel  
Robert Nobel  
Tara Yelle  
Clare Younder



**Robert Henry Yelland  
Joan Gertrude Cass  
Neil Richard Fuller Mah  
Norma Jean Badke  
Jean Laverne Bonc**

## **Minutes of the Annual General Meeting February 10, 2019**

The meeting was called to order at 11.55 a.m. by Derrick Hempel. The meeting opened with prayer led by Rev. Don Gibson.

### **1. Election of Chair and Secretary**

Moved (Rick Reed / Peter Young) that Derrick Hempel be Chair and Neil Mather Secretary of the Annual General Meeting. Motion carried.

### **2. Agenda**

Derrick showed the proposed agenda on the screen. Moved (Brenda McLaughlin / Jim Lien) that the agenda be adopted. Motion carried.

### **3. In Memoriam**

Derrick read the names of five members and adherents of the congregation who had died during 2018. There was a moment of silent reflection.

### **4. Voting**

Moved (Brenda Lien / Jocelyn Tharp) that adherents are eligible to vote along with members on all matters coming before the meeting unless otherwise noted in advance. Motion carried.

### **5. Minutes of the previous Annual General Meeting**

Moved (Brenda McLaughlin / Rick Reed) that the minutes of the Annual General Meeting held February 11, 2018 be approved. A typographical error was corrected on the third page to read a transfer of funds of \$6,925. With this correction the minutes as distributed in the Annual Report at pp. 6-10 were adopted.

### **6. 2018 Annual Report**

Moved (Don Dewees / Don Tripe) that the 2018 Annual Report be accepted. It was noted that Rae Kaufman's name is misspelled at p. 12. With this correction, the motion carried.

### **6. Year in Review: Reflections on 2018**

Derrick presented his report as Chair of the Board, found at pp. 18-19 of the Annual Report. The report lists the year's highlights and includes Derrick's appreciation of the extra efforts of the minister and staff. In his presentation he summarized the highlights in two categories: a number of occasions in which members of the congregation have had a good time together such as the community meals, the craft show, concerts, etc., and a series of meetings leading to the strategy for congregational growth and development. In the meetings, members shared their experiences and hopes for the Runnymede congregation with the "Come to Life" team. Derrick showed the final version of slides that had been refined over the course of the meetings.

## **7. Nomination and Election of Board Officers, Members-at-Large and Committee Chairs**

Derrick presented a slide with nominations for Board Officers: Derrick Hempel (Chair), Rick Reed (vice-Chair), Lynne Salt (Secretary), and Brian Traquair (Treasurer). Moved (Don Tripe / Bart Leung) that the nominees be elected to the respective positions. Motion carried.

Derrick thanked several members who are stepping down from their roles: Allison Dekker (Member-at-large), Judy Hauserman (Ministry & Personnel), Steve Gard (Mission & Service) and Suzanne Gordon (Faith Formation & Christian Education). The meeting recognized their service with applause.

Derrick presented a slide with nominations for Members-at-Large: second terms for Paul Stewart and Monica McGlynn-Stewart, and new members Jennifer Cruikshank, Bart Leung, and Melissa Milkie. Moved (Laurie Tripe / Jocelyn Tharp) that the nominees be elected as Members-at-Large. Motion carried.

Derrick presented a slide with nominations for Committee Chairs. Moved (Brenda McLaughlin / Debra Hogan) that Melissa Milkie be elected as Chair of Faith Formation and Christian Education, term to 2021. Motion carried. The slide also showed incumbent chairs with terms to 2020: Don Dewees (Finance & Property), Jeff Horbal (Stewardship), and Tara Yelle and Jocelyn Tharp (co-chairs of Ministry and Personnel). The chair of Pastoral Care is open.

The meeting had a short break while cups and dishes were tidied up. Derrick thanked and the meeting applauded the convenors of the lunch, June Pinkney and Dorothy Dunbar, and all those who had contributed food and helped to serve coffee and lunch.

Derrick presented a slide for information showing the names and positions of Board members. Not included in the preceding paragraphs are: Jeff Horbal (Past Chair); Members-at-Large Brenda McLaughlin, Cathy Boyd-Withers, and Hilary McLean; and ex officio members Rev. Don Gibson, Roy Fischer, and Robin Pilkey.

## **8. Staffing Model**

Tara Yelle summarized the development of a staffing model that has followed from the departure of Rev. Katherine Brittain in mid-2018. The model proposed is one full-time minister and two half-time “officers”, along with no changes to the existing positions for administration, custodian, and music. The budget would continue to include compensation for a youth leader and Sunday School teachers. The officer positions are titled “Engagement and Growth” and “Youth and Children”. The former position will be supported and guided by the Come to Life team for the first twelve months, and the latter by the Faith Formation & Christian Education committee. It was clarified that the Ministry & Personnel committee will have the usual human resource role and the full-time minister will provide the day-to-day supervision for both positions. Tara noted that it is possible that one candidate could be hired for the two positions. Moved (Brenda Lien / Don Dewees) that the Board and Ministry & Personnel committee be authorized to hire for the Engagement & Growth position and for the Youth & Children position. Motion carried.

## **9. Treasurer's Report**

Brian Traquair noted that the Auditor's Report is prepared on a two-year cycle. As a result Stuart MacDonald will report on his audit of 2017 and 2018 records at the next Annual General Meeting.

Brian presented the Treasurer's Report. There was a surplus of \$34,017, due primarily to the half year of vacancy in a minister position. Current giving through envelopes and PAR was lower than 2017 and well below the 2018 budget. Rental income was above the budget. Property expenses were above budget. The detailed tables of 2018 current receipts and payments, and of the funds other than current, are at pp. 21-22 of the Annual Report. The presentation included a number of slides and graphs.

Moved (Tom Axworthy / Don Dewees) that \$34,017 be transferred to the General Improvement & Contingency Fund. Motion carried.

Moved (Rick Reed / Don Dewees) that the 2018 Operating Statement be adopted. Motion carried.

## **10. Board of Trustees Report**

Bob Cossitt presented the Trustees' Report, printed at pp. 37-41 of the Annual Report. Bob noted that the stock market at year-end had decreased the market value of both the Manse and Estates Funds but much of the decrease had been reversed in the meantime. There was a substantial contribution to the Estates Fund during the year.

Following on the discussion at last year's meeting, the trustees consulted a number of knowledgeable people on the issue of ethical investing. Three general criteria are used to evaluate whether a security is suitable: environmental, social responsibility, and governance risk. For the social responsibility criterion Runnymede is following the policy of the national church by not holding securities in certain industries.

Moved (Gary Norris / Jim Hendry) that the Board of Trustees Report be approved. Motion carried.

## **11. 2019 Stewardship Report**

Jeff Horbal presented the results of the campaign in 2018. The material now includes a personalized record and is presented in a more straightforward format. The campaign included some targeted follow-up. There was an increase in the number of pledge cards returned and the total amount pledged is higher by \$1,100 per month.

## **12. 2019 Budget**

Brian Traquair presented the Board's proposal for a balanced budget in 2019, at \$490,000. He noted the favourable Stewardship results but explained that the forecast of 2019 current giving is lower than the 2018 budget because the 2018 budget was not attained. The budget assumes 2/3 of a full year for the "officer" positions, compared to the actual amount not incurred in 2018 which was a half year of one full-time position. Otherwise, operating costs are steady with previous years.

There is an increase in the assessment supporting the region and national church. Brian explained that one reason for the increase is that some amounts had previously been used from the Mission and Service revenue, and this will not continue as a matter of policy.



Brian also presented a three year plan which assumes increases in revenues and expenses in line with inflation, and increased assessment phased in over the period. The plan indicates a return to special fund-raising in 2020.

Moved (Don Dewees / Tom Axworthy) that the 2019 budget be adopted. Motion carried.

### **13. Mission and Service Fund**

Brian Traquair reported that the contribution in 2018 was \$68,870, consisting of \$61,870 in congregational giving and \$7000 from the Craft Show. For comparison, the goal was \$66,000.

Brian explained the role of the M&S Fund of the United Church of Canada, and the (small) effect of the policy change discussed earlier. Moved (Brenda Lien / Jocelyn Tharp) that the 2019 target be set at \$67,500. Motion carried.

Tom Axworthy noted that, locally, the Kenya Aids Committee has achieved its ten-year goal.

### **14. Adjournment**

The agenda having been covered and no other items of business being raised, Derrick called for a motion to adjourn. Moved (Don Tripe / Peter Young) that the meeting be adjourned. Motion carried. The meeting adjourned at 1:00 p.m.

## MINUTES OF THE CONGREGATIONAL MEETING

Sunday 5 May 2019

1200

Memorial Hall - Runnymede United Church

Present: 62 members and adherents

Quorum present

1. Call to Order:  
Derrick Hempel called the meeting to order at 1200 noon and opened with prayer.
2. Approval of Agenda (attached):  
**Motion:** (Don Dewees/ Linda Canning) that the Agenda be approved as presented.  
Carried.
3. **Motion:** (Stuart Macdonald/Brian Traquair) that Lynne Salt be appointed as Secretary for this meeting. Carried.
4. **Motion:** (Don Dewees/Julie Lee) that Adherents in attendance be entitled to vote along with Members on all matters coming before this meeting.  
Roy Fischer questioned whether the latest Manual permitted Adherents to vote on the serious issues before this meeting. Brian Traquair assured those present that this had been checked and confirmed with the Regional Liaison Representative.  
Motion carried, Abstention 1.
5. Steps to be taken at this meeting (attached):  
Derrick reviewed the steps to be taken at this meeting.
6. Retirement of Rev. Don Gibson:  
Derrick expressed thanks for Rev. Don Gibson's service to Runnymede.  
**Motion:** (Julie Lee/Rick Reed) that the congregation of Runnymede United Church acknowledge and accept our receipt of Reverend Don Gibson's letter dated 29 April 2019, announcing his intent to retire from his pastoral call at Runnymede United Church effective 29 December 2019, and that we express our gratitude for his ministry with us and our best wishes for his future. Carried

7. **Ministry Articulation Profile (MAP) (summary attached):**  
Derrick described the MAP and presented a summary.

**Motion:** (Ann Dewees) that the congregation of Runnymede United Church approve the Ministry Articulation Profile (MAP) as presented, understanding that it will be used as the directional foundation for our Community of Faith Profile and our Minister Position Description, both of which are required to initiate our search for a new minister for Runnymede United Church.

David Ambrose questioned whether a Sunday evening service was in our MAP. Brian Traquair responded that our MAP includes weekly Sunday morning and monthly Sunday evening worship services.

Motion carried.

8. **Minister Search Team (attached):**

The UCC Regional Liaison Representative is Paul Stott who will act as Advisor to the Search Team. RUC wants a Search Team which is representative of the congregation.

Robert Nobel questioned whether there is an overlap of members of the Search Team and those who are hiring for the two lay positions of Growth and Development, and Youth and Children. Tara Yelle noted that the Search Team is comprised of Members and Adherents appointed specifically for the ministerial search, while the Ministry and Personnel Committee will hire separately for the two lay positions. Brenda Lien pointed out the importance of have a Search Team member who represents young children.

Roy Fischer expressed surprise that the Regional Advisor agreed to the inclusion of Adherents on the Search Team. Brian Traquair advised that this has been confirmed in writing. Don Dewees pointed out that many congregants may not be aware of the definition of Member or Adherent or even be aware of their own status. David Whitfield has looked in The Manual and found that the latest rules do permit Adherents to be members of the Search Team. Roy reminded congregants present who are Adherents that there is a reception of new members next Sunday 12 May for anyone who would like to become a Member. Tara Yelle reminded the meeting that the Search Team makes recommendations to the Board and the Board makes the final decision.

**Motion:** (Stuart Macdonald/David Wilcox) that the congregation of Runnymede United Church approve the formation of a Search Team for a new minister, that it have 5-7 members, that the initial members are Dwayne Benjamin, Martha Chamberlain, Julie Lee (M&P Representative), Chelsea Mohler, and Ann Mowat, and that the Board has the power and authority to add additional members to the Search Team to reach a full complement if necessary. Carried

9. Derrick thanked the congregation for its input and approvals at this meeting, and assured those present that they will be kept informed as the ministerial search proceeds.

10. **Motion:** (Andrea Tavchar/Don Tripe) that this meeting be adjourned. Carried. The meeting was adjourned at 1234 PM.

*Lynne Salt*

Lynne Salt, Secretary  
Date approved:

Derrick Hempel, Chair

#1 of 1 attachment to the Minutes of RUC  
Congregational Meeting 5 May 2019



# Runnymede United Church Congregational Meeting 5 May 2019

1

1



## Agenda

- Call to Order
- Approve the Agenda
  - A. Retirement
  - B. Ministry Articulation Profile
  - C. Search Team
- Adjourn

2

2



## Call to Order

- Opening Prayer
  
- Derrick Hempel – Chair (from AGM)
- Motion: That Lynne Salt be Secretary for this meeting.
  
- Motion: That Adherents in attendance be entitled to vote along with Members on all matters coming before the meeting.

3

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## Steps to be Taken Today

- A. Acknowledge receipt of Reverend Don Gibson's letter of resignation.
- B. Approve the Ministry Articulation Profile (MAP). This will guide our Community of Faith Profile and Position Description for the incoming minister.
- C. Approve a Search Team for finding our new minister.

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## Context on the Process (1 of 2)

- 1) RUC submits Community of Faith Profile to UCC Regional Council, comprising:
  - Ministry Articulation Profile
  - Demographics
  - Financial viability
  - Position description
  - Search team membership
- 2) Regional Council approves our submission
- 3) Regional Council trains our Search Team

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## Context on the Process (2 of 2)

4. Search Team and Regional Council post advertisements for a new minister.
5. Search Team interviews and selects a candidate.
6. Congregation approves the recommendation at a special congregational meeting.
7. New minister is called to Runnymede.
8. Transition support from M&P and the Board

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## **REV. DON GIBSON RETIREMENT**

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## **Rev. Don Gibson**

- Rev. Don Gibson has announced his retirement, effective 31 December 2019.
- His official notice was provided in a letter to the congregation this week, which was sent out via email and is available for anyone who did not receive it online.
- Under guidance of the United Church of Canada Regional Advisor, we now need to take steps to call a new minister.

8

8



## Thank You!

- We will be celebrating Rev. Don's service with us nearer the end of the year but ...
- We do want to take this opportunity to say **THANK YOU** to Rev. Don for his 8 years of leadership and service to Runnymede United Church.
- We are also grateful for the extended notice period, giving us a longer time to search for a new minister.

9

9



## A) Rev. Gibson Retirement

### Motion:

I move that the congregation of Runnymede United Church acknowledge our receipt and acceptance of Reverend Don Gibson's letter dated 29 April 2019, announcing his intent to retire from his pastoral call at Runnymede United Church effective 29 December 2019, and that we express our gratitude for his ministry with us and our best wishes for his future.

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## MINISTRY ARTICULATION PROFILE (MAP)

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### Ministry Staff Model


- ❑ We developed a new Ministry Staff Model during 2018 which was presented to the congregation for input and approval in January.
- ❑ See next slide for the summary.
- ❑ We are now in the process of hiring the two new part-time lay roles for Engagement & Growth, and Youth & Children Education
- ❑ The MAP priorities and this structure lead to the Position Description for the new minister.

12

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Minister will be Responsible for:			
• Worship		• Justice and Outreach	
• Pastoral Care		• Leadership	
• Wider Relationships		• Stewardship	
• Adult Growth in Faith		• Staff Team Leadership	
Minister will Oversee the new Lay Roles:			
Engagement and Growth Position	Come to Life Committee (first 12 months)	Faith Formation Committee	Youth and Children Position
<ul style="list-style-type: none"> <li>• Belonging/Extravagant Welcome</li> <li>• Attract new members to RUC</li> <li>• Make one-on-one connections with members and newcomers</li> <li>• Encourage members to become more deeply involved at RUC</li> <li>• Be present and active before, during and after church</li> <li>• Create an ongoing inventory of RUC volunteers and roles</li> <li>• Lead communications initiatives</li> </ul>			<ul style="list-style-type: none"> <li>• Youth and Children's Education</li> <li>• Develop and oversee Youth And Sunday School programming</li> <li>• Develop strategies to attract outside children/families and youth</li> <li>• Create events for youth and parents to discuss important social issues</li> <li>• Regularly communicate with and respond to questions and concerns from parents, students and teachers</li> <li>• Train and support teachers</li> </ul>

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## Minister Position

- We are recommending we make a call for a full time minister.
- The minister would be responsible for ALL ministerial functions but would not DO all of the work required to undertake them.
- The Position Description for the new minister will be guided by strategic priorities determined by the congregation and board in the Ministry Articulation Profile (MAP).

14

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## Ministry Articulation Profile

- The Ministry Articulation Profile (MAP) is a seven page document that describes our church, and our priorities around eight key dimensions.
- The MAP has been created by the Board with input from M&P over 2018, then a board workshop and a consultation with the congregation in Jan 2019.
- The Board recommends the MAP to the congregation for approval.

15

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## MAP Priorities

1. Growing in Faith
2. Worship
3. Belonging, Extravagant Welcome, Wellness
4. Justice, Outreach, & Sharing the Good News
5. Pastoral/Spiritual Care
6. Leadership
7. Stewardship
8. Wider Relationships

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# Ministry Articulation Profile Excerpt

Name of Community of Faith: Runnymede United Church

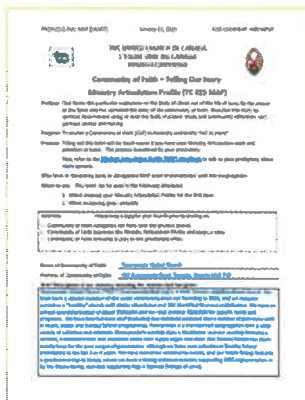
Address of Community of Faith: 432 Runnymede Road, Toronto, Ontario M6S 2Y8

**Brief Description of our ministry including the mission God has given:**

Runnymede United Church ("RUC") [runnymedunited.org] is a west-Toronto neighbourhood church. We have been a vibrant member of the wider community since our founding in 1925, and we consider ourselves a "healthy" church with stable attendance and 160 identified financial contributors. We have an annual operating budget of about \$500,000 and we raise another \$200,000 for specific funds and programs. We have four full-time staff (including one ordained minister) plus a number of part-time staff in music, youth and Sunday School programmes. Runnymede is a member-led congregation with a wide variety of activities and interests. Runnymede's worship style is traditional, and our worship features a sermon, a children's time and extensive music with a pipe organ and choir. Our Sunday School has been mostly busy for the past couple of generations, although we have seen a decline in Sunday School attendance in the last 3 or 4 years. We have numerous community events, and our Youth Group features a quadrennial trip to Kenya, where we have a strong outreach ministry supporting AIDS orphans taken in by the Obara family, and also supporting Kijiji u Upendo (Village of Love).



# Ministry Articulation Profile



□ Double-click outside of presenter mode to open



## **B) MAP Approval**

### Motion:

I move that the congregation of Runnymede United Church approve the Ministry Articulation Profile (MAP) as presented, understanding it will be used as the directional foundation for our Community of Faith Profile and our Minister Position Description, both of which are required to initiate our search for a new minister for Runnymede United Church.

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## **MINISTER SEARCH TEAM**

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## Minister Search Team

- ❑ The Search Team undertakes the search for our new minister, including interviewing and selecting a recommended candidate.
- ❑ The UCC Regional Representative is Paul Stott. He will be an advisor to the Search Team.
- ❑ We want the Search Team to be representative of our congregation – our faith, our mission, our people, our programmes, our diversity, our outreach – as far as possible.

21

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## Search Team Attributes

- ❑ They should be representative of the congregation and enjoy its confidence.
- ❑ They are able to listen, consult, and discern with people; gather and analyze data; write clearly; and follow through with paperwork.
- ❑ They have some comfort with the language of theology.
- ❑ It is helpful to have someone with background and skills in human resources management.

22

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## Search Team Membership

- ❑ The United Church sets out guidelines for the size and composition of the Search Team.
- ❑ The recommendation we have been given is to create a team of 5 to 7 people.
- ❑ Team can include members and adherents.
- ❑ To start our search before the summer, we need to approve the Search Team today.
- ❑ If needed, we recommend giving the Board the authority to fill vacancies to get to a full team.

23

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## Search Team Membership

- ❑ The Board recommends (ordered by last name):
  1. Dwayne Benjamin
  2. Martha Chamberlain
  3. Julie Lee (M&P representative)
  4. Chelsea Mohler
  5. Ann Mowat
  6. \_\_\_\_\_ TBD \_\_\_\_\_
  7. \_\_\_\_\_ TBD \_\_\_\_\_

24

24



## C) Search Team Approval

### Motion:

I move that the congregation of Runnymede United Church approve the creation of a Search Team for a new minister, that it have 5 to 7 members, that the initial members are (*see list*), that the Board has the power and authority to add additional members to the Search Team to reach 5, 6 or 7 members, and that the team membership be submitted to the Region as soon as possible.

25

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## Keeping You Informed

- Thank you for your input and approvals today.
- The Search Team and the Board will provide the congregation with periodic updates as the search proceeds. A congregational meeting will be called to approve calling a new minister.
- Our goal is to have a new minister selected and hopefully in place for 2020. As with any hiring process, there is uncertainty, so we ask for your understanding as we find the right person!

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# Adjourn

## Motion to Adjourn

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# STAFF REPORTS

## FROM OUR MINISTER, REV. DON GIBSON

### 'COME TO LIFE'

Often in sermons I refer to the line about coming to life at Runnymede United Church. I like the image of encountering and sharing the goodness God intends for our lives and world. At Runnymede this is our core value or product. We are in the business of God's abundant or fuller life for all.

As a community of faith we gather in worship, study and fellowship to experience more deeply God's presence. We then follow in Jesus' way by bringing new life and hope to others as we reach out through acts of love, kindness, mercy and justice.

Runnymede United has a heart for sharing new life within this place we call our church home and beyond. As God's people we seek to make a difference near and far. What follows in this Annual Report is a reflection of many of the ways we collectively find and share God's new life.

A church annual report is more than reports and financial numbers. It is a theological statement about our relationship with God and others. A reminder of God with us and our calling to share God's love with others. By that measure, 2019 has been a good year.

I want to thank all the volunteers and staff whose dedicated effort and commitment bring so much life to Runnymede. I also want to thank Alison Gadsby and Pat Campbell who are no longer working in our office. I deeply appreciated their work and support.

In 2020 may God continue to bring us life and through us new life to others.

Blessings

Rev Don

## FROM OUR ENGAGEMENT AND GROWTH LEADER, SAM NEEDHAM

Since joining the Runnymede team in September 2019, I've been blessed by a supportive, well-intentioned, and well-equipped congregation. Rev. Don has been a wise resource who will be greatly missed. Eva, Jim, Cayley, David and Carl, Spencer, Alison, and Alana have all been assets to my work and partners in our common mission. M&P, the Come to Life team, the Board, Faith Formation, and various other volunteers have each lent me guidance, clarity, urgency, and critical feedback. I'm grateful to God to work in this place!

My portfolio is flexible and broad by the design of the Come to Life team, so establishing what needs to be done is always in process and always subject to guidance from the minister, the Board, the M&P, and other invested persons. The most significant areas in which I've worked have been worship, social media, planning and visioning, and hospitality. I've generally done announcements, welcome, calls to worship, prayers, and/or offerings when present on Sundays. I'm comfortable doing this and believe worship visibility helps with engagement and messaging. I've worked with Eva, with Alison's help, to establish a rhythm of social media posts. I worked with Brian, at Andrea Tavchar's suggestion, to subscribe to Hootsuite to schedule social media posts and distribute them more effectively. I've sat in on several planning and visioning sessions, and done some work on accomplishing mid-term and long-term projects. One key area of this planning and visioning has been welcome/hospitality/greeting, an important area for RUC. I've been present in several meetings, produced a new pew-back card and process for connecting with new members, and experimented with a new-folks welcome table at coffee time. This hospitality process in particular will be an ongoing area of work.

Currently, I'm working on signage and wayfinding at RUC, a spiritual gifts assessment for the congregation, and a plan for small group experiences after Easter (and Rev. Don's departure). Signage and wayfinding includes the new exterior sign as well as interior spaces. I will work with the office staff to update the entryway to Jewitt Hall, which is a major point of contact for many people marginally connected to RUC. I'm working on replacing the caution tape blocking our south-facing stairs with a better looking and more effective sign pointing foot traffic to the side doors. The Spiritual Gifts Assessment is a congregation-wide process in two parts. First, we ask the congregation to take an online SGA (which is a kind of self-questionnaire about the kinds of gifts we feel God has given us) and report the results if comfortable to RUC. Then, we connect those who share their results with us to volunteer needs we feel we have—greeters, Communion stewards, choir members, board vacancies, etc. At the moment, I am incorporating key feedback from our beta testers and troubleshooting technical problems. I aim to have the SGA ready on one of three relevant dates: Ash Wednesday (Feb. 26), National Volunteer Week (April 19-25), or RUC Recognition of Volunteers Day (May 3). Rev. Don has tasked me with two experiences for after his retirement: an ongoing faith formation small group and a speaker series. The former will resemble the Bible studies and conversation groups that are successfully running now (the Liens' group and Rev. Don's study); the latter will capitalize on Tom Axworthy's successful presentation at the Women's Fellowship recently, and parallel that chat in other areas (economics, the environment, etc).

I observe the following:

- RUC has rightly summarized its message, inward and outward, as "Come to Life."
- RUC is well-positioned to grow and engage members because it has a strong leadership corps.

- RUC must take calculated risks in order to grow, and will not grow otherwise, since it faces the decline issue typical of mainline Protestant churches. Such risks include new member experiences, changes in how coffee hour is done, and a more energized approach to greeting and connecting new adherents.
- RUC's signage, communications, and branding need comprehensive review and overhaul if they are to contribute to growth.
- RUC's worship is an asset and not a liability to its mission and doesn't need comprehensive change.

Respectfully Submitted January 2020

## MUSIC AT RUNNYMEDE

As we head into a new year, it's hard for me to believe that this past fall marked 15 years of making music together here at Runnymede. Time certainly flies when you're having fun!

As always, the Chancel Choir is the backbone of our music program, made up of tireless volunteers who attend weekly rehearsals and share the leadership Sunday mornings with the ministerial and music staff. They even show up to lead singing in the summer! Their hard work has contributed so much to the worship at Runnymede, it is impossible to express enough gratitude for their gift of music. They are ably led by soloists/section leads Pat Ainslie, Sabrina-Santelli-Perez, Trevor Peverley and Don Tripe.

Some of 2019's special services and events:

- Our Good Friday service featured a new and challenging Requiem by Mark Hayes with chamber orchestra and organ
- Our summer services were filled with diverse solo offerings from choir and congregation members.
- Learning some exciting and challenging music from East Africa during the Obara's visit and the Kenya Youth Trip's service
- Our pick-up children's choir once again participated in the Easter service as well as the Christmas pageant,
- Special thanks to Cathy Boyd-Withers and Don Tripe for leading the music for this year's Pageant, with some assistance from Sabrina Santelli-Perez
- ESA's Strad string ensemble once again provided accompaniment for the Carols By Candlelight, which featured a beautiful program of new and traditional anthems as well as lots of carol singing

My thanks to our ministerial and office staff for their ongoing support of the music program at Runnymede. Special thanks to our section leads/soloists Pat, Sabrina, Trevor and Don for their continued musical leadership in rehearsals and in services. Thank you to the Ministry and Personnel Committee for their support as I took partial leave this year to deal with an exceptionally busy work schedule. And final thanks to Carl Steinhauser for his wonderful work as organist and occasionally covering as music director!

As always, we have an open-door policy for the Chancel Choir – come out on a Thursday and try us out! Or join us for special services – details are always posted in the weekly bulletin. If not – sing with us from the pews and keep the music at Runnymede vibrant and strong.

Musically yours  
David Ambrose, Director of Music

## SUNDAY SCHOOL AND YOUTH GROUP

### Sunday School From Melissa Milkie

Sunday morning with children is a special time of connection. The Sunday School team continued our use of the “Sparkhouse” curricula, as it is detailed, offers a plethora of activities for our teachers to choose from, and we can tailor them to suit our needs and numbers. Teachers have access to the Sparkhouse curricula online through their online portal, and are provided hard copies to pick up the coming week’s curriculum every Sunday. This gives us time to prepare any materials we may need, and to fine-tune the activities to suit typical attendance, craft materials, etc. Teachers each have a folder which they can access as they need on Sundays and for the following and upcoming weeks.

We rotate through different activities, exploring the Bible stories through:

- Science (e.g. Exploring how light acts and moves, facilitating discussion about how God’s light shines through us, and how He brought light into this world [Creation unit])
- Art (e.g. Designing creative mazes, exploring how the way is not always clear, but God will always bring us home and guide us, even if it feels as if we do not know where we are going [Wandering in the Wilderness unit])
- Creative Drama (e.g. Creating our own small versions of the nativity story, exploring different perspectives, like from the camels point of view, like what the news anchors might have discussed at the time [Advent/Jesus is Born unit])
- Cooking (e.g. We create delicious pig slop, and talk about what it would have been like to live with pigs [Prodigal Son unit])
- Bible Skills and Games (e.g. Racing to build the Advent / Christmas season timeline, and playing Pictionary-like games to show off our knowledge of the important people in the Christmas story [Jesus is Born/Christmas unit])
- Music (e.g. We discovered the instruments played by shepherds in Jesus’ time, and created our own instruments [The Lost Sheep and the Lost Coin unit])

We begin every class with a member of the congregation reading from the Sparkhouse Bible, bringing the K-2 and 3-5 classes together before they split into their respective groups (K-2 in the North Room, 3-5 in the Runnymede Room). At the end of the class, parents typically pick up their children from upstairs, or the gym, depending on the activity that day. Or teachers can help shuttle children to Memorial Hall/the Sanctuary, if needed.

Communication to parents is sent out by e-mail, typically at the beginning, middle and end of every unit so parents are kept abreast with what their children are learning, hopefully reinforcing these lessons at home. ☺ We’ve begun a Sunday School Instagram account to also share with parents and congregants some of the activities that occur on Sunday mornings.

The team of Sunday School teachers meets weekly before church, and with leaders every month or so to set out expectations, discuss what is working and what needs to be re-examined, to review needed supplies, etc. A Sunday school host and reader from the congregation have also been part of the team that helps create the Sunday morning experience.

In terms of the rhythm of the year, in addition to the changing units of study, the children participate in special events and experiences. For example, the children participated in Sleeping Children fundraiser throughout lent, and some children participated in the Easter Children's Choir, led by David Ambrose. In June, for Father's Day, we had CookSmart come for a special event in the Kitchen, making tasty gifts for loved ones. Sunday School was held in summer! The children enjoyed a lively time and Instagram account for Sunday school was shared with parents and congregants. In the fall and Christmas season, several Sunday School children (and sometimes the teachers!) also participate in the annual Christmas pageant.

The team includes:

Sunday School Teachers:

- Kathryn Botsko (K-Grade 2)
- Emily Chamberlain (K-Grade 2)
- Rae Kaufman (Grades 3-5)
- Kate Reed (Grades 3-5)

Sunday School Coordination: To support teachers, for Winter/Spring 2019, Cayley Pimentel acted as temporary Coordinator for a small number of hours per week. In Summer/Fall 2019, Alana Sprunt (hired as of July 1) held the new Sunday School and Christian Education Coordinator position (a half-time position in part to replace a second minister position). She left as of Dec. 31; thus for the upcoming period in 2020, prior to a new hire for this key position, the Faith Formation and Christian Education committee members will provide leadership to support teachers and the Sunday School program.

### **2019 Youth Group Report From Cayley Pimentel**

2019 was a good year for RUC youth! With major preparations underway for the summer trip to Kenya, we were busy bees! We worked alongside the Sunday School program many times, as Cayley was running both programs, and it was a lot of fun to see some of the older youth sharing laughs and crafts with the youngest ones in our congregation.

We continued our work hosting Coffee Hour once a month, which I think has been a really important part of youth group's mandate, allowing the adults of the congregation to get to know the youth, and vice versa.

Some special events of note:

**Cherry Blossoms**

As the weather grew warmer, we went out on a lovely morning in May, and walked to High Park to see the cherry blossoms. We were lucky with our timing, and they were out in full force! We got some hot chocolate on the way, and the youth shared some of their favourite haunts in High Park. Lots of fun!

**Earth Day Clean Up**

Every year, the youth group teams up with Sunday School, and we hit the streets to help clean up our local neighbourhood. This year, Earth Day took place around Easter Monday, so we postponed our pickup until the following month. We collected a few garbage bags full of trash, and helped Beresford Park look just that little bit cleaner!

## **Lock-In**

Towards the end of May, some youth gathered together for a night all alone in at Runnymede UC! We locked ourselves in on Saturday night, and had a sleepover in the Kingsbury room. We had dinner together, watched some movies, played some games, had lots of snacks, and did actually sleep! In the morning, we woke up early, and made some breakfast in the church kitchen, making sure to clean up before coffee needed to be prepared for service! It was lots of fun, though certainly spooky to see the Sanctuary dark and empty!

## **Kenya Fundraisers:**

In anticipation of our trip to Kenya, the Kenya youth hosted a number of fundraisers:

3 concerts:

- The Beatles (2018)
- Opera (January)
- Broadway (May)
- Live auction: Lots of fun to be had, and much money to be raised! Lobster dinners, cakes, pies, cottage weekends... the lot! Always a success, the 2019 Kenya Auction was no exception, and helped us raise a good chunk of funds for the trip! Hours of work went into the event, but it certainly paid off!
- Rummage sale: Taking advantage of accumulated donated goods from the RUC gym/stage, we filled Memorial Hall with goodies, and waited for the masses to arrive to come take them all away! A long day, with hours of work to prepare and clean up, we are grateful for all of the support of the congregation for all of our fundraising ventures!

## **Graduation**

Every year, we gather to honour the graduates in our community: those leaving elementary school and graduating from Grade 8, and those leaving high school and graduating from Grade 12! It is a bittersweet occasion to celebrate their achievements, as it is inspiring to see our growing youth, but sad to see some of them leaving Toronto to pursue higher education elsewhere! This year we celebrated over 8 graduates, which was lovely!

## **CookSmart**

Along with the Sunday School program, youth group partnered with CookSmart. CookSmart is a local camp/organization that runs programming for kids and youth centered around healthy eating and empowering young people in the kitchen. We made Father's Day Power Bites, a high protein snack that we packaged up and sent home with the youth/kids for their parents on Father's Day. Working with Kathy from CookSmart was a lot of fun, and it would be great to partner with her on something again in the future. (The Vacation Bible Camp partnered with her for Summer 2019 to create full-day programming.)

## **Trip to Kenya**

Having been such a long time coming, the 2019 Youth trip to Kenya did not disappoint, and was an incredible opportunity for youth and leaders alike. Meeting for a year prior to our trip, it was wonderful to be able to see the relationships really flourish among the youth (and leaders). The trip was an opportunity for growth and learning, and I don't think anyone returned the same person they were when they left.

- July 16-31
- A week in Nairobi, meeting with the Obaras and the NCCK, learning about different initiatives and programs they run and are involved in.



- Some time traveling outside of Nairobi, visiting other NCKK projects, plus enjoying some time on safari and meeting local youth!

### **Youth Group Kick-Off!**

We walked down to the annual Ukrainian festival and had a great time, in spite of the rain, partaking in perogies galore, doughnuts out the wazoo, and even some potato tornados! Though we did eventually get rained out, it was fun to see some of the cool goings-on in the Village, and Uki Fest!

### **Fall Retreat**

As always, we headed out at the end of September for a beautiful weekend away at Disciples Conference Grounds, where we spent two days and two nights right on Lake Erie, playing games, taking time for reflection, and sharing meals together! Alison Withers was the co-leader for the weekend, and the theme was 'Let There Be Light!' We focused on how we can take the light of God and shine it back on others in our lives. How can we take Christ's light into our heart, and shine it out through all of our actions, behaviour, and words. It was a beautiful weekend, and as always, a great opportunity to get to know the youth!

### **Traveling Dinner Party**

Before the weather turned too cold, we hosted a Traveling Dinner Party in the local area around RUC. We started out with appetizers at the McLeans' house, then moved to Cayley's house for dinner, then finished up at the Preiswerks' house for dessert and hot chocolate! It was a lot of fun, and we ended the night full on deliciousness and also on memories and laughs!

## OFFICE REPORT

2019 has been a very busy year in the office.

Thanks to all who have helped support my transition into my new role as Office Administrator, specifically, Jocelyn McLean-Tharp and the M and P team, David Wilcox, and Derrick Hempel; Rev. Don, Jim & Brenda Lien, Brian Traquair, Cayley Pimentel, Sam Needham, David Ambrose, Carl Steinhauser, Gary Norris, Judy & David Whitfield, Don Dewees, Laurie & Don & Spencer Tripe, and Pat Ainslie, all of whom support the office in so many ways. And I cannot begin to thank Alison Gadsby and Pat Campbell, who have been fantastic mentors and helpers. Between them I have been saved from many mistakes that I would otherwise have made! They are big shoes to fill, but I will keep trying to match up to the quality you are used to from the office staff.

We continue to be a popular and useful community resource with regular tenants that include the daycare, the nursery school, Barn Owl Music (2017), Little Theatre Etobicoke, MumNet, Second Mile, Revealed Word, Scouts/Guides, Moms of Bloor, Little Kickers Soccer, our men's hockey and basketball groups and many regular bookings from the City of Toronto and more! I look forward to growing this revenue stream without interfering with our internal groups. If you have any questions about how our use of space is managed, please do not hesitate to contact me or Don Dewees.

Our Social Media presence continues to grow. Our Instagram followers continue to grow as we engage the community. We have 150 more followers than last year and our average reach is still at approximately 30%. Sam and I look forward to spending more time using our social media outlets to invite the community to join RUC as we Come to Life in 2020! The website continues to be a good source of information for people from the church and in the community who want to be able to quickly access information about what's happening at the church, so we try very hard to keep the information up-to-date.

Our newsletter continues to be published 3-4 times per year. Look out for our Spring, Fall and Christmas newsletters. We are always looking for news from our families, so send your family news and photos to me at any time!

**From Alison:** As Contributions Secretary, I will continue to manage the database and contributions, with the support of David Wilcox and Brian Traquair. The Policies and Procedures Manual has been a big job this year and is moments away from being complete. I look forward to supporting Eva, as she takes on this new role. She's doing a great job!

**From Pat:** I have appreciated the opportunity to work with Alison in the office for the past couple of years. I welcome Eva and have enjoyed assisting where I could as she has so ably transitioned into her new role. It has been a pleasure to get to know better the exceptional people in Runnymede United. I am happy to help in the future when extra hands are needed.

Office hours are Monday to Friday 9:30am to 4:30pm. Pop in any time to say hi! I look forward to meeting everyone.

Yours with thanks, Eva Havill, [office@runnymedeunited.org](mailto:office@runnymedeunited.org)

## DATABASE REPORT

RUC has now been using Servant Keeper since 2016.

The work that we started in 2018 to tidy up the data and remove the large number of single contribution entries has largely been completed. This has removed a lot of deadwood in the database. In 2019 we also introduced a process of sending one-time receipts to avoid accumulating individual contributions where it was clear that the donor was unlikely to make further contributions.

In order to streamline some of the data handling and produce reports for the treasurer and stewardship committee I created a backend database which uses data extracted from the main Servant Keeper database. This has proved to be very useful as it provides a much better data handling capability than the previous mechanisms which were entirely based on Excel Visual Basic for applications.

An update to the procedures manual was produced during 2019. As I said last year, the purpose of the manual is to provide a process for a consistent method of handling the information we keep in our system so that new users of the system have a template for handling the data.

Once again in 2019 we used the Servant Keeper facility to send periodic statements and tax receipts by e-mail. This is our preferred mechanism for sending this data and so we would ask that if you have not yet signed up for receiving your statements and tax receipts this way, and would be happy to have them by e-mail in future, then please contact the office.

If you have any questions about Servant Keeper and the information we keep in the system please do not hesitate to contact me.

David Wilcox, Database Administrator  
dbadmin@runnymedeunited.org

# BOARD REPORTS

## BOARD CHAIR

### ***Reflections on 2019***

Come to Life, indeed. The year 2019 was busy. We've worked on our building, installing new signs, making repairs and improving things throughout. We hired new staff, we saw change in the office, and we enabled smooth transitions for a number of committee and event leadership roles. We heard about a change in clergy for the coming year. Summer bible camp happened. Money was raised and new people came to see how people at Runnymede come to life. God is here, and Jesus Christ is present in all.

As I sit back to review this past year, I can only marvel at how the Spirit has moved among us:

### **Community Meal**

The Community Meal feeds 140 guests each month, providing an opportunity for community, fellowship, and friendship. Gail Hutton, the Community Meal coordinator, retired from the Community Meal at the end of the year. She has faithfully overseen the Meal for many years. The Community Meal team remains committed and strong, and we seek new leadership for 2020.

### **Sunday School**

Our Sunday School was reinvigorated as the efforts of Alannah Sprunt and the Faith Formation Committee bore fruit. We saw more children, more enthusiasm, and great promise for Runnymede's future as the children engaged in numerous activities, trips, and fun. We ran a Vacation Bible Camp for the first time in a number of years, and it was so successful that we will run it again. We saw many changes in 2019, and there will continue to be changes in 2020 as we replace Alannah, who has moved on to full-time employment as a teacher in Toronto.

### **Deficit Dinner 2019**

The Deficit Dinner went tropical this year, and it made another mighty contribution to the Runnymede United Church community, raising funds and delivering another great evening of fun and frivolity. And there was dancing. I never knew everybody's hips could swivel so much!

### **Craft Show**

The Runnymede Craft Show, under the guidance of Judy Whitfield and run by an army of volunteers, was incredibly successful as the many vendors were visited by hordes of locals and others as they shopped the many wares and foods as they prepared for the Christmas season.

### **Affirming Committee**

The Affirming Committee spent 2019 exploring the best ways for Runnymede to learn about the Affirming process. Led by Judy Hauserman, we await the fruits of their labour in 2020 as we engage in this journey as a community. The Affirming Committee was struck and has worked out a plan to engage the congregation in thoughtful discussions and workshops in 2020. Pay attention to upcoming notices in the bulletin and other sources to attend these sessions. You'll be glad you did.

## **Guess Who's Coming to Dinner 2019**

Thank you to Brenda Lien for coordinating a successful community-building event that brings together members, often for the first time, to share a meal and fellowship. This annual event has proven to be a highlight of church life for many, and we look to continue in the years to come.

## **Capital Improvements**

The most noticeable improvement was the sign. Runnymede now has an electronic sign, which operates between the hours of 9:00 a.m. and 7:00 p.m. (due to zoning restrictions, which are being appealed). RUC can now update the sign remotely, and as we figure out the technical side of things, you will see more messaging on the sign on a regular basis.

In addition, the lift was repaired, the roof was repaired and many other fixes were implemented by the PropComm group – They have been diligent in ensuring the building is in good health. Their efforts are substantial, and I invite you to talk with them about the various challenges they deal with.

## **Christmas Pageant**

The Pageant featured over 50 Runnymeders coming together to tell the story of Christ's birth. It is always so heartening to see the multiple generations of our church working together, rehearsing together, and performing together in worship and offering. The mother of this year's Baby Jesus was once an active young participant in our pageant as a dancing angel herself!

## **Thank you**

Change isn't easy. And I would like to thank all those Runnymeders who have taken their faith and brought it to life through action. It takes people to run this church, and this church building is a testament to our collective faith and a place where we can put faith into action.

## **The Administrative Team**

Sam Needham started in September as our Engagement and Growth Manager, and he has learned a great deal about the congregation as he provides support for all Runnymeders, ensuring that people are invited, welcomed, connected, and growing. Already, he has made his presence felt in Sunday coffee hours and even in the service. He has attended numerous committee meetings and special events, and he has taken on our social media feeds. He is launching a Spiritual Gifts Inventory in 2020 that will allow us to more easily connect with God's gifts to us.

In the office, we began with co-administrators Alison Gadsby and Pat Campbell, and we then transitioned to Eva Havill as our full-time church administrator in the fall. Eva has discovered just how complicated the daily life is at Runnymede – a testament to how busy we are. She has brought deep experience to the role, and she is your daily contact in the RUC office.

Jim Lien and our Sunday caretaker, Spencer Tripe, ensure that Runnymede is always in fine shape. They often go above and beyond to clean and maintain this fine church building – which sees a LOT of use!

## **The Worship Team**

Cayley Pimentel leads our Runnymede Youth, and we are blessed to have someone so gifted working with young Runnymeders and guiding them through many experiences as they grow in faith and understanding.

Reverend Don Gibson announced his retirement for the coming year, effective April 30. Rev. Gibson has engaged throughout the congregation, and his frequent adult faith and education series have engaged many members throughout the year. He has provided thoughtful leadership and wise guidance in countless areas of the church, and we treasure him so very much.

When I say we are lucky to have David Ambrose and Carl Steinhauser leading us in worship, I think that is my objective side. If you had been lucky enough to attend the Good Friday service or Carols by Candlelight in December, or any of their other wonderful services, you know how blessed Runnymede is to have them with us!

### **The RUC Board**

The board has diligently guided this church throughout the year and I thank them all for their prayerful leadership and oversight of all that we do here at Runnymede. Brenda Bradley, who has served the RUC community on the board for six years, has had to step down due to term limits, and we thank her so much for her enthusiastic and positive contributions!

### **Runnymeders**

To all of you, the members of Runnymede United Church, a hearty thank you for your faith, your actions, and your support. The past year has seen much change and planning for change. The coming year, 2020, will see more. God never said it would be easy! But there is great joy to be found as we seek to spread God's Good News, reaching into the community around us and always serving those who will be served.

*Derrick Hempel, Chair of the Runnymede Board*

# Runnymede United Church

**To:** Finance Committee & Distribution List  
**From:** Brian Traquair  
**Date:** January 3, 2020

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## **Subject** Treasurer Report Year-end 2019

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### **FINANCIAL RESULTS**

- For the year, we had a surplus of \$34,539. The main reason for the surplus was the vacancies in our lay roles until autumn, as well as donations and income over budget.
- The year-end financial report proposes transferring the surplus to the GI&C Fund.
- Total receipts for the year were \$13,912 less than last year with envelope giving higher (+\$7,426), loose giving higher (+\$285), rent lower (-\$4,046), trustee manse fund higher (+\$3,000), fund raising lower (-\$577) and special fund raising transfer lower (-\$20,000). Without the special transfer difference, we were up \$6,088 over last year.
- *Special note: Due to the anticipated surplus this year and financial challenges in 2020, we have transferred \$15,000 of fund raising from the 2019 Deficit Dinner and other efforts into next year. The Deficit Dinner is therefore NOT included in the 2019 receipts.*
- Total expenses for the year were \$14,335 less than last year, with staff lower (-\$9,336), office lower (-\$2,660), property lower (-\$12,281), region assessment higher (+\$5,347), HST refund lower (-\$1,805) and programs higher (+\$2,790).

### **FUNDS AND FUND RAISING**

- The funds are all in very good shape. The GI&C and Capital Campaign Funds have sound balances for continuing church maintenance and renovations. Kenya AIDS Orphans Fund and the Refugee Fund also have strong balances.

### **BUDGET**

- Overall, we ended up \$34,539 ahead of budget for the year. This is due to above budget donations and substantially lower staff expenses due to vacancies until the autumn.
- Income was above budget with current over (+\$1,878), loose over (+\$605), rent over (+\$2,436) and fund raising over (+\$339). Total income was +\$5,258 above budget. *Note, if the Deficit Dinner is included in 2019, then income would be \$20,259 over budget.*
- Expenses were under budget in staff (-\$33,198), under in office (-\$4,054), over in property (+\$5,253), under in HST Refund (-\$3,766) and under in programs (-\$1,048). Total expenses were \$29,281 under budget.
- Mission and Service donations were \$71,119 for the year, above the \$68,870 last year. We beat our target of \$67,500.
- General Improvement & Contingency donations were \$23,969 which is above the \$22,908 last year.

### **FINANCIAL STATUS**

- The bank balance at the end of the year was \$63,076.

*Brian*

**RUNNYMEDE UNITED CHURCH**  
**Treasurer's Statement of Receipts and Payments**

**Year-end 2020**

( ) means worse

2019 Budget		Last Year
Annual	Adjusted	To Date
340,000	340,000	334,452
7,500	7,500	7,820
118,000	118,000	124,482
18,000	18,000	15,000
5,500	5,500	5,609
1,000	1,000	1,807
0	0	20,000
490,000	490,000	509,170
94,800	94,800	92,200
55,000	55,000	51,500
3,000	3,000	450
37,500	37,500	34,207
47,000	47,000	44,519
17,600	17,600	13,630
0	0	0
4,800	4,800	5,520
50,000	50,000	48,542
2,500	2,500	0
50,550	50,550	48,320
362,750	362,750	338,888
22,500	22,500	21,106
82,750	82,750	100,284
21,000	21,000	15,653
-15,000	-15,000	-13,039
16,000	16,000	12,162
490,000	490,000	475,054
0	0	34,116

CURRENT OPERATING ACCOUNT		vs. Budget	19 vs. 18	Adj	Final
<b>RECEIPTS</b>					
Envelopes (Current)	341,878	1,878	7,426		
Loose	8,105	605	285		
Rent	120,436	2,436	-4,046		
Trustee Manse	18,000	0	3,000		
Fund Raising (Craft Show et al)	5,671	171	62		
Fund Raising (Events/13th Mon)	1,168	168	-639		
Fund Raising Special	0	0	-20,000		
<b>Total Receipts</b>	<b>\$495,258</b>	<b>5,258</b>	<b>-13,912</b>		
<b>PAYMENTS</b>					
Salaries & Benefits					
Minister (Don)	94,800	0	-2,600		
Lay Staff (Alana, Sam)	23,333	31,667	28,167		
Substitutes	2,750	250	-2,300		
Office (Eva, Alison, Pat)	43,418	-5,918	-9,211		
Property (Jim, Spencer)	48,688	-1,688	-4,169		
Youth (Cayley)	14,655	2,945	-1,025		
Community Meal (Gail, Phi)	0	0	0		
Sunday School (team)	4,800	0	720		
Music (David, Carl, team)	48,990	1,010	-448		
Contingency	0	2,500	0		
Benefits (All)	48,118	2,432	202		
<b>Total</b>	<b>329,552</b>	<b>33,198</b>	<b>9,336</b>		
Office Expenses	18,446	4,054	2,660		
Property Expense	88,003	-5,253	12,281		
Regional Assessment	21,000	0	-5,347		
HST Refund	-11,234	-3,766	-1,805		
Program Expense	14,952	1,048	-2,790		
<b>Total Payments</b>	<b>\$460,719</b>	<b>29,281</b>	<b>14,335</b>		
<b>CURRENT OPERATING POSITION</b>	<b>\$34,539</b>	<b>34,539</b>	<b>423</b>	<b>-34,539</b>	<b>0</b>

*To GI&C*

Last YTD
38
157,226
0
77,812
10,374
9,064
2,235
6,486
19,537
8,319
2,715
28,257
788
14,227
5,728
2,803
0
-223,835
3,162
1,902
126,800

OTHER FUNDS	Jan 1/19	Receipts	Payments	Balance	Adj	Final
Coins Held	38	0	649	687		687
GI & C Fund	157,226	23,969	11,806	169,389	34,539	203,928
Mission & Service Fund	0	71,119	71,119	0		0
Capital Campaign	77,812	0	26,624	51,188		51,188
Choir Fund	10,374	0	0	10,374		10,374
Music and Musicians Fund	9,064	167	1,450	7,781		7,781
Pastoral Care Fund	2,235	1,390	315	3,310		3,310
Memorial Fund	6,486	1,210	0	7,696		7,696
Kenyan AIDS Orphans Fund	19,537	34,078	36,320	17,295		17,295
Outreach Fund	8,319	5,756	3,709	10,366		10,366
Community Meal Fund	2,715	8,193	8,558	2,350		2,350
Refugee Fund	28,257	1,750	1,052	28,955		28,955
Craft Show Fund Raising	788	15,553	15,796	545		545
Youth Mission (Kenya)	14,227	64,974	76,901	2,300		2,300
Youth Fund	5,728	0	325	5,403		5,403
Owed Other Organizations	2,803	3,229	5,323	709		709
Fund Raising Funds	0	15,000	0	15,000		15,000
Trustee Investments	-223,835	-316,535	-235,145	-305,225		-305,225
Pay Liabilities	3,162	591	3,867	-114		-114
Retained Earnings	1,902	0	0	1,902		1,902
<b>Total Other Funds</b>	<b>126,800</b>	<b>-69,556</b>	<b>28,020</b>	<b>29,224</b>	<b>34,539</b>	<b>63,763</b>

**BANK BALANCE**

**\$63,076**



**RUNNYMEDE UNITED CHURCH**  
**Treasurer's Statement of Receipts and Payments**

**Year-end 2020**

( ) means worse

2019 Budget		Last Year To Date	PROGRAMS	Receipts	Payments	Net	19 vs. 18
Annual	Adjusted						
1,500	1,500	1,318	Adult Growth	0	669	669	649
1,750	1,750	724	Clergy Continuing Education	0	1,094	1,094	-370
1,000	1,000	698	Ministry & Personnel	0	2,275	2,275	-1,577
3,000	3,000	2,847	Music & Arts	0	3,511	3,511	-664
1,250	1,250	529	Stewardship & Communications	0	1,681	1,681	-1,152
1,000	1,000	685	Sunday School	0	2,219	2,219	-1,534
2,000	2,000	1,375	Welcoming & Membership	0	576	576	799
3,000	3,000	2,889	Worship	0	1,599	1,599	1,290
1,500	1,500	1,097	Youth	920	2,248	1,328	-231
16,000	16,000	12,162	<b>Total Programs</b>	920	15,872	14,952	-2,790

2019 Budget		Last Year To Date	OFFICE	Receipts	Payments	Net	19 vs. 18
Annual	Adjusted						
1,000	1,000	1,004	Copying and Paper	610	1,013	403	601
3,000	3,000	2,677	Envelopes & PAR	312	3,484	3,172	-495
6,000	6,000	5,799	Photocopier	1,000	4,927	3,927	1,872
1,000	1,000	628	Postage	0	1,018	1,018	-390
5,250	5,250	5,071	Sundry & Software	0	5,013	5,013	58
1,750	1,750	1,627	Supplies	395	759	364	1,263
4,500	4,500	4,300	Telephone	384	4,933	4,549	-249
22,500	22,500	21,106	<b>Total Office</b>	2,701	21,147	18,446	2,660

2019 Budget		Last Year To Date	PROPERTY	Receipts	Payments	Net	19 vs. 18
Annual	Adjusted						
14,000	14,000	26,062	Building and Repairs	0	16,099	16,099	9,963
3,000	3,000	2,811	Elevator Expenses	0	5,229	5,229	-2,418
9,000	9,000	20,154	Equipment and Organ Repairs	128	15,451	15,323	4,831
10,500	10,500	10,402	Insurance	0	10,632	10,632	-230
3,000	3,000	3,093	Maintenance	0	4,077	4,077	-984
7,000	7,000	6,226	Supplies	30	6,871	6,841	-615
10,000	10,000	7,699	Hydro	0	7,024	7,024	675
20,000	20,000	18,383	Gas	0	17,886	17,886	497
4,000	4,000	3,691	Water	0	3,728	3,728	-37
2,250	2,250	1,763	Workers' Compensation	0	1,164	1,164	599
82,750	82,750	100,284	<b>Total Property</b>	158	88,161	88,003	12,281

# Runnymede United Church

**To:** RUC Church Board  
**From:** Brian Traquair  
**Date:** January 2, 2020

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## **Subject 2020 Budget and 3-Year Plan**

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### **OVERVIEW**

The attached spreadsheets summarize the Runnymede United Church 2020 budget and 3-Year plan. This memo provides an explanation by budget area and the overall context for consideration of this plan by the Church Board and the Congregation.

### **2020 BUDGET SUMMARY**

#### **Income**

On the income side for 2020, here are the important assumptions:

1. The 2020 Current Operations givings target is based maintaining our 2019 budget.

We hit our budget for the first time in 5 years in 2019, which is good news. At the same time, we are expecting to lose one or more material donors in the next couple of years. This will mean having to replace up to \$15,000 per year in Current Operations giving. We will therefore need to increase our giving from other donors to continue to make our budget. This means likely 2% annual increases are needed to stay at the same level.

2. Loose giving increased in 2019, after drops in both 2016 and 2017. We have therefore budgeted a \$500 increase.
3. Rental income has grown substantially in recent years and substantially exceeded budget again in 2019, which offset our congregational giving shortfall. We have set the rent for 2020 at \$120,000 which is an increase to our 2019 budget of \$2,000.
4. Trustee manse fund income in 2020 is budgeted remain at the higher level of \$18,000 established in 2019.
5. The budget assumes that the Craft Show will continue to be successful and enable a donation of \$5,000 for Current and \$5,000 to M&S. The budget line also includes an additional \$500 that historically has come in from the Pancake Supper and other events which are not focused at fund raising but do have proceeds.
6. We have generally needed fund raising each year to balance the budget. In 2019, we had a successful Deficit Dinner along with some other fund raising. We had a surplus in 2019 due to lay team vacancies until autumn, so we took a decision to move \$15,000 in fund raising from 2019 to 2020. This will cover our needs in 2020 without having to undertake fund raising during the year.

## Expense

On the expense side for 2020, here are the important assumptions:

1. We continue to have our minister Rev. Don Gibson in full-time ministry through the end of April. We have a search underway to hire a replacement minister and hopefully without any gap.
2. Sam Needham is our Engagement & Growth Leader which is a half-time role.
3. Alana Sprunt had the Children & Youth half-time role until Dec 2019, and we will now need to search for a new person for this role.
4. Eva Havill is our church office administrator, also doing social media.
5. Jim Lien is our full-time caretaker and Spencer Tripe is our part-time Sunday caretaker.
6. In the Music program, we have David Ambrose as our part-time music director, Carl Steinhauser as our part-time organist and four part-time soloists (Pat Ainslie, Sabrina Perez, Trevor Peverley and Don Tripe).
7. In the Sunday School, we have four part-time Sunday School teachers. The cost is the same as budgeted for 2019.
8. In Youth, we have Cayley Pimental as our part-time Youth Leader, and also Sunday School coordinator for this church year.
9. Gail Hutton has stepped down as the part-time Community Meal Coordinator. The plan is to find one or more people to take on this role in 2020. The budget shows \$0 cost for 2020 for the role because the costs are drawn from the Community Meal Fund.
10. We have included a Contingency provision in the staff area for unexpected staff costs.
11. The UCC national assessment will increase \$4,000 in 2020 to \$25,000. This is the second year of increases as we move to the full assessment of \$31,000 in 2022.
12. The budgets for Office, Property and Programs are based on last year's expenditures and take into account expected changes for 2020 as understood by Finance and Property. The net impact is \$1,000 more in expenditures in 2020 compared to the 2019 budget and actuals.
13. The net expenses include an assumed HST refund that is less than we received in 2019. Refunds have been higher in 2019 and 2020 as they arise from our capital campaign projects but are delayed due to the government refund process.

## Commentary

The overall result is that the 2020 budget is a balanced budget, at \$17,500 higher in income and expenditure level than last year's budget and \$12,000 above last year's actuals. The majority of the income increase is the transfer of \$15,000 in fund raising from 2019 to 2020. The majority of the increase in expenditure is full-year lay roles.

The budget for 2020 will require the Board and Congregation to:

- a) build attendance and giving that will result in a +1% to 2% increase in giving for current operations donations from the congregation to make up for expected material losses
- b) see continued rental income from current and new tenants at 2019 levels
- c) continue to build annual fund-raising programs to raise \$15,000 to \$20,000 from events and other sources at least every other year

## **2020 THREE YEAR PLAN SUMMARY**

The goal over three years is to grow congregational giving and control costs so that we remain in a balanced budget situation each year. Our main challenge is to ensure that our giving outpaces the increases in staff costs and inflation in office, property and programmes.

We are expecting a \$15,000 reduction in giving to Current Operations from long term members in the next three years. We therefore need 2.0% increases in Current Operations giving in each of 2020 and 2021 for us to maintain our Current Operations support for our staffing levels in Ministry, Sunday School, Music and Youth, plus annual salary and inflation increases. In 2019, giving grew +2.2%. Our budget for 2020 is flat in Current Giving as a result of expected churn.

The plan assumes continued and increased annual fund raising. We intend a deficit dinner in 2021 to provide fund raising for 2021. We will also need fund raising in 2022.

### **Action**

The Treasurer and the Finance Committee recommend this 2020 Budget and 3-Year Financial Plan to the Board and to the Congregation for approval at the Annual General Meeting.



Brian Traquair, Treasurer, Runnymede United Church

**RUNNYMEDE UNITED CHURCH  
2020 BUDGET**

SUMMARY Budget	2018 Actual	2019		2020 Budget	Better (Worse) Vs. Actual		Notes on Budget
		Budget	Actual		Vs. Bud	Vs Actual	
<b>Receipts</b>							
Envelopes	334,452	340,000	341,878	340,000	0.0%	-0.5%	Percent increase for envelope giving
Loose	7,820	7,500	8,105	8,000	500	-1,878	Net of growth minus losses
Rent	124,482	118,000	120,436	120,000	2,000	-105	Assume same as 2020 actuals
Trustee Manse Funds	15,000	18,000	18,000	18,000	0	-436	Assume same as 2020 actuals
Fund raising (craft show)	5,609	5,500	5,671	5,500	0	0	No change
Fund raising (deficit reduction)	1,807	1,000	1,168	1,000	0	-171	Craft show continues; assuming same funds
Fund raising (special)	20,000	0	0	15,000	15,000	-168	Non-event fund raising
<b>Total Receipts</b>	<b>509,170</b>	<b>490,000</b>	<b>495,258</b>	<b>507,500</b>	<b>17,500</b>	<b>12,242</b>	Carry forward of 2019 Deficit Dinner et al
<b>Payments</b>							
<b>Salaries &amp; Benefits</b>							
Minister (Don, then new minister)	92,200	94,800	94,800	96,500	-1,700	-1,700	2020 compensation
Lay Staff (Sam, Children & Youth)	51,500	55,000	23,333	60,000	-5,000	-36,667	Full year for Sam and Children & Youth
Substitutes	450	3,000	2,750	7,500	-4,500	-4,750	Increased substitutes due to staff change
Office (Eva)	34,207	37,500	43,418	38,000	-500	5,418	2020 compensation
Property (Jim, Spencer)	44,519	47,000	48,688	50,200	-3,200	-1,512	2020 compensation plus coverage
Youth (Cayley)	13,630	17,600	14,655	10,800	6,800	3,855	2020 compensation
Community Meal (team)	0	0	0	0	0	0	2020 compensation (reim from CM Fund)
Sunday School (team)	5,520	4,800	4,800	4,800	0	0	Four part-time teachers
Music staff (David, Carl, soloists)	48,542	50,000	48,990	51,000	-1,000	-2,010	Music staff (director, org + 4 soloists)
Contingency & Increases	0	2,500	0	3,000	-500	-3,000	Contingency
Benefits (All)	48,320	50,550	48,118	52,950	-2,400	-4,832	Benefits indexed to staff and salaries
<b>Staff Expenses</b>	<b>338,888</b>	<b>362,750</b>	<b>329,552</b>	<b>374,750</b>	<b>-12,000</b>	<b>-45,198</b>	
Office Expenses	21,106	22,500	18,446	22,750	-250	-4,304	See detail on next page
Property Expenses	100,284	82,750	88,003	79,250	3,500	8,753	See detail on next page
Presbytery Dues / Assessment	15,653	21,000	21,000	25,000	-4,000	-4,000	Second year of graduated increases
HST Refund	-13,039	-15,000	-11,234	-12,500	-2,500	1,266	HST combined refund components
Program Expenses	12,261	16,000	14,952	18,250	-2,250	-3,298	See detail on next page
<b>Total Payments</b>	<b>475,153</b>	<b>490,000</b>	<b>460,719</b>	<b>507,500</b>	<b>-17,500</b>	<b>-46,781</b>	
<b>SURPLUS (DEFICIT)</b>	<b>34,017</b>	<b>0</b>	<b>34,539</b>	<b>0</b>	<b>0</b>	<b>34,539</b>	

**RUNNYMEDE UNITED CHURCH  
2020 BUDGET**

DETAILED BREAKDOWN	2018		2019		2020 Budget	Better (Worse) Vs. Bud Vs Actual		Notes on Budget
	Actual	Budget	Budget	Actual		Vs. Bud	Vs Actual	
<b>PROGRAMS</b>								
Adult Growth	1,318	1,500	669	1,500	1,500	0	-831	Last year's budget
Clergy Continuing Education	724	1,750	1,094	1,250	1,250	500	-156	Set to one minister
Ministry & Personnel	698	1,000	2,275	2,500	2,500	-1,500	-225	Above normal due to continued search
Music & Arts	2,847	3,000	3,511	3,500	3,500	-500	11	Between last year budget and actual
Stewardship & Communications	529	1,250	1,681	1,500	1,500	-250	181	Between last year budget and actual
Sunday School	684	1,000	2,219	1,500	1,500	-500	719	Between last year budget and actual
Welcoming & Membership	1,375	2,000	576	2,000	2,000	0	-1,424	Last year's budget
Worship	2,989	3,000	1,599	3,000	3,000	0	-1,401	Last year's budget
Youth	1,097	1,500	1,328	1,500	1,500	0	-172	Last year's budget
<b>Total Programs</b>	<b>12,261</b>	<b>16,000</b>	<b>14,952</b>	<b>18,250</b>	<b>18,250</b>	<b>-2,250</b>	<b>-3,298</b>	
<b>OFFICE</b>								
Copying and Paper	1,004	1,000	403	750	750	250	-347	Between last year budget and actual
Envelopes & PAR	2,677	3,000	3,172	3,500	3,500	-500	-328	Continuing growth in donation fees
Photocopier	5,800	6,000	3,927	5,500	5,500	500	-1,573	Between last year budget and actual
Postage	628	1,000	1,018	1,250	1,250	-250	-232	Small growth
Sundry & Software	5,071	5,250	5,013	5,250	5,250	0	-237	Last year's budget
Supplies	1,626	1,750	364	1,500	1,500	250	-1,136	Between last year budget and actual
Telephone	4,300	4,500	4,549	5,000	5,000	-500	-451	Small growth
<b>Total Office</b>	<b>21,106</b>	<b>22,500</b>	<b>18,446</b>	<b>22,750</b>	<b>22,750</b>	<b>-250</b>	<b>-4,304</b>	
<b>PROPERTY</b>								
Building and Repairs	26,062	14,000	16,099	10,000	10,000	4,000	6,099	Below last year; use GI&C
Elevator Expenses	2,811	3,000	5,229	4,000	4,000	-1,000	1,229	Between budget and actual
Equipment and Repairs	20,154	9,000	15,323	10,000	10,000	-1,000	5,323	Between budget and actual
Insurance	10,402	10,500	10,632	11,000	11,000	-500	-368	Increased
Maintenance	3,093	3,000	4,077	3,000	3,000	0	1,077	Last year's budget
Supplies	6,226	7,000	6,841	7,000	7,000	0	-159	Last year's budget
Hydro	7,699	10,000	7,024	9,000	9,000	1,000	-1,976	Between budget and actual
Gas	18,383	20,000	17,886	19,000	19,000	1,000	-1,114	Between budget and actual
Water	3,691	4,000	3,728	4,000	4,000	0	-272	Last year's budget
Workers' Compensation	1,763	2,250	1,164	2,250	2,250	0	-1,086	Last year's budget
<b>Total Property</b>	<b>100,284</b>	<b>82,750</b>	<b>88,003</b>	<b>79,250</b>	<b>79,250</b>	<b>3,500</b>	<b>8,753</b>	

### Runnymede 2020 Budget 3-Year Financial Plan

SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Plan	2022 Plan	Notes
<b>Receipts</b>							
Current Operations (Envelopes)	342,169	334,452	341,878	340,000	340,000	340,000	Percent increase in total receipts
Loose	6,518	7,820	8,105	8,000	8,000	8,000	Percent increase in envelope givings
Rent	101,287	124,482	120,436	120,000	121,000	122,000	Replace \$15K in expected losses in 3 years
Trustee Manse Funds	15,000	15,000	18,000	18,000	18,000	18,000	Assumed flat over the planning period
Fund raising (craft show & misc)	6,227	5,609	5,671	5,500	5,500	5,500	Little growth over the planning period
Fund raising (deficit dinner et al)	15,271	1,807	1,168	1,000	12,500	15,000	No change
Fund raising (special or Trustees)	14,182	20,000	0	15,000	0	0	Craft show annual goal & misc fund raising
<b>Total Receipts</b>	<b>500,654</b>	<b>509,170</b>	<b>495,258</b>	<b>507,500</b>	<b>505,000</b>	<b>508,500</b>	Deficit dinner in '19 for '20, then 2021 again
<b>Payments</b>							Fund raising carried '17 to '18, and '19 to '20
Salaries & Benefits							
Minister (Don, then new minister)	91,000	92,200	94,800	96,500	96,500	96,500	Percent increase in total expenditures
Lay Staff	78,250	51,500	23,333	60,000	60,000	60,000	Full time minister
Staff substitutes	-2,373	450	2,750	7,500	2,000	1,500	Lay team of two people
Office (Eva)	37,956	34,207	43,418	38,000	38,000	38,000	Reduce subs after minister transition
Property (Jim, Spencer)	44,225	44,519	48,688	50,200	50,200	50,200	Church administrator
Youth (Cayley)	9,900	13,630	14,655	10,800	10,800	10,800	Daily & Sunday caretaking
Community Meal (team)	0	0	0	0	0	0	Youth leader
Sunday School (team)	6,335	5,520	4,800	4,800	4,800	4,800	Volunteer or part-time paid out of CM fund
Music staff (David, Carl, soloists)	49,777	48,542	48,990	51,000	51,000	51,000	Sunday school teachers (4)
Salary Increases (and contingency)	0	0	0	3,000	7,000	11,000	Music director,organist, soloists (4)
Benefits (All)	51,179	48,320	48,118	52,950	54,200	55,200	Salary increases [cumulative] (about 2%)
<b>Staff Expenses</b>	<b>366,249</b>	<b>338,888</b>	<b>329,552</b>	<b>374,750</b>	<b>374,500</b>	<b>379,000</b>	Employer benefits & taxes
Office Expenses	20,348	21,106	18,446	22,750	22,000	21,000	Return to prior norms
Property Expenses	86,035	100,284	88,003	79,250	77,500	75,000	Do major projects from GI&C
Presbytery Dues / Assessment	14,430	15,653	21,000	25,000	28,000	31,000	Escalation toward Assessment of \$31,188
HST Refund	-4,839	-13,039	-11,234	-12,500	-15,000	-15,000	Rebates will decline after capital projects reim
Program Expenses	11,506	12,261	14,952	18,250	18,000	17,500	Return to prior norms
<b>Total Payments</b>	<b>493,729</b>	<b>475,153</b>	<b>460,719</b>	<b>507,500</b>	<b>505,000</b>	<b>508,500</b>	
<b>SURPLUS (DEFICIT)</b>	<b>6,925</b>	<b>34,017</b>	<b>34,539</b>	<b>0</b>	<b>0</b>	<b>0</b>	Balanced budgets

Envelope Increase History	2011	2012	2013	2014	2015	2016
Change over prior year	-2.3%	0.9%	-0.1%	3.9%	2.5%	2.6%
Envelope Change Year-over-Yea	2,513	(173)	18,668	12,404	8,193	8,620

**RUNNYMEDE UNITED CHURCH  
FINANCIAL HISTORY**

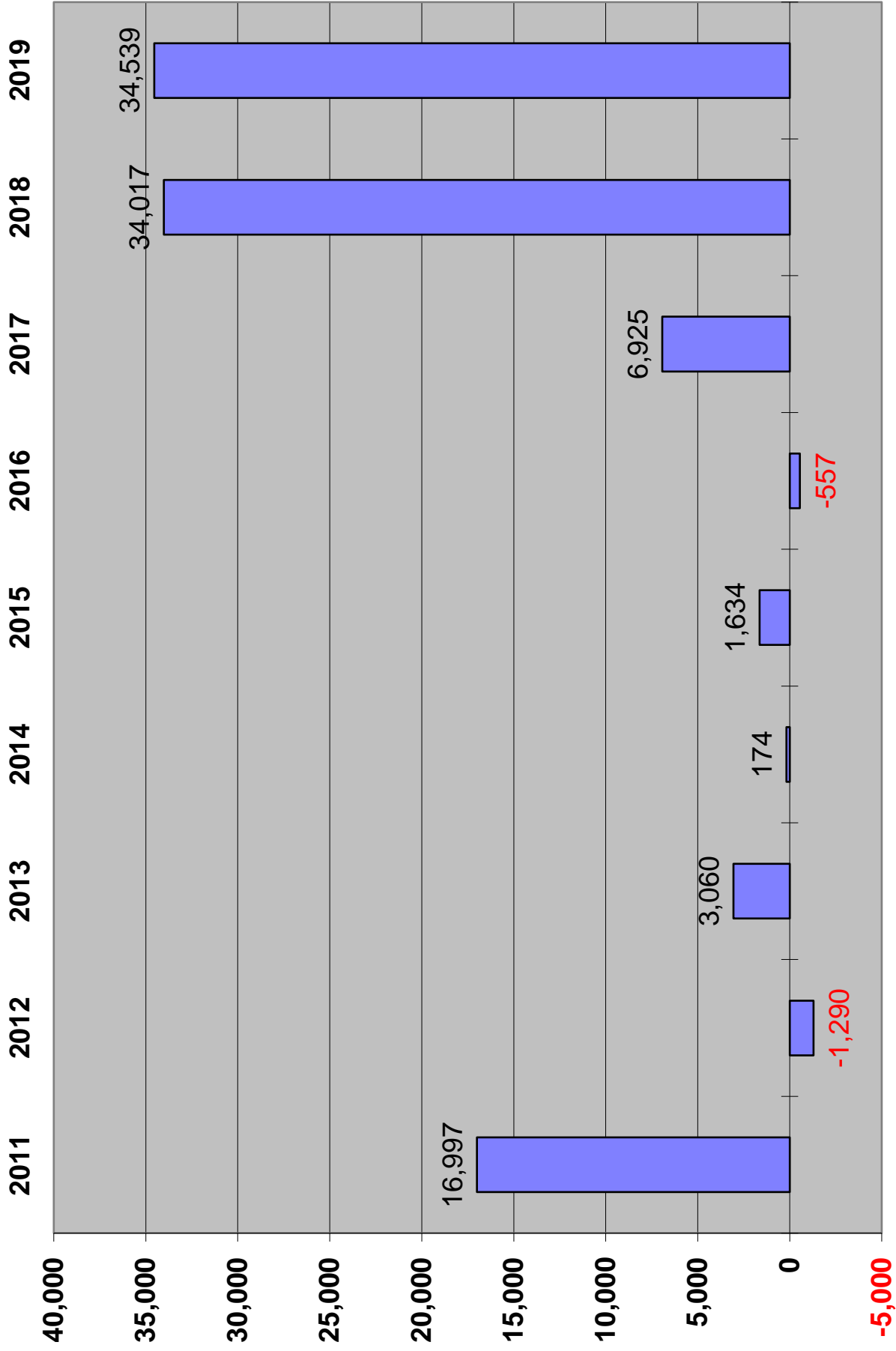
Runnymede United Church Financial History	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual
<b>Receipts</b>							
Current Operations	296,566	296,393	315,061	327,465	335,658	344,278	342,169
Loose	10,314	10,065	9,815	9,214	10,562	7,051	6,518
Rents	55,302	59,705	72,642	70,486	77,231	86,757	101,287
Trustee Manse Funds	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Craft Show and Fund Raising	10,574	4,500	5,423	5,554	6,218	5,907	6,227
Fund Raising Events	4,109	1,425	14,610	26,267	13,243	11,440	15,271
Special/Trustee Fund Raising	0	12,000	12,000	6,000	0	0	14,182
<b>Total Receipts</b>	<b>391,865</b>	<b>399,088</b>	<b>444,551</b>	<b>459,986</b>	<b>457,912</b>	<b>470,433</b>	<b>500,654</b>
<b>Payments</b>							
Salaries & Benefits							
Minister (first)	34,350	54,000	83,500	85,600	87,750	89,500	91,000
Minister (second)	68,700	46,000	71,700	73,720	75,750	77,000	78,250
Minister (third)		29,225	0	0	0	0	0
Minister (substitute)	1,725	715	-113	2,511	462	900	-2,373
Office	33,720	34,270	34,920	34,920	28,101	37,135	37,956
Property	36,350	37,665	40,998	39,010	37,100	40,552	44,225
Youth	8,000	5,880	5,600	11,868	10,080	12,028	9,900
Community Meal (staff)	0	0	0	0	2,400	0	0
Sunday School	7,200	4,560	5,765	5,580	7,864	6,268	6,335
Music	39,780	40,500	41,250	42,300	42,663	47,117	49,777
Benefits (All)	35,928	37,327	48,178	52,894	46,029	49,605	51,179
<b>Total</b>	<b>265,753</b>	<b>290,142</b>	<b>331,798</b>	<b>348,403</b>	<b>338,199</b>	<b>360,105</b>	<b>366,249</b>
Office Expenses	11,574	13,411	14,956	17,828	27,347	23,208	20,348
Property Expenses	75,457	76,063	70,723	70,923	68,096	65,164	86,035
Presbytery Dues	12,750	11,550	12,702	13,357	14,625	15,495	14,430
GST/HST Refund	-4,542	-9,772	-10,338	-8,075	-9,762	-8,751	-4,839
Program Expense	13,876	18,984	21,650	17,376	17,773	15,769	11,506
<b>Total Payments</b>	<b>374,868</b>	<b>400,378</b>	<b>441,491</b>	<b>459,812</b>	<b>456,278</b>	<b>470,990</b>	<b>493,729</b>
<b>SURPLUS (DEFICIT)</b>	<b>16,997</b>	<b>-1,290</b>	<b>3,060</b>	<b>174</b>	<b>1,634</b>	<b>-557</b>	<b>6,925</b>



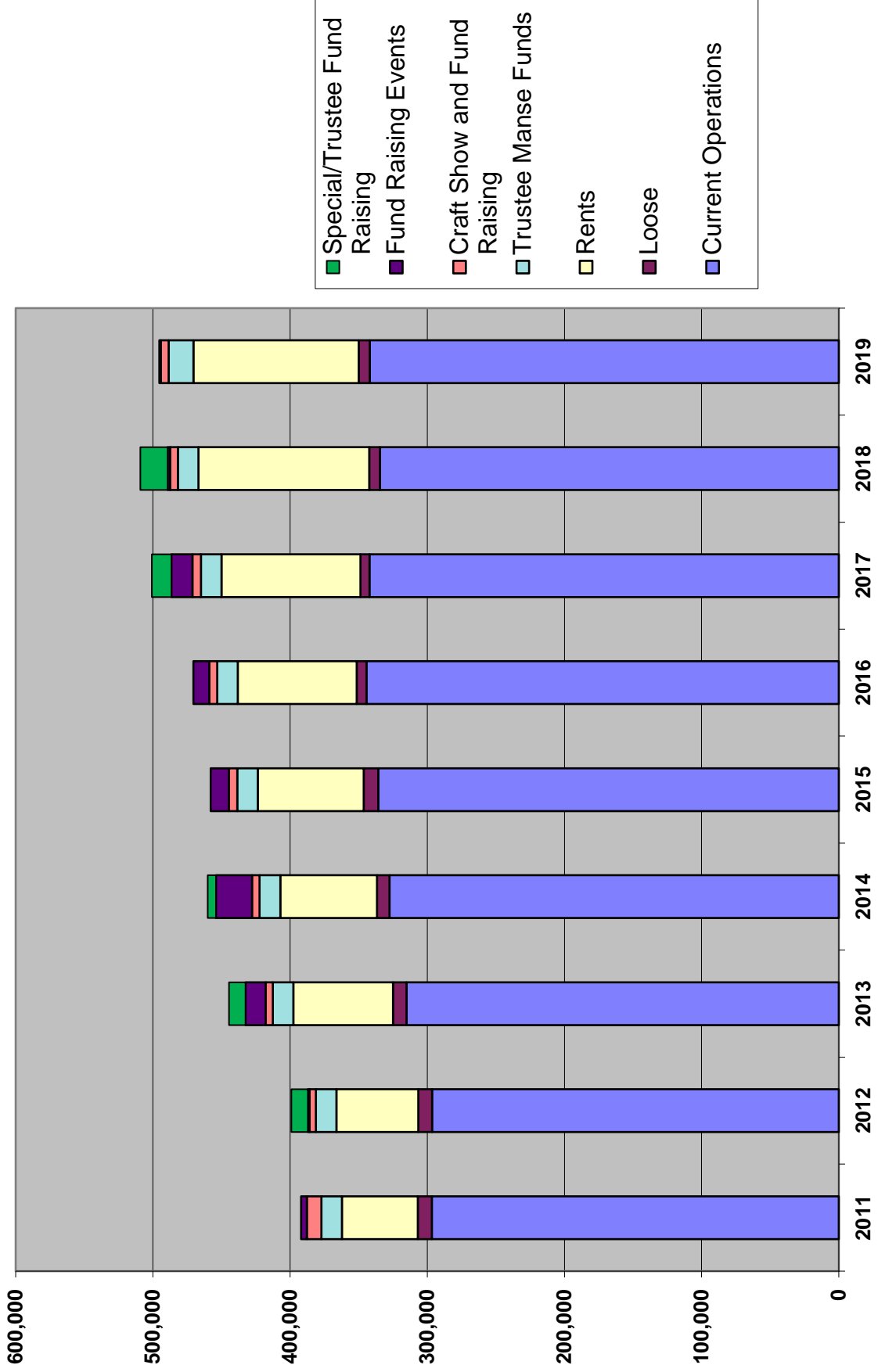
**RUNNYMEDE UNITED CHURCH  
FINANCIAL HISTORY**

<b>DETAILED BREAKDOWN</b>		<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>
<b>PROGRAMS</b>								
Adult Growth		-362	608	301	1,049	194	208	286
Clergy Continuing Education		962	200	4,150	2,311	3,446	4,890	2,847
Ministry & Personnel		2,185	2,742	4,553	1,484	872	2,214	280
Music & Arts		2,812	2,594	2,382	1,372	4,291	3,136	2,633
Stewardship & Communications		971	1,391	1,596	2,299	2,438	1,752	1,485
Sunday School		114	1,807	1,944	2,803	1,795	832	227
Welcoming & Membership		548	1,460	1,086	910	1,232	-100	125
Worship		2,274	3,573	2,266	1,819	2,229	1,497	2,245
Youth		1,764	2,000	972	929	1,276	1,340	1,378
<b>Total Programs</b>		<b>13,876</b>	<b>18,984</b>	<b>21,650</b>	<b>17,376</b>	<b>17,773</b>	<b>15,769</b>	<b>11,506</b>
<b>OFFICE</b>								
Copying and Paper		1,512	1,032	1,618	762	1,240	1,657	731
Envelopes & PAR		1,607	1,432	1,716	2,090	2,309	3,669	3,380
Machine Contracts		2,066	2,542	2,755	6,472	9,995	5,686	5,422
Postage		1,527	1,039	587	1,457	1,630	1,138	1,337
Sundry & Software		1,697	2,533	3,299	2,862	6,284	6,479	4,732
Supplies		279	1,712	1,180	190	1,232	162	1,339
Telephone		2,886	3,121	3,801	3,995	4,657	4,417	3,407
<b>Total Office</b>		<b>11,574</b>	<b>13,411</b>	<b>14,956</b>	<b>17,828</b>	<b>27,347</b>	<b>23,208</b>	<b>20,348</b>
<b>PROPERTY</b>								
Building and Repairs		24,672	14,681	13,248	10,843	3,125	8,023	17,437
Elevator Expenses		3,273	4,172	3,239	2,829	2,710	4,912	2,437
Equipment and Repairs		5,486	13,315	5,845	3,211	6,557	3,336	15,638
Insurance		7,619	8,741	9,030	9,933	9,933	10,089	10,245
Maintenance		3,370	6,112	3,410	3,480	3,147	2,506	3,057
Supplies		5,101	5,323	8,112	8,063	7,703	7,266	5,072
Hydro		7,429	6,442	7,552	8,467	8,009	8,784	10,020
Gas		15,694	13,879	15,627	20,002	22,351	15,272	17,389
Water		1,626	1,755	2,542	2,084	2,348	2,939	2,660
Workers' Compensation		1,187	1,643	2,118	2,011	2,213	2,037	2,080
<b>Total Property</b>		<b>75,457</b>	<b>76,063</b>	<b>70,723</b>	<b>70,923</b>	<b>68,096</b>	<b>65,164</b>	<b>86,035</b>

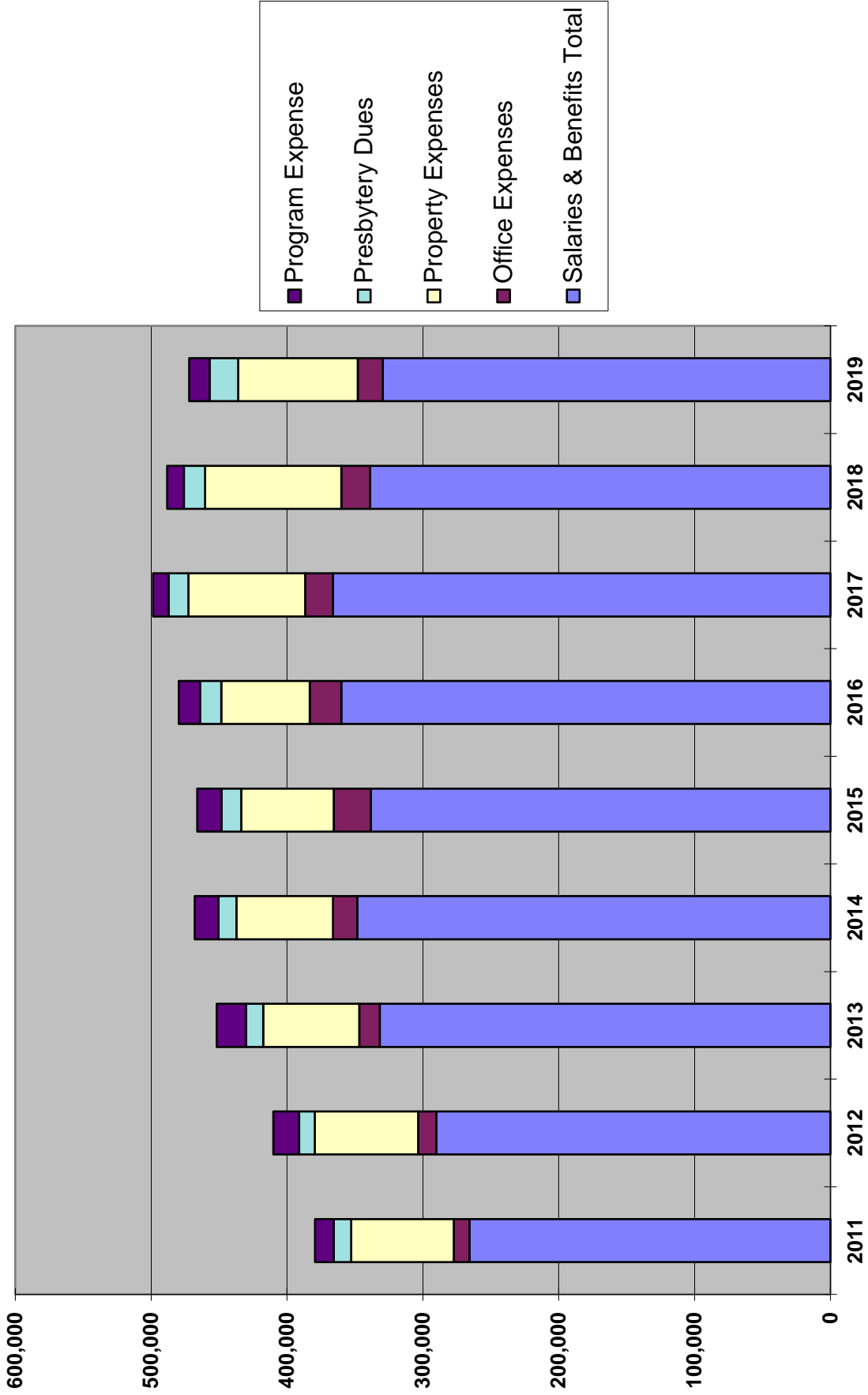
ANNUAL DEFICIT OR SURPLUS



### INCOME BY TYPE OVER TIME



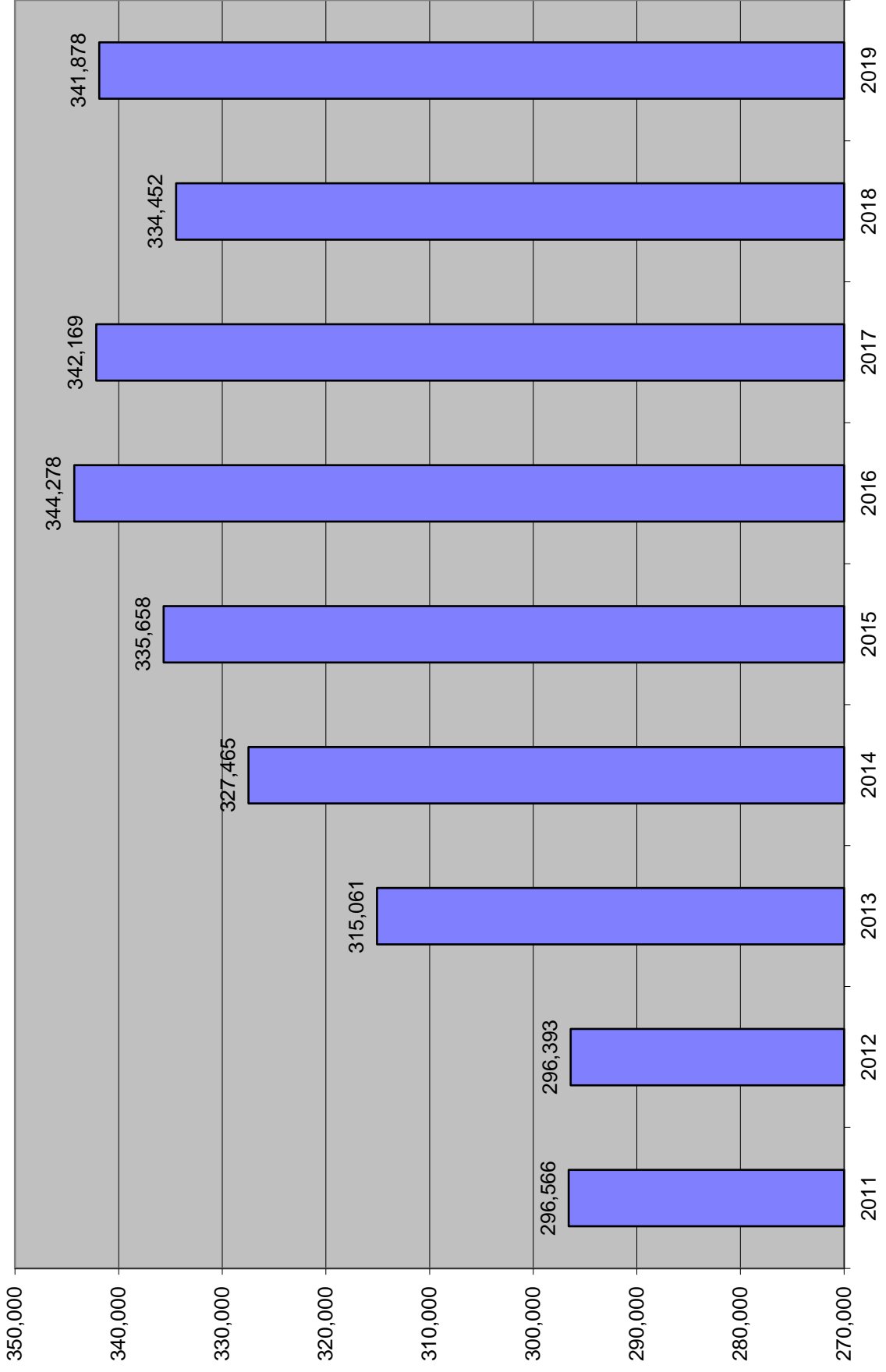
### Expenses by Type over Time



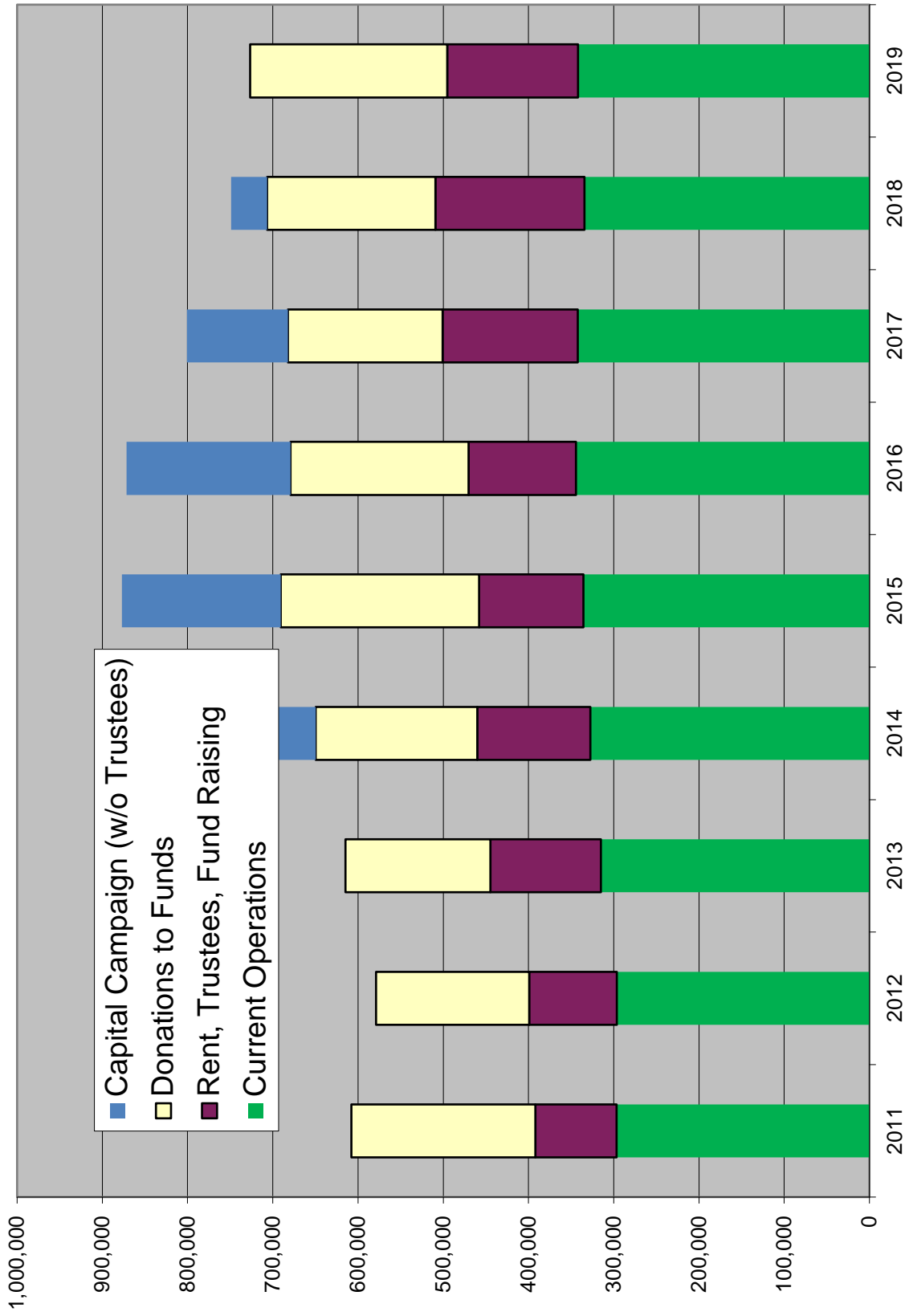
**RUNNYMEDE UNITED CHURCH  
GIVING HISTORY**

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual
<b>Receipts</b>									
Current Operations	296,566	296,393	315,061	327,465	335,658	344,278	342,169	334,452	341,878
Loose	10,314	10,065	9,815	9,214	10,562	7,051	6,518	7,820	8,105
Rents	55,302	59,705	72,642	70,486	77,231	86,757	101,287	124,482	120,436
Trustee Manse Funds	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	18,000
Special Fund Raising	10,574	0	14,610	26,267	13,243	5,907	6,227	5,609	5,671
Craft Show / Flea Market	4,109	5,925	5,423	5,554	6,218	11,440	15,271	1,807	1,168
Trustee Deficit Coverage	0	12,000	12,000	6,000	0	0	14,182	20,000	0
<b>Total Receipts</b>	<b>391,865</b>	<b>399,088</b>	<b>444,551</b>	<b>459,986</b>	<b>457,912</b>	<b>470,433</b>	<b>500,654</b>	<b>509,170</b>	<b>495,258</b>
<b>Funds</b>									
Capital Campaign Fund				78,200	186,360	192,472	268,467	42,303	0
Flower/Pastoral Care Fund	830	1,094	1,344	536	1,050	1,230	760	1,055	1,390
G I & C Fund	30,467	52,350	41,946	24,250	27,962	33,670	24,370	34,908	23,969
Memorial Fund	605	1,360	100		3,355	716		750	1,210
Mission & Service Fund	55,545	56,375	59,308	57,638	67,241	63,086	65,528	68,870	71,119
Music and Musicians Fund						10,300	79	785	167
Kenyan AIDS Orphans Fund	37,159	31,245	30,493	30,384	23,598	36,334	28,387	45,129	34,078
Out of the Cold/Com Meal Fund	6,130	6,657	8,367	13,519	8,098	8,036	2,267	4,641	8,193
Outreach Fund	9,636	6,068	2,654	4,358	948	10,696	790	1,000	5,756
Owed Other Organisations	17,051	6,425	11,283	28,813	13,378	11,791	11,204	10,464	3,229
Refugee Fund		6,660	1,100	2,000	4,573	20,380	29,340	2,752	1,750
UCW/Craft Show	10,722	11,446	12,475	12,143	12,107	12,510	13,448	14,670	15,553
Youth Mission Trip (Kenya)	44,608			14,020	67,307			12,240	64,974
Youth Fund	3,222	144	995	2,050	3,255	50	5,446	176	0
<b>Donations to Funds</b>	<b>215,975</b>	<b>179,824</b>	<b>170,065</b>	<b>267,911</b>	<b>419,232</b>	<b>401,271</b>	<b>450,086</b>	<b>239,743</b>	<b>231,388</b>
<b>Total Donations</b>	<b>607,840</b>	<b>578,912</b>	<b>614,616</b>	<b>727,897</b>	<b>877,144</b>	<b>871,704</b>	<b>950,740</b>	<b>748,913</b>	<b>726,646</b>
<b>Projects</b>									
outside doors									
office reno			phone sys	asbestos	carpet	kitchen	gym roof	parking lot	lawn sign
electrical			sewer fix	drains	rads	audio		asbestos	
kitchen gran			kitchen	capital	choir switch	nursery		removal	
	4.9%	1.8%	11.4%	3.5%	(0.5%)	2.7%	6.4%	1.7%	(2.7%)
	9.6%	(4.8%)	6.2%	18.4%	20.5%	(0.6%)	9.1%	(21.2%)	(3.0%)
<b>Total Receipts year-over-year</b>									
<b>Total Donations year-over-year</b>									
Rent, Trustees, Fund Raising	95,299	102,695	129,490	132,521	122,254	126,155	158,485	174,718	153,380
Capital Campaign (w/o Trustees)	0	0	0	78,200	186,360	192,472	118,467	42,303	0
Donations to Funds	215,975	179,824	170,065	189,711	232,872	208,799	181,619	197,440	231,388
PAR Current	174,308	176,484	179,958	194,353	194,353	190,090	191,924	195,822	208,543
YOY PAR Amt Chg		2,176	3,474	14,395	-4,263	1,834	1,834	3,898	12,721
YOY PAR Pct Chg		1.2%	2.0%	8.0%	(2.2%)	1.0%	1.0%	2.0%	6.5%
PAR Pct of Current	58.8%	56.0%	55.0%	57.9%	55.2%	56.1%	56.1%	58.6%	61.0%

## Current Operations Giving Trend



**Donations over Time**  
**Total Current Receipts versus Donations to Funds**



## BOARD OF TRUSTEES

### **The Manse Trust Fund**

The Manse Trust fund was established when the church manse was sold in 1981. With the approval of Toronto West Presbytery, the income from the proceeds of the sale provides the basis for monthly grants paid to the Operating Fund of the church, as a contribution to the housing allowances paid to our ministers. The 2019 contribution was increased to \$18,000 from the 2018 level of \$15,000. Due to an increase in the market value of our equity portfolio, investment income totaled \$56,267 in 2019 compared to (\$14,823) in 2018. The net assets of the Manse Funds at year end were \$342,374 compared to \$304,107 in 2018. See the Manse statement attached for more details.

### **The Estates Trust Fund**

In 2019 we received a large donation of \$185,145 from the estate of Rosalia Souster, wife of the late Raymond Souster, a well-known Canadian poet. Both were members of Runnymede. This is the largest one- time donation ever received and compares to \$40,702 in bequests received in 2018. Given the size of this bequest, the Trustees recommended to the Church Board that three funds be established with the proceeds to support new initiatives and that a Planned Giving program be undertaken. This proposal will be presented to the Congregation at the Annual Meeting. In addition to the large bequest above, the market value of our Estates portfolio increased \$74,798 compared to a decline of (\$28,051) in 2018. These two items led to a dramatic increase in our Net Estates Fund Assets from \$362,780 in 2018 to \$639,650 at the end of 2019. The only restriction on these funds is \$43,407 restricted to the use of income only. As of December 31, 2019, the Trustees held \$305,225 from the Church Operating Account compared to \$223,835 in 2018. See the Estates Fund statement attached for more details.

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Our long-serving Treasurer, Bob Cossitt, has indicated his wish to resign from that role and with great reluctance the Trustees accepted his resignation. Bob was first appointed as Treasurer in 2001 and has performed the role with exemplary ability, care and diligence. We are sorry to see him step down but are pleased that he will continue as a Trustee.

Respectfully submitted,  
Board of Trustees of Runnymede United Church  
Bob Cossitt (Treasurer), Roy Fischer (Chair), Joan Howard, Julie Lee, June Pinkney and Brian Traquair



## TRUSTEES OF RUNNYMEDE UNITED CHURCH FINANCIAL STATEMENTS

### MANSE TRUST FUND

#### STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31	2019	2018
	\$	\$
REVENUE      Dividends and interest received	15,676	14,931
Realized gains (losses), accruals and other adjustments	-	(5,624)
Unrealized gains (losses) on investments	40,591	(24,130)
Total investment income	56,267	(14,823)
EXPENSES    Transfer to church operating (Housing Allowance)	18,000	15,000
Total Expenditures	18,000	15,000
Excess (deficiency) of revenue over expenses	38,267	(29,823)
Net assets beginning of year	304,107	333,930
Net assets, end of year	342,374	304,107

#### BALANCE SHEET

As at December 31	2019	2018
ASSETS		
Investments at book value (see Schedule A attached)	266,836	269,012
Mark to market adjustment	74,896	34,305
Investments at market value	341,732	303,317
Accrued Interest on bonds	-	-
Funds on Deposit with Banks	642	790
	342,374	304,107
LIABILITIES AND NET ASSETS		
TOTAL NET ASSETS	342,374	304,107
TOTAL NET ASSETS AND LIABILITIES	\$ 342,374	\$ 304,107

**TRUSTEES OF RUNNYMEDE UNITED CHURCH  
FINANCIAL STATEMENTS**

Schedule of securities held at December 31, 2019

**Schedule A**

**MANSE FUND**

		Book Value	Market Value
<b>Common Shares</b>	No. of shares	\$	\$
ALLIED PROPERTIES REAL ESTATE TRUST	1,000	15,497	52,070
BANK OF MONTREAL	500	33,417	50,320
BCE INC	500	18,807	30,080
BIRD CONSTRUCTION INC	1,500	15,160	10,725
BROOKFIELD PROPERTY PARTNERS L P	1,100	30,755	26,103
ENBRIDGE INC	349	16,688	18,019
NATIONAL BANK OF CANADA	500	31,490	36,040
PEMBINA PIPELINE CORP	650	29,635	31,285
TELUS CORPORATION	300	14,228	15,084
SMARTCENTRES REAL ESTATE TRUST	300	19,953	31,210
TORONTO DOMINION BANK	500	36,825	36,415
<b>Total common shares</b>		<u>\$ 262,455</u>	<u>\$ 337,350</u>
<b>Mutual Funds</b>	No. of fund units		
RBC INVESTMENT SAVINGS ACCOUNT Mutual Fund	438	<u>\$ 4,381</u>	<u>\$ 4,381</u>
<b>TOTAL</b>		<u>\$ 266,836</u>	<u>\$ 341,732</u>

**TRUSTEES OF RUNNYMEDE UNITED CHURCH  
FINANCIAL STATEMENTS**

**ESTATES TRUST FUND**

**STATEMENT OF CHANGES IN NET ASSETS**

Year ended December 31

		2019	2018
		\$	\$
REVENUE	Gifts and bequests received	185,145	40,702
	Dividends and interest received	18,108	14,799
	Realized gains (losses), accruals and other adjustments	(383)	(2,152)
	Unrealized gains (losses) on investments	74,798	(28,051)
	Total investment income (loss)	92,524	(15,404)
	Total revenue	277,669	25,298
EXPENSES	Contribution of income on restricted funds	801	1,120
	Contribution of funds to Capital Campaign	-	-
	Total expenses	801	1,120
	Excess (deficiency) of revenue over expenses	276,868	24,178
	Net assets beginning of year	362,780	338,602
	Net assets, end of year	\$ 639,648	\$ 362,780

**BALANCE SHEET**

As at December 31

		2019	2018
ASSETS	Investments at book value (see Schedule B attached)	882,976	599,495
	Mark to market adjustment	58,253	(16,143)
	Investments at market value	941,229	583,352
	Accrued Interest on bonds	2,329	2,329
	Funds on Deposit with Banks	1,317	934
TOTAL ASSETS		944,875	586,615
<b>LIABILITIES AND NET ASSETS</b>			
LIABILITIES	Funds due to church operating account	305,225	223,835
	Securities received In kind for the Capital Campaign	-	-
TOTAL LIABILITIES		305,225	223,835
NET ASSETS	Restricted to use of income only	43,407	42,235
	Restricted to use for a specific purpose	-	-
	Unrestricted funds	596,243	320,545
TOTAL NET ASSETS		639,650	362,780
TOTAL NET ASSETS AND LIABILITIES		\$ 944,875	\$ 586,615

**TRUSTEES OF RUNNYMEDE UNITED CHURCH  
FINANCIAL STATEMENTS**

**Schedule B**

Schedule of securities held at December 31, 2019

**ESTATE FUNDS**

	Par Value	Book Value	Market Value
<b>Bonds</b>			
BROOKFIELD ASSET MANAGEMENT INC 5.30% due March 1, 2021	75,000	76,641	77,562
ROYAL BANK OF CANADA 1.968% due Mar 2, 2022	50,000	49,000	49,827
MUNICIPAL FINANCE AUTH OF BRITISH COL.UMBIA 4.60% due Apr 2, 2026	60,000	59,657	68,152
<b>Total Bonds</b>		<u>\$ 185,297</u>	<u>\$ 195,540</u>
<b>Common shares</b>			
ALTUS GROUP LIMITED	900	33,488	34,164
BCE INC	100	6,088	6,016
BANK OF MONTREAL	100	9,735	10,064
BROOKFIELD ASSET MANAGEMENT	500	23,813	37,515
DOLLARAMA	600	31,682	26,778
INTACT FINANCIAL CORP	300	31,636	42,126
LINAMAR CORPORATION	100	7,140	4,913
QUEBECOR INC CL - B	1,400	33,543	46,396
RESTAURANT BRANDS INTERNATIONAL INC	400	31,526	33,112
ROYAL BANK OF CANADA	245	23,868	25,174
SUNCOR ENERGY INC	700	31,683	29,792
THOMSON REUTERS CORPORATION	453	25,918	42,079
<b>Total common shares</b>		<u>\$ 290,119</u>	<u>\$ 338,129</u>
<b>Mutual Funds</b>			
	No. of units		
RBC INVESTMENT SAVINGS ACCOUNT Mutual Fund	40,756	<u>\$ 407,560</u>	<u>\$ 407,560</u>
<b>Total Estate Fund Assets</b>		<u>\$ 882,976</u>	<u>\$ 941,229</u>

## MINISTRY AND PERSONNEL

The Ministry & Personnel Committee (M&P) is a confidential, consultative committee that is responsible for the clergy and lay staff of the church. This volunteer committee supports the Church Board, the church community, and church staff on personnel matters. The committee also serves as a confidential forum for the church community to provide input from the congregation on staff related issues. Members of M&P are Jocelyn McLean-Tharp, Tara Yelle (co-chairs), Brian Traquair, John Hogarth, Gillian Horbal, Julie Lee and Mara Nickerson.

### **Staff Reviews**

M&P conducts formal and informal individual reviews with ministers and staff, the purpose of which is to ensure that the mutual needs and requirements of ministers, staff members and of the Runnymede congregation are being met. This is an ongoing, year-round process. Feedback received from members of the congregation is incorporated into these reviews.

### **Staff at Runnymede**

2019 saw RUC move into a new AGM-approved staff structure of Minister, Engagement and Growth Leader and Youth and Children Education Co-ordinator. Many people supported M&P members in interviewing and selecting the candidates to hire for the two new positions of Engagement and Growth Leader and Youth and Children Education Co-ordinator. As a result of all their work, Alana Sprunt joined us in July as Youth and Children Education Co-ordinator and Sam Needham came on board in September as Engagement and Growth leader to support the Minister.

In the spring of 2019, our Minister, Reverend Don Gibson, announced his retirement, effective the end of December. M&P supported the Runnymede Board in preparing to advertise for a new Minister: updating the job description, preparing the Ministry and Mission Profile and job advertisements to be placed in the new United Church online search system and other venues, as well as having numerous communications with our Regional Consultants on process and documentation required. A Ministerial Search team was drawn from a cross-section of the congregation, including a representative from M&P (Julie Lee), and they received training and support from a Regional representative on how to do this very important task. By early fall, when it was determined that RUC would not be in a position to finalize the hiring process by December, Reverend Gibson kindly agreed to extend his retirement date to end of April 2020. The search team continues to seek candidates and interview potential new Ministers for us.

In the RUC office, Pat Campbell and Alison Gadsby shared part-time duties until we firmed up one full-time position by hiring Eva Havill in September. Pat and Alison continue to have supporting roles in the office as Eva familiarizes herself with all the aspects of the position. Jim Lien continues in his functions as full-time Custodian and the Security role, as well as offering his expertise on computer-related and internet issues for all our staff. Spencer Tripe remains as our Sunday caretaker.

Cayley Pimentel, Youth Leader, continues to care for RUC youth, accompanying the Kenya Youth group on their summer trip, and organizing interesting outings for the younger youth group meeting regularly. Alana Sprunt held an RUC Vacation Bible School in August, and during the summer she

created a whole year's worth of Sunday School lessons ready for use by our teachers Kathryn Botsko, Emily Chamberlain, Rae Kaufman and Kate Reed. Sunday morning nursery care has been taken over by parent volunteers.

We also want to thank our many staff who continue to give of their time and talent.; Gail Hutton as Community Meal Co-ordinator; our music Director, David Ambrose, Organist Carl Steinhauser, and soloists Pat Ainslie, Sabrina Perez, Don Tripe and Trevor Peverley.

Our minister and staff are joined by a core of many volunteers. The combined efforts of the minister, full and part-time staff, and active, dedicated volunteers ensure Runnymede United Church is a strong, faithful, active, and caring community of believers.

## **Contact Us**

Each member of M&P is open and eager for feedback from the congregation on issues of importance to you. Feel free to speak to us in confidence at the church or to contact us by e-mail: Jocelyn McLean-Tharp: [j.mcleanyyz@gmail.com](mailto:j.mcleanyyz@gmail.com); Tara Yelle: [tly317@gmail.com](mailto:tly317@gmail.com); Brian Traquair: [brian.traquair@gmail.com](mailto:brian.traquair@gmail.com). John Hogarth: [2jhogarth@rogers.com](mailto:2jhogarth@rogers.com); Gillian Horbal: [horbal@sympatico.ca](mailto:horbal@sympatico.ca); Julie Lee: [julie.lee007@sympatico.ca](mailto:julie.lee007@sympatico.ca); Mara Nickerson: [nickersonm@rogers.com](mailto:nickersonm@rogers.com).

# EVENTS AND PROJECTS

## ADVENT OUTREACH PROJECTS 2019

### **First Sunday of Advent—Sunday November 24, 2019**

To build community and create some focus for the coming weeks of waiting for Christmas, on the first Sunday of Advent, the congregation was invited to stay for an extended coffee hour and craft-making in Memorial Hall.

About 50-60 people stayed to share snacks and coffee and use their creative talents to make Christmas decorations for our Christmas tree in the sanctuary. Everyone in attendance traced their handprint on green construction paper. These cut-outs were then interwoven into two wreaths that were hung in the sanctuary during the Advent season. They reflect the “many hands” of our church family—both adults and children who help us to grow in faith and community.

Another highlight was the crafting of “wooly sheep” ornaments for the tree as well. Everyone commented on the good vibes and great interaction of young and old in this time of being together. Thanks to everyone who stayed and contributed to our beautiful decorations for the sanctuary this year!



### **Christmas Shoeboxes Full of Goodies—Sunday December 1, 2019 White Gift Sunday**

What a blessing to be a part of the Runnymede family that supports our annual Christmas Shoebox program. Our shoeboxes have continued to support those clients in need who attend the Unison Health and Community Services programs in west Toronto. Unison Health is located on Keele Street just north of Rogers Road.

In 2019 we donated **170** boxes for babies, children and women/mothers. Runnymede volunteers delivered these boxes on December 2, 2019 and because of an early snowstorm on White Gift Sunday,

we extended the drop-off date to one week later, so a second delivery was made on December 9<sup>th</sup>, 2019.

It continues to be a remarkable learning experience for children to help select toys and small gifts for another child, rather than for themselves—specifically a child who is in need. Working as a family to fill a shoebox or two has been a blessing and a positive way to begin our Advent season at Runnymede.

Thank you for supporting this Advent project. Special thanks to Sue Poole for beautifully wrapping so many shoeboxes and for those who make a point of gathering empty shoeboxes throughout the year! A special thanks goes to the Girl Guide troop that meets at Runnymede on Monday evenings. This group of girls undertook to “fill” shoeboxes this year and they certainly helped greatly in our achievement of our 170 boxes! Thank you!

White gifts of food and canned goods were dropped off at The Sharing Place for distribution to those in need of food bank supplies this winter.



### **Angeltree Christmas Project 2019**

This project initially supported 5 children again this year by providing Christmas gifts to each child based on the suggestions of their parent/relative who is currently in prison. Runnymede UC has supported this project for many years. Angeltree is an annual Christmas project of Prison Fellowship Canada and all the children were identified from families in the west end of the City of Toronto. Gifts are purchased to a maximum of \$35.00 and were delivered before Christmas.

Due to the generosity of the congregation, our financial donations for this project were over our target and in consultation with Brian Traquair, our Treasurer, we contacted Prison Fellowship Canada and offered to take on 10 more children from areas outside Toronto, who lacked local sponsoring churches. These 10 children received \$35.00 gift cards that would allow them to purchase gifts for themselves on behalf of their incarcerated parent.

So, in 2019, 15 children were the beneficiaries of Runnymede’s generous donations and their Christmases were much brighter for our support. Many thanks to those who donated and thanks to those who contacted families, shopped and delivered the parcels in mid-December.

Respectfully submitted by Judy Whitfield



## BLOOR WEST VILLAGE ARTS AND CRAFTS SHOW 38th ANNUAL EVENT

2019 Bloor West Village Arts and Crafts Show Another HUGE Success!

The Bloor West Village Arts and Crafts Show once again sold out all its tables in three days of registration in mid-May! This speedy uptake by crafters foretold of the success of our 38<sup>th</sup> annual show and sale, held on November 9, 2019. Our database of crafters continues to expand with many artisans who have tried for years to register for this show. The show's popularity is based on the quality of the crafts and artwork, the coordination of the day itself and most importantly, the volunteers who help to make the day a great success.

Our 2019 crafters offered a wide variety of crafts this year! We had several new vendors who displayed their wares—as well as returning crafters who find our sale the best fit for their creative products, whether knitting, sewing crafts, artwork, pottery, children's clothing or soaps, to name a few. Of special note is RUC knitter Dale Hendry who has been an active participant in **every** show, early on with her mother Madeline Wynot, when they sold teddy bears as well as knitting and to this day, with beautiful knitting, babywear and children's sweaters! This show is very lucky to have longstanding crafters participating each year!

This sale was a success due to the efforts of the whole congregation! Volunteers gave willingly of their time and talents to make our 38<sup>th</sup> year another successful event in support of the United Church of Canada's Mission and Service Fund as well as the current funds of Runnymede United.

Here are a few comments from crafters who participated in the 2019 Crafts Show. Some are long time vendors and others are first time crafters. It is important for all our church volunteers to know how appreciative the crafters are regarding the ambiance, the crowds of shoppers and the friendliness of our people at this one-day sale.

*I want to congratulate you on another great event. I had my best sales ever in the five years I've been at your sale. Shoppers were happy and engaging and the volunteers I chatted with were lovely.*

*I just wanted to thank you for having us at the BWV Arts and Crafts Show. My wife and mother-in-law had a great time working the event. They had great things to say about the guests and how well organized the event was.*

*Thank you so much for all your hard work on Saturday and making the show possible. It was my very first show ever and it was a success! I have a lot to learn, and your venue allowed me to have a wonderful first experience. I appreciate just how much work went into organizing the effort and I take my hat off to you! I hope to see you again next year.*

*The day after the big show—perhaps a little fatigue after all your efforts but many warm memories, I hope. For me, I can say it is an absolute treat to be part of the Bloor West Village Show. A lot of things have to 'go right' for a show to be successful year after year. But it all starts with the people who organize the event. If the organization is sound, vendors line up to participate and patrons line up just to get in the door. Congratulations to all the team who have a hand in the success of the Bloor West Village Show. Thank you for your hard work, and thank you for allowing us to be part of the experience. I hope to be a vendor again in next year's show and will certainly keep an eye on my email inbox so that I can apply as soon as applications open.*

*Thanks for a great job organizing the craft fair again this year! Everything went so well and we all had a good show. Many thanks to you and your dedicated staff for another successful year!*

*The show yesterday was wonderful and the fact that you can service so many high-caliber artists, and such a volume of visitors, in a seamless, functional and enjoyable event, is a testimony to all of your hard work! Thank you again!*

*Thanks for organizing the show. It is always one of our favourites and we always do well. This year was the best on record.*

*Thank you once again for a wonderful day. You always do such an amazing job with organization and accommodation of artists/crafters. It is always a pleasure to be able to participate in such a successful show. Congratulations. I hope you can all put your feet up this evening and bask in the glow.*

The craft show ran like clockwork, thanks to the many volunteers who helped in so many ways. The Bake Table was staffed with a few “new” volunteers who took the pricing of the baked donations and deli items up a notch to generate lots of interest. We sold a record number of pies (94) at \$12.00 a pie and all of our amazing food donations were quickly snapped up.

Special thanks to all the helpers who set up the event, and those who returned at the end of the day on Saturday to re-create the rooms into regular programming areas. The 85<sup>th</sup> Old Mill Scouting troop leaders, Scouts, Rovers and Venturers were amazing in their assistance and those RUC fellows who came Thursday morning and Monday morning to assist with table rentals are nominated for sainthood!

Thanks, as always to our office staff Alison and Eva and our custodian Jim for their ongoing support. Our Piemaking night in late October would not have happened without the coordination of Janet Mather who, along with Robin Pilkey and Joan Howard, made all the pastry for this event! About 20 men and women joined to roll out pastry, peel apples and fill pies! The purchase of an additional stand-alone freezer ensured that all pies remained in the church and ready for the sale on November 9, 2019.

Crafters are already wanting to know when the 2020 sale will be—mark your calendars for Saturday November 14, 2020! We set a record for fund-raising at this show with a successful profit of \$13,000.00, to be dispensed to United Church Mission and Service Fund commitments as well as RUC projects. Table rentals were \$85.00 for an 8-foot table and two chairs and entrance fee of \$3.00 remained as is for this year. Bravo to everyone!

Respectfully submitted, Judy Whitfield, Show Convenor

## MONTHLY COMMUNITY MEAL

The Community Meal continued to serve our community, the last Saturday of every month, with the exception of June, July and August. Our guests enjoyed, roast beef, turkey dinners, and colourful salad buffets.

The recent Christmas luncheon, saw 140 adult children, laughing, giggling and taking pictures as Mr. and Mrs. Claus visited once again handing out candy canes and hugs. The atmosphere was festive with Gary Norris' fine rendition of all the old Christmas favourites. We were able to again distribute gift bags to everyone, filled with donations of gifts, toiletries and food. Many thanks to everyone who contributed to amazing this blessing for the givers as well as the happy recipients.

Our prayer team hosted many sessions with our guests, who struggle with many of the same problems we do, and many more associated with poverty and mental illness. Being trusted to bring those prayers to God has been a great blessing for the team and our guests.

A wonderful volunteer pool of over 200 eager participants, from Runnymede and as far away as Barrie, takes turns dividing up the many chores from set-up to clean-up, with everything in between from slicing meat to playing music.

Many thanks to all our dedicated volunteers and team leaders who made it all happen month after month.

Before disbursing in late 2018, Presbytery awarded the Community Meal a grant of \$5000 which has sustained this endeavour during 2019 along with numerous donations. Their replacements, have decided to extend that grant for 2020.

It's a time of change and reorganization for the Community Meal. In the Spring of 2019, I announced my retirement effective for the end of 2019, after serving 20 years combined with our Out of the Cold program and the Community Meal. A team of dedicated volunteers has been working hard to streamline, reorganize, document job descriptions and processes, and generally make the meal more efficient. It's been a bittersweet process.

Given the success of the meals, and the ongoing support received, I have faith that we are doing God's will in bringing our guest together to sit table, make friends, and bring an environment of friendship and love to our community. I have every confidence that ministry will continue, better than ever,

With the greatest sincerity I thank you all for allowing me to follow God's words for me to "feed my children". I look forward to hearing the news, and seeing the new direction this ministry will take in 2020.

Blessings

Gail Hutton

# COMMITTEES AND GROUPS

## ADULT FAITH DEVELOPMENT

### ADULT FAITH DEVELOPMENT WITH REV GIBSON

During 2019 there were numerous opportunities for adults to engage in faith study and discussions.

- Sunday Evening once a month a group gathers to discuss a Biblical text.
- Once a month Talk Back after church is a discussion of the sermon and text from the morning service.
- Last winter on seven Wednesday mornings there was a study of difficult and confusing Biblical texts.
- During the summer we had four evening sessions with discussion based on the message from the service that week. Thought should be given to a weekly mid-week study or worship during the summer.
- In the fall a five-week study on what the Bible says about abortion, sexuality, poverty, immigration and violence. A look at what the Bible says and does not say. It was a reminder that the Bible is still relevant.

### ADULT FAITH DEVELOPMENT BOOK STUDY

A group of 10-12 congregants met from mid-January to mid-March to enjoy a candlelit, homemade dinner each Thursday evening, followed by a lively and divergent discussion of Fr. Richard Rohr's "Falling Upwards: Spirituality for the Two Halves of Life". Discussions were developed and led by Brenda & Jim Lien and explored concepts relating to how faith can evolve and benefit from difficult experiences, and the notion that trials may help us find our deeper meaning and purpose in life.

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## BENEVOLENT FUND

The early church adopted the practice of Judaism of having a weekly distribution of food for those in need. The Benevolent Fund is our way to continue this by offering grocery store gift cards and financial assistance to those in need.

We are able to do this thanks to generous donations from church members. Along with monetary donations, we are pleased to receive grocery store gift cards.

Rev. Don Gibson

## FAITH AND LIGHT

The Christian based international movement of Faith and Light was founded by Jean Vanier and Marie-Helene Mathieu in 1971 to create loving bonds and supportive relationships for persons with developmental disabilities. There are over 1400 communities in 86 countries. Faith and Light Canada [www.faithandlight.org](http://www.faithandlight.org)

Runnymede United Church's Faith and Light group 'Grace' began in 2006. Our group is ecumenical and is the only Faith and Light community in Toronto.

In 2019, we met on the 3rd Saturday morning of each month for brunch at High Park or at the Swan and Firkin Pub in Bloor West Village. We also met once a month for sacred and liturgical dances at L'Arche Daybreak in Richmond Hill. Occasionally, a small group met for Friday Evening Taize Services at the DaySpring Chapel at L'Arche Daybreak. In May 2019, we grieved the death of our founder Jean Vanier.

Over the years, we've formed beautiful friendships as we mutually supported each another in faith, celebrated the joys of life and strived to reflect God's love and light for the most vulnerable ones in our community. Rev. Don Gibson was our wonderful Chaplain who attended our brunches and ministered to the members of our community.

In 2020, I will be taking a sabbath year. Our Faith and Light group will continue our close friendships informally and we will continue to strive to live Jean Vanier's beautiful vision.

Respectfully submitted by Joy Sumyi Lee

Faith and Light Canada [www.faithandlight.org](http://www.faithandlight.org)



## FAITH FORMATION AND CHRISTIAN EDUCATION COMMITTEE

The Committee meets between 4 - 6 times per year, or more depending on needs, to plan and discuss RUC's Faith Formation and Christian Education (FF) programs. The committee supports the RUC minister/leaders, and explores opportunities to increase and enhance Sunday/youth programming and enrolment, and make the programs meaningful and engaging for all children and youth attending. The committee also discusses and supports Adult programs.

### **General Report:**

The Committee, with Rev. Don's guidance, worked to ensure smooth and vibrant programs during a period where there has been continued transitions in leadership. For the January to June period, Cayley Pimentel held a temporary coordinator position for Sunday school in addition to her youth leader position. Alana Sprunt was hired in spring and began the part-time Sunday School/Youth Education Coordinator position in July. Cayley Pimentel and Melissa Milkie worked to train her in July. By the end of the year, however, Alana Sprunt left RUC for a full-time teaching position.

The committee continues to use a blend of youth Sunday school teachers, a youth leader, and parent volunteers to deliver the Sunday morning program. Following a review of its content and capabilities, the Sunday school remains committed to using the "Spark" curriculum which focuses on one biblical story every couple of weeks, and various types of activities like crafts, science and movement.

During Winter 2019, Brenda Lien acted as a Volunteer Coordinator, to recruit and organize three parent/adult volunteers each week to act in three different roles:

- a newly (re)created host position – this person scans the congregants to help identify new children or youth and explain/lead them to the SS classes. The host aids in assessing and filling in for any unmet needs on Sunday mornings
- a reader – an adult congregant reads the bible story to the children at the beginning of their class
- nursery staff

In summer, Alana Sprunt led Sunday School, and in the fall, she acted as host as well. For 2020, we will return to a parent host position until the vacant Sunday School Youth Education Coordinator position is filled.

Parents are kept apprised of the plans, discussions and topics in Sunday school through regular email bulletins; youth and their parents receive a separate email of upcoming Sunday school plans/events from Cayley. Following training and subject to Committee approval each week, Sunday School teachers will take over responsibilities relating to writing and sending email bulletins for 2020.

Sunday morning attendance continues to be relatively low -- about 10-20 children and youth in total attended each week in Fall 2019, going to one of 3 different classes: grades JK-2; grades 3-5 and youth (grades 6-10); plus there are 1-2 babies/toddlers in the nursery some weeks. Attendance is down from a reported Sunday school population averaging 35-40 children in the 3 different classes from the 2017 report. The 2017 report also noted a decrease in attendance from an average of 50 children/youth in years prior to 2017. Faith Formation has been working with Rev. Don and the new Engagement and Growth Leader, Sam Needham, to identify ways to re-connect with parents and to reach out to those in the larger community.

***Activity Highlights in 2019: [Note: Please see the Youth and Adult Reports for much more detail]***

Winter/Spring 2019:

For Sunday School, the winter period involved a special fundraising effort during Lent, for the organization Sleeping Children. Judy Whitfield led this effort and here is her report on this great initiative.



The 2019 Lenten Project to Support *Sleeping Children Around the World* was a Great Success! Throughout the 40 days of Lent prior to Easter in 2019, our congregation undertook a unique project to raise money for Bed kits for children to support a local organization called Sleeping Children Around the World. Sleeping Children Around the World (or SCAW) is located in Etobicoke and was founded by Murray Dryden and his wife Margaret, who truly believed that every child deserves a good night's sleep. As a kick-off, Sally Jo Martin, a SCAW volunteer and member of Humber Valley United Church, came to Runnymede UC and spoke during the children's time about her travels overseas to distribute the Bed kits to many children. She brought a Bedsit and the additional things that are part of the package such as pyjamas, mosquito netting, new blouse or shorts etc. to display for the Sunday School and congregation.

Our church family and Sunday School became quickly engaged in contributing to this project and a thermometer poster reflecting the number of donated Bed kits was erected in the sanctuary so that we could see the progress of our efforts. Our goal was 70 Bed kits at \$35.00 a kit. By the end of Lent right up until the week after Easter, we continued to receive donations for this project! Our final total was \$4797.66, donations that were made in memory of loved ones or in honour of family members or friends or in the name of Runnymede United Church! This total amount translated into 137 Bed kits-- an amazing outpouring of generosity from our church family! It is clear that Lent is an appropriate time for us to reflect on what we are able to do to support others less fortunate. SCAW has provided overseas photographs of some of the children receiving their Bed kits that were sponsored by Runnymede United Church. Thank you to everyone who participated in this 2019 Lenten project. Respectfully submitted, Judy Whitfield

The Easter period saw a relatively high attendance in Sunday School.

For many older youth, the winter/spring period was marked by planning for the trip to Kenya, under the guidance and hard work of David Ambrose, Cayley Pimentel and Allison Withers. A number of fundraising events were organized, including a Silent Auction and a Rummage Sale, along with

evening concerts. The 12 youth who were part of the trip (grades 9 -12) met monthly on Sunday evenings with their leaders in order to plan for the trip. Parents were also heavily involved in the fundraising efforts, and the RUC and surrounding community were remarkably supportive of these endeavors.

Inspiring Adult faith programming was marked by several programs across the year, led by Rev. Don. Additionally, in winter 2019 under Brenda and Jim Lien's leadership, an adult dinner discussion group was formed, with a total of 14 participants from within RUC taking part. The dinners were helpful in building relationships and creating a sense of intimacy which led to wonderfully deep and meaningful discussions about Fr. Richard Rohr's book 'Falling Upwards: A Spirituality for the Two Halves of Life'.

Summer 2019: During the summer months, Alana Sprunt led Sunday morning Sunday school for children. Parents expressed appreciation for the continued activities across the summer. In recent years, there had been no Sunday morning programming for children during summer, so this was wonderful to re-introduce.

At the end of August, FF encouraged Alana Sprunt to lead a ½ day of Vacation Bible camp. She chose the "ROAR" Lion-themed curriculum, and it was a great success. Another organization, CookSmart provided the other ½ day of camp option. Given the late announcement for a summer camp, it was small, with two volunteers and four children. Depending on the new hire taking Alana's place, we plan for a similar camp to run again this August.

The youth trip to Kenya was a great success, with the youth visiting a hospital site, two schools, a church, and a gold mine, elephant sanctuary, and many other unique places. The youth enjoyed a hike and a safari as well. Overall, the 12 youth plus three leaders had an amazing time, and were deeply moved by the experience. After returning to Pearson airport in late July, there was an extensive and poignant time of hugging as the teens left one another and their leaders after this special trip. The experience is beautifully documented in blogposts by the participants, with wonderful pictures too. Andrew Obara also posted 100s of pictures of the group's adventures and experiences on Facebook.

Rev. Don held a well-attended adult faith program in the summer.

Fall 2019:

Sunday school was off to a fine start in the fall, with Alana leading. With a dedicated & reliable Youth Leader and Sunday school teachers, a steady and strong Sunday program for children and youth continued.

With the leadership of Judy Whitfield, an Advent craft Sunday for all ages was held in late November, and planning for the Lenten project for winter 2020 got underway.

For the youth, in September 2019, a retreat with eight youth (grades 6 – 10) attending. This was held at a gorgeous site near Lake Erie south of Hamilton.

The Kenya youth led a beautiful Sunday morning service in October, and events were held with Andrew Obara.



On the Adult programming front, Rev. Don continued to take initiative to offer a number of different creative adult education opportunities, including 'Talk Back' sessions following the morning service.

***Future planning:***

For winter 2020, Faith Formation is working again to provide smooth and excellent programming in a transition period, attempting to cover the current vacancy of the Education Coordinator position. Karen-McCallum-Ryan has taken a hands-on role in communicating with, supporting and guiding Sunday School teachers, and Brenda Lien continues to coordinate volunteers. Planning for next year, 2020-2021 is underway. We will identify programs and activities that have worked in the past, those that are currently working, and ones that should be continued. We will also implement some new ideas for the children, youth and adults. Moreover, this spring we will begin to identify leaders for the May 2022 start date for Kenya planning, for the 2023 Kenya trip.

A confirmation class (generally grades 7-12, but open to adults too) was planned for winter 2020, but has been moved to the 2020-2021 year, with a plan for incoming leaders (Minister or Coordinator) to lead this.

We are thankful to have the continued leadership of Cayley Pimentel, who takes great delight in leading the youth and has stepped up to help out and fill in gaps as needed. She brings a great energy to the program and to the committee. We are also energized by the new presence of Sam Needham in our group and greatly appreciate his ideas and positivity regarding our programs.

***2019-2020 Committee members are:*** Melissa Milkie & Brenda Lien (co-chairs); Roberta Axworthy, Karen McCallum-Ryan, Hilary McLean, and Monica Stewart. Rev. Don Gibson, Sam Needham, and Cayley Pimentel also participate.

## FINANCE COMMITTEE REPORT 2019

The Finance Committee meets on the second Monday of each month except July and August. Members are Don Dewees, Chair, Brian Traquair, Treasurer, Judy MacPherson, Secretary, David Kenny, Dwayne Benjamin, and minister Don Gibson, *ex officio*. We review revenues and expenses, approve expenditures, oversee the integrity of the financial affairs of the church and report our financial situation to the Church Board.

Brian has again devoted enormous time and skill to his management of the books, payment of expenses and presentation of our financial position in thorough, clear and understandable reports. He is both Treasurer and Bookkeeper in addition to his many other duties for the Church. We are very grateful to Brian for the dedication of his enormous talents and lots of time to this church. Alison Gadsby has been envelope secretary, reconciling the money and records for every count and deposit and working with David Wilcox to enhance the analysis and reports that ServantKeeper, our member database, can provide us. Judy has served diligently as secretary to the Committee. Dwayne and David have made major contributions to the work of the Committee including serving as Acting Secretary as needed. Brian, Don Dewees, Pat Campbell and Judy count the Sunday collection.

David Wilcox has continued to refine and polish the Manual of Servant Keeper policies that he developed in 2018. This Manual records how we use SK and what has to be done to keep it functioning as our basic data repository. It has worked well in 2019 and the updated Manual should need only occasional further updating. David's automated production of the January PAR changes worked wonderfully in January 2019 cutting by 95% the amount of time spent by Don and Alison on preparing the annual PAR update that we send to the United Church. Many thanks, David for this contribution to the operations of the church.

Our 2019 budget assumed a 1.7% increase in envelope donations to the operating fund compared to actual 2018 donations. In fact, while donations lagged during the year, by year end envelope donations had increased by 2.2%, about \$1,900 above budget. This is the first increase in envelope donations to current operations and the first exceeding of the donation budget in several years. We did not make a special appeal in the fall because we did not hire new staff to replace Reverend Katherine until late in the year, so reduced staff expenses led us to expect a surplus. Rental income was below 2018 but still over budget. We held a very successful Deficit Dinner in November, but because of the anticipated surplus we are carrying those funds, about \$15,000 over to 2020 and perhaps beyond when they may be needed. We expect to lose one or more material donors in the next couple of years, so we need to continue to grow individual givings in the future despite our surplus this year

We recommend transferring the surplus from 2019 into the GI&C fund where it will help carry us through until we can establish a donation profile that meets our expenses. The Craft Show brought in record revenues of close to \$13,000 and contributed \$5,000 to current operations and \$8,000 to M&S. We collected over \$71,000 for M&S, more than \$3,000 over our budget. See the financial statements for details.

Our 2020 budget proposal includes a target of \$340,000 for congregational donations, the same amount as last year. The 2020 budget proposal includes the \$15,000 revenue carried forward from the special fund-raising Deficit Dinner held in 2019. See the 2020 budget for details.

In years through 2018, a portion of our Mission and Service donations has helped to fund the United Church head office operations. Starting in 2019, the United Church head office has imposed a levy on congregations to fund its operations so that M&S donations will go entirely to missions and service. Our budget for 2020, like our budget for 2019, includes a line item expense for this head office levy.

At year-end the GI&C fund held about \$204,000, including the 2019 surplus and deficit dinner carry-forward. The Memorial Fund held about \$7,700. We still have almost \$51,000 in the Capital Campaign fund. The Trustees have invested about \$305,000 in cash from various funds, since the Trustees can earn interest on this money. We will draw down these funds and the Trustee investment to some degree in 2020 as we undertake various repairs and improvements including refinishing the gym floor and refinishing or replacing exterior doors. See the Property report for more details.

The congregation has generously supported Runnymede programs enabling us to make a real difference in the lives of many people. We sent about \$36,000 for AIDS orphan relief in Africa and dedicated about \$12,000 to local outreach programs and assistance including the Community Meal. In addition, we raised over \$65,000 to send the Youth Group on a mission to Kenya, an experience some have described as life-changing.

The members of our congregation have been generous in supporting the work of our church, financially and through their time and talents. As a church, we have much to be thankful for.

Submitted by Don Dewees on behalf of the Finance Committee, January 2020.

## **HEART TO HEART REPORT FOR 2019**

Our Church group called Heart to Heart, meets for lunch at Swiss Chalet at 590 Keele Street from 1 until 4 pm., Usually the First Saturday every second month,. (February, April, June, August, October and December) The purpose of the meeting is to socialize and enjoy time and a meal together.

At each meal we have a theme, like Halloween, Christmas, Valentines, etc. and decorate the table with small gifts for each of the participants. The center piece is usually given to our server, which is usually the same person, when he is available.

We look forward to these gatherings and would love to welcome more participants to enjoy time together. Please RSVP Annette the week before if you are coming.

Please Contact me to Verify the date and Time

Annette Frigault (annette.heart2heart@gmail.com) or 647-717-4698

Facebook: <https://www.facebook.com/groups/305288959833961>

## KENYA AIDS ORPHANS PROJECT: Working Together 2019

2019 has been another active and inspiring year of faith in action with Andrew and Leonora Obara and Runnymede United Church! We've been working together since 2005.

In May, the RUC Board reviewed and re-approved the Kenya AIDS Orphans Project to 2020. The goals are:

- To provide partial funding to the Obara family for the children still dependent on their family. Other funding to the family comes from Leonora's work and her sewing and cereal businesses. RUC provides our contribution from monthly donations (through PAR) and other donations. (See financial report.) This funding also allows Andrew and Leonora to contribute their skills to the Village of Love Program in Kibera, Kenya, [www.villageoflovecanada.org](http://www.villageoflovecanada.org), which impacts about 600 children adopted by loving families and pays school fees for 150 of these children. Andrew works as full-time volunteer program administrator, Leonora as part-time volunteer consultant, in addition to her work as a social worker/program administrator at Women Fighting AIDS in Kenya (WOFAK).
- To seek external funding (from donors not connected with RUC) for post-secondary education costs for the students in the family.
- To work towards family income sustainability when all the post-secondary students in the family have graduated.

**Obara children:** The 11 oldest children; Alex, Paul, Patrice, Patricia (Pipi), Omolo, Sabina, Collins, Nicholas, Emiliana, Isabella and Patricia are now independent and actively contributing to their society. Isabella, who was called to the Bar in 2019, is very excited to be working for a non-profit legal agency focussing on Human Rights in Kenya. As part of her work she communicates about Kenya's progress in meeting Human Rights goals stipulated by the United Nations. Her main interest is in Children's Rights, particularly orphans. Isabella also communicates with us about the progress of her younger siblings. Patricia is a keen young teacher of children from Kindergarten to Grade 8, with a special interest in children with special needs. She has a one-year contract in a small private school near her home.

The 4 youngest children are:

- Deborah, in 3rd year nursing training in a 4-year course. Currently she's enjoying a student placement in the Emergency Room of a rural hospital.
  - Reginalda (Regina), is in her 4th year of law school in the 6.5 years of training she needs. She continues on the Dean's List with special interests in International Trade Law and Environmental Law. When she's practicing law, she hopes to represent Kenya's interests in International Trade.
  - Zachary is in 2nd year Medical Engineering in a 5 year program. His next placement will be in a hospital where he'll be operating medical machines. He's focussed on the challenge of providing continuous power to heart/lung machines, keeping surgical patients alive during uncertain power conditions in Kenya.
  - Lauryne is in 1<sup>st</sup> year Electrical Engineering. She's excited by the program and has the highest marks in her class. Her first placement will be in a telecommunications firm.
- Both engineering students are at the Technical University of Mombasa.

### **Visits to Canada and Kenya:**

In September, Andrew and Leonora planned to come to Canada but Leonora's visitor's visa was not granted, reason unknown. Andrew came alone on his donated ticket. We were impressed with his participation in numerous meetings and activities planned at both Runnymede United Church and Village of Love program. On October 20 the KAO committee hosted lunch at the church and presented on the current activities of the Obara family members. Andrew enjoyed renewing friendships with many church members including youth group members who visited Kenya in July 2019.

**From Robyn Salter:** "My husband, Steve, my sister and brother-in-law and I visited Kenya from November 5-21, 2019. Through difficult political and economic conditions, Andrew and Leonora have carried on with their strong faith and focus on caring for vulnerable children. We were honoured to visit them in their home and see this firsthand, to meet 10 of their children and 4 of their grandchildren as well as visit the Village of Love program 5 times. Andrew and Leonora were gracious hosts to us, taking good care of us, arranging our activities with the family, Village of Love program and some sightseeing. It was a delight to meet with Isabella and Patricia to hear about their exciting new jobs, to meet all 4 of the University students and witness their devotion to their studies. They're all keen to use their special skills to improve their society, affirming that our donations towards their education are being used to maximum advantage. The students recognize the opportunities we're giving them and expressed their gratitude to their donors.

In the Village of Love holiday program, we were delighted to see about 40 keen children improving their reading skills, learning about self-esteem, computers and traditional beading as well as receiving hot lunch.

It was inspiring to see Laura Rossall's influence in this program from her visit last year. Students remember her warmly. I was thrilled to be able to deliver two large suitcases of school supplies donated from Runnymede Church. We visited 4 families in their one-room homes. Andrew, the social worker and teachers in the program are doing amazing work with the children and their caregivers, truly inspiring. Again, every donated dollar is being stretched to fulfill the needs.

### **Computer program.**

KAO committee members and church members have initiated a used laptop program to send refurbished laptops to students in the Obara family and the Village of Love Program. Many people are involved in donating, collecting, repairing, and transporting the computers.

It was very rewarding to see students using these computers and to hear their statements of gratitude. This is their only opportunity to learn computer skills."

### **From the Kenya AIDS Orphans Project committee:**

We pray that all Kenyans will have stability in their difficult political and economic conditions. We also pray that Andrew, Leonora and many RUC members can continue to work together through our faith and common goal to support the family as they care for children orphaned by AIDS, helping them to become happy, healthy, contributing adults. Thank you to those who contribute in many ways and are making such a difference to the Obara family and the Village of Love program.

The Kenya AIDS Orphans Project is managed by Runnymede United Church as a charitable organization. All donations go to the Obara family and an annual grant goes to the Village of Love Program. The only overhead costs to administer the project are the postal transfer fees. The project is administered by John Rossall, Tom Axworthy, Lynne Salt, and Robyn Salter, with much assistance from Brian Traquair, Don Gibson, Eva Havill and many others.



Left: Village of Love Children with Laptops donated by Runnymede United Church.



Right: Village of Love Children with pencils donated by Runnymede United Church.

Bottom Left: Robyn Salter with Zachary and Lauryne Obara, engineering students.

Bottom Right: Regina & Leonora Obara.



## MISSION AND SERVICE

The Mission & Service Fund is all we are and all that we do in our relationship with God - it is the heartbeat of The United Church of Canada. Without the M&S fund doing the church's work, the institution would be a poor one.

In 2019, after many years of faithful service, Stephen Gard passed on the responsibility for the RUC M&S Fund to Janis Traquair. We are grateful for Steve's care over the years.

The fund supports the following kinds of initiatives:

- Global and Canadian justice initiatives
- Aboriginal ministries and right relations
- Community ministries
- Theological education
- Faith formation – youth, camping, intercultural engagement
- Support to remote ministries
- Innovation in communities of faith.

Our M&S target for 2019, reached at the Annual General Meeting, was \$67,500. We finished the year by taking in \$71,119. These contributions were made by individual members, and a large donation of \$8,000 came from the annual Arts & Crafts Show. We are gratified by RUC's generosity and recognition of how the M&S Fund manifests the faith and the will of the United Church. It truly is about "loving your neighbour as yourself". Thank you to everyone who has made M&S a priority in their giving.

Submitted by Janis Traquair

## NATIVE PLANT GARDEN COMMITTEE REPORT

### NATIVE PLANT GARDEN ... "EXPANDING THE BOUNDARIES OF HIGH PARK" REPORT for RUNNYMEDE UNITED CHURCH'S 2019 AGM

Beautiful botanicals grow in this water-wise gem of a garden on the north side of the church, beside the driveway. So, what's the **purpose**? Well, it shows what types of native plants can grow in the Black Oak/Carolinian Ecosystem of the High Park area, it helps us to learn about these plants, and, encourages sharing of this knowledge with the RUC community, including the Sunday School students. Also, we're discovering links to similar projects throughout the west end area.

Included in the **plants** this year were Trilliums leading us into spring, followed by the plants of early summer -- Wild Ginger, Solomon's Seal, Woodland Strawberries, Prairie Smoke, New Jersey Tea, Hairy Beardtongue, Wild Columbine, and Wild Bergamot, then, Zig-Zag Goldenrod, Spotted Joe-Pye Weed, Liatris, White Snakeroot, Black-eyed Susan and various Asters brought along lovely colours in the late summer / early autumn.

The **gardeners** included RUC members: Sharon Handley, Roberta Axworthy & Barbara Titherington community members: Lorrie McIntyre, Melissa Titherington & little ones & Norinne Burgess.

**Highlights:** Purchased plants at the Parkdale Horticultural Society's sale in May and again at the High Park Stewards' sale in August. Developed knowledge and know-how through a consultation by Kelly Mullan, gardening specialist, in early summer. Participated in the RUC's "Welcome Back BBQ" in early September. Involved Runnymede's Youth Group, RUCY, lead by Cayley on the 22 September, with a big appreciation to Brenda Lien for her engaging and knowledgeable guidance. Donation of the time and talent of two of Brenda's workers several days later to tidy up the garden and expand its boundaries. Everyday maintenance of the garden on a weekly basis throughout the growing season. And, a map of the plants and bushes to guide us into our work in the garden in spring 2020.

New volunteers will be enthusiastically welcomed. Contact: [barbara.titherington@sympatico.ca](mailto:barbara.titherington@sympatico.ca)  
Submitted by Barbara Titherington

## PASTORAL CARE REPORT

Pastoral Care is an important ministry, as it reaches out to our elderly and sick, treating each encounter with dignity and respect, offering compassionate care and encouraging a sense of belonging and connection to our Church. Through visits and phone calls, our Pastoral Care team help others by bringing hope and spiritual reflection, sharing burdens and prayers. Oftentimes, visits are enjoyed by sharing Runnymede news and providing updates on church activities. But most importantly, Pastoral Care is about being present, listening to and journey alongside our Seniors and shut-ins. At Runnymede United Church, we are blessed to have a wonderful Pastoral Care team who selflessly spend special time with these parishioners, helping them feel connected to our church and our faith.

***These dedicated members are:***

Rev. Don Gibson, Sandi Dunn, Gary Norris, Jan Killey, Neil Mather and Ann Mowat

We thank our Pastoral Care team who purchase and deliver Christmas Poinsettias and Easter Tulips that grace our church during services, and we thank those who donate towards the purchase, in memory of their loved ones. We are grateful to Janis Traquair, who, over the course of the year, will send flowers and cards to people who celebrated special birthdays or anniversaries along with get-well cards and sympathy cards. Her service is greatly appreciated. A special thank you to all our drivers who provide transportation to Sunday Service, to those who are in need.

Please contact Reverend Don Gibson or Alison in the church office if you know of:

- Someone who is ill, suffering, lonely or dealing with a loss or other personal crisis, or just hasn't sat in their usual per for the last couple of weeks.
- Someone who should be on our birthday card list or someone who would welcome a get-well card or sympathy card
- Someone who would like to receive a home communion because they cannot get to church
- Someone in hospital or who needs a special visit.

Submitted by Karren Phair



## PROPERTY REPORT 2019

The Property Committee met on the second Monday of each month except July and August. Members were Don Dewees (chair), Dwayne Benjamin, David Kenny, Judy MacPherson, Brian Traquair and Don Gibson. The PropCom group met with the Property Chair one morning a week for most of the year and did prodigious work, including maintenance, repairs, improvements, yard work, and assisting the custodian, Jim Lien. We appreciate the dedication of Gary Norris, David Wilcox, David Whitfield, Bob Cossitt, Tony Saadeh often assisted by custodian Jim Lien. Jim has been very versatile, dealing with tenants, and contractors, making small repairs, handling IT issues and security system issues and getting the new digital sign up and running. We appreciate his work for our church and its members.

PropCom's work, detailed in monthly Property Reports filed with the Office, is too extensive to catalog here but a few projects indicate the range of our work. Our major project was to replace all incandescent chandelier bulbs in the sanctuary with very efficient LED bulbs. We replaced 150-200 Watt bulbs with 17 Watt LEDs and 250 Watt floodlights with 27 Watt LEDs. We reduced electricity use in the sanctuary about 80% and substantially improved lighting levels. The project cost \$3,144 plus more than ten person-days of volunteer labour including building and disassembling the scaffold four times. We forecast a \$1,100/year reduction of our electricity bill and bulb replacement costs. The project should pay back the initial cost in 2.7 years and reduce emissions of CO<sub>2</sub> by 1.2 tonnes/year. See photos.

In the Spring we cleared the gym stage and installed new shelving donated by the Scouts. We stored rummage sale items there and helped clear the shelves afterward so we now have useful storage space on the stage. See photos. We removed ten square feet of rotten wood floor in the Revealed Word Believers closet and replaced with new flooring. We have raked and bagged leaves, repaired hinges, reattached loose railings, fixed sticking doors and myriad other small repairs that are not visible. After several false starts we seem to have stopped the water leaking into the tool room when it rains, thus postponing a very expensive boiler roof replacement. We organized emergency exit ramps for those needing an accessible exit in an emergency.

In June, we discovered a leak in the buried water line that feeds the tap near the southeast entrance. PropCom repaired that leak but not until significant water loss during June. Water use was high throughout the year without other identifiable problems and despite negligible lawn watering. Perhaps some building occupants are using more water than before.

The three EcoBees thermostats (Jewitt 2<sup>nd</sup> floor, Gym, Memorial Hall) continue to provide much better temperature control than we have ever had, with temperatures scheduled according to the user groups and night setback to save energy. This year we set down temperatures in the gym and Jewitt 2<sup>nd</sup> floor several degrees over the week after Christmas when those rooms were not occupied. This programming saves several percent of our heating bill: several hundred dollars each year. Accessing the thermostats over the Internet lets us know if the heating system is working properly without visiting the building.

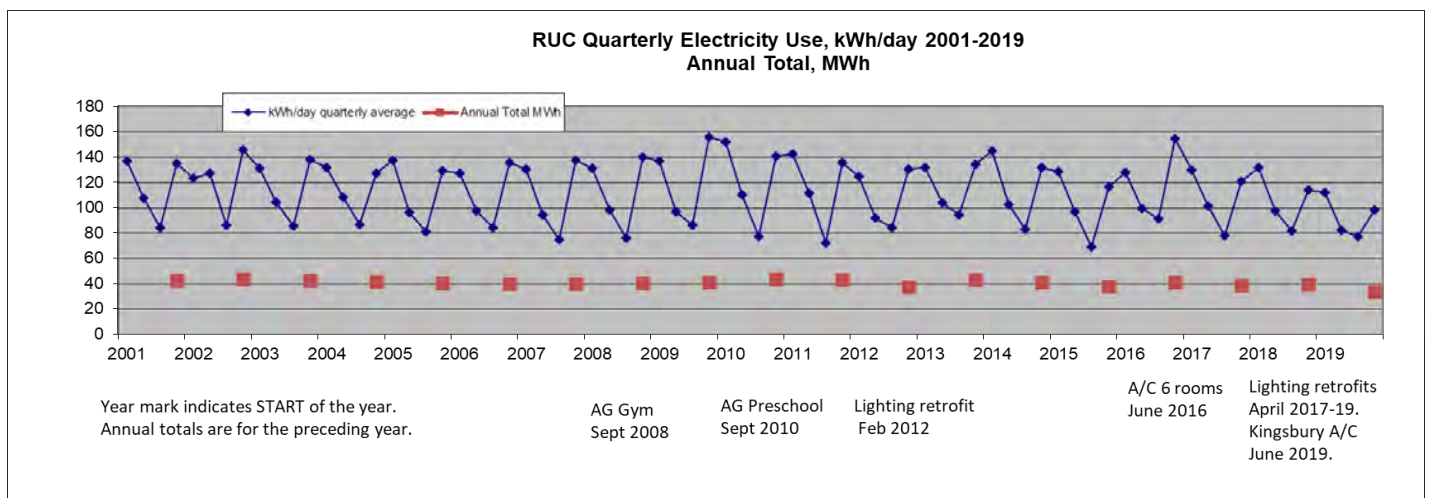
Our boiler and steam system problems included repeated condensate sump pump failures during February. NorLine replaced the condensate sump pump, replaced a check valve and had the old motor rebuilt so we now have a spare to swap in when the next failure occurs. We also purchased a rebuilt feedwater pump which we keep as a spare. In March, NorLine replaced a leaking glass tube and parts in the low water cut-off valve to fix leaks from the boiler. At start-up at the end of

September, NorLine replaced a feedwater pump relay and ignition relay, then returned in mid-October to fix a problem with repeated failure of the burner to start. The system subsequently operated without problems through the end of the year. NorLine replaced a rusted-out 2-foot square steel plate over the boiler room sump with a sturdy new plate that should last a few decades. We have an intermittent water drip from the Jewitt 2<sup>nd</sup> floor steam valve in the BWNS closet, but the amount is small so we are watching and waiting. A significant water drip from the MemHall steam valve in the blower room requires a bucket and drain tube; we will ask NorLine to fix when we have some other problem to attend to as well.

The pavement in the parking lot, installed in 2018, continues to draw praise particularly in wet and snowy conditions. In the past, the winter snow plowing pushed gravel to the sides along with snow and in the spring PropCom would struggle to return some of this gravel to fill the puddles in the middle of the lot. With the asphalt pavement the contour of the lot is not affected by plowing and spring maintenance is not needed. PropCom has worked to improve drainage at the corner of the lot by the gym, adding a 4-inch ABS pipe to keep the drainage ditch from filling in. Ensuring that the water flows easily alongside the gym is a work in progress.

The cost of maintenance and repair of the building, heating system, equipment, elevators and organ totaled \$41,228, over \$10,000 lower than last year. Property-related expenses including utilities charged to current operations totaled \$88,003, down from \$100,284 in 2018.

Our electricity use through the 220-volt meter at the end of December 2018 was 33.42 MWh, about 15% less than the average of the last 3 years and our lowest annual use in the last two decades. See graph. This is the result of the sanctuary lighting LED conversion and other conservation projects, offset in part by the addition of air conditioning in the Kingsbury and the Runnymede rooms. Gas use was 2.2 million cubic feet, a few percent above average, while our weather-adjusted usage was, like 2017, almost 4% below the average of the last 10 years, due in part to the gym roof insulation and the EcoBee thermostats. Water use averaged 2.32 cubic metres/day, slightly below 2018 but almost 9% above the average for the previous 3 years and 12% above the average for 2009-2018 for reasons discussed above.



## Sanctuary Lighting Project

David and Gary assembling the scaffold.



David dusting, Don vacuuming, Bob passing supplies up and down,

Top to bottom: David, Bob, Don, Jim, Sandra



Storage shelves installed on gym stage, 7 February 2019. Rummage Sale items stored on shelves; monster stepladder stored on top.



Rotted floor in RWBA closet, Jim, David feet.



Accessible exit ramps from Sanctuary at NW exit to driveway.



David, Jim, Gary, Sandra, Bob and David reflecting on a hard morning's work.



Submitted on behalf of the Property Committee, January 2019.  
Don Dewees, Chairman

## REPORT ON REFUGEE FAMILY SPONSORSHIPS – 2019

RUC continues to be actively involved in three refugee sponsorships in widely different stages.

### **Ethiopian Family**

A small group of RUC volunteers continue to offer social support to our Ethiopian family of Tayiba and her 5 children who came to Canada in 2005. RUC friends attended the graduation ceremony at Brock University of one of the young women in the family, and she is continuing in MA studies. One is a student at Ottawa University, one is at George Brown College, one has completed training as a nurse's aide, and the youngest is at secondary school. All of them have part-time jobs.

### **Syrian Family**

Our Syrian family has been here since October 2016 and appear to have settled well. Parents Tony and Warda continue to work at improving their English. Tony volunteers at a Food Bank and with RUC PropCom, and has part-time employment as evening custodian at Royal York Road United Church. Majdolin continues to work for a legal firm and is taking a Translator's Course through Ryerson. Son George is in his second year of Computer Science at Ryerson. Volunteers from Runnymede, Kingsway-Lambton and Royal York churches continue to see the family socially and offer assistance when needed.

### **Iraqi Family**

It is just over 5 years since RUC agreed to sponsor the Iraqi family of 2 adult sisters, Nawal and Feryal Ridha, and Nawal's 3 sons, Basheer (16), Baraa (14) and Sudad (11). A third sister, Amal, came to Canada as a refugee over 10 years ago and makes it her life's work to reunite with her only remaining family. Since gaining Canadian citizenship, Amal has made several trips back to Iraq under dangerous circumstances. When contact with the family was lost for over 2 years, it was Amal who searched at IDP camps in Baghdad in 2016 and found Feryal and her nephews. In 2019, it was Amal who asked a friend to look for her sister Nawal who had been missing since 2015 and found Nawal's name on a list of patients in a Mosul hospital. Travel between Baghdad and Mosul is extremely dangerous but this past summer Amal went to Mosul to recover Nawal from the hospital. Nawal's first words were, "Are my boys still alive?". Amal took her back to Baghdad to reunite her with her sons. Her youngest son Sudad did not know her and said, "You're not my mother – my mother is dead". One can only imagine the new relationships that have to be forged between a mother who was captured and tortured by ISIS, and her 3 sons who have grown into young men without her presence and in the fear that she had been killed.

Our local MP Arif Virani recently met with me and Tom Axworthy. He has met with us before, is aware of the family's situation and is trying to help at a high level of government. Arif thanked Runnymede for our patience and persistence in trying to get this family to safety in Canada. We also have an immigration lawyer to guide us. The family's application to come to Canada has been refused twice by IRCC but through our lawyer's efforts both decisions have been overturned and settled by the Department of Justice. At this time we are waiting for a third determination of the application which is being processed in Amman, Jordan. Two reasons for past refusals have been (1) that no adult had legal guardianship of the boys (when Nawal was missing), and (2) that they are Iraqis who are in their country of origin. (By definition a refugee must be out of their homeland.) The first issue has been resolved with Nawal's return. As for the issue of their location, the family originally took refuge in Syria in 2007, escaping persecution, physical attacks and threats, and the deaths and disappearance of the 3 women's husbands. In Damascus they registered with UNHCR. Twelve years ago Syria was a safe haven but as civil war there escalated, the UN moved Iraqi refugees including our family out of Damascus and eventually to a UN refugee camp back in Kurdish Northern Iraq. That camp was

attacked by ISIS sometime in 2015. Nawal and Feryal and the boys were separated as they fled to the desert. Nawal was captured and held with many other women prisoners in Mosul. Feryal and her 3 nephews escaped to the desert with many other refugees where they wandered for several days before being taken to an IDP camp in Baghdad, where Amal eventually found them.

After five years of waiting, it is understandable that the plight of this family is not at the forefront of our congregation's mind. Through my friendship with Amal here in Toronto, I stay up to date with the family's saga and am happy to remain the "point person" for Runnymede's involvement with this family. Many people at RUC ask regularly about the family and some have given financial support which Amal sends to her sisters.

In 2019, the United Nations High Commissioner for Refugees (UNHCR) reported that there are 71 million forcibly displaced people worldwide – about twice the population of Canada. Of those, 41 million people are internally displaced, 26 million are refugees and over 3 million are asylum seekers. RUC can't help them all but it is my fervent and continuing prayer that IRCC in Jordan sees fit to let Runnymede welcome this long-suffering family join their sister Amal in Canada where we can surround them with love and security and allow the 3 young boys to gain an education and lead productive lives.

Lynne Salt  
[lynne.salt@cloverbeen.com](mailto:lynne.salt@cloverbeen.com)

## STEWARDSHIP COMMITTEE REPORT

The Stewardship Committee would like to thank Roy Fischer for his 25+ years of service on the committee. A very impressive achievement! Roy played a key role in helping to educate the congregation on the importance of giving, and his efforts helped Runnymede achieve very strong financial results. A very well-deserved Stewardship retirement!

In 2019, the Stewardship Committee worked to raise awareness in the congregation about financial stewardship and the opportunities for stewardship in our lives. The Committee implemented initiatives to address the needs of the congregation and how we can serve God with gifts of time, talent and money. During 2019, we continued to publish the **Stewardship Corner** article in the Bulletin and in the weekly e-mail distribution. This increase in communication is helping to raise awareness for the importance of Stewardship in the life of RUC.

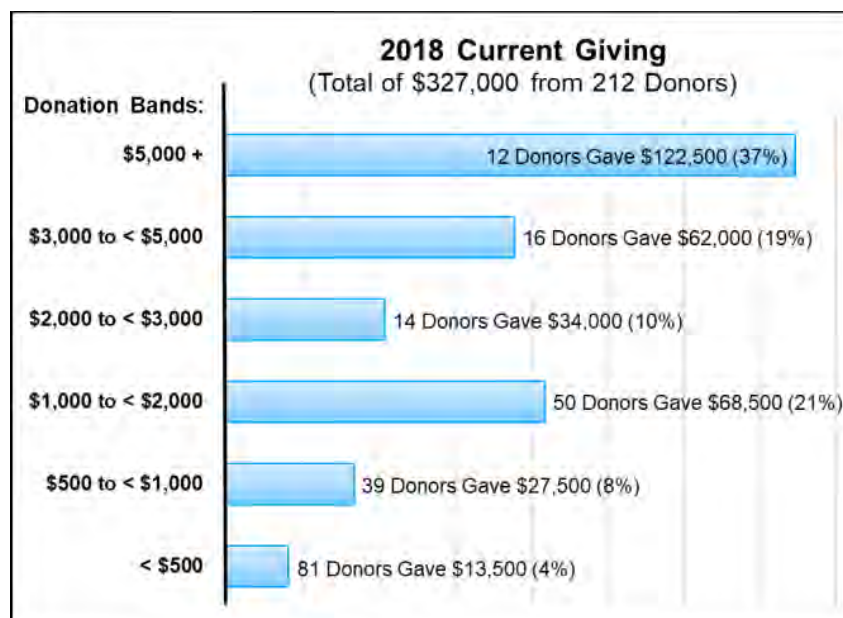
In the Fall, the Committee conducted its annual giving program (re-named from Stewardship Campaign) where people were encouraged to pledge their financial giving for 2020.

In the Contemporary English Version of the Bible 1 Peter 4:10 reads:

“each of us has been blessed with God’s many wonderful gifts to be used in the service of other - - so use your gifts well”.

Our Annual Giving Program gives us the opportunity to give thanks for God’s gifts in our lives. It is also a time to consider how we can offer our gifts through Runnymede United to serve God and others.

This year’s program outlined the concentration of donors accounting for a large percentage of our givings: 12 donors generated 37%, and 28 donors generated 56% of all givings. Furthermore, these donors have remained relatively static. We asked the congregation to prayerfully consider increasing givings within their current band or perhaps even step up a higher band to help Runnymede United continue to grow.





The program was conducted in October and November, and for this year we set some goals: 5 new PAR donors & 75 pledge cards returned...with the promise of a Doughnut Day if we reach the goal. The committee distributed letters and other materials informing people about the congregation's needs and the church's finances. We also had several Minute speakers (Sam Needham, Ian & Hilary McLean) who did a great job in personalizing their Stewardship experience. A special thanks to David Wilcox for being able to provide personalized Pledge Cards with prior year donation amounts, and to Alison & Eva in the office for coordinating the production of materials.

And the results...**76 pledge cards submitted** (last year 66 were returned); of which 42 donors have indicated an increase over their prior year's giving. As well, **we had 5 new PAR donors** during 2019 which makes for a predictable stream of monthly donations. Therefore, RUC will enjoy a special treat one Sunday in January!

Thank you for your continued support and know your gifts serve God.

The Stewardship Committee: Jeff Horbal, Paul Stenton, Deborah Trepanier, Steve Hill & Alex Cruickshank

[stewardship@runnymedeunited.org](mailto:stewardship@runnymedeunited.org)

## SUNDAY NIGHT SERVICE

The Sunday Night community had been meeting once a month on a Sunday evening for Bible Study led by Rev. Don Gibson.

The studies were meaningful, engaging and nourishing. Rev. Don led us in thought provoking discussions and insightful sharing of our faith.

The community was extremely grateful and appreciative of Rev. Don's dedication, wisdom, inspiration, care and guidance.

Respectfully submitted by Joy Sumyi Lee..



## WOMEN'S FELLOWSHIP

Our women's group is open to women of all ages, to share our experiences and gifts, to learn new things and to enjoy the friendship of women in our church. We meet on a Tuesday evening once a month until the end of April, and then resume in the fall.

Our January meeting did not happen due to weather.

In February, Katy Whitfield gave us a very interesting presentation with photos, on Greenland. Katy is a high school history teacher, and is a walking historian. For those of us who will probably never travel there, it was a very informative evening about her polar expedition on a ship, the land, people, and wildlife of the north Atlantic.

Unfortunately, there was no meeting in March due to numerous church events involving many of our members.

In April, Chef Jagger Gordon, from "Feed It Forward", joined us for a potluck supper, and then spoke to us about his not for profit program and catering service. Making a difference for others is key to Mr. Gordon's success, as is his voluntary support. The women gave food donations to this organization.

We began our fall meeting with a Thanksgiving Welcome Back potluck. (Food is always a big hit ! ) After, we worked together on Thanksgiving quizzes and had a meaningful story and meditation.

In November, we had a travel log again given by Katy. This time it was on Myanmar (which was formerly called Burma.) It is a country of 51 million people north of Thailand, in S.E. Asia. It was another very educational adventure trip for us. There was a display of various souvenirs to see after.

We concluded our year with Don Gibson talking about the history of many Christmas carols, which we then sang. As usual, it was a treat for us to have Marjorie Wiens play the piano. We enjoyed hot apple cider and goodies. The women brought in a large number of new hats, mitts, and scarves, which were given to a local women's shelter.

We would like to express special thanks to Janis Traquair for her email reminders to the women regarding upcoming events.

Our meetings always begin with light refreshments and friendly conversation. We warmly welcome new members and are very receptive to fresh new ideas for programs.

Respectfully submitted,  
Pat Ainslie (for the Women's Fellowship Planning Committee.)

# SPONSORED GROUPS

## BLOOR WEST NURSERY SCHOOL

Overall, the Bloor West Nursery School (BWNS) had another good year. The school saw a successful transition to our new, dedicated teachers Laura Grimaldi and Anne-Marie McArthur. Our new teachers brought a fresh prospective to the school and approached their roles with enthusiasm, creativity and experience. As well, BWNS could not run without the support of its volunteer Board of Directors, who continue to provide direction for the school and support of the teachers. All of their efforts are greatly appreciated.

### **New Board Members**

Lindsay Knox  
Alexandra Manthorpe  
Joanna Dziewałtowska-Gintowt

### **Board Re-Elections**

Stephanie Martin as President  
Laura Sheppard as Secretary  
Mike Coulter as Financial Officer/Treasurer

### **Board Elections**

Ryan Lockhart as Vice President

### **Board Resignations**

Sue Elliot as Director  
Sarah Armstrong as Vice President

### **Continuing Board Members**

Elaine Noble  
Sarah Armstrong  
Brian Traquair  
Shannon Pritchard

### **Water/Allergies**

The water testing was conducted in December 2018. Three of the four samples tested had no detectable levels of lead. The fourth sample (standing water, upper kitchen) had some lead detected but below threshold. Water testing is required again in Fall 2019. If all tests are below threshold at that time, then we will not need to undergo testing for another three years.

The anaphylactic policy remains strict. All parents who have a child with an allergy must provide training to the teachers on the EpiPen at the beginning of the school year.

## **Licensing**

On October 2, 2018, the Ministry completed its licensing inspection. Compliance was met after one action was taken by the school by October 3<sup>rd</sup>, which was within the time period provided by the ministry to comply with requirements.

## **Volunteer Policy**

All volunteers in the classroom and on field trips continue to require police reference checks. The process takes approximately 12-16 weeks and costs \$20. A good number of parents submitted their application along with school registration. In addition, the teachers must complete a form for each volunteer at each visit to ensure compliance.

## **Safe House**

The school renewed its agreement with Runnymede PS to serve as a safe house for children at BWNS in case of an emergency requiring evacuation of the school.

## **Special Needs**

Sandy Matadin is our Resource Consultant from Etobicoke Children Services for BWNS. There is one student in the classroom using the services provided. A support worker (Michelle Kendall) was hired on from February – June who is funded through Etobicoke Children Services. She has been hired on again for the 2019/2020 school year to work in the classroom for the same student who is returning for another year.

## **Capital improvements**

None during the year.

## **Events during the year**

The school events included an informal meet and greet for parents in September that was held in the Kingsbury Room with a few current board members. This provided a great opportunity to chat with new parents and recruit new board members and to also answer any questions they had about the school year. In November, Bright Pics came to take a class photo and individual photos of the children. In December we held a food and toy drive, and the fire fighters came to our school to pick up our donations and have a visit with the children. In May, we housed 25 caterpillars for three weeks that emerged into butterflies that were released together with all the children. Officer Hampton came to visit in June to speak about safety and the children had the opportunity to see his patrol car and hear the different sirens. We had an end of the year graduation ceremony and celebration on the last day of school with the parents and children that we held in the classroom. The class also attended four neighbourhood walks throughout the school year in October, December, April and June (the visit to the library at the end of the school year was cancelled due to rain).

## **Professional Development**

On December 17, 2018, Laura and Anne-Marie attended a seminar on Collaborative Problem Solving hosted by Denise Palermo from the Etobicoke Children Services.

## **Website, Social Media & Advertising**

Board members have worked to increase the school's social media presence. Board members helped enrolment for the 2019-20 enormously by spreading the word on various community Facebook groups. As well, BWNS has an attractive website and Facebook profile, and RUC maintains a link to the school on its website.

The A-frame sign continued to be used on the church lawn to promote the school to the community.

### **Enrollment**

Enrolment for the 2018/2019 year consisted of 16 full-time families. We are pleased to have full enrolment for the 2019/2020 year – 17 children (15 full-time & 2 part-time currently enrolled). Looking ahead, there are 8 returning families and 15 new families on the waitlist for the 2020/2021 school year.

### **Finances**

The school's financial situation continued to improve in 2018-19, mostly due to full enrolment of 16 students for the whole year. This resulted in a surplus for the year of just over \$6,000.

In October, the board voted to increase fees to \$385 per month for the 2019-20 school year (up from \$370 in 2018-19). Donations in 2018-19 were zero, as we did not solicit from parents. (The previous school year's donations were \$415.)

The school looks forward to another successful year in 2019/20.

Respectfully submitted by

Stephanie Martin, President,  
Bloor West Nursery School

## 85TH OLD MILL SCOUT GROUP - REPORT ON ACTIVITIES DURING 2019

*Scouts Canada Mission: To help develop well rounded youth, better prepared for success in the world.*

*Scouts Canada Vision: Canadian youth making a meaningful contribution to creating a better world.*

Under the continued sponsorship of Runnymede United Church, the 85<sup>th</sup> Old Mill (Toronto) Scout Group's 28 adult volunteers ('Scouters') in youth sections and Group Committee, continued to provide training for life to 85 registered youth, aged 5-26.

The 85<sup>th</sup>'s **Group Committee**, comprised of volunteers, Group Commissioner Scouter Mark Smith, a representative from Runnymede United Church (Jim Lien), administrative positions of Secretary, Treasurer, Registrar, Recruitment and Scouter/Leader representatives of each section (Beavers, Cubs, Scouts, Venturers, Rovers) of the Scouting group, meets the first Monday of each month. It is responsible for the delivery of the Scouts Canada programme and numerous administrative matters, including interview screening (with Police Record Check) prospective adult volunteers, registration of adults and youth, and fundraising events. Group Committee is also responsible for ensuring the quality of programme provided to the youth and during the year, encouraging new volunteers to complete required Scout web-based training (including Child and Youth Safety program through 'Respect in Sports'), as well as in-person Standard First Aid training.

The 85<sup>th</sup> Group continues to be one of the largest and a vibrant part of Scouting in the Old Mill Area (and Greater Toronto Council), participating actively at the Area level in yearly camps and one day events. The 85<sup>th</sup> group continues to use the Scouts Canada national Canadian Path program to provide experiential learning for youth in our community. Over the last couple of years the Group Committee has recruited a new generation of younger leaders, many of whom are alumni of the 85<sup>th</sup>. We also continue to draw upon the parents of our youth for leadership.

### **Beavers in Action**

The 85<sup>th</sup> Beaver Colony is full to the brim with 34 kids. Astoundingly, our Colony reached capacity only *two days* after sign-up went public! We take that as a great compliment. Beavers are the youngest section in scouts, consisting of boys and girls aged 5 to 7.

The colony meets in the gym on Wednesday nights, from 6:45 to 7:45 p.m. As usual, we have a very energetic and enthusiastic group. We may have given you an apple on Apple Day or helped you pick out the perfect Christmas tree.

We've already had the opportunity to go to fall camp, at Camp Manitou near Milton. It was the first camp for several of our youngsters, and they had a great time exploring some of the caves on the Bruce Trail. In December, our Beavers decorated and filled shoeboxes as Holiday gifts for young men, some as young as 14, who live in Supportive Housing run by LOFT Community Services. Often the gift they gave was the only one the youth received this year, which was quite a revelation to many of our kids. It was a little heartbreaking when they ask why Santa isn't bringing them anything. We told them we're just giving him a helping hand. Also during the holiday season, one of our Beaver Scouters organized a joint Scout and Guides toiletries drive for the RUC Community Meal.

This February our Beavers are planning a sleepover at the Ontario Science center. We also look forward to upcoming meetings where we will be snowshoeing in High Park, campfires, swimming and building Beaver Buggies.

It will be all topped off with our spring 85th All-Sections Camp in May. It's where our Beavers will get to have fun with their friends on obstacle courses, nature hikes, games, skits and singing around the campfire, and staying up much, much too late.

### **Cubs in Action**

The Cub Pack this year (Thurs. 7:00 p.m.) has 31 youth (aged 8-10). There are five active Scouters for 2018-19. The Cubs and their Scouters have been putting the "OUT" in SCOUTING - that is, experiencing the outdoors on a regular basis: canoeing the Humber, weekend camping, etc.

The Pack leadership, including the Howler's Council, has also been revisiting much of Baden-Powell's core programming, with the Jungle Opening, along with increased attention to the new "Canadian Path" programme and group pursuit of the cub outdoor adventure pursuit badges. As usual, in March 2018, the Pack participated in the Old Mill Area Kub Kar Rally, a perennial favourite, has provided service to our sponsor: Runnymede United Church, supported a local food bank and once again the Cubs delivered gift boxes to disadvantaged families in our local area as part of the Toronto Star Christmas Box programme.

Mindful of the Cub Motto - "Do Your Best" - the Cub programme encourages each Cub to participate in a range of activities and opportunities to further his/her growth in Social, Physical, Intellectual, Character, Emotional and Spiritual dimensions, all while having fun. The 85<sup>th</sup> cubs has been very successful in fostering inclusion of girls in their program and have nine female cubs, some of whom specifically joined the 85<sup>th</sup> cubs because there were already many other young girls involved.

### **Scouts in Action**

Our 12 Scouts and 4 Scouters have continued to follow the Canadian Path over the last year with an emphasis on youth leadership. Each camp and weekly meeting offers the opportunity for youth to take on important roles in planning and running their own activities. A key forum for Troop decision-making is the monthly gathering of our Court of Honour, where Patrol Leaders and Assistant Patrol leaders make plans for the Troop and receive coaching on how to run a meeting and how to work effectively in a leadership role with other youth.

Highlights of this year's weekly meetings included [Catapults](#), [Bottle Rockets](#), Nerf night and [Iron Chef](#). [There were](#) several opportunities to build teamwork and learn new skills [such as Knots](#), [Lashing](#), [Fire and Knife Safety](#). The Troop also participated in making Santa box deliveries to families in our community in early December. They enjoyed Scout Day at Medieval Times [and](#) the CN Tower was scaled for WWF in the spring.

The Troop this year have & are planning on three camps. The youth are the catalyst for the theme of the camps and the organization behind them. They will [again have a weekend Winter Camp](#) at the RASC CARR Observatory on top of Blue Mountain (Collingwood). They will also return to the Dorchester International Brotherhood Camp (DIBC) where they will join with thousands of scouts from both sides of the border.



### **Venturers in Action**

The Venturer Company (Wed. 7:00 p.m.) is made up of 7 High School aged youth aged 15 to 17 and four Scouters. The Venturers' section motto is 'challenge', which is particularly apt for high school aged youth since they have many conflicting activities including part time jobs and school. It is encouraging that so many manage to participate in regular activities despite competing demands on their time. Venturer company activities are selected and planned by the youth members of the company with the guidance of the Scouters who take the role of advisor as opposed to decision maker.

In the last 12 months, the Venturer company has planned and executed several camps including a visit to the CARR Observatory in February and a spring hiking trip to Adirondacks. To prepare for our annual hiking trip to Adirondacks in November, our group did an October hiking camp at McCrae Lake and participated in the United Way CN Tower Climb. This year our group of four scouters and seven youth (including two rovers) conquered 2 more of the 46 Adirondacks High Peaks under challenging conditions including the coldest night so far this winter. Everyone in the group came through with shining colours and smiling faces. In addition to the camps, the group has been busy with a number of other activities including helping with Apple Day and Christmas tree sales and various activities at our weekly meetings for example, games nights, canoeing on the Humber River, a visit to the AGO and hiking in local parks.

### **Rovers in Action**

Our Rover Crew (meets with Venturers) is comprised of 3 young adults aged 18-26. As in the past, the Crew has a fluid schedule since many members are away at university or college. This year some have completed their post-secondary schooling are back in the neighbourhood and now helping with younger sections as Scouters. They remain united by their interest in outdoor activity and in the Scouting movement. All sections benefit from their enthusiasm and experience.

Respectively Submitted by:

Scouter Jim Lien, Sponsor's Representative with Runnymede United Church  
85th Old Mill (Toronto) Group, Scouts Canada