

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



Annual Reports 2023

Index & Agenda

Annual Congregational Meeting

St. Andrew's Presbyterian Church, Sackville, New Brunswick
Sunday 11 February 2024

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Reports

Minutes of the Annual Congregational Meeting

Place and Time

The Congregation of St. Andrew's Presbyterian Church, Sackville, New Brunswick held its annual meeting at the church on Sunday, February 12, 2023 at 12:25 in the afternoon.

Attendance:

Present: Rev. Jeff Murray, Terrlynn Allen, Helen Amos, Mary and Paul Bogaard, Jean Cameron, Barb and Lew Clarke, Elizabeth Craig, Becky Crossman, Lynn Estabrooks, Richard Fillmore, Alice Folkins, Kevin Hicks, Barb Jardine, Mona Meldrum, Elizabeth Millar, Anne and Art Miller, Brian Neilson, Heather and Michael Payne, Laura Snyder, Debbie Stewart, Linda Trentini, Jerry Ward.

Rev. Murray, Chair, opened the meeting with the reading of Philippians 4:4-9, followed by reflection and prayer. He noted that this was one of the passages highlighted in the Discernment summary that was included in the annual reports.

Secretary:

It was moved by Terrlynn Allen and seconded by Mary Bogaard, that Laura Snyder serve as Recording Secretary for the Annual Congregational Meeting. Carried.

Agenda:

It was moved by Richard Fillmore and seconded by Linda Trentini, that the agenda distributed with the *Annual Reports for 2022* be adopted. Carried.

Minutes:

It was moved by Kevin Hicks and seconded by Anne Miller, that the minutes of the Annual Congregational Meeting held on February 6, 2022 distributed with the *Annual Reports for 2022* be adopted. Carried.

2022 Reports:

It was moved by Mona Meldrum and seconded by Brian Neilson, that the following 2022 reports be adopted as distributed: Atlantic Mission Society and Ladies' Aid, Atlantic Mission Society Financial Report, Board, Flower Committee, Greeting & Reading, Ladies' Bible Study, Library & Archives, Music Support, Publications, Session (with discernment summary), and Social Committee. Carried.

Linda Trentini expressed thanks to everyone who submitted reports. This is a good record what has been accomplished in the past year.

Nominating Committee Report:

The Nominating Committee report was presented by Linda Trentini.

It was moved by Paul Bogaard and seconded by Terrlynn Allen, that the Recommendations 1 to 7 be adopted by consent. Carried.

1. That Kirk Meldrum, Linda Trentini, and Mona Meldrum be appointed to the Board of Managers for a three-year term (2023-2025).
2. That Linda Trentini be appointed as Chair of the Board of Managers for 2023.
3. That Anne Miller be re-appointed as the church Treasurer for 2023.
4. That Alex Whitla be re-appointed as Secretary of the Board of Managers for 2023.
5. That Elizabeth Millar be appointed Envelope Secretary for a one-year term (2023).
6. That Becky Estabrooks be appointed as the Financial Reviewer for 2023.
7. That Kirk Meldrum be re-appointed as a Trustee for St. Andrew's for a three-year period (2023-2025).

It was moved by Anne Miller and seconded by Mary Bogaard, that all other nominations and the Nominating Committee report as a whole be adopted. Carried.

Financial Reports and Review:

Anne Miller presented the income and expense statements and balance sheet for 2022. We finished 2022 with a nice net gain. Donations to the Operating fund were at 103% of the budgeted amount, and at 142% for the Building & Reserve fund. An unexpected bequest will help with the roof replacement project and other needs. Most expenditures came in at or

below budget for 2022, but the cost of heating was significantly higher. The elevator required two repairs. Expenditures exceeded donations for the Benevolent fund.

It was moved by Paul Bogaard and seconded by Kevin Hicks, that all Income and Expense statements for 2022 be adopted as distributed. Carried.

The balance sheet compares assets and liabilities for the past few years. Anne Miller noted that our Assets over Liabilities amount was higher for 2022 than in previous years.

It was moved by Anne Miller and seconded by Mary Bogaard, that the Balance Sheet, and Financial Review for 2022 be adopted as distributed. Carried.

In discussion Richard Fillmore suggested that it might be time to have the organ and piano values reappraised. Anne Miller noted that the property assessments for the church building and the manse, and fair rental value of the manse should also be redone. Linda Trentini will take this to the Board. Changes will affect other numbers such as insurance costs.

Anne Miller reported that the proposed budget for 2023 is about \$10,000 higher than for 2022. This includes increases for insurance and caretaking, and significant increases for utilities. She also noted that donations in the Extra to Budget category, such as to Presbyterian Sharing and to PWS&D increased during 2022.

The Roof Fund is now in very good shape; donations started pouring in after the appeal letter went out. The Board has accepted the proposal for a steel roof from J & J Hicks Brothers Renovations, for a cost of about \$42,000. Rev. Murray reported that an application is in progress for a grant to a maximum of \$10,000 from the McBain-Barker Fund. If successful, this will leave some funds available for other needed projects such as repairs to the front doors of the church and replacement of windows on the ground floor of the manse.

Jean Cameron asked whether the proposed steel roof would be in keeping with guidelines for heritage buildings, and whether insulation would be added as part of the roof project. Paul Bogaard answered that the proposed steel roof will fit the guidelines. In our building there is a significant space between the top of the ceiling and the roof, with a layer of insulation above the ceiling. A membrane will be put down under the steel roof, in accordance with the current provincial building code. J & J Hicks recently installed the same type of roof at Main Street Baptist Church with excellent results, which gives the Board confidence in moving ahead with this project. He also noted that this project would not be possible without the leadership of Anne Miller and Linda Trentini.

It was moved by Paul Bogaard and seconded by Brian Neilson, that the Budget for 2023, totalling \$121,481, be approved. Carried.

Anne Miller thanked everyone for stepping up and providing funds as needed. She gave special thanks to Linda Trentini for her work as Assistant Treasurer. Rev. Murray commented that the combined efforts of Anne and Linda are deeply appreciated, and thanked Anne for making the budget information clear and understandable. He also lauded the tremendous stewardship responses of the congregation in stepping up to cover the financial needs of the church.

New business:

Mona Meldrum voiced special thanks for Rev. Murray's hard work this past year, noting that without him we wouldn't be here.

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

It was moved by Mona Meldrum and seconded by Kevin Hicks, that the meeting be adjourned. Carried.

Rev. Murray closed the meeting with prayer at 1:07 p.m.

Respectfully submitted,

Laura Snyder, Recording Secretary

Atlantic Mission Society (AMS) and Ladies Aid

The AMS continued to meet at 10:30 on Saturday mornings, generally at the church. We have 9 active members, with an average attendance of 7. There are 3 men who are associate members, Richard Fillmore, Gordon Amos and Matthew Somers. Two guests attended throughout the year and we enjoyed a pot luck lunch in December.

Our executive remains unchanged with Julie Comeau as President, Helen Amos Vice-President, Eileen Smith Treasurer and Debbie Stewart Secretary.

Valentine Hearts were distributed to the church children, as well as, to those residing at the Drew Nursing Home. Cards were also prepared for Easter and there was an Easter egg hunt following the service. At Thanksgiving paper lanterns and cards were distributed to the children and at Christmas, following the Children's service, each child was given a beaded Bethlehem star and a candy cane.

The World Day of Prayer service, written by the women of Taiwan was hosted by St. Andrew's on March 3rd. Brian Neilson spoke during the meditation time. There were many comments of appreciation by those attending for an in-person service with refreshments.

The following organizations were supported financially: the Sackville Food Bank, the Tantramar Schools Breakfast Program, Open Sky Co-operative, Presbyterian World Service and Development, World Vision and Fellowship of the Least Coin. Bibles were purchased for youth in the congregation.

No meeting was held in June. Pansies were planted by the children at the entrance to the church building. The members prepared lunch for the Presbytery meeting held on June 21st at the church. The October meeting was at Open Sky.

In place of a Christmas Sale, a basket was available for donations during a time of fellowship with warm cider and cookies, following the church service on Nov. 12. The \$350 raised went to the Sackville Food Bank and the Tantramar Schools Breakfast Program. Visitors and new members are always welcome.

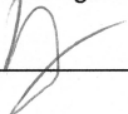
Respectfully submitted,

Deborah Stewart
Secretary, AMS, St. Andrew's

Atlantic Missions Society & Ladies Aid Financial Report 2023

Balance January 1, 2023		\$1,962.16
Received:		
Least Coin	105.75	
Mutual Funds	933.12	
WDP Reimbursement	275.00	
Missions	988.50	
Special Missions	75.00	
Ladies Aid	370.50	
Piggy Bank Fund	241.00	
TD Investment	28.93	
Memorial	100.00	
Fundraiser	250.00	
Message Subscriptions	150.00	
Dues	33.00	3,550.80
Expenditures:		
Breakfast Program	450.00	
Food Bank	700.00	
Messages	225.00	
BSC	27.50	
WDP cost	275.00	
WDP luncheon	43.99	
WDP favours	36.67	
Office Supplies	55.76	
Easter Cards	28.01	
Youth Bibles	200.00	
Snacks & photo shoot	50.00	
Pansies for garden	30.50	
Summer Lemonade/Cookies	143.88	
Cake for AMS	27.99	
Open Sky	200.00	
World Vision	200.00	
WICC (Least coin)	105.75	
Postage	49.88	
PWS/D	200.00	3099.93
Account balance January 30, 2023		2,413.03

I have examined the figures for the AMS and Ladies Aid account and have found them in

order.  Date 11 January 2024

Board

The Board met every month or two, as needed, throughout 2023. At the beginning of this Board year responsibilities were divided among the Board members in order to share the work of the Board as well to insure that all necessary repairs and maintenance were carried out efficiently. Alex Whitla continued as Board Secretary as well as being our 'go to' for the Elevator.

Barbara Jardine arranged for our organ and piano to be tuned with the assistance of our Organists, Laura Snyder and Elizabeth Craig. Heating was followed by Linda Trentini and Anne Miller. Paul Bogaard had oversight of our roof project. Kirk Meldrum has handled snow removal. Mona Meldrum reports to the Session as elected Elder with responsibility for maintaining the communication between the Board and Session. Linda Trentini continues as Board Chairman.

Anne Miller continues to keep our finances in order. This role requires attention to detail and specialized knowledge. We are most appreciative as the Treasurer is vital to the Board and to the Church. We thank Anne for her dedicated work. Linda Trentini serves as an aide to the Treasurer.

We also wish to thank Elizabeth Millar who has been our Church's Envelope Secretary for several years and who has agreed to continue for the coming year. This role is essential in its importance as a support to the Treasurer.

Our Roof project has required hiring a contractor/roofer and then waiting for our turn on their long list of customers. As of this month, we have been notified that we are next on their list. After they finish their present project and depending upon the weather we would hope to start the roof in early Spring. The good news is that the Congregation has given generously to the Roof Fund. We also have monies from the Federal Government and from the National Presbyterian Church so we are hoping there will be no financial surprises.

A new programmable thermostat was installed in the Sanctuary by Paul Bogaard and Alex Whitla. The thermostat will help us control the temperature in the Sanctuary so that it remains appropriate for the Organ and Piano while possibly helping save on heating costs.

New light bulbs were installed over the Altar and in the Sanctuary by Paul Bogaard and Michael Payne. These bulbs use less power than the conventional bulbs so we may see some small savings in electricity.

Our lawn was mown this summer by Merrik and Sophia Tower.

Manse Projects will include the replacement of the front and back doors this Spring. As well, we hope to replace windows in the living and dining rooms.

Finally, we will take this opportunity to thank the Reverend Jeff Murray who supports us with advice and guidance. The Board also thanks Rev. Murray for his care of the Manse and his advice regarding its maintenance.

Respectively submitted, Linda Trentini, Board Chair

Flower Committee

The flower committee continued to provide arrangements in the sanctuary throughout 2023 with appropriate decorating for Easter, Thanksgiving and Advent.

Cards and flowers were sent to members and adherents during the year for special celebrations, bereavements, and illness, as well as, to those not always able to attend in person.

Thanks are extended to all who placed flowers in memory of loved ones. Appreciation is expressed to the children who planted an arrangement of blossoms under the church sign in May.

If you know of someone who could be cheered by a bouquet of flowers, a card, or a fruit basket, please contact a committee member.

Respectfully submitted,
Mona Meldrum, Carol Sheehan, Eileen Smith, Debbie Stewart and Linda Trentini

Reader & Greeter Coordinator's Report

All of us who attend St. Andrew's services (in person or on-line), have seen the faithfulness of those who read and greet for our worship services, and it's been my pleasure and privilege to be a keeper of the schedule for another year.

I so appreciate the willingness of all who choose to volunteer for these tasks, and their patience with small mistakes and changes of plan.

If you've been thinking of doing some greeting or reading, please let Rev. Murray or me know, and I'll be in touch about finding a date that is good for you. This invitation is to readers and greeters of all ages! Greeters work in two's, and Readers could share a job too - think about what you might like to try, and talk to me about it.

Respectfully submitted,
Mary Bogaard

Ladies Bible Study

We have been meeting on a regular basis this year, meeting on Thursday mornings at 10:30a.m. We are meeting in each other's homes. We welcomed another member to our group this year. We have been working away at Melissa Spoelstra's study on the book of Romans and learning about the good news it holds for us and how it can/does change everything. We found it to be quite uplifting, giving us lots to think about. We finished that study and last fall we embarked on a study by Rachel Risner, Significant Six Ordinary Women, One Extraordinary God. There is a big difference between living a life trusting in the fake stability of the world and living a life of significance with an unshakeable God. We've all gotten the wind knocked out of our sails, but it is time to keep sailing. This study is teaching us to dig in our heels, worship instead of worry and quit living skin deep.

New members are always welcome. Prayerfully consider joining us. For more information, please speak to any one of the group members.

Respectfully submitted by Beth Cockburn-Savoie, on behalf of Barb Jardine, Heather Payne, Jean Scobie, Linda Trentini and Debbie Stewart.

Library Committee

The Library Committee has not been very active for the past couple of years, but we are now beginning to get some much-needed projects going. Our collection of Christmas books was put on display in the library area during December. We have now begun working on cleanup and reorganization of the Children & Youth book collections. A number of older fiction books have already been identified for removal, and we will continue the selective weeding process as we work to get the collections in better order. The Adult collection also needs some attention; that will be our next priority after the Children & Youth section is in better shape.

We also hope to work with others to find better solutions for placement and storage of furniture in the area, so that it will be easier for people to browse the library collections without having to move tables and chairs out of the way.

During our reorganization project we will generally not be accepting donations of books or other materials to the library.

Respectfully submitted,

Beth Cockburn-Savoie, Heather Payne, and Laura

The Music Committee

The St. Andrew's Music Committee meets throughout the year to make sure we have the musicians needed for our worship and to provide support for them, including the opportunity to share ideas and discuss new needs and possibilities. We also meet to prepare the annual budget request.

Throughout 2023, Laura Snyder and Elizabeth Craig, with Charles Torrance, divided responsibility for services and chose and prepared appropriate and engaging music for our services, using an array of instruments - organ, piano, French horn, cello and violin. They led the congregational singing for all the parts of worship, including hymns and responses, and also provided instrumental music for preludes, postludes and communion. In addition, to provide additional seasonal music for our Christmas and Easter services, they formed an ensemble, along with Eleanor Murray - cello, and John Neilson - piano and trumpet. Their efforts involved not only selecting and rehearsing music, but also arranging and adapting parts as needed for the instruments and players at hand. Their perception of the need for beauty,

variety, and appropriateness in the choosing of the instrumental music, and their careful preparation are evident at every service.

St. Andrew's has only one CHOIR, the whole congregation, and we sing the hymns as worship in our services. But we have traditionally supported a "choir," and for many years it met twice per month, September through April, led by a choir director and a pianist to prepare our anthem for that month. However, for the past couple of years, members of "choir" have been meeting weekly just to sing hymns, sometimes joined by others who come for the enjoyment of singing or listening.

In the past year, we Hymn Singers have developed new customs and tried a few experiments! Friday evenings (5pm-6pm), except for summer months, we meet under the shared leadership of our two organists, Laura Snyder and Elizabeth Craig. After singing the hymns for the coming Sunday, thereby preparing to lead the rest of the congregation in new or less well-known hymns, we take turns requesting hymns we like, or unfamiliar ones that interest us. Occasionally a hymn, round, piece from our music library or music our organist or a singer brings in will be rehearsed and presented as an anthem during a worship service.

The Hymn Singers are enjoying this new way of preparing to contribute to worship through music. Please share your comments and ideas for this endeavour with any of us.

We thank the congregation of St. Andrew's for another year of generous financial support necessary for this ministry of music.

Respectfully submitted,
Mary Bogaard, Jeffrey Murray, Carol Sheehan, Laura Snyder

Publications

The publications committee of St. Andrew's is responsible for maintaining the website-sapres.ca, the church directory and the publication of The Salt.

Rev. Jeff Murray, the webmaster, has continued to offer his expertise in maintaining and upgrading the website.

Through the Web Streaming System, video church services were available live on YouTube and Facebook and in audio on CHMA 106.9 FM radio. All the services were posted on the website and on Facebook for enjoyment anytime throughout the year.

This virtual connection enables continuous interactions for the session and the board and for those members and adherents, both locally and from a distance, to enjoy the ministry of St. Andrew's.

There is a CanadaHelps.org donation page available.

The Salt was published once at Christmas available both in hard copy and on the website.

The church directory was printed and published in January 2023.

A very special thank you is extended to Rev. Jeff Murray for his technical abilities, in addition to his busy ministerial duties, enabling many to connect with the work and ministry of St. Andrew's.

Respectfully submitted

Mona Meldrum

Session

The Session met thirteen times during 2023; the meetings were well attended. Seven meetings were in person, two by Zoom, and four in person with some attending by Zoom. During 2023 we celebrated 52 Sunday services and 5 special services. One Sunday service was cancelled due to poor weather conditions. Services were live-streamed throughout the year, and Sunday services were also broadcast on local radio station CHMA. Many thanks are due to Brian Neilson for serving as our contact and moderating most of the weekly broadcasts. Recordings of past services continue to be available through our Facebook page.

The Sacrament of Holy Communion was celebrated on seven Sundays, as well as Maundy Thursday and the late Christmas Eve service. We continue to use the procedures developed in 2021 for preparation and distribution of the elements, to minimize the risk of virus transmission.

Our Anniversary service was celebrated on November 12, marking the 180th anniversary of the first gathering of Presbyterians in Sackville, as a small preaching point formed by the Scots-Irish missionary, Rev. Dr. Alexander Clarke.

In Rev. Murray's absence, Brian Neilson led services on March 5, July 2, October 29, and November 26. Rev. Todd Nelson led services on March 26 and July 9. Rev. Ellie Hummel led the service on July 16.

We often welcome visitors to our services. On July 23 and 30 we were joined by approximately 30 students from Toya Eiwa High School in Japan, while they were participating in the "Go Global" program at Mount Allison University. A few of the students shared their musical gifts with us during those services.

During 2023 social connections in the congregation were supported through Coffee & Conversation, an Easter breakfast, an all-church picnic on June 25, weekly "Lemonade on the Lawn" during July and August, and finally, our first December church pot-luck dinner since 2019! Abundant thanks are due to the Social Committee, Brian Neilson, and others for organizing these events.

We were saddened to mark the passing of two long-time faithful members of our congregation during 2023. Mitchell James ("Mitch") Smith, who had served as an Elder at St. Andrew's for more than 30 years, died on March 15, 2023. The service commemorating his life was held at Jones Funeral Home on March 18. B. Arthur (Art) Miller passed away on May 17, 2023, and the service commemorating his life was celebrated on June 17 at the church. Art had served on the Board of Managers at St. Andrew's, including 11 years as Chair.

We welcomed three new members to our congregation during 2023. Gillian Strong and Michael Harris joined by letter of transfer from All Nations Christian Reformed Church, Halifax, NS. Helens Human joined by Session resolution.

Brian Neilson continues to serve as Representative Elder to the Presbytery of New Brunswick and the Synod of the Atlantic Provinces. He and Rev. Murray provide regular reports on those meetings. Rev. Murray recently completed his service as Clerk of Synod.

During 2023 Laura Snyder continued to serve as Clerk of Session and Mona Meldrum served as Roll Clerk. Mona also serves as Session representative to the Board, while Linda Trentini continues to serve as Board Chair.

St. Andrew's Sackville continues to be well represented in national PCC committees. Brian Neilson is a member of the Life and Mission Agency Committee, Donna Capper serves on the International Affairs Committee, and Rev. Murray serves on the Assembly Council. Elizabeth Millar is a member of the Archives and Records Management Committee of Assembly Council.

Early in 2023 the church received the gift of a beautiful embroidered biblical scene, framed on a wooden stand, depicting Jesus meeting the Samaritan woman at the well. It had belonged to Mrs. Helen Beale, and was donated by her daughter-in-law Mrs. Frances Beale, facilitated by her daughter Charlene Beale Pauley. We were saddened to hear of Mrs. Frances Beale's passing on June 7, 2023.

Bibles were presented to six of our young people during the service on June 25. The Session reviewed current editions and selected *The Guidebook* and *The Action Bible* as the presentation choices.

The Session voted to apply to the PCC's McBain-Barker Small Community Capital Fund for a grant to assist in the roof replacement project. A grant of \$7,000 was received for this project.

We offered our hospitality on a number of occasions. On March 3 the AMS hosted the World Day of Prayer Service. Brian Neilson provided the message for that service. The New Brunswick Presbytery met at our church on June 21. The Parents & Tots program continues to utilize our child-friendly lower level on Thursday mornings.

The Prayer Tree, ably coordinated by Mary Bogaard, continues to serve as a vital way to keep us connected, as we support each other and the extended church family through the power of prayer.

The St. Andrew's congregation continues to support the local community through donations to the Sackville Food Bank and the Tantramar Regional High School's Food for Thought & Tantramar Pantry programs, as well as "White Gift Sunday" donations for the Community Association's Christmas Cheer boxes. Jerry Ward handles the deliveries to the Food Bank, Mary Bogaard takes care of the TRHS donations, and Brian Neilson is our Community Association representative. Reminders and lists of needed items for these programs are provided on a regular basis.

We are thankful for the engagement of our congregation as we work together to support and nurture each other, and to be a caring church in our community. We pray that God will continue to bless us and the ministry we share.

Respectfully submitted, *The Session of St. Andrew's*
Rev. Jeffrey Murray, Terrlynn Allen, Mary Bogaard, Richard Fillmore, Mona Meldrum,
Brian Neilson, Laura Snyder, and Linda Trentini.

Social Committee

Coffee and Conversation continued for 2023, the second Sunday of each month, with a few variations. February's Coffee and Conversation followed with the church's Annual General Meeting. In March we said a fond farewell to Mitchell Smith, as the committee held his funeral reception.

The month of April, no coffee and conversation as on Easter Sunday the congregation enjoyed a delicious Easter breakfast, prepared and catered by Chef Brian Neilson. Approximately 40 congregants partook of this wonderful event.

May showed a return of the usual C&C. In June we said another sad goodbye to Art Miller as the committee held his funeral reception. The Congregational picnic was held the last Sunday of the month. Again, hats off to Brian Neilson for the BBQing. Members of the congregation brought salads or desserts. A great event especially for the children.

For the summer months lemonade and cookies on the lawn were enjoyed. The last two Sundays in July, the church welcomed 30 students from Toya High School from Japan.

September saw the resumption of C&C. In October this was held on the 3rd Sunday due to Thanksgiving being on the 2nd Sunday.

In November the AMS hosted C&C with spiced apple cider and cookies. A basket was in place for donations for Sackville Food Bank and TRHS breakfast program.

For December the Congregational Christmas Potluck Supper resumed, after a 3-year absence. There was a large congregational attendance and all festivities were enjoyed.

A very huge thank you to Julie Comeau, our Communication Coordinator who phoned the congregants to solicit food for our enjoyment. Thank you to all those who assisted with the cleanup following each C&C.

Helen Amos for the Social Committee: Beth Cockburn-Savoie, Debbie Stewart, Linda Trentini, Julie Comeau, Becky Crossman, and Lynn Estabrooks.



2024 Nominating & Financial Reports

Nominating Committee

Many thanks to all serving on committees and to those who have agreed to join a committee.

Committee members are responsible until the Congregational Meeting following their final year. This means that service until 2024 extends to the Congregational Meeting which will be held in 2025.

Presently Serving

Nominated for Congregation Meeting 2024

NOMINATING COMMITTEE

Linda Trentini	2024	Chair 2024	
Barbara Jardine	2023	Barbara Jardine	2024
Eileen Smith	2024	Eileen Smith	2024

BOARD OF MANAGERS

Paul Bogaard	2023	Paul Bogaard	2026
Barbara Jardine	2023	Barbara Jardine	2026
Mona Meldrum	2022	Mona Meldrum	2025 Session Rep. 2024
Alex Whitla	2024	Alex Whitla.	2026 <i>Secretary 2024</i>
Anne Miller	2023	Anne Miller	2026 <i>Treasurer 2024</i>
Michael Payne	2024	Michael Payne	2027
Linda Trentini	2022	Linda Trentini	2025 <i>Chair 2024</i> & <i>Assistant to Treasurer 2024</i>

ENVELOPE SECRETARY

Elizabeth Millar	2023	Elizabeth Millar	2024
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FINANCIAL REVIEWER

Becky Estabrooks	2023	Becky Estabrooks	2024
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TRUSTEES

Linda Trentini	2024	Linda Trentini	2027
Anne Miller	2023	Anne Miller	2026
Richard Fillmore	2024	Richard Fillmore	2025

LIBRARY COMMITTEE

Laura Snyder	2022	Laura Snyder	2025
Beth Cockburn-Savoie	2024	Beth Cockburn-Savoie	2027

SOCIAL COMMITTEE

Helen Amos	2024	Helen Amos	2027
Beth Cockburn-Savoie	2022	Beth Cockburn-Savoie	2025
Julie Comeau	2024	<i>Communications Specialist</i>	2027
Rebekah Nelson	2024	Rebekah Nelson	2027
Becky Crossman	2024	Becky Crossman	2027
Lynn Estabrooks	2024	Lynn Estabrooks	2027
Lise Corkerton	2024	Lise Corkerton	2027

PUBLICATIONS COMMITTEE

Jeff Murray	2023 Web Master	Jeff Murray	2024
Jeff Murray	2023 Editor/The Salt	Jeff Murray	2024
Mona Meldrum	2023 Church Directory	Mona Meldrum	2024

FLOWER COMMITTEE

Mona Meldrum	2024	Mona Meldrum	2026
Eileen Smith	2024 Corresponding Secretary	Eileen Smith	2026
Carol Sheehan	2024	Carol Sheehan	2026
Debbie Stewart	2024	Debbie Stewart	2026
Linda Trentini	2024	Linda Trentini	2026
Rebekah Nelson	2024	Rebekah Nelson	2026

FOOD BANK

Heather Payne	2024	Heather Payne	2026
Kevin Hicks	2024	Kevin Hicks	2026

READER AND GREETER COORDINATOR

Mary Bogaard	2024	Mary Bogaard	2026
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COMMUNITY ASSOCIATION REPRESENTATIVE

Brian Neilson	2023	Brian Neilson	2026
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Respectfully Submitted: Linda Trentini (Chair), Barbara Jardine and Eileen Smith.

Overview of Income 2023 and Budget 2024, St. Andrew's Presbyterian Church

2023	Actuals:	2024	Budget:
Total Revenue for Budget (Main + B&R):	121462	Total Revenue (Main + B&R):	131218
Total Expenses for Budget (Main + B&R):	109312	Total Expenses (Main + B&R):	127568
Approved Budget (Main & B & R):	\$121,481	Proposed Budget (Main + B&R):	\$127,568

Income Statement and Budget - Main Operating Account

St. Andrews Presbyterian Church
For the Year 2023, with Budget 2024

REVENUE	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Local Givings	116518	101564	110031	104176
GIC interest		2510		
Loose Offering	1000	965	400	515
Total Operating Rev:	117518	105039	110431	104691

EXPENSES	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Synod Assessment	3241	2259	2259	2283
Pres. Assessment	2372	1412	1412	951
Church School			100	
Fruit & Flower Fund	100	78	300	67
Pulpit Supply	1500	1330	1500	1683
Caretaking	2600	2650	2600	2260
Library	200			
Kitchen Sup. & Hosp.	500	464	400	339
<i>Pandemic Church Serv.</i>	700	683	300	215
Printing Services	600	652	600	472
Advertising			150	
Ins.(church & manse)	4040	3963	3795	3396
Liturgical Materials	100	434	50	
Music Expenses	8550	6575	9380	6490
Present., Honor., Gifts	100		100	64
Sundry	200	54	200	13
Office Supplies	400	361	400	405
Bank Fee	250	217	200	185
Financial Consultant	1320	1200	1200	1200
Org./Piano Tuning & Rep.	600	575	500	495
Christian Education			200	
Subtotal Expenses:	27373	22907	25646	20518

EXPENSES (cont.)	2024 Budget	2023 Actual	2023 Budget	2022 Actual
CHURCH UTILITIES				
Electricity	2200	2174	2000	1973
Furnace Oil & Service	7000	6205	8000	7502
Telephone	1500	1360	1500	1360
Water	600	534	600	497
Snow Removal				
Total Church Utilities	11300	10273	12100	11332

MANSE UTILITIES	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Electricity	1500	1467	1500	1590
Gas, Fuel Oil & serv.	4000	3954	3000	3228
Telephone	2300	2290	2000	2146
Water	650	589	750	631
Snow Removal	300			
Total Manse Utilities	8750	8300	7250	7595

PAYROLL	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Total Stipend	52806	49815	49815	47396
Payroll Expenses	4300	4228	4000	3776
Cong. Pension Assess.	6325	5084	5084	5707
*Continuing Ed.	0			118
Med. & Dent. Ins	5164	4918	4918	4684
			118	
Professional Dev.	500	122	500	119
Communications Allow.	1000	1042	1000	979
Total Support of Min.	70095	65209	65435	62779

Total Operating Exp:	117518	106689	110431	102224
NET GAIN/LOSS	0	-1650	0	2467

DONATIONS

Extra to Budget In:	2024	2023	2023	2022
Presbyterian Sharing	n/a	3045	n/a	3460
PWS&D	n/a	4315	n/a	5435
AMS	n/a	1896	n/a	2452
Sackville Foodbank	n/a	45	n/a	150
SRRC	n/a		n/a	
Calendars	n/a		n/a	20
Total Extra to Budget In:		9301		11517

Extra to Budget Out:	2024	2023	2023	2022
Presbyterian Sharing	n/a	3225	n/a	3280
PWS&D	n/a	4345	n/a	5405
AMS	n/a	2476	n/a	2147
Sackville Food Bank	n/a		n/a	150
SRRC	n/a		n/a	
Total Extra to Budget Out:		10046		10982

Income Statement and Budget - Building and Reserve Account

St. Andrews Presbyterian Church
For the year 2023, with Budget 2024

REVENUE	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Env. Offering (incl. PAR)	12000	12310	12000	17074
Roof fund		2500		27330
Interest	1700	1613	150	231
Total Revenue B&R	13700	16423	12150	44635

EXPENSES	2024 Budget	2023 Actual	2023 Budget	2022 Actual
Church Annual Mainten.	1000	1339	1000	2683
Contingency fund				1000
Elevator expenses	1300	1284	1300	1894
Manse Annual Maintenance	750		750	663
Manse Windows	5000		5000	5489
Manse basement insulation				
Manse doors	2000		2000	
Total Expenses B&R	10050	2623	11050	10729
Net Gain/Loss(Reserve)	3650	13800	1100	33906

Income Statement and Budget - Memorial Fund

St. Andrews Presbyterian Church
For the year 2023, with Budget 2024

REVENUE	2024 Budget	2023 Actual	2023 Budget	2022 Actual
**Benevolent Fund				500
In Memoriam		13578		1810
Video Equipment				
Interest		305		14
Total Rev. Memorial	0	13883	0	2324

EXPENSES	2024 Budget	2023 Actual	2023 Budget	2022 Actual
**Benevolent Fund		600		1100
Paper Stmtnt(one time)				2
Video Equipment				7940
Total Exp. Memorial	0	600	0	9042
NET GAIN/LOSS	0	13283	0	-6718

**Benevolent Fund (held here since 2013):	
Balance Dec. 31, 2023	\$480
Donations 2024	\$0
Total available for 2024	\$480
Withdrawals in 2024	\$0
Net available for 2024	\$480

*Continuing Education Fund (maximum \$5000)	
Balance Dec. 31, 2023	\$5,000
Budget 2024	\$0
Total available for 2024	\$5,000
Withdrawals in 2024	\$0
Net available for 2024	\$5,000

Balance Sheet

St. Andrew's Presbyterian Church
As at December 31, 2023 (compared with December 31, 2022 and 2021)

ASSETS	2023	2022	2021
Current			
Bank			
Operating Account (adjusted)	63499	52110	37495
Building & Reserve Account***	72867	64254	44023
Memorial Account	17975	5675	11840
Prepaid Expenses	3872	3795	3396
Account Receivable	669	594	816
GIC (CEBA)	0	40361	40000
Total Bank Accounts:	158882	166789	137570
Fixed			
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
Total Fixed Assets:	1012200	1012200	1012200
Total Assets:	1171082	1178989	1149770

LIABILITIES	2023	2022	2021
Short Term			
Accounts Payable/Accruals	2294	1915	3102
Long Term			
CEBA Loan (paid off!)	0	60000	60000
Total Liabilities:	2294	61915	63102
ASSETS OVER LIABILITIES:	1168788	1117074	1086668

***Roof Funding: call for donations July, 2022	
Members and Friends Donations:	19830
Helen Lawrence Estate:	10000
CEBA Loan forgivable portion:	20000
McBain-Barker (national church)	7000
Total on December 31, 2023:	56830

Crossroad Tax Services



150 Stanley Drive, Sackville, NB E4L 1P9
(506) 536-4528 crossroadtaxservices@hotmail.com

January 9, 2024

St. Andrew's 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, 2023, and the statements of income and expenses for the year end. The review also consisted of discussions and 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,

Becky Estabrooks

Becky Estabrooks
Crossroad Tax Services





Appendix

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.

Bible Society Representative:

One member, serving for three years. May be re-appointed. Duties: Represents the congregation on the local chapter of the Canadian Bible Society. Helps to organize, with other churches, the work of the Bible Society in the congregation and the wider community

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 Co-ordinator:

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 Co-ordinator:

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.

Secretary for the Presbyterian Record:

One member, appointed annually.

Duties: The Presbyterian Record - notify potential subscribers in January/February that it is time to subscribe or re-subscribe. Collect subscriptions for the Treasurer. Prepare and submit subscriber list to the Record.

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