

# St. Andrew's Presbyterian Church Sackville, New Brunswick



*The Presbyterian Church in Canada  
Annual Reports for 2018*

*Now there are varieties of gifts,  
but the same Spirit;  
and there are varieties of services,  
but the same Lord;  
and there are varieties of activities,  
but it is the same God who activates all of them in everyone.*

The Burning Bush on the cover our Annual Reports was a logo design that came about through the “Flames” initiative in the Presbyterian Church, which lasted 6 years from 1999 to 2005. For each of the years the church focused on a particular aspect of the church: **F**ocus on children, teens and young adults; **L**aity equipping; **A**ctive Evangelism; **M**ission; **E**ducation for laity and clergy; and, **S**pirituality.

The new banners in the narthex highlight each of these themes from Flames initiative and while this initiative of the church was completed in 2005 the attention to these aspects of the church did bear many fruits for the Presbyterian Church in Canada. Furthermore, these different aspects of the church remain part of our continued focus on how we can best serve Christ as a church community today.

While the logo for the Flames initiative was a new variation on the Presbyterian logo of a burning bush, this particular version bears witness to the work of the Holy Spirit through the symbol of the wind fanning the flames of the burning bush. This addition of the wind is a reminder of the presence of the Spirit in our ministry together, whether we are focusing on child and adult education, equipping leaders, proclaiming the good news, reaching out into our community and world, or nurturing our spiritual lives – it is the Spirit of God who fans the flames of our ministry.

As we consider the various reports submitted by groups and committees of our church, let us...

...give thanks for the varieties of gifts that are shared to teach our children, to offer music, and share in the leadership of the church.

...celebrate the varieties of services offered reaching out to our local community, this nation, and world.

...rejoice over the varieties of activities that enhance our fellowship and nurture our spiritual growth.

As we celebrate our ministry together in 2018 and plan for this new year, I give thanks to God for you and for the spiritual gifts you offer to support and enrich our community of faith.

*For “To each is given the manifestation of the Spirit for the common good.”*

Yours in Christ’s service,

Rev. Jeffrey M. Murray

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St. Andrew's Presbyterian Church, Sackville, New Brunswick  
Sunday 10 February 2019

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## MINUTES OF THE ANNUAL CONGREGATIONAL MEETING

St. Andrew's Presbyterian Church  
Sackville, New Brunswick

Sunday, February 11, 2018

### Place and Time

The Congregation of St. Andrew's Presbyterian Church, Sackville, New Brunswick held its annual meeting at the church on Sunday, February 11, 2017 at 12:30 in the afternoon. In gathering to meet, we acknowledge that the land on which we gather is the traditional unceded territory of the Mi'kmaq peoples.

### Attendance:

Present: Ed and Terrlynn Allen, Sylvia Harris, Debbie Stewart, Jerry Ward, Barb and Lewis Clarke, Art and Anne Miller, Robert and Lise Corkerton, Mona and Kirk Meldrum, Barbra Clayton, Brian Neilson, Travis and Darya Tower, Mary and Paul Bogaard, Beth Cockburn-Savoie, Linda Trentini, Alex Whitla, Richard Fillmore, Elizabeth Craig, Lindsay and Rev. Jeffrey Murray.

Regrets: David Torrance, Florence Cole, Nita Robinson, Laura Snyder, Joanne Goldenberg, Bertha Fillmore and Elizabeth Millar.

Rev. Murray, Chair, opened the meeting with the reading of Philippians 4:4-9, followed by prayer.

### Secretary:

It was moved by Art Miller, seconded by Anne Miller, that Alex Whitla serve as Recording Secretary for the Annual Congregational Meeting. Carried.

### Agenda:

It was moved by Richard Fillmore, seconded by Linda Trentini, that the Agenda be adopted. Carried.

### Minutes:

It was moved by Ed Allen, seconded by Terrlynn Allen, that the minutes of the Annual Congregational Meeting held on February 5, 2017 be adopted as distributed. Carried.

### 2017 Reports:

It was moved by Art Miller, seconded by Mona Meldrum, that the following 2017 reports be adopted as distributed: Atlantic Mission Society and Ladies' Aid, Atlantic Mission Society Financial Report, Board, Church School, Flower Committee, Food Bank, Garden, Greeting & Reading, Ladies Bible Study, Music Support, Publications Committee, Session, St. Andrew's Library, and Social Committee. Carried.

Rev. Murray mentioned that the church garden will need to be addressed for this summer.



### **Nominating Committee Report:**

It was agreed to consider the following recommendations for the board of managers appointments under one motion.

**It was moved by Sylvia Harris, seconded by Mona Meldrum, that the Recommendations 1 to 7 be adopted. Carried.**

- That Paul Bogaard, Anne Miller and Travis Tower be appointed to the Board of Managers for a three-year term (2018-2020).
- That Art Miller be re-appointed as Chair of the Board of Managers for 2018.
- That Anne Miller be re-appointed as the church Treasurer for 2018.
- That Alex Whitla be re-appointed as Secretary of the Board of Managers for 2018.
- That Elizabeth Millar be appointed Envelope Secretary for a one-year term (2018).
- That Brian Johnstone be re-appointed as the Financial Reviewer for 2018.
- That Anne Miller be re-appointed as a Trustee for St. Andrew's for a three-year period (2018-2020).

Other nominations:

With Darya's consent, Lindsay Murray nominated Darya Tower to serve on the nomination committee.

**It was moved by Linda Trentini, seconded by Sylvia Harris, that all other nominations as amended and the report as a whole of the Nominating Committee be adopted. Carried.**

### **Financial Reports and Review:**

**It was moved by Terrlynn Allen, seconded by Art Miller, that the review letter from Brian Johnstone, Financial Reviewer, be received. Carried.**

Rev. Murray called upon Anne Miller to present the financial statements.

Total income was 96% of the 2017 budget, but only 91% of budget was spent. With contributions to B&R there was a small surplus of \$6,225.

Other donations were only for the food bank this year.

**It was moved by Paul Bogaard, seconded by Art Miller, that all Income and Expense statements for 2017 be adopted as presented. Carried.**

**It was moved by Lew Clarke, seconded by Art Miller, that the Balance Sheet for 2017 be adopted as presented. Carried.**

There is \$5000 remaining in debentures.

**It was moved by Art Miller, seconded by Paul Bogaard, that the session recommendations for donations totalling \$1,625 and Presbyterians Sharing allocation of \$9,368 be approved. Carried.**

For the 2018 budget, Anne indicated that a small increase in revenue is required for 2018 and she would urge anyone who can to make a 5% increase for 2018. For support of ministry the board recommends another standard increment (\$869) for this year. Also, the manse bath and tub requires immediate refurbishment to deal with a mould problem.

**It was moved by Dick Fillmore, seconded by Ed Allen, that the Budget for 2018, totalling \$122,533 be approved. Carried.**

Anne Miller made the following comments following approval of the financial motions: Brian Johnstone and Art Miller have been helping me since I started in this position ten years ago. Their help remains invaluable to me, and I thank them both. But the load on me still felt heavy until this past year when Darya Tower signed on in the new assistant Treasurer position. She has essentially been the “keeper of the cheque book”, and has done it dependably and well. Special thanks to Darya for taking this on.

With this team, I feel comfortable continuing as your treasurer – taking it year by year. I thank both the minister and all of you, the congregation, for your support of this financial team arrangement.

Anne also indicated a concern expressed by Nita Robinson and Florence Cole. They both feel “out-of-the-loop” because neither has access to the internet. This is an issue that deserves discussion to provide other avenues to keep up on what is happening in the church.

Sylvia Harris wished to give appreciation to Jeffrey Murray for his leadership during the year, followed by applause from those attending.

There being no further business, Rev. Murray called for a motion to adjourn.

**It was moved by Lew Clarke, seconded by Mary Bogaard, that the meeting be adjourned.**

Rev. Murray closed the meeting with prayer at 1:05 p.m.

Respectfully submitted,

*Alex Whitla*

Recording Secretary



# *2018 Reports*

### ATLANTIC MISSION SOCIETY (AMS) AUXILIARY AND LADIES' AID

The group generally meets at the church each month from September to June. The average attendance for the year was eight. We miss our former members Sylvia Harris who moved to Fredericton and Pauline Atkinson who now resides in Amherst, NS.

The executive members are:

President	Julie Comeau
Vice President	Helen Amos
Treasurer	Eileen Smith
Secretary	Deborah Stewart

Along with using "The Presbyterian Message", it was decided to invite speakers from our community for some of our studies.

Projects supported financially during the year were the Fellowship of the Least Coin (a program of the Women's Inter-church Council), Servant Partners, World Vision, Presbyterian World Service and Development (PWS&D), Missions, the St. Andrew's Benevolent Fund, Open Sky and Teddies for Tragedies.

Baby quilts were given to the Hussein family following the birth of twin girls and the Songolo family following the arrival of their son Dieu Donne. Both families were sponsored by the Sackville Refugee Response Coalition (SRRC).

Once again we participated in the World Day of Prayer Service which was held the first Friday in March at Sackville United Church. The service was written by the women of Suriname and entitled, "God's Creation is Very Good!".

The members led the Mission Awareness Sunday Service on April 29, 2018.

The St. John Presbyterial of the AMS was dissolved at the final Annual meeting held in Saint John in May.

We met at the Open Sky Co-op in November where we were pleased to hear about the work taking place there providing residential, personal and vocational support to adults who face barriers due to social, developmental or mental health challenges. Margaret Tusz-King gave an informative presentation on the Co-op's history and programs.

A Christmas Craft Sale was held on November 28, 2018 following the church service and raised \$449.00 which was evenly split and donated to Servant Partners and Open Sky.

We enjoyed two pot luck luncheons at the church following the June and December meetings.

Respectfully submitted,  
Deborah Stewart  
Secretary, AMS, St. Andrew's

ATLANTIC MISSION SOCIETY  
& LADIES AUXILIARY FINANCIAL REPORT

Balance forward January 1, 2018 \$1,945.12

Received:

Missions	\$1,268.00	
Mutual Funds	\$933.12	
Craft & Bake Sale	\$449.00	
Ladies Aid	\$377.01	
Special Missions	\$155.00	
Message Subscriptions	\$120.00	
Least Coin WICC	\$102.00	
Dues	\$33.00	
T/D Investments	\$19.95	
Total Received		\$3,457.08

Expenditures:

AMS Society	\$997.00	
St. Andrew's Church	\$925.00	
Servant Paartners	\$400.00	
Open Sky	\$400.00	
World Vision of Canada	\$250.00	
Messages Subscriptions	\$216.00	
Least Coin WICC	\$102.00	
BSC	\$13.75	
Total Expenditures		\$3,303.75

Bank balance December 31, 2018 \$2,098.45

I have found the AMS & Ladies Aid Financial Statement correct and in order.

Signed 

Date 18 January 2019

## BOARD OF MANANGERS REPORT

The 2018 year has involved several projects undertaken for the maintenance and enhancement of the Church's buildings and grounds:

### **Church**

Minor roofing repairs were conducted on several occasions as a result of wind damage.

The exterior Church siding, trim and drip edge was spray washed, repaired, and painted as needed.

Entrance doors were re-keyed thus offering enhanced security.

### **Manse**

Installation of new bathtub/shower and fixtures upgraded the bathroom;

Picture windows in the front and rear were repaired and painted.

### **The Board wishes to thank**

- all those who have contributed to lawn mowing during the summer months
- Kirk Meldrum who managed snow clearing in the winter months.

Art Miller, Board Chair.

February, 2019

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## CHURCH SCHOOL

Winter 2018 - following a successful wind up of 2017 with the Christmas Pageant, "Our Chaos, His Peace" 2018 settled into our usual format with Elizabeth Torrance sharing the teaching of the older children with Brian Neilson and Linda Trentini teaching the preschoolers. Elizabeth continues lead us in song.

Throughout the Summer we continued our informal lessons for any children attending Church.

September 2018 has brought us new challenges. After many years of leading Church School classes and teaching music and song Elizabeth Torrance has retired. We are so thankful to her and her family who have been so faithful to Church School.

For classes in September we started with two groups. An older group led by Brian Neilson and a younger group led by Linda Trentini. We have returned to the One Room School curriculum for the younger group and continued with a Shine program with the older youth. Unfortunately, we do not have any music offering, at present.

Since Christmas we have folded the whole group into one group taking part in the One Room School curriculum. Brian Neilson continues with the older ones in this group and Linda Trentini continues with the younger children. We wish to thank faithful volunteer Mona Meldrum who joins us to help in so many ways. I also wish to thank those who have volunteered to take classes when I have been away.

We have 10 or so children attending each Sunday, we feel blessed to have these young people learning and experiencing together.

Sincerely, Linda Trentini

### FLOWER COMMITTEE

Each week flowers were arranged and placed in the sanctuary for Sunday service. Special and extensive decorating was done for the seasons of Advent and Easter as well as for Thanksgiving.

With the repair completed to the church sign, the flower bed was totally revamped with new and nutritious soil resulting in a beautiful display of annual flowers until late into the fall at which time they were replaced with a bed of tulips.

St. Andrew's members and adherents received remembrances of flowers and cards throughout 2018 for celebrations, bereavements, illness and 'just because'.

Flowers in memory of loved ones were received with thanks and enjoyed on those Sunday's as we remembered those who have passed on.

The flower committee urge anyone who knows of a St. Andrew's family person who might enjoy receiving flowers, cards or a fruit basket to contact anyone on the committee.

Respectfully submitted

Carol Sheehan, Eileen Smith, Linda Trentini, Mona Meldrum

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### THE FOOD BANK

The Sackville and District Food Bank continues to offer supplemental food to those people in Sackville who live on minimum wage, part-time work, and those on types of social assistance. This service has been in action since 1988.

This year the Food Bank has served approximately 100 families.

St. Andrew's continues to support the work of the "Food Bank" by collecting non-perishable food items the first Sunday of each month. Some members of the congregation prefer to make monetary contributions thru their offering envelope. Once a month the monies are forwarded to the "Food Bank" by our Treasurer. The need continues for non-perishable items in particular there is a need for cereals, juice, peanut butter and healthy snacks for school children.

Many thanks to all at St. Andrew's who help in this ministry.

Sincerely, Linda Trentini

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### GREETING AND READING COORDINATOR

Once again, on behalf of the rest of the congregation, thank you to those who have joined in as readers and greeters over the past year, and, of course, to those who continue to take a turn in these roles. There are a few who, for various reasons, have not been able to continue. To them, we say "thanks for all that you have contributed." If you would enjoy taking a turn, please do!

Mary Bogaard

### LADIES' BIBLE STUDY GROUP

The ladies bible study group meets every Thursday at 2 p.m., September thru June. We meet at each other's homes on a rotating basis. New members are always welcome.

Last winter we completed our study *Faith Travels, Trusting God in Life's Transitions* by Marlene Kropf. In late winter we did a study by Bill Hybels, *Who You Are When No One's Looking*.

In the spring we did a study of the *book of Revelation* by N.T. Wright.

In the fall we began with a study from the Presbyterian website called *How to Pray in Your own Way*. We then started and continue to do a study on *First Corinthians, Living Love When We Disagree*. By Melissa Spoelstra.

Respectfully submitted by Beth Cockburn-Savoie on behalf of Barbara Jardine, Jean Scobie and Linda Trentini.

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### MUSIC COMMITTEE

Our committee continues to work to ensure that we have an organist, choir director and choir accompanist, and that they receive support, guidance and friendly attention so they will feel connected to the congregation, particularly if they are not already part of St. Andrew's. We also work to be support staff, when needed, for the choir director, helping to find rehearsal dates and times, sending reminders of same, prompting decisions when they are needed and also keeping up with the members of the choir so they know they are supported and appreciated in their contribution to our worship.

Thank you to the Congregation for continuing to generously support the music professionals needed for our choir ministry throughout 2018, and for the encouragement and thanks you always give for the efforts of our committee and the choir members.

Committee members: Laura Snyder, Carol Sheehan, Mary Bogaard, Jeffrey Murray





## PUBLICATIONS COMMITTEE REPORT

Two issues of the church's newsletter *The Salt* were published in 2018, at Easter and in the Fall, with a Christmas supplement distributed in mid-December. The newsletters were also posted on the Church's web site at [sapres.ca](http://sapres.ca). Wanda Severns continues as the Editor of *The Salt*, and members of the congregation are warmly encouraged to submit pieces for the 2019 newsletters.

The 2017-2018 edition of the *Church Directory* was printed and distributed in March. Any changes for the 2018-2019 *Directory* may be sent to Debbie Stewart.

Rev. Murray continued to update the web site in 2019, posting the Sunday bulletins, church events, winter weather cancellations, and notices of special services such as Communion, Christmas, and Easter.

My fourteen years of service on the Publications Committee will end at the 2019 Annual Meeting. I would like to thank past and present members of the Committee who have provided encouragement, good cheer, and proofreading support over the years. In particular, I would like to thank Mona Meldrum who will be assuming the role of Chair. Thank you as well to all those in the congregation—and beyond—who sent me articles, photographs, riddles, quotations, and trivia for *The Salt* and updates for the *Directory*: without your contributions none of my efforts would have been possible.

Respectfully submitted,

Elizabeth Millar  
Chair, Publications Committee

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## SESSION REPORT

The Session met regularly during 2018, and the meetings were well attended.

The Sacrament of Holy Communion was celebrated on seven Sundays, with an average of 41 people partaking of the sacred elements. The Lord's Supper was also celebrated on the evening of Maundy Thursday and the late evening service on Christmas Eve.

On Sunday, January 14, we welcomed Helen and Gordon Amos to membership, by transfer from another church. On May 13 the congregation extended heartfelt farewells to Pauline Atkinson and Sylvia Harris, as Pauline relocated to Amherst and Sylvia moved to Fredericton. During 2018 certificates of membership were sent on behalf of Vivien Hicks and Sylvia Harris, as they each transferred their membership to new churches.

At our meeting on May 7, 2018, the Session accepted the letter of resignation of Lewis Clarke as Elder -- with great reluctance, but also with many thanks for his service. His contributions were celebrated by the congregation on May 13. Brian Neilson is now serving as Representative Elder, with Linda Trentini serving as the alternate.

Mission Awareness Sunday took place on April 29<sup>th</sup>. Members of St. Andrew's Auxiliary of the Atlantic Mission Society took part in the service. Elders led the service on July 8, in Rev. Murray's absence. Brian Neilson led services for Rev. Murray's other holiday absences.

On October 7 we celebrated World Communion Sunday with a special inter-generational service. The Sunday School children participated in the entire service, and a few children and adults took turns explaining the different parts of the service.

The Sunday service on November 4 marked the 175<sup>th</sup> anniversary of the establishment of a preaching point in Sackville. The service began in the mode of Sunday 5 November 1843, with the congregation joining in the unaccompanied singing of a Psalm. The service continued with some elements from the service of 8 October 1944, and concluded by returning to our current style of worship. Mary and Paul Bogaard did extensive research and planning for this special service, but unfortunately were unable to attend due to some flooding caused by a major storm that weekend. Mary's special children's time planned for that service was deferred to November 25, at which time we also dedicated the time capsule that was organized by Brian Neilson and the Sunday School. The capsule has been hidden away, to be opened in 2043.

To mark the 100<sup>th</sup> anniversary of Armistice Day on November 11, St. Andrew's joined with churches across Canada, ringing the church bell 100 times at sunset. Ten bell-ringers completed the task, with several other members, friends, and a few curious neighbors joining in this observance.

During Session meetings, Mona Meldrum, as Roll Clerk, led the process of updating our lists of members and adherents. Elder District assignments were also revised, and each district now has an alternate elder, to serve as another person to contact when an elder is away.

The Session also spent some time during its meetings engaging in discussion and reflection upon issues relating to human sexuality, currently being considered by the Presbyterian Church in Canada. In January, the Session sent a response to the survey from the PCC Committee on Church Doctrine. The survey and related documents had been discussed in a congregational forum during the previous November. The Committee on Church Doctrine released its follow-up report, "On the Question of Unity and Diversity" during the fall. The Session has discussed this report and will forward its comments to the Committee through the General Assembly Office by the end of January.

One can hardly help but notice the beautiful banners that now grace the Narthex. These were created by Jean Scobie, and recently donated to St. Andrew's. Symbols used on the banners reflect the "Fanning the Flames" initiative of the PCC. Linda Trentini organized the installation of the banners. John Crawford installed them, with the assistance of Paul Bogaard.

We give God thanks and praise for all His wonderful work among us during 2018, and we pray that he will continue to bless us and the ministry we share together.

Respectfully submitted,

*The Session of St. Andrew's*

Rev. Jeffrey Murray, Laura Snyder, Terrlynn Allen, Mary Bogaard, Bertha Fillmore, Richard Fillmore, Mona Meldrum, Brian Neilson, and Linda Trentini.

## ST. ANDREW'S LIBRARY & ARCHIVES COMMITTEE

Six adult books and two children's books were added to the Library this year. All were donations. We are continuing to catalogue new books using a web-based tool, but have not had time yet to go back and add our older books to this database. Beth Cockburn-Savoie provided two book reviews for the special Advent 2018 issue of *The Salt*. Lindsay Murray oversees the collection and deposit of St. Andrews archival materials (such as copies of publications, reports, minutes, and photographs) to the Archives at Mount Allison University.

The library committee encourages congregation members to make use of the reading material available, share their favourite reading experiences, and send us suggestions for books to add to the library collections.

Respectfully submitted,  
Laura Snyder, Beth Cockburn-Savoie, and Lindsay Murray

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## SOCIAL COMMITTEE

First of all, on behalf of the congregation,

THANK YOU:

- to all who bring food and donate money so things can be purchased.
- to those not on the committee who to set up, cleaned up and even organized the whole event on one occasion!
- to all who have spoken in a forum, provided music, led or brought materials for activities for our children, donated appliances and even made small tables for our "hall."

Our committee strives:

1. to offer edible hospitality for all, so that there is at least one savory item and one sweet item for those who must avoid, or choose to avoid certain things like meat, sugar, gluten or peanuts, and to provide beverages which do not contain fructose.
2. to provide free-trade coffee and tea if possible.
3. to divide our "trash" carefully so as to keep as many things as possible out of New Brunswick's landfill, and avoid disposable plates, tableware and cups.
4. to have one social event per month if possible, despite members being unavailable or out of town. (Having more than one per month can be very difficult.)
5. **If you have comments or additions to the above list of foods, please let us know!**

Here are the occasions we have gathered to talk and eat in 2018, and for your information how the food was provided: (C&C = Coffee and Conversation)

January 14 – C&C "light" Committee members brought cookies, etc.

February 11 – Pizza lunch prior to the AGM, cash donations requested

February 13 - Shrove Tuesday Pancake Supper, cash or food donations were requested

March 29 – Maundy Thursday Pot Luck dessert before communion

April 1 – Easter Sunrise Pot Luck Breakfast

May 13 – C&C – a list was contacted for food donations

June 24 – Pot Luck Picnic

July and August: "Lemonade on the Lawn" was served when possible

September 9 - C&C – a list was contacted for food donations  
October 14 - C&C - a list was contacted for food donations  
November 4 - C&C Anniversary “Just Bring a Pie” Pot Luck (sweet or savoury)  
December 9 - Christmas Pot Luck at St. Ann’s Anglican Church, Westcock

From the St. Andrew’s Social Committee in 2018:

Linda Trentini, Debbie Stewart, Beth Cockburn-Savoie, Ramona Kieser and Mary Bogaard

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### TEDDIES FOR TRAGEDIES

Teddies for Tragedies have had another successful year, and we sent 160 handmade teddy bears to Ontario, where Doctors without Borders take them to catastrophic areas around the world. This would not have been possible without the help of Mrs. Eileen Smith, Mrs. Jean Scobie, Mrs. Terrlynn Allen, and Mrs. Nita Robinson who made beautiful handmade bags to accompany the teddy bears.

The teddy bears were dedicated on Sunday 21 October during the Young Worshippers’ part of the worship service.

We are very fortunate in that the teddy bears are transported door to door free of charge by the Post Office! Thank you very much!

This is a congregational outreach programme, and I would like to thank the AMS for their financial help when needed.

Respectfully submitted,  
Julie Comeau,  
Co-ordinator



# *Nominating & Financial Reports*

**ST. ANDREW'S PRESBYTERIAN NOMINATING COMMITTEE REPORT  
FOR THE CONGREGATIONAL MEETING 10 FEB 2019**

A sincere thank you to all who have served the Congregation of St. Andrew's on various committees and in various other capacities during the past year. A sincere thank you to all who will continue in these roles and to those who have accepted nomination for the coming year(s).

Please note that committee members are responsible until the Congregational Meeting following their final year - i.e. service until 2019 extends to the Congregational Meeting which will be held early in 2020. Officers of committees are normally approved yearly by the congregation but, if necessary, committees can choose their own officers.

**PRESENTLY SERVING**

Linda Trentini 2018 Chair  
Lindsay Murray 2020  
Darya Towerr 2020

**NOMINATED FOR CONGREGATIONAL MEETING 10 FEB 2019**

**NOMINATING COMMITTEE**

Linda Trentini 2021 Chair 2019

**BOARD OF MANAGERS**

Art Miller 2019  
Kirk Meldrum 2019  
Paul Bogaard 2020  
Anne Miller 2020  
Linda Trentini 2019 Session Rep  
Barbara Jardine 2018  
Alex Whitla 2018 Secretary  
Travis Tower 2020

Art Miller Chair 2019  
  
Anne Miller Treasurer 2019  
  
Barbara Jardine 2021  
Alex Whitla 2021 Secretary 2019

**ENVELOPE SECRETARY**

Elizabeth Millar 2018 Elizabeth Millar 2019

**FINANCIAL REVIEWER**

Brian Johnstone 2018 Brian Johnstone 2019

**TRUSTEES**

Kirk Meldrum 2019  
Anne Miller 2020  
Richard Fillmore 2018

Richard Fillmore 2021

**LIBRARY COMMITTEE**

Laura Snyder 2019  
Lindsay Murray 2020  
Beth Cockburn-Savoie 2018

Beth Cockburn-Savoie 2021

## SOCIAL COMMITTEE

Beth Cockburn-Savoie 2019	
Linda Trentini 2019	
Debbie Stewart 2020	
Mary Bogaard 2018	Mary Bogaard 2021
Ramona Keiser 2018	Julie Comeau 2021
	Helen Amos 2021

## PUBLICATIONS COMMITTEE

Jeff Murray 2018 Web Master	Jeff Murray Web Master 2019
Elizabeth Millar 2018 Chair	
Wanda Severns 2018 Editor <i>The Salt</i>	Wanda Severns Editor <i>The Salt</i> 2019
Mona Meldrum 2018	Mona Meldrum 2021 Co-Ordinator 2019
Debbie Stewart 2018 <i>Church Directory</i>	Debbie Stewart <i>Church Directory</i> 2019

## COMMUNION ELEMENTS

Beth Torrance 2018	Matt Summers 2019
Margaret Torrance 2018	
Alice Torrance 2018	

## FLOWERS

Mona Meldrum 2019	
Eileen Smith 2019	
Caroll Sheehan 2020	
Linda Trentini 2020	

## FOOD BANK

Linda Trentini 2018	Linda Trentini 2019
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## READER AND GREETER CO-ORDINATOR

Mary Bogaard 2018	Mary Bogaard 2019
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## COMMUNITY ASSOCIATION REPRESENTATIVE

Brian Neilson 2018	Brian Neilson 2019
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## ASSISTANT TO THE TREASURER

Darya Tower 2018	Darya Tower 2019
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Respectfully Submitted

Linda Trentini (Chair), Darya Tower, and Lindsay Murray

# **TANTRAMAR ACCOUNTING SERVICES**

**65 Larsen Lane, Salisbury, NB E4J 3L2**

**Tel: 506-372-4488 Fax: 506-372-4499**

**Toll Free: 1-855-364-1107 Email: [tas@nb.aibn.com](mailto:tas@nb.aibn.com)**

January 24, 2019

St Andrews Presbyterian Church  
36 Bridge Street  
Sackville, NB  
E4L 3N7

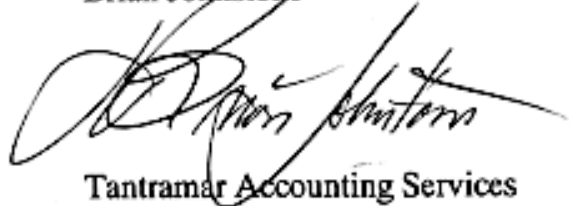
To The Members of St. Andrew's Presbyterian Church,

I have reviewed the balance sheet of St. Andrew's Presbyterian Church as of December 31, 2018, and the statements of income and expenses for the year then ended. My review consisted of enquiry, analytical procedures, discussion relating to the supplied information, and assistance in the preparation of accounting reports with the Treasurer of the church.

Based on my review, nothing has come to my attention that causes me to believe that these financial reports are not, in all material respects, in accordance with generally accepted accounting procedures.

Sincerely

Brian Johnstone



Tantramar Accounting Services



## Overview of Income 2018 and Budget 2019, St. Andrew's Presbyterian Church

2018	total	for budget	2019	Budget
<b>Total Revenue (Main + B&amp;R):</b>	<b>116077</b>	<b>111301</b>	<b>Total Revenue (Main + B&amp;R):</b>	<b>123580</b>
<b>Total Expenses (Main + B&amp;R):</b>	<b>119353</b>	<b>114197</b>	<b>Total Expenses (Main + B&amp;R):</b>	<b>118264</b>
<b>Net gain/loss:</b>	<b>-3276</b>	<b>-2896</b>	<b>Net gain/loss:</b>	<b>5316</b>
<b>Approved Budget (Main + B&amp;R):</b>	<b>\$122,533</b>		<b>Proposed Budget (Main + B&amp;R):</b>	<b>\$123,580</b>

### Income Statement - Main Operating Account

St. Andrews Presbyterian Church  
For the Year January 1 - December 31, 2018

REVENUE	2019 Budget	2018 Actual	2018 Budget	2017 Actual
Local Givings	100080	96556	99163	96637
Presbyterian Sharing	9500	3875	9368	5055
Rental of Facilities	1000	1350	1000	1190
Loose Offering	1000	965	1000	859
<b>Subtotal (budget)</b>	<b>111580</b>	<b>102746</b>	<b>110531</b>	<b>103741</b>
PWS&D	n/a	2600	n/a	2955
AMS	n/a	1796	n/a	1696
Foodbank	n/a	380	n/a	365
<b>Subtotal(non-budget)</b>	<b>0</b>	<b>4776</b>	<b>0</b>	<b>5016</b>
<b>TOTAL REVENUE</b>	<b>111580</b>	<b>107522</b>	<b>110531</b>	<b>108757</b>
<b>TOTAL FOR BUDGET:</b>	<b>111580</b>	<b>102746</b>	<b>110531</b>	<b>103741</b>

EXPENSES	2019 Budget	2018 Actual	2018 Budget	2017 Actual
Synod Assessment	1983	1874	1874	2200
Pres. Assessment	992	937	937	957
Church School	400	290	1000	1142
Fruit & Flower Fund	300	0	300	106
Pulpit Supply	1500	600	1500	916
Caretaking	2300	2160	2500	2160
Library	200	0	200	0
Kitchen Sup. & Hosp.	300	225	300	224
Printing Services	800	897	1000	833
Advertising	150	107	100	54
Ins.(church & manse)	2923	2824	2823	2716
Liturgical Materials	100	50	100	0
Music Expenses	9280	8672	9280	8724
Present., Honor., Gifts	200	16	200	50
Elder Education	400	0	400	0
Sundry	400	471	400	100
Office Supplies	150	232	300	219
Bank Fee	150	123	200	139
Financial Consultant	1200	1200	1200	1199
Org./Piano Tuning etc	600	0	600	606
<b>Subtotal Expenses:</b>	<b>24328</b>	<b>20678</b>	<b>25214</b>	<b>22345</b>

EXPENSES (cont.)	2019 Budget	2018 Actual	2018 Budget	2017 Actual
<b>CHURCH UTILITIES</b>				
Electricity	1800	1707	1700	1580
Furnace Oil & Service	4100	4078	3700	3697
Telephone	950	934	950	935
Water	500	352	325	315
Snow Removal				
<b>Total Church Utilities</b>	<b>7350</b>	<b>7071</b>	<b>6675</b>	<b>6527</b>
<b>MANSE UTILITIES</b>				
Electricity	2100	2029	2100	2026
Gas, Fuel Oil & serv.	3000	2824	2500	1960
Telephone	1800	1668	1600	1517
Water	800	584	600	565
<b>Total Manse Utilities</b>	<b>7700</b>	<b>7105</b>	<b>6800</b>	<b>6068</b>

<b>PAYROLL</b>				
Total Stipend	46031	46031	46031	45162
Payroll Expenses	3500	3307	3307	3233
Cong. Pension Assess.	4957	4684	4684	4749
*Continuing Ed.	1000	0	1000	1000
Med. & Dent. Ins.	4414	4327	4327	4319
Professional Dev.	500	182	500	473
Communications Allow	800	678	1000	928
<b>Total Support of Min.</b>	<b>61202</b>	<b>59209</b>	<b>60849</b>	<b>59864</b>

<b>DONATIONS</b>				
Presbyterian Sharing	9500	9368	9368	9566
Camp Geddie	900	725	725	400
Sack. Comm. Assoc.	200	200	200	200
Teen Challenge	0	300	300	300
Knox Coll. Cap/Concilio	400	400	400	400
Open Sky	0	0	0	325
<b>Subtotal (budget)</b>	<b>11000</b>	<b>10993</b>	<b>10993</b>	<b>11191</b>
PWS&D	n/a	2600	n/a	2955
AMS	n/a	1796	n/a	1696
Foodbank	n/a	380	n/a	365
<b>Subtotal (nonbudget)</b>	<b>0</b>	<b>4776</b>	<b>0</b>	<b>5016</b>
<b>Total Charitable Don.</b>	<b>11000</b>	<b>15769</b>	<b>10993</b>	<b>16207</b>

<b>TOTAL EXPENSES</b>	<b>111580</b>	<b>109832</b>	<b>110531</b>	<b>111011</b>
<b>TOTAL FOR BUDGET:</b>	<b>111580</b>	<b>104676</b>	<b>110531</b>	<b>105630</b>
<b>NET GAIN/LOSS</b>	<b>0</b>	<b>-2310</b>	<b>0</b>	<b>-2254</b>

### Income Statement - Building and Reserve Fund

St. Andrews Presbyterian Church  
For the Year January 1 - December 31, 2018

REVENUE	2019 Budget	2018 Actual	2018 Budget	2017 Actual	EXPENSES	2019 Budget	2018 Actual	2018 Budget	2017 Actual
Special Offerings					Church Annual Mainten.	1000	2686	1000	376
Env. Offering (w.PAR)	12000	8554	12000	11721	Contingency fund	2750	1030	2750	70
Interest		1	2	3	Property Assess't	1000	0	1000	
					Debenture interest	0	37	50	127
<b>Total Revenue B&amp;R</b>	12000	8555	12002	11724	Elevator expenses	1184	1184	1300	1184
					Manse Annual Mainten.	750		750	1853
					Manse bathroom		4584	4500	
					<b>Total Expenses B&amp;R</b>	6684	9521	11350	3610
					<b>NET GAIN/LOSS</b>	5316	-966	652	8114

### Income Statement - Memorial Fund

St. Andrews Presbyterian Church  
For the Year January 1 - December 31, 2018

REVENUE	2019 Budget	2018 Actual	2018 Budget	2017 Actual	EXPENSES	2019 Budget	2018 Actual	2018 Budget	2017 Actual
**Benevolent Fund		1410			**Benevolent Fund		500		
In Memoriam		360		20	SRRC(United Church)				
Elevator/memorial					Elevator (separate acct)				
Interest		1		1	<b>Total Exp. Memorial</b>		500		
SRRC held in Mem.					<b>NET GAIN/LOSS</b>		1271		
<b>Total Rev. Memorial</b>		1771		21					

\*\*Benevolent Fund (held here since 2013) is \$1610

### Balance Sheet

St. Andrews Presbyterian Church  
As at December 31, 2018 (compared with December 31, 2017 & 2016)

<u>ASSETS</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>LIABILITIES</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
<u>Current</u>				<u>Short Term</u>			
Bank				Accounts Payable/Accruals	2438	1760	1513
Operating Account	6082	11771	11806				
Building & Reserve Acct.	5726	10024	8779	<u>Long Term</u>			
Memorial Account	5723	4578	4577	Debentures	0	5000	10000
*\$1,610 Benevolent fund held in Memorial				<b>Total Liabilities:</b>	2438	6760	
Prepaid Expenses	2923	2704	2597				
Account Receivable	1198	555	533	<b>ASSETS OVER LIABILITIES:</b>	1031414	1035072	1040492
<b>Total Bank Accounts:</b>	21652	29632	28292				
<u>Fixed</u>							
Church (book values)							
Building	439400	439400	439400				
Furnishings	55000	55000	55000				
Land, 36 Bridge St.	30000	30000	30000				
Memorial Window	26700	26700	26700				
Organ	223400	223400	223400				
Piano	10700	10700	10700				
Elevator (Sept., 2016)	55000	55000	55000				
Manse (book values)							
Manse	136000	136000	136000				
Manse Contents	11000	11000	11000				
Land, 13 West Avenue	25000	25000	25000				
<b>Total Fixed Assets:</b>	1012200	1012200	1012200				
<b>Total Assets:</b>	1033852	1041832	1040492				

#### **\*Continuing Education Fund(maximum \$5000)**

Total available for 2018	2259
Withdrawals in 2018	1714
<b>Balance Dec. 31, 2018</b>	<b>545</b>
Budget 2019	1000
<b>Total available for 2019</b>	<b>1545</b>



# *Appendices*

~A~  
**CONGREGATIONAL COMMITTEES - TERM OF OFFICE AND DUTIES**

**Annual Meeting Officials:**

**Chair** - “At congregational meetings the minister of the congregation, or the minister appointed by the presbytery, presides. But if the minister is absent or declines to preside, the meeting appoints one of its number to take the chair”(Book of forms 154). Duties: Calls the Annual Meeting to order. Conducts the business of the Annual Meeting in an orderly and expeditious fashion. Assures that all motions are properly moved, seconded, debated and voted upon.

**Secretary** – Appointed annually. Duties: Records the minutes of the Annual Meeting to be reported to session and to the Board and recorded for the next Annual Meeting.

**Board of Managers:**

Consists of no less than six and no more than eight members nominated by the congregation, plus one member of the Session, appointed by the Session as liaison member. “One-third of the board shall retire each year by rotation, and their places, as also the places of any who vacate their office during the year, shall be filled at the annual meeting. The retiring managers may be re-elected” (Book of Forms 159).

**Chair**- “Appointed by the congregation at its annual meeting from among the members of the board. If this is not done, the board appoints them at its first meeting held after the annual meeting” (Book of Forms 167). May be re-appointed. Duties: “have each meeting opened and closed with prayer. See that business is properly ordered and recorded; to take the vote; and to announce the decisions. He/she may introduce any business to the Board, and may speak regarding it, but has only a casting vote. As the executive of the board, he/she also has power to perform any functions explicitly assigned to him/her. In the absence of the convener from any meeting of the board, one of the other managers may be chosen to preside” (Book of Forms, 168.)

**Treasurer**- “Appointed by the congregation at its annual meeting from among the members of the board. If this is not done, the board appoints them at its first meeting held after the annual meeting” (Book of Forms 167). May be re-appointed. Duties: “to keep the accounts of the congregation, together with all vouchers; to receive and disburse all moneys subject to the direction and control of the board; and to produce his/her accounts, properly audited, to the annual meeting of the congregation. Where there is a chartered bank convenient to the congregation, it is the duty of the treasurer to deposit therein, without delay, all money received by him/her, and in a separate account identifying it as belonging to the congregation” (Book of Forms 170).

**Assistant to the Treasurer** – Appointed by the congregation at its annual meeting. Person assists in the overall work of the treasurer position.

**Secretary** - “Appointed by the congregation at its annual meeting from among the members of the board. If this is not done, the board appoints them at its first meeting held after the annual meeting” (Book of Forms 167). May be re-appointed. Duties: “to keep a faithful record of the proceedings of the board; to engross therein the record of any congregational meeting held for temporal purposes; and to take charge of all papers belonging to the board that are not entrusted to the custody of the treasurer. The minute book shall be available to the board at all times, and shall be signed by the convener and secretary” (Book of Forms, 170).

**Envelope Secretary**: Appointed annually at the Annual Meeting. May be re-appointed. Duties: Verify and record the totals of offerings received. Prepare income receipts quarterly. Maintain the envelope holder number file.

**Reviewer**: Appointed annually at the Annual General Meeting. May be reappointed. Duties: Review the Church’s financial records annually.

**Trustees:**

Three members appointed for three year rotational staggered terms; must be professing members of the church (Book of Forms, 149). Duties: Hold the property of the congregation in trust as provided for in the trust deed.

**Social Committee:**

Six members appointed for three year rotational, staggered terms.

Duties: Plans and is responsible for all congregational social and fellowship activities. Social Convener is responsible for organizing and supervising catering arrangements for congregational events, including monthly Coffee and Conversation.

**Library & Archives Committee:**

Three members appointed for three year rotational staggered terms. May be reappointed for a second term.

Duties: set policy for the Church Library in consultation with the Session when appropriate. Purchase new materials in consultation with the Minister. Accession and classification of new materials. Maintain the collection in an orderly fashion. Encourage use of the library by the congregation.

To collect and deposit in the Mount Allison archives the archival record of the congregation.

**Publications Committee:**

Five members, appointed for rotational staggered three year terms. May be reappointed. Duties: For Newsletter - plan, edit and publish on a regular basis.

For Congregational Directory - to gather information, edit and publish annually.

For Webmaster - supervise setting up and maintenance of church web site.

**Flower Committee:**

Two (or more) members, one being the chair, appointed for 3-year terms. May be re-appointed. Duties: Providing weekly flower arrangements in the Church, either live materials, potted plants or dried/artificial floral material depending upon availability. Coordination of floral memorials with donor, receiving requests and arranging for purchase and placement as required. Notify Minister of memorial so that acknowledgement can be made from the pulpit or in the bulletin. Arranging cards and flowers for special events within the life of the congregation - Christmas, births, marriages, illness, deaths, etc.

**Greeter Coordinator:**

Appointed annually. Duties: to co-ordinate and remind two persons per Sunday to act as greeters, ring the bell, and take up the offering.

**Reader Coordinator:**

Appointed annually. Duties: to co-ordinate and remind persons to read Scripture lessons during weekly worship service and special services.

**Communion Elements:**

Appointed annually. Duties: to prepare communion table and elements for the purpose of celebrating the Holy Communion as directed by the Session.

**Community Association Representative:**

Appointed annually. Duties: Represents the congregation on the Sackville Community Association.

**Nominating Committee:**

Three members appointed for three year rotational staggered terms. The chair is senior member of the Committee. Duties: prepares a list of candidates to serve on various Church committees and boards, other than those appointed by Session.

*Revised January 25, 2017*

~B~  
**SESSION RECOMMENDATIONS TO THE ANNUAL MEETING  
REGARDING DONATIONS TO AGENCIES AND ORGANIZATIONS**

**Presbyterians Sharing**

Current allocation: \$9368

Recommendation: \$9500

*Presbyterians Sharing* supports the overall mission and ministry of The Presbyterian Church in Canada. Through *Presbyterians Sharing*, we support one another's ministries. We help start new congregations and renew others. We collaborate with mission partners around the world. We learn together, share our experiences and establish healthy ways of working together. We walk with theological students and we speak out on matters of justice.

*Presbyterians Sharing* supports International Ministries, Canadian Ministries, Justice Ministries, Ministry and Church Vocations, Stewardship, Planned Giving and Communications. It also supports the work of the General Assembly, Financial Services and the theological colleges.

**Camp Geddie**

Current allocation \$725

Recommendation: \$900

Purpose: To assist the Synod of the Atlantic Province operates the summer camps and other programmes of Camp Geddie.

Camp Geddie's mission is to invite all to experience the joy of God's beauty and love in creation and to nurture a relationship with Christ and Christ's people in a caring community through play and worship.

**Sackville Community Association**

Current allocation \$200.00

Recommendation: \$200.00

Purpose: This group works in three main areas - Christmas Cheer, Wayfarer's Assistance, and family and individual assistance. Christmas Cheer distributes food, clothing, and toys/gifts to needy families in the Sackville area at Christmas. Wayfarer's Assistance program provides food, lodging and travel assistance to transient visitors to Sackville. This operation has experienced a decline in need over the last several years. The family and individual assistance programme works with clients recommended by local clergy to receive assistance with heating expenses, power bills, prescription and medical expenses, school supplies, recreational fees, etc. This side of the operation has experienced a significant increase in need over the last few years.

**Knox College – Re:forming Tomorrow**

Current Allocation: \$400.00

Recommendation: \$400.00

*Re:forming Tomorrow* is a comprehensive capital campaign, seeking to raise \$15 million to keep Knox at the forefront of theological education. It will transform almost every aspect of Knox College by funding new programs of study, an endowed chair, leadership initiatives, new technologies for teaching and research, and repairs and upgrades to the building. Re:forming Tomorrow also ensures that the building will be a safe, accessible, and familiar "home away from home" for hundreds of students and residents. The college will provide students with rich and rewarding experiences to prepare them for leadership within the Presbyterian Church and society as a whole. <http://www.knox.utoronto.ca/campaign/>

**Summary**

**Total for 2019: \$11,000**