

Joint Needs Assessment Report

Harrowsmith-Verona Pastoral Charge

Verona, Ontario

March 2018



Trinity United Church

Harrowsmith-Verona Pastoral Charge

Trinity United Church

Joint Needs Assessment Report

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Community Profile

The Harrowsmith-Verona Pastoral Charge (www.h-vpastoralcharge.org) is located twenty-six kilometres north of Kingston on Road 38. It is comprised of a series of rural communities with deep and proud histories. The Charge is located in the Township of South Frontenac (www.southfrontenac.net) (www.frontenacmaps.ca) in the midst of recreational and lakefront living second to none. It is close to the cultural, health care and 'big city' amenities of Kingston. (www.cityofkingston.ca). Kingston is mid-way between Montreal and Toronto, with full air and rail connections.

There are Limestone Board of Education public elementary schools in both villages and an Algonquin and Lakeshore Catholic District School Board elementary school in Harrowsmith. Grades nine to twelve are offered at Sydenham High School (6 kilometres east of Harrowsmith). Post secondary education is available in Kingston at Queen's University, St. Lawrence College and Royal Military College.

There are medical clinics and pharmacies in Verona and Sydenham. The 911 emergency system is in place and there are three fire halls in the area. The village of Hartington, which is mid-way between Harrowsmith and Verona, hosts a public library, The Township of South Frontenac Museum, a community caring clothing depot, a Township public works depot and the Ontario Provincial Police Headquarters.

Adult and Senior's apartment complexes are located in Sydenham. All villages have busy restaurants that are, for many, the social hubs of the community.

Our 'state of the art' 18 hole golf course, Rivendell, is just three kilometres north of Verona. Baseball and soccer fields abound. Water sports are an important part of Verona life at the public beach on Rock Lake and the three lakes, which border the village. The North Frontenac Arena, six kilometres north of Verona, offers a variety of skating and hockey programs. Scouts, guides, karate, yoga, quilting, rug hooking, crafts, scrap booking, wellness programs, among others, are all available in community churches and schools.

Community Resources

LOCATION

- Harrowsmith is 20 km north of Kingston. Sydenham is 6 km east of Harrowsmith. Verona is 6 km north of Harrowsmith.
- There are bus and train stations and the airport in Kingston.
- Taxi service is available from Kingston.

ECONOMIC BASE

- General farming, small business, recreation and tourism, construction and trades.
- Bedroom community for Kingston with many employed by Queens University, Royal Military College, CFB Kingston.
- Collins Bay, Kingston, Milhaven and Frontenac Penitentiaries.
- Kingston is the third most popular retirement centre in Canada.

EDUCATION

Queen's University
Royal Military College
St. Lawrence College
Sydenham High School
Prince Charles Public School
Harrowsmith Public School
St. Patrick Catholic School
Challenge Program
French Immersion
Nursery School
Social Services Play Group

HEALTH CARE

Hotel Dieu Hospital
Kingston General
Regional Cancer Centre
Ambulance Service - 911
Chiropractor - Sydenham
Dentistry - Sydenham
Pharmacies - Sydenham, Verona
Medical Clinic - Verona, Sydenham
Optometrist - Sydenham
Veterinary Clinic - Godfrey,
Sydenham
Providence Care Centre

SOCIAL SERVICES

Southern Frontenac Community
Services Corporation (Grace
Centre)
Ontario Provincial Police
South Frontenac Township Fire
Department
Seniors Apartments
Seniors Programs / Food bank

PROFESSIONAL SERVICES

Royal Bank of Canada - Sydenham
Bank of Montreal - Verona
Accountant
Lawyer
Real Estate
Architect

Women's Institute

RECREATION & CULTURE

Among the many recreation and culture opportunities available in the area are:

Frontenac Provincial Park
Gould Lake Conservation Area
Recreational Trails - K&P TRail, Cataraqui Trail
Trans Canada Trail, Rideau Trail
Desert Lake Family Resort
Rivendell Golf Course
Canadian Olympic Regatta Kingston
CORK sailing competition
Stables/Horse Back Riding Facilities
Public Libraries
North Frontenac Little Theatre
Girl Guides and Scouts
Harrowsmith & District Social and Athletic Club
Golden Links Hall in Harrowsmith
Soccer, hockey & baseball leagues
Tennis Courts
Canada Day and Santa Claus Parades
Verona Lions Club
The Verona Cattail Festival
The Verona Lions Garlic Festival

NEWSPAPERS

Daily

Kingston Whig-Standard

Weekly

Frontenac News
Frontenac This Week

SHOPPING

Antique shops
Beer & liquor stores
Drug Stores
Fabric Shop
Farmers Market
Garden Centres
Gift Shops
Grocery stores
Hardware stores
Post Offices
Restaurants
Storage facilities

WEBSITES

Church

www.h-vpastoralcharge.org

Presbytery

www.kpresbytery.org

Verona

www.yourverona.com

South Frontenac Township

www.southfrontenac.net

City of Kingston

www.cityofkingston.ca

Frontenac County

www.frontenaccounty.ca

Province of Ontario

www.ontario.ca

Ontario Travel

www.ontariotravel.net

Trinity United Church Profile

Our charge has a long, proud history of support for our growing rural bedroom communities and provides important outreach, community involvement and pastoral care.

- Our building is open for use by many organizations, such as community services, youth organizations, volunteer groups, crafts, and health & well-being activities.
- There are many community outreach events throughout the year, such as breakfasts, partnerships with local groups and village festivals, Christmas food hampers, children's toys & clothing, prayer blankets, children's playgroups and the local food bank.
- The church provides an excellent sanctuary for worship, as well as a certified kitchen and meeting facilities.
- The Sunday School has enthusiastic teachers and membership growth is consistent.
- Our music director challenges our choir to go above and beyond that expected of church choirs, often presenting concerts in our local communities and throughout the region. Diverse musical talent in our area is attracted to participate in these events.
- Congregation members often take on responsibilities in many aspects of worship, such as being lay readers and speakers as well as directing children's plays.

Ministry and Mission Profile

Name of Local Ministry Unit: Harrowsmith -Verona Pastoral Charge

Address of Local Ministry Unit: Trinity Unted Church, Box 506, Verona ON K0H 2W0

Brief Description of Local Ministry (three sentences): The Mission of the Harrowsmith-Verona Pastoral Charge is to be the ears, feet, hands and heart of Christ in the Harrowsmith-Verona area and in the world.

Priority (#1 to #7)	Category Title	This is who we are as a Local Ministry Unit:
6	Discipleship	<p>We are a welcoming congregation. We continually strategize about the integration of people into our life and work.</p> <p>At times of conflict and change over the past few years, we have received superb guidance and leadership from Four Rivers Presbytery Pastoral Relations Committee. We will continue to seek their advice and observations through this “Changing Ministry Positions” process. As a 'new' Pastoral Charge, we have taken our responsibilities seriously to make the St.Pauls congregation comfortable in our Verona church after the painful closing of their Harrowsmith church. We have welcomed them on our new Trinity leadership committees, the choir and the social life of the membership.</p> <p>We also have encouraged an open dialogue with new congregants who have arrived from other communities and have welcomed them into the church's leadership structure.</p> <p>Under the leadership of our recently-retired minister, Rev.Patsy Henry, we are offering an afternoon midweek service for those who prefer that time, which is assisted by a conegation member on a continual basis.</p> <p>We have developed a Code of Conduct which reflects teachings from the Gospels, which we hope will give us all a common direction as we care for the spiritual health and management of our community.</p> <p>Our worship services are planned to be bible-centred, focused on Jesus' teachings and lessons.</p> <p>We endeavor to influence those around us by example rather than proselytizing. We try to present our church is a place of welcome, learning, encouragement and warmth.</p> <p>We welcome everyone to “Guess Who's Coming to Dinner” social evenings in our homes as well as group trips to museums, concert and events out of town.</p>
3	Justice and Outreach	<p>We provide community outreach through our hall rentals (often donated), food hampers, a winter breakfast month and financial support as requested.</p>

		<p>Our halls are used for our own Sunday school, a local community womens' choir, many excercise groups for all ages, a Community Playgroup, bake sales, fund-raisers, educational programs, government services, concerts, small meetings, funerals, baptisms and weddings.</p> <p>Our community is facing the challenges of all rural communities today: transportation, potential school closings, small congregations in all denominations, broadband challenges, environmental issues, including solid waste management, infrastructure upkeep and seniors needs, including housing.</p> <p>We support those in need and make our voice heard in community forums and volunteer committees.</p> <p>Our conegation supports relief measures for the many catastrophies that happen every year.</p> <p>Our choir and other congregation members visit seniors homes regularly , particularly those who have members of our congregation as residents.</p> <p>We are committed to meeting our Mission and Service goals, with M&S messages read at every service.</p>
5	Leadership	<p>Our most important need is for engaging worship leadership under the direction of an ordained Minister.</p> <p>As we prepare for our life with a half-time minister, we are most fortunate to have a retired ordained minister and a licensed lay worship leader in our congregation to share in the presentation of worship services, pastoral care and other leadership responsibilities. Our interim half-time minister, Catherine Oxenford-Grant and the Four Rivers chair, Joanne Fletcher will be giving us guidance and direction throughout this new ministry search process. Lay readers play an important part in our services.</p> <p>We have a talented and highly-respected treasurer who handles our financial matters in a most professional manner.</p> <p>Our music director is an accomplished pianist and organist and challenges a loyal choir every week. In addition, we have other choir members who are able to take over the musical leadership from time to time, as needed.</p> <p>Both Session and Stewards have complete membership rosters and experienced and dedicated leadership. We never have difficulty attracting new members to these Committees and the Official Board.</p> <p>Our Sunday School teachers are experienced and loyal. We have group of children and young people that are a delight to us all.</p>
7	Ministry Partnerships	<p>Our partnerships include initiatives with local community committees, ecumenical services, World Day of Prayer, UCW activities in addition to national and international crisis funding.</p> <p>Much of our energy over the past two years has been to bring our two charge congregations together. This will continue to be a on-going</p>

		<p>focus for our “Ministry Team”.</p> <p>Ecumenical initiatives have not been very successful in our community partially because of our internal challenges and partially because of leadership changes that have been occurring in our sister churches in our community.</p>
2	Pastoral Care	<p>This is of great importance for our Minister, Session and individuals in our congregation. The Minister is the face of our pastoral care. Beyond our need for worship leadership, the area that will require the most thoughtful effort will be the Pastoral Care priority. Although we have many congregants who make it their church-based commitment to keep in touch with neighbours and friends in the congregation, we still have definite gaps when it comes to keeping in touch with those who are ill or seniors who find it difficult to get to church.</p> <p>Hospital visits have been well managed for the most part. Cards and letters are managed by a volunteer with direction from the Session. However, a consistent, detailed plan to 'keep in touch' has yet to be formulated.</p>
4	Stewardship	<p>We are committed to accept our financial responsibilities as well our personal time and talents to the health of the church.</p> <p>Our financial position is reviewed monthly as a minimum by the Treasurer by the Stewards and quarterly by the Official Board as a whole.</p> <p>Our financial situation is very healthy now as we move to a half-time ministry which provides us with a balanced budget. Our congregation's giving are consistent and cover expenses without touching our reserves. Our reserves are very healthy from the sale of our sister church in Harrowsmith.</p> <p>We have a agreement that our Trust Funds will not be used unless the proposed initiative is agreed to by the congregation at a congregational meeting.</p> <p>Right now, we have a goal to make the sanctuary fully accessible with an exterior ramp and improve the acoustics in the Sanctuary and the Fellowship Hall.</p> <p>This year we installed a new propane furnace in the Sanctuary and air conditioning in the Fellowship Hall.</p> <p>Overall, the church is in very good shape and it is our intention to manage the upkeep in a professional asset management manner.</p> <p>We have a dedicated and talented Property Committee that manages all repairs on the Steward's behalf.</p> <p>We have a Kitchen Committee that keeps our commercial kitchen in Health Unit inspector-shape.</p> <p>Our Music Librarian keeps this asset's organization well filed and managed.</p> <p>We also rely on our Funeral Committee to pull us together for funeral lunches and services for the entire community, if asked. We encourage</p>

		our Minister to serve the community, not just our congregation. We make allowances for this commitment if things get busy and the minister needs some time away from normal duties.
1	Worship	Engaging, inspiring, inclusive, joyous, traditional, biblical worship is our first priority. Music is an integral part of our worship service, with our professional music director, an excellent Ahlborn-Galanti organ, a Steinway grand piano and a committed choir. At this time, the only technology we use as a PA system and a variety of microphones. Our congregation survey identified the sermon factors as listed above.

Position Requirements Profile

Position

Our requirements are for a half-time ordained minister (20 hours a week). A large percentage of our congregation is elderly and may require more pastoral care.

Regular Duties:

- **Worship (50%)**
 - **Weekly Worship:** Oversee Sunday liturgy, sharing services with a licensed lay worship leader and a retired ordained minister, sermon preparation.
 - **Special Services** (Advent, Christmas, Lent, Easter, Holy Week, Confirmation, and Remembrance).
 - **Sunday bulletin** preparation with Church Administrative Assistant, as well as seasonal newsletters
 - **Youth:** Working with our Sunday School teachers and other youth leaders to help provide an inclusive worship experience for our children and youth.
 - **Music:** Working with the music director to provide a meaningful music component to the worship service.

- **Pastoral Care (40%)**
 - **Visitation:** Visit hospitals, nursing homes, palliative care, and shut-ins
 - **Counseling:** crisis counseling, weddings, funerals and baptisms.

- **Other Duties (10%)**
 - **Administration:** Overseeing and working with the church governance committees of the pastoral charge (Trustees, Official Board, Church Council, Stewards and Session). The Minister will be an ex-officio member of all church committees, excluding Ministry and Personnel.
 - **Records:** Responsible to oversee records as required by civil or church law.
 - **Leadership:** Providing dynamic and energetic team leadership and being open to change and new ideas.
 - **Social Outreach:** Connect with other service groups and churches in the community to help address the social needs within the area.

Occasional duties:

- Attend most congregational events
- Conduct weddings
- Conduct funerals

Accountability:

- To the congregation by way of the Ministry and Personnel Committee and the Official Board
- To Four Rivers Presbytery, as required by the policy of The United Church of Canada.
- To participate in annual performance reviews as coordinated by the Ministry and Personnel Committee

Demographic, Financial & Community Profile

THE UNITED CHURCH OF CANADA
L'ÉGLISE UNIE DU CANADA BAY
OF QUINTE CONFERENCE



Financial and Demographic Profile (BQ FD)

PURPOSE: To collect information about the local ministry and community

If you are preparing a vacancy for an outreach or other non-congregational ministry; please contact the Conference Personnel Minister regarding a more appropriate Demographic, Financial and Community Profile.

For multipoint charges, please complete this profile for each point.

PART A: About Our People:

Number of congregations: 1 2 3 Other

Trinity United Church 159 60
(Name of Congregation) (# on roll) (Avg. Sunday attendance)

We think of ourselves MAINLY as: Rural Remote Small town Suburban

Urban Inner City Other _____

Most of us live (check only one): In apartments In single-family homes

In retirement homes In long-term care homes

On working farms On rural retirement properties

The rest of us live (check all that apply): In apartments In single-family homes

In retirement homes In long-term care homes

In working farms On rural retirement properties

Our congregation includes (approx. number in each group)

Infants and pre-school 7 Children (5-12) 11 Teens (13-19) 1

Young adults (20-30) 0 Adults - (35-50) 10 Adults- (51+) 5

Young retirees (51-64) 3 Older Retirees (65-70) 3 Seniors (over 70) 50

Most of us...: (choose one)

Grew up in this area Moved to this area for work

Moved here to be close to family or other resources Moved here for other reasons

Many of us work in the following industries or sectors: (check all that apply)

- | | | | |
|---------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Health or social services | <input checked="" type="checkbox"/> Education | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Transportation |
| <input checked="" type="checkbox"/> Agriculture and food production | <input type="checkbox"/> Tourism/Hospitality | | <input checked="" type="checkbox"/> Retail |
| <input type="checkbox"/> Environment | <input checked="" type="checkbox"/> Mining/Forestry | | <input checked="" type="checkbox"/> Information Technology |
| <input checked="" type="checkbox"/> Government | <input type="checkbox"/> Professional Services | | <input type="checkbox"/> Other (specify): |

Our congregation is like: (choose one that best applies)

- A family where we all know each other, many members are related to each other;
- A medium sized church with some people very involved and others participate mostly by attending worship;
- A church with an ethnic identity or diverse inter-cultural mix
- A big church with a staff team and lots of different programmes and small groups.
- Other description:

We think of our local ministry unit as in the following way: (choose one that best applies):

- We have a new vision and are really excited; still working out how to live into that vision
- We are clear about our vision and purpose and have/are developing the skills and gifts to bring it about; we are excited and optimistic about our vision.
- Our congregation is changing and it is clear that we can no longer continue as we have been; we don't know how to go forward and have some anxiety. We believe that we have a future but can't quite see it.
- We see that the ministry within this community is probably winding down after many positive and productive years of faithful ministry, mission and service; we want to celebrate what we have been as we intentionally and graciously end this ministry.

PART B: About Our Tangible Assets

Governance structure:

How many people are on your Governing Body? 19

How many are typically present at a meeting of your Governing Body? 19

Our Church Building(s): (include information for each building if more than one)

We don't have a church building. (if you check this one, please comment briefly on where you worship and what other spaces you use for your ministry.)

Is your church fully wheelchair accessible? Yes No
Tell us how:

Is it partly accessible? Yes No
Tell us how:

The church hall is accessible by a wheelchair ramp.

What other measures of accessibility do you provide? (e. g. Assistive Hearing Devices, Large Print)

Large print bulletins, assistive hearing devices, temporary portable ramp to the church sanctuary and a stair climber.

Do you have plans for improving accessibility? Yes No

Tell us how: **We are currently working on plans to provide an accessibility ramp to the sanctuary.**

Sanctuary holds 150 people

Seating/set up in sanctuary (pews, chairs, choir loft etc) **Pews and choir loft.**

Is the sanctuary used other than for Sunday Worship? If so, how?

Yes. Used for funerals, weddings and occasional concerts and community events.

Are there meeting rooms? Yes No

What are they used for? **Church board meetings, small community group meetings.**

Is there a nursery? Yes No

Are the nursery toys/furniture compliant with current safety standards? Yes No

Are there Sunday Schools rooms? Yes No

How many? Are they also multipurpose use? **There are 3 rooms used mainly for Sunday School.**

Are there activity rooms? (ie quilting, gym, library) Yes No

Brief descriptions:

Upper and lower activity rooms host children's play group, exercise groups (yoga, zumba line dancing) quilting groups, girl guides (Sparcs and Brownies)

Where is the office located for the minister? Is it shared? **Basement office area. Not shared.**

Describe it: **Single lockable room (approx 12' x 15') with outside window.**

What computers/telephones are provided at the church? **Office Computer with high capacity printer. WIFI available. Office telephone and upstairs telephone on a separate lines.**

Is internet provided at the church? Yes No *if yes* High Speed Dial-up

What Social Media accounts and Webpages does the church hold? Who maintains, updates them?

Web page (h-vpastoralcharge.org) maintained by a web administrator.

Is there a photocopier in the church? Yes No

Is the building used by outside groups as well as ministry activities? Yes No

Brief descriptions (tenants, occasional rentals, frequency of use)

Exercise groups, quilting groups, Girl Guides, childrens play group, rentals (community groups and celebratory events), church and community fund raising events. Building is active most days of the week.

Administrative Support:

What administrative support is provided? **An administrative assistant who provides clerical duties, bulletin preparation and facilities bookings.**

How many hours per week? 8 Is this paid or volunteer?

Ministry and Personnel Committee:

How many members? 5

How often does the committee meet? Monthly or as needed

Has one or more of the committee members attended a M&P Committee Training event in the last three years?

Yes No

PART C: About Our Finances

Attach the previous two years financial information, including:

Balance Sheets (assets and liabilities)

Revenues and Expenditures

Charity Tax Returns (T3013)

Also include the current year's budget.

The word or phrase that best describes our current financial situation is:

- Abundant X Adequate € Not meeting expenses but optimistic
 Not meeting expenses and relying on bequests and reserves to fund operating budget.
 Other (describe)

Our Revenue Sources are (please indicate approximate percentage of your current operating budget that comes from each source: Based on 2017 Financial Statements supporting a full-time minister.

Congregational givings 63 Congregational Fundraising Activities 4
 Rental of building/services 5 Bequests/Reserves/Investments 28

Other (please briefly describe):

Our Financial Reserves:

We have sufficient reserves in the bank that we could cover three months of expenses if we had an emergency.

X Yes € No

Our Financial Accountability:

Our financial statements are reviewed by an external person each year:

- Yes: a formal third-party review.
 X No: An independent review of the financial statements is done by appointed members of the congregation.

Our Statistics from the last five years of submissions to the United Church of Canada show:

	Line # in the Yearbook	Current year 2017	One year ago 2016*	Two years ago 2015*	Three years ago 2014*	Four years ago 2013*
Average weekly attendance Sunday	20	60	82	100	110	110
Identifiable givers (local)	18	110	145	145	188	184
\$ expended for pastoral charge operations	40	\$123,948	\$139,753	\$139,567	\$133,523	\$122,159
# households under pastoral care	5	93	121	156	180	185

* From 2016 prior, there were 2 churches within the pastoral charge

PART D: About Our Community

This is what we love about our community. This is what makes it unique.

Hundreds of lakes; Frontenac Park; Diversity of Outdoor Activities; Frontenac Arena; a rich mix of long-time residents, retirees, young families and summer residents; a rural community within easy commuting to Kingston and the 401 corridor

The three economic, demographic or political challenges facing our area are:

1. Lack of Public Transportation for appointments and travel to major centres
2. Lack of Services for the “Aging At Home” population changes, including a Physician shortage in the Verona Clinic
3. The fiscal challenge of paying for Road 38, which was downloaded to the Township of South Frontenac from the Province of Ontario in 1998.

Here are two or three websites that offer detailed information about our community:

See attached 'Community Resources' Fact Sheets

Other faith communities represented in our community/region are:

Verona Free Methodist Church

St. Paul's Anglican Church,
Sydenham

Lakeview Gospel Assembly,
Verona

Harrowsmith Free Methodist
Church

Sydenham Holiness Church

Sacred Heart Catholic Church,
Westport Road

Cole Lake Free Methodist
Church

St. Patrick's Roman Catholic
Church, Railton

We have close ties with the following faith communities:

No, except for some Ecumenical Services and the World Day of Prayer

Appendices

Balance Sheets

Trinity United Church Balance Sheet 2016

Assets:

Cash and bank accounts	21,321.00
Long-term investments	257,158.00
Land and Buildings (insured value)	700,000.00
Other assets (building contents)	70,000.00
Total Assets	1,048,479.00

Liabilities

Total Liabilities	0.00
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Trinity United Church Balance Sheet 2017

Assets:

Cash and bank accounts	23,212.60
Long-term investments	200,410.75
Land and Buildings (insured value)	936,000.00
Other assets (building contents)	85,000.00
Total Assets	1,244,623.35

Liabilities

Total Liabilities	0.00
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Harrowsmith-Verona Pastoral Charge Financial Reports For 2016

Operating Budget

INCOME		EXPENSES	
Balance Forward From 2015	11,487	HST paid on purchases	1,078.85
Allocation from Churches	67,150	Manse	
Donations Received	2,000	Manse Hydro Expense	55.57
GST Rebate	2,031	Manse Insurance	304.56
LTD Reimbursement	3,741	Manse Repair & Maint.	3,002.91
Manse Rental	7,200	Manse Property Taxes	589.79
Photocopying Income	20	Manse Oil Expense	100.00
Transfer From Manse Reserve Fund	100	TOTAL Manse	<u>4,052.83</u>
TOTAL INCOME	<u>93,731</u>	Minister's Compensation	
TOTAL M&S Givings	12,466.17	Minister's Salary	58,163.16
2016 M&S Target	18,000.00	Continuing Education	383.97
Target Shortfall	(5,533.83)	E.I. (Employer)	1,168.96
		CPP (Employer)	1,874.28
		Pension & Group Insurance (Employer)	7,973.20
		Basic Telephone	343.56
		TOTAL Minister's Compensation	<u>69,907.13</u>
		Pastoral charge misc. exp	
		Advertising	27.48
		Bulletins	754.73
		CPP Correction	66.77
		Educational Material	415.54
		E.I. Correction	415.10
		Emergency Assistance	250.00
		Miscellaneous	25.00
		Presbytery Dues	3,884.53
		Pulpit Supply Ministers	2,412.34
		TOTAL Pastoral charge misc. exp	<u>8,251.49</u>
		Office Expenses	
		Internet Access	422.31
		Photo Copying Expenses	493.50
		Postage for office use.	340.07
		Office Rent	750.00
		Secretary's Salary	4,183.34
		Office Supplies	560.03
		Office Telephone Expense	1,446.20
		TOTAL Office Expenses	<u>8,195.45</u>
		Treasurer	
		Treasurer's Salary	500.00
		TOTAL Treasurer	<u>500.00</u>
		Web Page Administration	500.00
		TOTAL EXPENSES	<u>92,485.75</u>
INCOME-EXPENSES		1,246.55	

St. Paul's United Church Financial Reports for 2016

General Fund

INCOME

Balance Forward From 2015		556.11
Fund Raising		
Auction Sale	3,967.23	
Avgen Incentive Group	93.28	
Funeral Receptions	300.00	
Lunches	5,955.00	
Sale of Church Items	40.00	
Turkey Supper	833.79	
TOTAL Fund Raising		<u>11,189.30</u>
Identified Receiptable Donations		13,156.25
Interest Income		6.89
Loose Offering		157.85
Rental & Usage Fees		
Basement Rental	820.00	
Girl Guides	300.00	
Office Rent	750.00	
Rug Hookers	325.00	
Scrapbooking Group	145.00	
Victoria Quilts	100.00	
Womens Institute	200.00	
Yoga	120.00	
TOTAL Rental & Usage Fees		<u>2,760.00</u>
Total Income		<u>27,826.40</u>

EXPENSES

Allocation		19,323.72
Caretaker		1,950.00
Caretaker Supplies		29.51
Elevator		616.24
Fund Raising Expenses		
Lunch Supplies	807.96	
Turkey Supper	75.00	
TOTAL Fund Raising Expenses		<u>882.96</u>
HST Paid		885.61
Heating		2,533.27
Hydro		1,718.04
Insurance		2,353.28
Kitchen Equipment		7.97
Repairs & Maintenance		1,445.22
Organist		3,023.40
PAR Fees		21.50
Postage		82.00
Professional Services		1,000.00
Snow Ploughing		420.00
Worship Sup.		7.00
TOTAL EXPENSES		<u>36,299.72</u>

INCOME-EXPENSES	-8,473.32
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Trinity United Church Financial Reports for 2016

Local Expenses

INCOME

Balance Forward From 2015	-3,950.09
Identified Receiptable Donations	69,492.77
Exchange on U.S. Currency	22.06

Fund Raising

Adopt a Barrel Contest	300.00
Bake Sale	808.45
Clergy Cooks Dinner	315.00
Craft & Bake Sale Bake Table	580.15
Craft & Bake Sale Table Renta	270.00
Frontenac Womens Chorus	400.00
Gift Card Sales	103.62
Harvest Dinner	30.00
Pie Making (Apple)	810.40
Sale of Refrigerator	50.00
Scotch On The Rocks	500.00
Victorian Tea	488.30

TOTAL Fund Raising

HST Rebate	4,655.92
Loose Offering	3,091.75
Observer Subscriptions	817.15
C.E. Hall Rental	165.00
	5,654.10
TOTAL INCOME	79,948.66

EXPENSES

Advertising	199.53
Allocation	47,826.82
Anniversary Speaker	250.00
Bank Charges	77.50
Caretaker	3,960.00
Cleaning Supplies	278.90
Collection Envelopes	186.28
Fellowship	170.87
Fire Insurance	3,854.25
Flowers & Decorations	300.26
Heating Oil	1,947.32
HST Paid	1,764.91
Electricity	4,550.00
Maintenance	2,143.11
United Church Observer	194.69
Office Supplies	40.93
Organist	8,860.27
PAR fees	97.00
Piano Tuning	290.00
Postage	82.00
Publications (Literature Rack)	50.00
Session Expenses	311.28
Snow Removal	180.00
Sunday School Supplies	759.67
Telephone	686.66
Transfer Fund Raising To Givings	55.86
Treasurer	2,000.00
Worship Supplies	146.83
TOTAL EXPENSES	81,264.94

INCOME-EXPENSES -1,316.28

Mission & Service

INCOME

Identified Receiptable Donations	10,944.51
Loose Offering	383.95
TOTAL INCOME	11,328.46

EXPENSES

M & S - Payment to Cent. Treas	11,208.46
TOTAL EXPENSES	11,208.46

INCOME-EXPENSES 120.00

Harrowsmith-Verona Pastoral Charge Financial Reports For 2017

Operating Budget

INCOME

Balance Forward From 2016	1,846.55
Transferred From Trinity Operating Budget	53,500.00
Donations Received	1,200.00
HST Rebate	539.07
Transferred From Manse Reserve Fund	20,000.00
Transferred From Other Reserves	15,000.00
Photocopying Income	25.26
TOTAL INCOME	92,110.88

EXPENSES

HST paid on purchases		636.79
Minister's Compensation		
Minister Salary	58,164.12	
Continuing Education	301.95	
E.I. (Employer)	790.09	
CPP (Employer)	2,301.73	
Pension & Group Insurance (Employer)	8,697.98	
Basic Telephone	343.56	
Travel Allowance	311.20	
TOTAL Minister's Compensation		70,910.63
Pastoral charge misc. exp		
Bulletins	566.68	
Educational Material	157.36	
Emergency Assistance	550.00	
Presbytery Dues	3,880.83	
Pulpit Supply Ministers	4,143.20	
TOTAL Pastoral charge misc. exp		9,298.07
Office Expenses		
Photo Copying Expenses	1,484.80	
Postage for office use.	328.00	
Admin. Assistant Salary	4,946.24	
Office Supplies	264.96	
Office Telephone Expense	1,091.65	
TOTAL Office Expenses		8,115.65
Treasurer		
Treasurer's Postage Exp.	13.65	
Treasurer's Salary	500.00	
TOTAL Treasurer		513.65
Web Page Administration		520.79
TOTAL EXPENSES		89,995.58

INCOME-EXPENSES	2,115.30
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Harrowsmith-Verona Pastoral Charge - 2018 Budget

	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 BUDGET
Expenses				
SALARY	\$58,163.16	\$58,164.00	\$58,164.12	\$23,569.50
CONTINUING EDUCATION	\$585.97	\$1,320.00	\$301.95	\$696.50
TRAV. ALLOW	\$0.00	\$6,150.00	\$311.20	\$3,900.00
BASIC TELEPHONE	\$343.56	\$350.00	\$343.56	\$150.00
EI(CHRG)	\$1,168.96	\$1,310.00	\$790.09	\$655.00
CPP(CHRG)	\$1,874.28	\$1,874.28	\$2,301.73	\$937.14
PENSION	\$7,973.20	\$8,500.00	\$8,697.98	\$4,250.00
Total Minister	\$70,109.13	\$77,668.28	\$70,910.63	\$34,158.14
EDUC. MATERIAL	\$415.54	\$500.00	\$566.68	\$500.00
BULLETINS	\$754.73	\$600.00	\$157.36	\$500.00
MINISTER'S BENEVOLENT FUND	\$250.00	\$2,000.00	\$550.00	\$0.00
MISCELLANEOUS	\$534.35	\$100.00	\$0.00	\$100.00
GST/HST PAID	\$1,078.85	\$600.00	\$636.79	\$600.00
PRESBYTERY DUES	\$3,884.53	\$3,880.83	\$3,880.83	\$3,880.83
SUPPLY MIN.	\$2,412.34	\$1,700.00	\$4,143.20	\$5,000.00
Total Miscellaneous	\$9,330.34	\$9,380.83	\$9,934.86	\$10,580.83
HYDRO & HEAT	\$155.57	\$0.00	\$0.00	\$0.00
INSURANCE	\$304.56	\$0.00	\$0.00	\$0.00
MAINTENANCE	\$3,002.91	\$0.00	\$0.00	\$0.00
MANSE TAXES	\$589.79	\$0.00	\$0.00	\$0.00
Total Manse	\$4,052.83	\$0.00	\$0.00	\$0.00
PETTY CASH	\$0.00	\$100.00	\$0.00	\$100.00
REPAIRS	\$0.00	\$100.00	\$0.00	\$100.00
PHOTO COPY EXP.	\$493.50	\$1,500.00	\$1,484.80	\$1,500.00
POSTAGE	\$340.07	\$320.00	\$328.00	\$328.00
RENT	\$750.00	\$0.00	\$0.00	\$0.00
Administrative Assistant	\$4,183.34	\$3,600.00	\$4,946.24	\$5,000.00
OFFICE SUPPLY	\$560.03	\$300.00	\$264.96	\$300.00
INTERNET ACCESS	\$422.31	\$0.00	\$0.00	\$0.00
OFFICE TELEPHONE	\$1,446.20	\$1,080.00	\$1,091.65	\$1,092.00
Total Office	\$8,195.45	\$7,000.00	\$8,115.65	\$8,420.00
TREASURER	\$500.00	\$500.00	\$500.00	\$500.00
POSTAGE	\$0.00	\$82.00	\$13.65	\$82.00
Total Treasurer	\$500.00	\$582.00	\$513.65	\$582.00
Web Page Administration	\$500.00	\$530.00	\$520.79	\$530.00
BUDGET EXPENSE TOTALS	\$92,687.75	\$95,161.11	\$89,995.58	\$54,270.97
Revenues				
SURPLUS FROM PREV. YEAR	\$9,981.04	\$0.00	\$1,246.55	\$1,515.30
MANSE RENTAL	\$7,200.00	\$0.00	\$0.00	\$0.00
Manse Capital Reserve Transfer	\$0.00	\$20,000.00	\$20,000.00	\$0.00
Transfer From Other Capital Reserve	\$0.00	\$20,000.00	\$15,000.00	\$0.00
OTHER INCOME	\$5,865.71	\$2,000.00	\$1,225.26	\$2,000.00
GST REBATE	\$2,035.01	\$1,000.00	\$539.07	\$500.00
BULLETIN DONATIONS	\$0.00	\$100.00	\$0.00	\$100.00
Transfer From Operating Budget	\$67,150.54	\$52,061.11	\$53,500.00	\$50,155.67
BUDGET REVENUE TOTALS	\$92,232.30	\$95,161.11	\$91,510.88	\$54,270.97
Monthly Transfer From - Trinity		\$4,338.43		\$4,179.64
2018 Mission & Service Target	\$15,000.00			

Trinity United Church Financial Reports for 2017

Local Expenses

INCOME

Balance Forward From 2016	-1,298.08
Identified Receiptable Donations	77,839.15
Exchange on U.S. Currency	33.59

Fund Raising

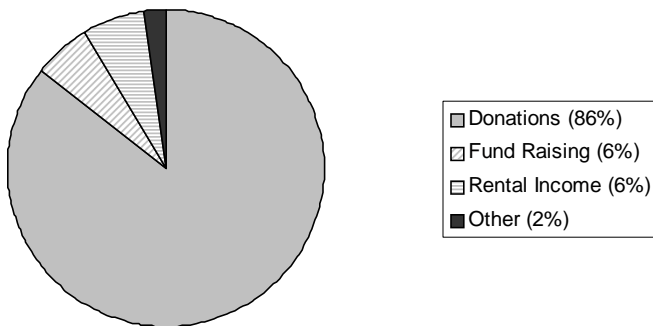
Adopt a Barrel Contest	300.00
Bake Sale	1,007.90
Craft & Bake Sale Bake Table	609.90
Craft & Bake Sale Basket Raffle	522.00
Craft & Bake Sale Table Rental	300.00
Frontenac Womens Chorus	927.00
Garage Sale	655.00
Pie Making (Apple)	848.13
TOTAL Fund Raising	5,169.93
HST Rebate	1,650.27
Loose Offering	273.90
Observer Subscriptions	270.00
C.E. Hall Rental	5,916.19
TOTAL INCOME	89,854.95

EXPENSES

Allocation	53,500.00
Bank Charges	50.00
Caretaker	4,140.00
Cleaning Supplies	935.93
Collection Envelopes	186.78
Fellowship	429.99
Fire Insurance	3,808.91
Flowers & Decorations	157.65
HST Paid	1,733.02
Heating (Propane & Oil)	3,301.89
Electricity	5,160.82
Maintenance	573.53
United Church Observer	265.49
Organist	9,651.48
PAR fees	109.50
Piano Tuning	175.00
Postage	82.00
Session Expenses	528.92
Snow Removal	150.00
Sunday School Supplies	84.54
Telephone	66.00
Treasurer	2,000.00
Workshops	184.29
Worship Supplies	176.97
TOTAL EXPENSES	87,452.71

INCOME-EXPENSES 2,402.24

Local Expenses - Income Sources for 2017



Mission & Service

INCOME

Bakance Forward from 2016	5.00
Identified Receiptable Donations	11,979.73
Loose Offering	607.80
TOTAL INCOME	12,592.53

EXPENSES

M & S - Payment to Cent. Treas	12,592.53
TOTAL EXPENSES	12,592.53

INCOME-EXPENSES 0.00

Local Expenses Budget for 2018

<u>Local Expenses Budget for 2018</u>			
	2017	2017	2018
	Budget	Actual	Budget
Allocation (Transfer to Pastoral Charge)	52,061.11	53,500.00	50,155.00
Anniversary Speaker	250.00	0.00	250.00
Bank Charges	125.00	50.00	125.00
Caretaker	4,200.00	4,140.00	4,800.00
Cleaning Supplies	600.00	935.93	600.00
Collection Envelopes	160.00	186.78	190.00
Fellowship	100.00	429.99	100.00
Fire Insurance	4,000.00	3,808.91	4,000.00
Flowers & Decorations	200.00	157.65	200.00
Harmonized Sales Tax	2,000.00	1,733.02	2,000.00
Heating Propane & Oil	3,000.00	3,301.89	3,000.00
Maintenance	1,000.00	573.53	1,000.00
Music	350.00	0.00	350.00
Office Supplies (Postage)	150.00	82.00	150.00
Electricity	4,500.00	5,160.82	3,000.00
Organist & Choir Director	10,000.00	9,651.48	10,000.00
Piano Tuning	350.00	175.00	350.00
Session (Cards and Postage)	350.00	528.92	350.00
Snow Removal	400.00	150.00	400.00
Sunday School Supplies	900.00	84.54	900.00
Telephone	50.00	66.00	66.00
Treasurer	2,000.00	2,000.00	2,000.00
United Church Observer	200.00	265.49	280.00
Workshops	200.00	184.29	200.00
Miscellaneous	300.00	286.47	300.00
Totals	87,446.11	87,452.71	84,766.00