St. Andrew's Presbyterian Church Sackville, New Brunswick



The Presbyterian Church in Canada Annual Reports for 2019

Index & Agenda

ANNUAL CONGREGATIONAL MEETING

St. Andrew's Presbyterian Church, Sackville, New Brunswick Sunday 9 February 2020

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MINUTES OF THE ANNUAL CONGREGATIONAL MEETING St. Andrew's Presbyterian Church Sackville, New Brunswick

Sunday, February 10, 2019

Place and Time

The Congregation of St. Andrew's Presbyterian Church, Sackville, New Brunswick held its annual meeting at the church on Sunday, February 10, 2019 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:

<u>Present:</u> Anne and Art Miller, Jerry Ward, Debbie Stewart, Barb and Lewis Clarke, Jean Cameron, Mitch and Eileen Smith, Matthew Sommers, Kirk and Mona Meldrum, Ed and Terrlynn Allen, Becky Crossman, Johnathan Dares, Linda Trentini, Elizabeth Craig, David Torrance, Brian Neilson, Mary and Paul Bogaard, Robert and Lise Corkerton, Elizabeth Millar, Richard and Bertha Fillmore, Laura Snyder, Richie Folkins, Alex Whitla and Jeff Murray.

Regrets: Julie Comeau

Rev. Murray, Chair, opened the meeting with the reading of 1 Corinthians 12: 4-7, followed by prayer.

Secretary:

It was moved by Paul Bogaard, seconded by Mary Bogaard, that Alex Whitla serve as Recording Secretary for the Annual Congregational Meeting. Carried.

Agenda:

It was moved by Art Miller, seconded by Laura Snyder, that the Agenda be adopted as circulated. Carried.

Minutes:

It was moved by Richard Fillmore, seconded by Art Miller, that the minutes of the Annual Congregational Meeting held on February 11, 2018 be adopted as distributed. Carried.

2018 Reports:

It was moved by Mona Meldrum, seconded by Mary Bogaard, that the following 2018 reports be adopted as distributed: Atlantic Mission Society and Ladies' Aid, Atlantic Mission Society Financial Report, Board, Church School, Flower Committee, Food Bank, Greeting & Reading, Ladies' Bible Study, Music Support, Publications Committee, Session, St. Andrew's Library, Social Committee, and Teddies for Tragedies. Carried.

Nominating Committee Report:

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

It was moved by Linda Trentini, seconded by Laura Snyder, that the Recommendations 1 to 7 be adopted. Carried.

- That Barbara Jardine and Alex Whitla be appointed to the Board of Managers for a three-year term (2019-2021).
- That Art Miller be re-appointed as Chair of the Board of Managers for 2019.
- That Anne Miller be re-appointed as the church Treasurer for 2019.
- That Alex Whitla be re-appointed as Secretary of the Board of Managers for 2019.
- That Elizabeth Millar be re-appointed Envelope Secretary for a one-year term (2019).
- That Brian Johnstone be re-appointed as the Financial Reviewer for 2019.
- That Richard Fillmore be re-appointed as a Trustee for St. Andrew's for a three-year period (2019-2021).

It was moved by Mary Bogaard, seconded by Ed Allen, 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 Art Miller, seconded by Paul Bogaard, that the review letter from Brian Johnstone, Financial Reviewer, be received. Carried.

Rev. Murray called upon Anne Miller to present the financial statements. The financial summary for the B&R account was not reproduced in the annual report available for distribution, but was presented on the screen to the meeting. A revised copy of the financial statements and budget submission for 2019 will be appended to the annual reports to correct for this oversight.

It was moved by Paul Bogaard, seconded by Art Miller, that all Income and Expense statements and the Balance Sheet for 2018 be adopted as presented. Carried.

It was moved by Art Miller, seconded by Ed Allen, that the session recommendations for donations totalling \$1,500 and Presbyterians Sharing allocation of \$9,500 be approved. Carried.

In the presentation of the proposed budget for 2019, Anne Miller noted the need to rebuild the reserve balance for the B&R account. Although there was a loss of \$3276 for 2018, the \$5000 remaining in the debenture account was paid off during 2018.

It was moved by Mary Bogaard, seconded by Laura Snyder, that the Budget for 2019, totalling \$123,580 be approved. Carried.

Anne Miller expressed her thinks to Art Miller, Dary Tower and Brian Johnstone for their assistance throughout the year.

Jeff Murray express thanks to Anne Miller for her efforts as treasurer and her clear presentation of the financial summaries for the year.

Jeff Murray reported on discussions within the session to broaden participation by the congregation in communion services and invited anyone who may be interested in helping serve the communion elements to express their wish to assist to him.

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

It was moved by Elizabeth Millar, seconded by Mona Meldrum, that the meeting be adjourned.

Rev. Murray closed the meeting with prayer at 1:15p.m.

Respectfully submitted,

AlexWhitla, Recording Secretary



ATLANTIC MISSION SOCIETY (AMS) AUXILIARY AND LADIES' AID

The group meets at the church each month from September to June at 10:30 usually on the second Saturday of the month. The average attendance for the year was eight. We were saddened to lose two former members, Pauline Atkinson and Hennie Rogerson, who died during the year.

The executive members are:

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

The following speakers from our community shared information with us:

<u>Speaker</u> <u>Subject</u>

Dr. Harold Popma Dementia and the Alzheimer's Society in January

Mary Bogaard Emmaus House, Atlanta, GA in February

Heather Patterson & Linus Project in March

Bernice MacMaster

Heather Patterson & Tantramar Grandmothers to Grandmothers in May

Nancy Burridge

Margaret Tusz-King Open Sky in September

Melanie Ball Tantramar Regional High School Culinary Program in October

The group invited members of the congregation to attend these talks and were happy to see many of them present.

Projects supported financially during the year were the Fellowship of the Least Coin (a program of the Women's Inter-church Council), World Vision, Presbyterian World Service and Development (PWS&D), Missions, Linus Project, Tantramar Regional High School Culinary Program, Sackville Food Bank, The Stephen Lewis Foundation, Camp Geddie, St. Andrew's and Open Sky.

Our long-time member, Bertha Fillmore moved to the Drew Residence and a shawl has been given to her to aid in her transition.

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 Slovenia and hosted by St. Paul's Anglican Church women.

Our members led the Mission Awareness Sunday Service on April 28, 2019.

A Christmas Craft Sale was held on November 24, 2019 following the church service. The proceeds were evenly split and donated to the Sackville Refugee Response Coalition (SRRC) and TRHS Culinary Program (Food for Thought).

We enjoyed two pot luck luncheons at the church following the June and December meetings and were pleased to have guests at both events. New members or visitors are welcome!

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

ATLANTIC MISSION SOCIETY & LADIES AUXILIARY FINANICAL REPORT

Balance forward January 1, 2019			\$2,098.45		
Received:					
Mutual Funds Missions Ladies Aid Speical Missions Message Subscriptions Dues Least Coin (WICC) T/D Investments	\$933.12 \$1,068.25 \$360.75 \$150.00 \$132.00 \$30.00 \$108.00 \$19.95				
Receptions Craft/Bake Sale Total received	\$300.00 <u>\$400.00</u>		\$3,502.07		
Expenditures: Presbyterian Message BSC AMS Transfered to Socie Linus Project Steven Lewis Foundation In Memorials St. Andrew's Church Camp Geddie Sackville Food Bank Open Sky TRHS (luncheon progran Craft Supplies World Vision of Canada WICC (Least Coin) SRRC		\$204.00 \$21.25 \$1,423.00 \$50.00 \$50.00 \$500.00 \$250.00 \$250.00 \$200.00 \$300.00 \$16.05 \$150.00 \$108.00 \$200.00			
Total Expenditures			\$3,772.30		
Balance in account December 31, 2019 \$1,828.2					
I have checked the accou be balanced and in order	I have checked the account for the Atlantic Mission Society and Ladies Aid and found the statement to be balanced and in order				
January 28 20	20				

BOARD OF MANANGERS REPORT

The 2019 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. Furnace maintenance included installation of new thermostats

Minor plumbing problems in the church hall bathroom were resolved

The Board wishes to thank

• Kirk Meldrum who managed snow clearing in the winter months.

Art Miller, Board Chair. February, 2020

CHURCH SCHOOL

{See Session Report}

FLOWER COMMITTEE

The flower committee attended to the placement of flowers and arrangements in the sanctuary each week. More elaborate decorating had been done for the Advent and Christmas seasons.

The front flower garden, under the St. Andrew's church sign, was planted with tulips-for spring enjoyment- then annuals for the summertime.

Many cards and bouquets were shared with St. Andrew's members and adherents.

A special thank-you to others who have placed flowers in the sanctuary for Sunday services in memory of their loved ones.

If you know of someone who would welcome flowers or a card from the St. Andrew's family, please contact anyone of the committee members.

Committee members:

Carol Sheehan, Eileen Smith, Linda Trentini, Mona Meldrum

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 150 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, canned lunch meat, jam, peanut butter and healthy snacks for school children. Also required, are some hygiene products, such as dish soap, toilet tissue and clothes detergent.

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

Linda Trentini

GREETING AND READING COORDINATOR

On behalf of the congregation, thank you to all who have provided the handshakes, words of welcome and voices for the scriptures, turned lights on and off, fetched glasses of water (and washed them afterwards), carried the Bible in (and out) and rung the bell for St. Andrew's worship services throughout 2019. All are welcome to take part in either or both of these ministries. Please speak to Jeff or to me if you'd like to do so. If you feel you no longer wish to receive the "reminding" emails, let me know.

In appreciation, Mary Bogaard

LADIES' BIBLE STUDY GROUP

The ladies bible study group meets every Thursday at 10 a.m., September through June. We meet in each other's homes on a rotating basis. New members are always welcome. Talk to any one of our members for more information.

Last fall we began a study on *First Corinthians, Living Love When We Disagree* by Melissa Spoelstra and we are still at it! We have found this to be a great study and are enjoying our time together going through it. With lots to digest and think about, we are taking our time with it. We do hope to complete it and move on to *Jeremiah Daring to Hope in an Unstable World* by Melissa Spoelstra in the next couple of months.

Respectfully submitted by Beth Cockburn-Savoie for Barb Jardine, Jean Scobie and Linda Trentini.

MUSIC COMMITTEE

The heart of our ministry of music week to week is hearing the sound of our organ, piano and sometimes cello and violin, as well as our voices singing carefully selected hymns. But we also support a rehearsed choral anthem by a choir-of-the-month.

Our committee exists to search for and employ, but also to encourage and assist our organists, choir director, choir accompanist. It's interesting that the choir members, all volunteers, help each other throughout the year with encouragement, a drive to a rehearsal or extra help with particular music. Once again, the committee has been able to employ talented, generous and spirited musicians in 2019 - Laura Snyder, Elizabeth Craig, Tyler Buchanan, Jarred Beckerton, Adelle Elwood, and Caitlin Strong, and we thank them.

With appreciation for the congregation's generous financial support for the ministry of music at St. Andrew's,

Laura, Carol, Jeff and Mary

SESSION REPORT

The Session met eleven times during 2019, and the meetings were well attended.

The Sacrament of Holy Communion was celebrated on seven Sundays, with an average of 46 people partaking of the sacred elements. The Lord's Supper was also celebrated on the evening of Maundy Thursday and as part of the late evening service on Christmas Eve. During 2019 we began the practice of inviting Sunday School children and teachers to rejoin the service for the celebration of Holy Communion.

The average attendance at Sunday services was 41. During 2019 we celebrated some special Sundays, and welcomed a few guest preachers and leaders. On February 10 members of the IODE Shepody Chapter attended our service as a group. Mission Awareness Sunday was observed on April 28, with members of St. Andrew's Auxiliary of the Atlantic Mission Society taking part in the service. On June 2 the service was led by elders and other members of the congregation, while Rev. Murray and Brian Neilson were attending General Assembly. In Rev. Murray's absence during his summer holidays, Brian Neilson led the services on July 21 and 28, and Rev. John Perkin led the service on August 4. On July 21 we also welcomed a group of students from Toya Eiwa High School in Japan, who were studying English at Mount Allison as part of the Go Global program. They sang a song during the service, and one of the students read one of the scriptures. Our Anniversary Sunday was celebrated on October 20, with guest preacher Cheryl MacFadyen.

We were saddened to mark the passing of two long-time members during 2019. Pauline Atkinson passed away on April 19, 2019; her life was celebrated at Jones Funeral Home on May 10. Henderkien "Hennie" Rogerson passed away on September 13, 2019. The funeral service commemorating her life was held at St. Andrew's on September 20.

Brian Neilson continues to serve as Representative Elder. He and Rev. Murray have provided regular reports on their attendance at meetings of the Presbytery and the Synod. In September, Brian was installed as Moderator of the New Brunswick Presbytery. We hosted the Presbytery meeting at St. Andrew's on November 27. Many thanks are due to the Social Committee and others of the congregation for preparing and serving morning refreshments and lunch.

During 2019 Laura Snyder continued to serve as Clerk of Session and Mona Meldrum served as Roll Clerk. Linda Trentini served as Alternate Representative Elder and as the Session representative to the Board.

During Lent, Rev. Murray led four study sessions on the topic "Knowing Jesus: The Forgiving Victim," based on the book *Knowing Jesus*, by James Alison.

Discussion and reflection on issues relating to human sexuality continued during 2019. In January the Session discussed the General Assembly document "On the question of Unity and Diversity" and submitted a response to the General Assembly office. Updates were shared later in the year. A letter to the Presbyterian Church in Canada, dated September 3, 2019, from The Reverend Amanda Currie, Moderator of the 2019 General Assembly, presented the recommendations passed at General Assembly concerning human sexuality and the full inclusion of LGBTQ+ people in the ministries of the church and outlined the next steps in adopting those recommendations. Following discussion in Session, copies of this letter were made available to the congregation and reported upon briefly in the bulletin. Information and a web link were also provided in the December issue of *The Salt*. The Presbytery of New Brunswick, during its November meeting held at our church, voted "yes" to both remits on human sexuality.

The Church School continues to be an important part of the life and mission of St. Andrew's. After long and dedicated service, three teachers — Elizabeth Craig, Brian Neilson, and Linda Trentini — have all found the need to step down or curtail their teaching activities due to other commitments. Discussion in Session meetings about the need for a new solution led to the trial, during the fall of 2019, of a more rotational approach. In October Rev. Murray prepared a bulletin insert inviting members of the congregation to volunteer for one or two Sundays, to read Bible stories and facilitate a craft time with the children. Our thanks to the volunteers who helped out during the fall!

The Session also discussed the possibility of including other members of the congregation as Communion servers, when elders are unavailable due to other commitments. An invitation for volunteers was issued during the February Annual Meeting.

Another topic of discussion was the church website, including its content and updating, and possibilities for the future. The December issue of *The Salt* included an invitation for a volunteer to help out with the website; that opportunity is still open!

Rev. Murray has been very actively involved with the Sackville Refugee Response Coalition for the past several years, including primary responsibility for the sponsorship application for Nokar Hussein, brother of Nizar. It was with great joy and relief that we received the news on December

6 of Nokar's safe arrival from Beirut to begin his new life here in Sackville, after three long years of waiting, lots of paperwork, and a few last-minute bureaucratic snags.

The December issue of *The Salt* also includes an article on the Food for Thought program, initiated by TRHS teacher Melanie Ball to address the needs of students who lack sufficient food and other basic necessities. The Session approved the proposal submitted by AMS, to collect donations for this important local initiative.

We give God thanks and praise for His wonderful work among us during 2019, 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

Three adult books and two children's books were added to the Library this year. All were donations. We have been testing an online catalogue tool called "LibraryThing" and recently received approval from Session to move forward with the use of this tool to create a basic online catalogue, focusing first on the children's collection. The catalogue, when available, will be accessible to everyone through a link on the church website. Printed lists will also be generated from the catalogue, for use in the library area at the church. Since we are out of shelf space, we will also be doing some weeding of the collection as we go through the process of adding books to the online catalogue. We have also been working on ways to increase the visibility and use of the church library. During December the Christmas books were put out on display in the library area. Lindsay Murray wrote a book review for the December issue of *The Salt* that also encouraged readers to explore the church library collections.

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 Lindsay Murray

SOCIAL COMMITTEE

Only one month of 2019 went by without a friendly gathering of the congregation of St. Andrew's at which food was enjoyed. The committee members are very grateful to all who made it possible for us to be a hospitable congregation: those who planned, made phone calls, sent emails, responded to emails, picked up supplies, set up, cleaned up, cooked, baked, washed table cloths and tea towels, and, equally important, attended the events!

In addition, there were several situations and requests to which we were able to respond as a congregation with hospitality: meals for the Murray family at the time of Lindsay's surgery, afternoon tea following both Pauline Atkinson's and Hennie Rogerson's funerals, cake and punch for newly-arrived students from Japan and a hearty lunch for N.B. Presbytery members when they met at St. Andrew's. In each case, the whole congregation responded with what can only be described as the spirit of love.

Our food sharing events and projects featured more than tasty food. Some saw the smiles of people welcomed, some heard the words of thanks for comforting and nourishing food, some watched the piñata be smashed open at the picnic (or actually took a swing at it), some finally had a good chat with someone not seen in a while and some laughed and clapped as 75-year-olds danced "The Virginia Reel" with 6-year olds to the jolly tunes from Elizabeth's violin and Charles' cello.

With appreciation for the efforts of all, from the Social Committee: Beth, Julie, Debbie, Helen, Linda, Becky and Mary



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 2020 extends to the Congregational Meeting which will be held early in 2021. Officers of committees are normally approved yearly by the congregation but, if necessary, committees can choose their own officers.

PRESENTLY SERVING	NOMINATED FOR CONGREGATIONAL MEETING
	9 FEB 2020

NOMINATING COMMITTEE

Linda Trentini	2021	Chair				
Lindsay Murray 2020						
Darya Tower	2020					
		BOARD OF	MANAGERS			
Art Miller	2019		Art Miller	2022	Chair 2020	
Kirk Meldrum	2019		Kirk Meldrum	2022		
Paul Bogaard	2020					
Anne Miller	2020		Anne Miller		Treasurer 2020	
Linda Trentini	2019		Linda Trentini	2022	Session Rep	
Barbara Jardine	2021					
Alex Whitla	2021		Alex Whitla		Secretary 2020	
Travis Tower	2020					
		ENIVEL ODE	SECRETARY			
El: 1 d M:ll	2010	ENVELOFE		2020		
Elizabeth Millar	2019		Elizabeth Millar	2020		
		FINANCIA	L REVIEWER			
Brian Johnstone	2019		Brian Johnstone	2020		

TRUSTEES

Kirk Meldrum	2019	Kirk Meldrum	2022
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Anne Miller 2020 Richard Fillmore 2021

LIBRARY COMMITTEE

Laura Snyder	2019	Laura Snyder	2022
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Lindsay Murray 2020 Beth Cockburn-Savoie2021

SOCIAL COMMITTEE

Beth Cockburn-Savoie 2019		Beth Cockburn-Savoie 2022
Linda Trentini	2019	Linda Trentini 2022
Debbie Stewart	2020	
Mary Bogaard	2021	
Ramona Keiser	2021	

Helen Amos 2021

PUBLICATIONS COMMITTEE

Jeff Murray	2019 Web Master	Jeff Murray	Web Master	2020
Wanda Severns	2019 Editor The Salt	Jeff Murray Ed	litor The Salt	2020
Mona Meldrum	2021	Mona Meldrur	m Church Directory	2021

Debbie Stewart 2019 Church Directory

2020

COMMUNION ELEMENTS

Matt Summers	2019	Matt Summers	2020
Matt Summers	4017	Matt Summers	2020

FLOWERS

Mona Meldrum	2019	Mona Meldrum	2021
Eileen Smith	2019	Eileen Smith	2021

Caroll Sheehan 2020

Linda Trentini

Debbie Stewart 2021

FOOD BANK

Linda Trentini 2019 Linda Trentini 2020

READER AND GREETER CO-ORDINATOR

Mary Bogaard 2019 Mary Bogaard 2020

COMMUNITY ASSOCIATION REPRESENTATIVE

Brian Neilson 2019 Brian Neilson 2020

ASSISTANT TO THE TREASURER

Darya Tower 2019 Linda Trentini 2020

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

January 28, 2020

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, 2019, 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 2019 and Budget 2020, St. Andrew's Presbyterian Church

2019 2020 Actuals: Budget: Total Revenue (Main + B&R): Total Revenue for Budget (Main + B&R): 104187 114106 Total Expenses for Budget (Main + B&R): <u>111014</u> Total Expenses (Main + B&R): 112256 Net gain/loss: -6827 Net gain/loss (Reserve amount): 1850 Approved Budget (Main + B&R): \$123,580 Proposed Budget (Main + B&R): \$114,106

Income Statement and Budget - Main Operating Account

St. Andrews Presbyterian Church For the Year 2019, with Budget 2020

	0000	0040	0040	0040
	2020	2019	2019	2018
REVENUE	Budget	Actual	Budget	Actual
Local Givings	101106	92976	100080	96556
Presbyterian Sharing	n/a	3480	9500	3875
Rental of Facilities		960	1000	1350
Lse Offer(\$43 for calend.)	1000	780	1000	965
Subtotal (for budget)	102106	98196	111580	102746
SRRC	n/a	190	n/a	
PWS&D	n/a	2940	n/a	2600
AMS	n/a	1456	n/a	1796
Foodbank	n/a	260	n/a	380
Subtotal (extra to budget)	0	4846	0	4776
TOTAL REVENUE	102106	103042	111580	107522
TOTAL FOR BUDGET:	102106	98196	111580	102746

EXPENSES	2020 Budget	2019 Actual	2019 Budget	2018 Actual
Synod Assessment	1905	1983	1983	1874
Pres. Assessment Church School	1429 300	991	992 400	937 290
Fruit & Flower Fund	300	193	300	0
Pulpit Supply	1500	750	1500	600
Caretaking	2300	2240	2300	2160
Library	200		200	0
Kitchen Sup. & Hosp.	300	339	300	225
Printing Services	900	898	800	897
Advertising	100	165	150	107
Ins.(church & manse)	3707	2957	2923	2824
Liturgical Materials	50	31	100	50
Music Expenses	8900	8155	9280	8672
Present., Honor., Gifts	200		200	16
Elder Education	200		400	0
Sundry	200	139	400	471
Office Supplies	150	155	150	232
Bank Fee	150	140	150	123
Financial Consultant	1200	1200	1200	1200
Org./Piano Tuning etc	600	473	600	0
Subtotal Expenses:	24591	20809	24328	20678

udget 2020									
	2020	2019	2019	2018					
EXPENSES (cont.)	Budget	Actual	Budget	Actual					
CHURCH LITH ITIES									
CHURCH UTILITIES Electricity	1900	1880	1800	1707					
Furnace Oil & Service	5000	4664	4100	4078					
Telephone	950	930	950	934					
Water	400	388	500	352					
Snow Removal									
Total Church Utilities	8250	7862	7350	7071					
MANSE UTILITIES	1000	400=	0.4.00						
Electricity	1900	1885	2100	2029					
Gas, Fuel Oil & serv.	3000	3009	3000	2824					
Telephone Water	2100 600	2065 585	1800 800	1668 584					
Total Manse Utilities	7600	7544	7700	7105					
Total Marise Othlities	7000	7 344	7700	1103					
PAYROLL									
Total Stipend	46800	46031	46031	46031					
Payroll Expenses	3500	3373	3500	3307					
Cong. Pension Assess.	4763	4957	4957	4684					
*Continuing Ed.	1000		1000	0					
Med. & Dent. Ins.	4502	4414	4414	4327					
Professional Dev.	500	452	500	182					
Communications Allow	600	597	800	678					
Total Support of Min.	61665	59824	61202	59209					
DONATIONS (change for 2		nations ext	tra to budge 9500	•					
Presbyterian Sharing	n/a n/a	900	900	9368					
Camp Geddie Sack. Comm. Assoc.	n/a n/a	200	200	725 200					
Teen Challenge	II/a	200	0	300					
Knox Coll. Cap/Concilio		400	400	400					
Triox coil. Cap/Cortollo		700	400	400					
Subtotal (for budget)	0	11000	11000	10993					
PWS&D	n/a	2940	n/a	2600					
AMS	n/a	1456	n/a	1796					
Foodbank	n/a	260	n/a	380					
SRRC	n/a	190	n/a						
Calendars	n/a	65	n/a						
Subtotal (extra to budget)		4911	44000	4776					
Total Charitable Don.	0	15911	11000	15769					
TOTAL EXPENSES	102106	111950	111580	109832					
TOTAL FOR BUDGET:	102106	106784	111580	105056					

0

-8588

0

-2310

NET GAIN/LOSS (BUDGET)

Income Statement and Budget - Building and Reserve Fund St. Andrews Presbyterian Church

For the Year 2019, with Budget 2020

REVENUE	2020 Budget	2019 Actual	2019 Budget	2018 Actual	EXPENSES	2020 Budget	2019 Actual	2019 Budget	A
	_ = = = = = = = = = = = = = = = = = = =				Church Annual Mainten.	1000	771	1000	
Special Offerings					Contingency fund	2000	1996	2750	
Env. Offering (w.PAR)	12000	5990	12000	8554	Property Assess't			1000	
,					Debenture interest			0	
Interest		1		1	Elevator expenses	1400	1364	1184	
Total Revenue B&R	12000	5991	12000	8555	Manse Annual Mainten. Manse bathroom	750	99	750	
					Basement insulation	5000			
					Total Expenses B&R	10150	4230	6684	
					Total for Reserve	1850			
					NET GAIN/LOSS	0	1761	5316	

Income Statement and Budget - Memorial Fund St. Andrews Presbyterian Church

For the Year 2019, Budget 2020

REVENUE	2020 Budget	2019 Actual	2019 Budget	2018 Actual
**Benevolent Fund In Memoriam Interest		810 855 1	Ū	1410 360 1
Total Rev. Memorial		1666		1771

**Benevolent Fund (held here sind	e 2013)	
Balance Dec.31, 2018	1610	
Donations 2019	<u>810</u>	
Total available 2019	2420	
Withdrawals in 2019	<u>1375</u>	
Net available at present	1045	

	2020	2019	2019	2018
EXPENSES	Budget	Actual	Budget	Actual
**Benevolent Fund		1375		500
Total Exp. Memorial		1375		500
NET GAIN/LOSS		291		

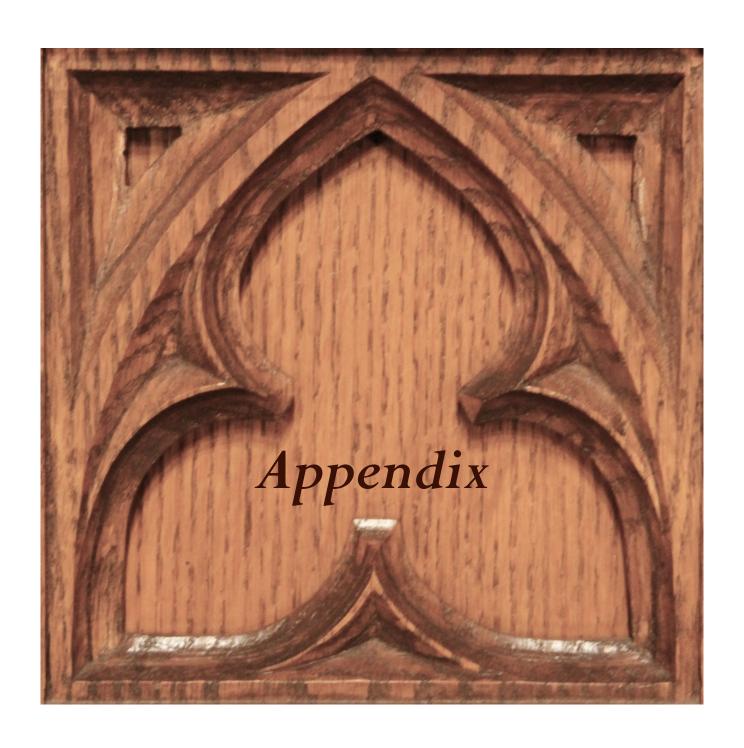
*Continuing Education Fund(m	aximum \$5000)	
Total available for 2019	1545	
Withdrawals in 2019	<u>0</u>	
Balance Dec. 31, 2019	1545	
Budget 2020	<u>1000</u>	
Total available for 2020	2545	

Balance Sheet

St. Andrews Presbyterian Church

As at December 31, 2019 (compared with December 31, 2018 & 2017)

<u>ASSETS</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>LIABILITIES</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
<u>Current</u>				Short Term			
Bank				Accounts Payable/Accruals	2906	2438	1760
Operating Account	3311	6082	11771				
Building & Reserve Acct.	2726	5726	10024				
Memorial Account	5084	5723	4578	Long Term			
Prepaid Expenses	3553	2923	2704				
Account Receivable	<u>592</u>	<u>1198</u>	<u>555</u>	Debentures	<u>0</u>	<u>0</u>	<u>5000</u>
Total Bank Accounts:	15266	21652	29632	Total Liabilities:	2906	2438	6760
<u>Fixed</u>							
Church (book values)							
Building	439400	439400	439400	ASSETS OVER LIABILITIES:	1024560	1031414	1035072
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				
Total Fixed Assets:	1012200	1012200	1012200				
Total Assets:	1027466	1033852	1041832				



CONGREGATIONAL COMMITTEES - TERM OF OFFICE AND DUTIES

Annual Meeting Officials:

<u>Chair</u> - "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.

<u>Secretary</u> – 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.)

<u>Treasurer</u>- "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).

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

<u>Secretary</u> - "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).

<u>Envelope Secretary:</u> 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